

BOARD OF MCPHERSON COUNTY COMMISSIONERS

August 9, 2011

10:00 a.m.

Regular Meeting

All Present

Work Session at Public Works

12:00 Noon

All Present

Chairman Loomis opened the meeting at 10:00 a.m. Commissioner Patrick made a motion to approve the agenda for August 9, 2011. Commissioner Terry seconded. **All voted aye.**

No one spoke during Public Input at 10:00 a.m.

Commissioner Patrick made a motion to approve the minutes for August 2, 2011 as amended. Commissioner Terry seconded. **All voted aye.**

Commissioner Patrick made a motion to approve checks and claims for August 9, 2011 and payroll for pay period ending August 6, 2011. Commissioner Terry seconded. **All voted aye.**

Rick Witte, County Administrator/Financial Manager presented a Certification of Voting Delegate request form for the Annual KAC Conference. Commissioner Terry made a motion to nominate Chairman Loomis as the voting delegate. Commissioner Patrick seconded. **Commissioners Patrick and Terry voted aye. Chairman Loomis abstained.** Commissioner Terry made a motion to nominate Commissioner Patrick as first alternate. Chairman Loomis seconded. **Chairman Loomis and Commissioner Terry voted aye. Commissioner Patrick abstained.** Commissioner Patrick made a motion to nominate Commissioner Terry as second alternate. Chairman Loomis seconded. **Chairman Loomis and Commissioner Patrick voted aye. Commissioner Terry abstained.**

At 10:15 a.m., Discussion took place regarding the 2012 County Budget. The Commissioners made several changes to agency appropriations and capital outlay requests for County departments. Mr. Witte will make the changes on the 2012 Budget and have the budget published, with the Public Hearing scheduled at 10:30 a.m. August 23, 2011.

At 10:45 am. Tom Kramer, Public Works Director, joined the meeting to discuss extending the FY 2011 contracts with Nelson Quarries and Knight Trucking to FY 2012. Following discussion, Commissioner Patrick made a motion to extend contracts for Nelson Quarries and Knight Trucking to FY 2012 as requested. Commissioner Terry seconded. **All voted aye.**

At 11:05 a.m., Jamie Karasek, Assistant County Attorney, joined the meeting and presented a new job description for Legal Secretaries and the Diversion Coordinator. Following discussion, Commissioner Terry made a motion to accept the new job descriptions, as well as the change in job title from Legal Secretary to Legal Administrative Assistant, with a salary Grade change from Grade 10 to Grade 12. The Diversion Coordinator position will also be changed from Grade 17 to Grade 11. Commissioner Patrick seconded. **All voted aye.**

Ms. Karasek then presented a Personnel Change Notice (PCN) to hire Susan Ward as a Legal Administrative Assistant, effective July 29, 2011. Commissioner Terry made a motion to approve the PCN as corrected to 12A. Commissioner Patrick seconded. **All voted aye.**

Mr. Witte discussed the proposal for Hedlund Electric to trench and bury conduit from three (3) locations, next to Kansas Avenue and Marlin Street to the Courthouse, for future underground wiring use by telephone and cable companies. It was a consensus among Commissioners to authorize the work at an estimated cost of \$8,470.00.

At 11:30 a.m., Commissioners recessed and directly reconvened at the Public Works Department to conduct a work session. At 2:00 p.m. Chairman Loomis adjourned the meeting.

Commission minutes taken by Rick Witte.

Ron Loomis, Chairman

Duane J Patrick, Vice-Chairman

Harris Terry, Commissioner

Attest: County Clerk
Susan R. Meng