

## **Ringgold County Board of Supervisors Minutes September 23, 2019**

The Ringgold County Board of Supervisors met in regular session Monday, September 23, 2019. The meeting was called to order at 9:00 A.M by Lyle Minnick with the following members present: Kraig Pennington, Lyle Minnick and Ron Landphair.

A motion was made by Minnick, second by Landphair to approve the agenda.  
AYES: Unanimous NAYS: None

Engineer Jared Johnson met with the Board to provide secondary roads updates. The group began with discussing the current overtime policy. Also present for discussion was Conservation Director Kate Zimmerman. Currently, the employee handbook allows for overtime to be calculated using actual hours worked, holidays, comp time and vacation/sick/personal leave hours do not count. Members of secondary roads would like to see holidays count in this calculation. Zimmerman stated she works several hours each week as well as many holidays. Each year she averages the loss of four holidays. Most counties follow FLSA guidelines in the calculation of overtime, where actual hours worked are used in the calculation, she added. If the Board would approve this, budgets would get hit significantly, Zimmerman said. Pennington stated if a change is to occur, it will be county-wide. He does not want to see separate policies for each department. Johnson added if the Board moved forward with allowing holidays, he does not want to see vacation, sick, personal nor comp hours used in the calculation. The group agreed. The Board moved forward with approving this change. Waske stated she will prepare a memo to all departments as well as to Secondary Roads Office Manager Andrea Schuitema so she may post within the department.

Last week the crew began working on the ditch cuts on the east end of the 110<sup>th</sup> Street (Livingston road) project, Johnson reported. The road top was built to grade from Livingston's driveway to the east end of the project. The existing rock on the west end of the project was salvaged and placed on the finished grade to maintain access to the house while the road is built to grade on the west end. The tractor's and side dumps arrived Friday and construction of the west end began. Rain over the weekend is preventing work first thing this week, however, work will resume as soon as conditions are fit, Johnson explained.

Johnson stated the Riley 12 bridge opened on Thursday, September 19<sup>th</sup>.

The crew has been out patching with the total patcher and milling off transverse bumps in the road, Johnson said. Last week they were able to finish P27 South, J45 and patched P68. The patcher will be out covering all the paved roads in an effort to repair all pot holes before winter.

Mowers have been working on paved roads. Mowers will be starting on P27 South this week.

FEMA site visits are scheduled for October 1<sup>st</sup> and 2<sup>nd</sup>.

All panels and the existing pier cap have been removed at the Liberty 19 bridge site. The crew built their pile rack off the existing pier piles. This week the crew will drive the pier piles to design bearing and begin to form up the new pier cap.

Johnson also stated territories are receiving farm to market rock. There are three territories that are complete; Dredge, Hightshoe and Wurster.

Treasurer Debra Cannon met with the Board to review the month end report for her department. She also reviewed with the Board a quote to purchase new computers for her department. The DOT will reimburse the department up to \$1250 per computer if it is used for DOT purposes. Cannon obtained three bids; they are as follows. Shirley & Dave's: \$4,468 plus an additional installation fee of \$360 from Access Systems (the County IT company). Access Systems: \$5965, including installation. Tyler Technologies: \$6,015, including installation. Cannon recommended moving forward with the quote from Access Systems because they are the county's current IT provider. Beginning January 2020 Windows 7 will no longer be supported, therefore every system in the county operating on Windows 7 will need to be upgraded.

Auditor Amanda Waske met with the Board to review a proposed purchase by Public Health for an immunization refrigerator with an amount not to exceed \$7,000. The current refrigerator continues to need repairs and must be replaced as soon as possible per Public Health Director Becky Fletchall. The Board moved forward with approval.

Chip Schultz and Heidi Kuhl with Northland Securities were present during the General Obligation LOST refunding bonds loan agreement agenda item. Bond Council Robert Josten provided a final resolution for the Board to approve, completing the refinancing of the current jail bonds. The Board moved forward with approval. The refinancing of the bonds provides for interest cost savings and an opportunity for early payoff in June 2025.

At 11:35 a.m. Supervisor Landphair moved to open the second public hearing for the proposed ATV/UTV Ordinance. Minnick second. Roll call vote: Ayes: Pennington, Minnick, Landphair; Nays: None. Motion carried. There was no one present to provide comments and the Board reviewed written comments from Kevin Kilgore (on file with the Board of Supervisors). Minnick moved to close the public hearing at 11:40 a.m. Landphair second. Roll call vote: Ayes: Pennington, Minnick, Landphair; Nays: None. Motion carried. Landphair moved to waive the third and final hearing scheduled for Tuesday, September 24<sup>th</sup>. Minnick second. Motion carried. The Board moved forward with affirmation of RC19-149, approving the proposed ATV/UTV Ordinance.

The Board continued with Auditor Amanda Waske in reviewing the August month end report for her department. The Board moved forward with approval. The Board then reviewed claims to be paid Wednesday, September 25<sup>th</sup> and moved forward with approval. The Board then reviewed and approved Business Property Tax Credit applications as well as Homestead and Military Credit applications.

**RESOLUTION RC19-157**

WHEREAS, the Ringgold County Board of Supervisors approves to allow holidays in the calculation of overtime (vacation, sick leave, comp time and personal leave will not count in the calculation).

THEREFORE, a motion was made by Landphair and seconded by Minnick stating such. The vote on the resolution: AYES: Landphair, Minnick. NAYS: Pennington.

ATTEST: Amanda Waske, Auditor. Passed and approved September 23, 2019.

**RESOLUTION RC19-158**

WHEREAS, the Ringgold County Board of Supervisors approves the Treasurer's August month end report as presented by Treasurer Debra Cannon.

THEREFORE, a motion was made by Minnick and seconded by Landphair stating such. The vote on the resolution: AYES: All. NAYS: None.

ATTEST: Amanda Waske, Auditor. Passed and approved September 23, 2019.

**RESOLUTION RC19-159**

WHEREAS, the Ringgold County Board of Supervisors approves the bid from Access Systems in the amount of \$5,965 to purchase computers for the Treasurer's office as presented by Treasurer Debra Cannon.

THEREFORE, a motion was made by Minnick and seconded by Landphair stating such. The vote on the resolution: AYES: All. NAYS: None.

ATTEST: Amanda Waske, Auditor. Passed and approved September 23, 2019.

**RESOLUTION RC19-160**

WHEREAS, the Ringgold County Board of Supervisors approves to purchase a new immunization refrigerator for Public Health with an amount not to exceed \$7,000.

THEREFORE, a motion was made by Minnick and seconded by Landphair stating such. The vote on the resolution: AYES: All. NAYS: None.

ATTEST: Amanda Waske, Auditor. Passed and approved September 23, 2019.

**RESOLUTION RC19-161**

WHEREAS, the Ringgold County Board of Supervisors authorize and approve a Loan Agreement, providing for the issuance of \$1,330,000 General Obligation Local Option Sales Tax Refunding Bonds, Series 2019A.

THEREFORE, a motion was made by Minnick and seconded by Landphair stating such. The vote on the resolution: AYES: All. NAYS: None.

ATTEST: Amanda Waske, Auditor. Passed and approved September 23, 2019.

**RESOLUTION RC19-162**

WHEREAS, the Ringgold County Board of Supervisors approve to affirm resolution RC19-149 approving the proposed ATV/UTV Resolution.

THEREFORE, a motion was made by Landphair and seconded by Minnick stating such. The vote on the resolution: AYES: All. NAYS: None.

ATTEST: Amanda Waske, Auditor. Passed and approved September 23, 2019.

**RESOLUTION RC19-163**

WHEREAS, the Ringgold County Board of Supervisors approve the Auditor's August month end report as presented by Auditor Amanda Waske.  
THEREFORE, a motion was made by Minnick and seconded by Landphair stating such.  
The vote on the resolution: AYES: All. NAYS: None.  
ATTEST: Amanda Waske, Auditor. Passed and approved September 23, 2019.

**RESOLUTION RC19-164**

WHEREAS, the Ringgold County Board of Supervisors approve the Business Property Tax Credit, Homestead and Military Credit applications.  
THEREFORE, a motion was made by Minnick and seconded by Landphair stating such.  
The vote on the resolution: AYES: All. NAYS: None.  
ATTEST: Amanda Waske, Auditor. Passed and approved September 23, 2019.


**RESOLUTION RC19-165**

WHEREAS, the Ringgold County Board of Supervisors approve the claims to be paid Wednesday, September 25, 2019 (see separate claims register).  
THEREFORE, a motion was made by Minnick and seconded by Landphair stating such.  
The vote on the resolution: AYES: All. NAYS: None.  
ATTEST: Amanda Waske, Auditor. Passed and approved September 23, 2019.

A motion was made by Minnick, second by Landphair to approve the minutes. Motion carried.

There was no further business. A motion was made by Minnick and seconded by Landphair to adjourn the meeting at 12:47 p.m.

ATTEST:

  
Board of Supervisors

  
Ringgold County Auditor