

February 24, 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 \$175,330.68 was reviewed and approved by the Board.

The Board received a request from Debra Moon asking permission to use the Courthouse Square for Relay for Life on August 21st, 2020. Permission was granted to use the Square for the Relay for Life on August 21st, 2020 from 6:00 p.m. to 11:00 p.m.

Jeff Germann, Interim Highway Administrator, met with the Board to give the weekly report. The Board informed Mr. Germann that they have filled the position of Highway Administrator. Mr. Bobby Shomper has accepted the position and will be in touch with a start date. The Board did grant Mr. Shomper a 6-month grace period to move to Clay County. The Board also decided to leave Mr. Germann at the increased rate of pay for an additional 6 months while Mr. Shomper is training for the position. The bids for 1200 square feet of 7-gauge sheet piling were opened as follows:

J & J Drainage Products Co. – Galvanized - \$16,390.94
Black - \$13,711.40
Welborn Sales Inc. – Galvanized - \$10,669.56
Black - \$8,796.00
Husker Steel – Galvanized - \$9,480
Black - \$8,208

After reviewing the bids, Commissioner Mayo made the motion to accept the bid from Husker Steel for the black piling in the amount of \$8,208 to be paid out of the Special Bridge Fund. Commissioner Carlson seconded and the motion passed unanimously. Last week the Department bladed roads, hauled chips, cleaned trees out of ditches in several locations, and removed tree stumps. The corrugated pipe order has been delivered to the yard. Bob Straight with the Rail Yard contacted Mr. Germann and will be delivering the 75 ft culvert to the Clay County Park on Thursday. The Highway Department will be installing the culvert possibly next week.

Rocky Cramer, EMS Director, met with the Board to give the weekly report. Mr. Cramer asked to go into Executive Session. Commissioner Mayo made the motion to go into Executive Session under the Personnel Exception of non-elected personnel for 10 minutes beginning at 9:02 a.m. with Commissioner Thurlow, Commissioner Carlson, Commissioner Mayo, Mr. Cramer, EMS Director, and Kayla Wang, County Clerk present. The subject to be discussed is personnel. Commissioner Carlson seconded and the motion passed unanimously. The regular meeting reconvened at 9:12 a.m. with no action being taken during the session. Mr. Cramer reported that the Annual Vehicle Inspections were completed last week. The State Board of EMS was on site to do the Inspection on the EMS Service last week. No deficiencies were found. Holte Electric has installed the new furnace and will hopefully install the air conditioning later this week. The quotes for the garage door repair, which includes the replacement of two panels, hinges, and side seal weatherseal are as follows:

DH PACE Everything Doors - \$1,323.00
Garage Door Place Inc. - \$1,064.40

The Board granted permission to go with the Garage Door Place in the amount of \$1,064.40 and to get the repairs done as soon as possible.

Pam Kemp, Emergency Management, met with the Board to present an Event Approval. The Board signed the Event Approval for Ms. Kemp to attend a series of one day trainings for the Local Emergency Operations Plan Workshops in Minneapolis, Kansas.

Ryan Wilson, Clay Center Dispatch, started the live stream on Facebook at 9:34 a.m.

Susan Mall, Register of Deeds, met with the Board to present bids on two replacement computers with Windows 10 for her office. The bids were reviewed as follows:

Central Office Service & Supply - \$1,787.00

Network's Plus - \$1,885.30

Plus, the purchase of Microsoft Office Pro - \$250 .00 each

After reviewing, Commissioner Carlson made the motion to purchase two replacement computers for the Register of Deeds Office from Central Office Service & Supply in the amount of \$1,787.00 plus the purchase of two Microsoft Office Pro. Commissioner Mayo seconded and the motion passed unanimously. Ms. Mall also discussed the possibility of purchasing a laptop to have at the Counter so that they can help individuals at the counter and not back at their desks. The Board instructed Ms. Mall to get prices and return with them at a later date. The Board granted permission to place an employment ad in the Clay Center Dispatch to fill the vacant position in the office.

The Board contacted Dalanna Nichols, Court Administrator, by phone to discuss a bill that the County received on the purchase of a Parka and Jacket in the amount of \$192.50 for the Clay County Court Service Officer which is a State Employee. Ms. Nichols stated that they feel that the County should pay for these items as part of the District's expenses. The Board disagreed with Ms. Nichols so she stated that she would have Kevin Murray, Chief Court Service Officer call them.

Kevin Murray, Chief Court Service Officer visited with the Board by phone about a bill that the County had received on the purchase of a Parka and Jacket in the amount of \$192.50 for the Clay County Court Service Officer. The Board stated that they felt that the County should not be paying for the clothing of a State Employee. Mr. Murray stated that coats had been purchased with the stitching of the badge for identification purposes and safety of the Officer for when he is going to a residence or dealing with a client. Mr. Murray stated that the Court Officer takes a Police Officer with him when available for safety when dealing with clients. The Board stated that the County has a \$100 purchasing limit, and anything over that needs to be approved by the Board before purchase unless it is a supply or an emergency purchase. Mr. Murray said that he had approval from the Court Administrator and the Judge. But the Board said that they were not informed of any of this until they received the bill. Mr. Murray asked if he needed to come out to meet with them in person or what he needed to do to solve this issue. Commissioner Thurlow stated that the Board would discuss this issue and make a decision.

Commissioner Carlson made the motion to deny the payment of the bill received from Riley County District Court on the purchase of a Parka and Jacket in the amount of \$192.50 for the Clay County Court

Service Office that is a State Employee. Commissioner Mayo seconded and the motion passed unanimously.

Chuck Dunn, Sheriff, met with the Board to give the weekly report. Commissioner Carlson asked Sheriff Dunn about the regulations of signs and lights that are required on a horse and buggy when traveling on the roads. He has heard some concerns about this issue. Sheriff Dunn stated that he would do research on this issue and report next week to the Board of the requirements. The Board adjourned at 11:45 a.m.

David M. Thurlow, Chairman

Attest: Kayla Wang, County Clerk
March 2, 2020
Clay Center, Kansas