

COMMISSIONER PROCEEDINGS

November 30, 2021

- Call to Order: The Lincoln County Board of Commissioners met in the courthouse commission meeting room on Tuesday, November 30, 2021. Chairman Randy Lohmann called the meeting to order at 8:30 a.m. with Vice-Chairman Dennis Ray and Member Darrell Oetting present. County Clerk Dawn Harlow was in attendance as recording secretary.
- Visitors: Others present for portions of the meeting: James Weber, Dale Hlad, Sarah Hageman (via telephone), Phil Hayes, Jennifer Machado, Tami Kerth, Leann Bishop, and Rhonda Wright.
- Correspondence: Correspondence: a phone number for Stanton Diehl, who tears down buildings as a potential source for removing the dilapidated property on Main St; a newsletter from North Central Regional Planning Commission; a bill for Lincoln Park Manor; and a packet of information from Norm Kincaid.
- Updates: Commissioner Oetting reported information received from Mike Street regarding the State Fire Marshal's inspection deficiencies at Lincoln Park Manor. Commissioner Lohmann reported on the hospital board meeting.
- Highway Department: Director of Highway Department Dale Hlad discussed the bridge failure that occurred with a loaded grain cart. Hlad reported vandalism on Elk Dr, where two stop signs and one yield sign were damaged. Hlad provided information on department activities.
- Minutes Approved: Dennis Ray moved to approve the November 22, 2021, minutes as presented, seconded by Darrell Oetting. Motion carried.
- Accounts Payable & Payroll Approved: Dennis Ray moved to approve accounts payable in the amount of \$564,245.00, seconded by Darrell Oetting. Motion carried. Randy Lohmann moved to approve payroll in the amount of \$216,158.21 for November, seconded by Darrell Oetting. Motion carried.
- Executive Session: Sarah Hageman requested an executive session to discuss FMLA Shared Leave. Randy Lohman moved to recess into executive session for ten minutes for the purpose of discussing employee FMLA issue, pursuant to K.S.A 75-4319(2)(b)(1) to discuss personnel matters of nonelected personnel with the commission, County Clerk Harlow, and Sarah Hageman, seconded by Dennis Ray. Motion carried. Time in: 9:33 a.m. Time out: 9:43 a.m.
- Reconvene: Shared Leave Approved: The chairman reconvened the meeting to regular session at 9:43 a.m. Dennis Ray moved to allow Sarah Hageman to use the shared leave policy for up to 80 hours, effective today's date, with the anticipation of a return to work of February 14, 2022, seconded by Randy Lohmann. Motion carried.
- Salary Survey & Pay Scale: Phil Hayes, The Arnold Group, discussed the salary survey prepared for Lincoln County. Hayes explained that the pay grades were determined using the Hay Methodology of Job Evaluation. The subsequent salary ranges were determined by compiling information received from surrounding counties, like sized counties, and the Kansas Department of Labor Wage Report. Hayes explained how the board could determine an annual wage increase percentage and how that percentage could apply based upon performance evaluations of employees within each

department. Hayes provided examples of hiring potential employees for their experience without negatively impacting current employees. The group discussed what happens when employees max out on their current wage scale and how the county could address the cost of living adjustments in future years. Hayes answered questions posed by department heads. Hayes will provide the recommended wage increases for employees affected by uncompressing the wage scale and suggested that the board complete this process before granting the fifty-cent cost of living increase budgeted in 2022.

Health Department: Clerk Harlow related that Elizabeth Sheldon has accepted the position and requested employment approval. Darrell Oetting moved to hire Elizabeth Sheldon in the Health Department, \$23.50 per hour, as a full-time RN, seconded by Dennis Ray. Motion carried.

Adjourn: The chairman adjourned the meeting at 12:40 p.m. The next meeting will be in the courthouse commission meeting room at 8:30 a.m. Monday, December 6, 2021.