

February 10, 2020

Commissioner Thurlow, Commissioner Carlson, and Commissioner Mayo were present at a regular meeting beginning at 8:00 a.m. The minutes were approved as printed. Payroll in the amount of \$179,261.67 was reviewed and approved by the Board.

Jeff Germann, Interim Highway Administrator, met with the Board to give the weekly report. Bobby Shomper joined the meeting. Last week the Department hauled a large amount of rock, bladed roads and did a temporary fix on the double pipes located on 24<sup>th</sup> Rd. between Thunder Rd. and Utah Rd. The double pipes will need to be replaced with a 46" tank when the weather improves. KDOT delivered 27 tons of salt in exchange for the yard rent located at Hwy #9 and Hwy #15. Mr. Germann reported that he had contacted Kahn Steel to get the cost of shipping for 100 used guardrail posts. The guardrail posts would be \$9 each and the shipping would be \$450 for a total of \$1,350. Commissioner Mayo made the motion to purchase 100 used guardrail posts plus shipping for a total of \$1,350 from Kahn Steel, to be paid for out of the Special Bridge Fund. Commissioner Carlson seconded and the motion passed unanimously.

Rocky Cramer, EMS Director, met with the Board to give the weekly report. Permission was granted to advertise to fill a full-time vacant position. They will be taking the ambulances to TSI, Inc for the Annual Inspections that are required by State to be done. The first EMT Instructional Class was held last week with 8 students in attendance. There were 5 individuals from Wakefield and 3 from Clay Center. The Board signed an Event Approval for an employee to attend a meeting in Salina, Kansas.

Pam Kemp, Emergency Manager, met with the Board to give and update and the Board signed an Event Approval for Ms. Kemp to attend a meeting in Topeka, Kansas.

Kristina Dietrick, HR Partners LLC, met with the Board to present the options of what they have available for Clay County in reviewing and revising the Clay County Employee Handbook. Ms. Dietrick asked that we send her the current handbook electronically and she will then send us a quote on the cost of revising it. Also, they have available a 12-month contract of a monthly rate of \$350 that will include the revised handbook and a stated number of hours for HR consulting with employment law through the 12-month period. Ms. Dietrick stated that an Employee Handbook must state employment laws and then the rules and guidelines of the County. There are no two Handbooks that are alike. The Board will discuss this issue and make a decision soon.

Chuck Dunn, Sheriff, met with the Board to give the weekly report. Permission was granted to advertise for a full-time jailer position. Sheriff Dunn stated that they are needing to put out for bids on one replacement Deputy patrol vehicle. Permission was granted to put out for bids on one replacement vehicle. Permission was granted to repair the upholstery or the replacement of a seat that was damaged in a Deputies patrol vehicle.

Whitney Baer, Noxious Weed Director, met with the Board to give a Department update. Ms. Baer presented the Annual Noxious Weed Eradication Progress Report and the 2020 Annual Noxious Weed Management Plan for the Board to sign and then it will be sent to the State of Kansas. The Board signed

an Event Approval for an employee of the Noxious Weed Department to attend meetings in Lawrence and Stockton, Kansas. The Board granted permission to purchase floor mats and to get signage for the doors on the new spray truck.

Jeff Germann, Interim Highway Administrator, met with the Board to discuss the vacant Highway Administrator position. The Board is still researching the applicants and hopes to make a decision to fill the position soon.

The Board adjourned at 12:40 p.m.

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David M. Thurlow, Chairman

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Attest: Kayla Wang, County Clerk  
February 18, 2020  
Clay Center, Kansas