

NWLEPG BOARD MEETING

November 1, 2018 6:30 PM CCC Student Union

Board Member & County	6/6/18	6/21/18	9/23/18	8/1/18			
(CN) No representative							
(DC) Marilyn Gamblin	X			X			
(GL) Corbin Meyers							
(GO) Duane Vollbracht	X	X		X			
(LE) Bill Taldo							
(LG) Rhonda Sperber	X	X					
(RA) Louis Sabatka	X	X		X			
(SC) Monica Beeson		X		X			
(SD) Joe Bainter, President	X	X		X			
(SH) Donna Terry	X	X		X			
(TH) Byron Sowers	X	X		X			
(TR) Wesley Hobbs		X					
(WA) Bruce Bolen							

LEPG Staff: Tim Hansen

Guest: Linda Sowers

1. Determination of a quorum

- The meeting was called to order at 6:40 PM by President Joe Bainter with a quorum of eight voting members present.

2. Additions/approval of Agenda

- Tim asked that discussion about Larry Heir be added to the agenda. Duane moved and Bryon seconded a motion that we approve the amended agenda. Motion carried

3. Approval of Minutes

- There were no minutes from the last meeting. Tim reported that he had reviewed the minutes with Nichole after the meeting and had asked for some corrections. After Nichole's departure, Tim looked for the minutes and could not find them on the computer. Donna was in the office earlier in the week and she did a computer search as well with no results. She looked in the trash and all of the trash had been emptied.

4. Financial Report

- Bank balance on 10/29 was \$144,583.09. Tim reported it had been a busy fall with two man camps going in and one was for an oil well and the other for a pipe line. After discussion, Donna moved and Monica seconded a motion to approve the Financials. Motion Carried
- Donna brought to the board September KPERS and Quarterly Reports had not been done before Nichole's departure. When we made the transition from Shirley to Tim we had hired Adams, Brown, Beran and Ball, and it appeared that Nichole used them on other occasions as there was a \$500 outstanding invoice awaiting payment. Tim reported that until the accountant called asking about the past due account he was unaware that she had been using the accounting firm on other occasions, nor could he find a copy of the statement in the office. The board discussed the importance of paying those taxes timely and since they were already past due, Duane moved and Louis seconded a motion to have the same accounting firm do the Quarterly reports and KPERS deposit. Motion Carried.

5. Larry Heir

- Tim shared that Larry is once again protesting the work that was done at the college by a Goodland contractor after Larry had a car accident and was unable to do the job. Larry still disputes the kind of tank that is in the ground. He claims it is a steel tank, not a fiber glass tank and that there cesspool on grounds. NWLEPG paperwork that was filled out by the contractor and signed off by Shirley Weber, former director, indicates it is a fiberglass tank. It was the consensus of the board that as far as we are concerned the work was done correctly and we will not be taking any action on Larry's complaint.

6. Hiring of Office Help.

- After Nichole's departure, Tim had to have help in the office. He has hired a temporary employee Kathy Britton. She is working 3 days a week and be paid \$12 per hour.
- An ad for a new secretary has been placed on KsWorks with applications closing November 9, 2018. Tim has already had two resumes submitted and two phone inquiries. Interviews are set for November 14-16. Joe and Duane volunteered to be on the interview committee.
- Pay Scale: Tim asked the board what pay scale we could offer for the position. After board discussion and sharing of different county pay scales, Duane moved and Louis seconded a motion that we start the new employee at \$13/hr. for a probationary period of 3 months, then raising the salary to \$13.50 if they have successfully passed the probationary period with \$14/hr. after one year. Motion carried.

7. Water Testing

- Tim reported that the water testing has really taken off with 93 tests done this fall in the first round of testing. Thirty-two wells tested positive for bacteria, no wells tested had E-Coli, and 10 had high nitrates. The board responded on how pleased they were of the results. Since the NWLEPG received a grant to do water tests, no load owner was charged for the test and none will be charged as long as the grant is in place.
- Tim reported on an email he received on a State Water Testing Program. At this time there are no concrete details. However, there was discussion on staying on top of this, asking questions, and the possibility of being a water testing site.

8. New Wells

- Tim reported that has been approximately 53 new water well permits since July 1,2018

9. Cedar Bluff Project

- Tim reviewed with the board the history of the Cedar Bluff project. Bureau of Reclamation owns the lands and hires Kansas Wildlife and Parks to manage the land around the lake. It is the desire of the Bureau of Reclamation to have all septic systems updated. At this time there has been no forward motion from the Bureau of Reclamation. However, there are already some cabin owners that are moving forward with updating their septic systems.

10. Financial Committee Appointment

- Donna has been into the office two times since the last meeting and Rhonda once. She told the group that her commissioners have given her permission to help in the office off and on until an Office Manager is hired. She told the board that she had gone in to do payroll on the 18th. She said she was uncomfortable with processing Shirley's final check and would like to have help with that decision. It is also time to get county estimates out to the counties and she requested that a financial committee be appointed to review those bills and as well as the final paycheck. After board discussion, Duane moved and Wes seconded a motion that Donna, Rhonda and Monica be appointed to that committee. Motion carried. No nays.

11. Wichita County Records

- Tim reported that Wichita County had requested their records and those records have been released to Wichita County.

12. Office Compromise

- Tim brought a copy of the police report as well as the invoices for the past two times the office locks had been changed, verifying his report of prior compromises.

13. New computer

- Tim reported that an office computer was purchased and it arrived on October 31. He will still need to purchase Microsoft Office to install on the computer. Sherman County is willing to provide some IT support.

14. Upcoming Continuing Education Meeting for Contractors.

- In 2019 it will be time for the LEPC to hold a Contractor In service meeting. The date has not yet been set but will be in February. Dan Wells from KDHE will be one of the featured speakers. Tim will have other speakers closer to the meeting date.
- Tim requested that we step up our noon meal this year. He is asking for a BBQ lunch for 65-70 individuals. After discussion it was moved by Donna and seconded by Monica that we provide a meal for the contractors in the \$10-\$12 range. Tim was instructed to compare prices with a couple different vendors. Motion carried.

15. KDHE call

- Four weeks ago KDHE called about a reported violation in Scott County. Upon investigation Tim found that there was a floor drain in a shop that emptied into a septic system. The NWLEPG followed up this complaint from KDHE. The owners elected to cap the pipe leading from the floor drain and fill the pit with concrete.

16. Executive Meeting

- Joe made a motion that the board go into executive session for 15 minutes to discuss personnel matters. Duane seconded the motion and motion carried. Board went into executive session at 8:15.
- The board came out of Executive Session at 8:30pm with not board actions. Joe Called the meeting back to order.

17. Cheyenne County Representative

- Board held discussion about Cheyenne County not having a board representative. Tim has talked to the County Commissioners and they are having a difficult time filling that position. Tim will continue to follow up with them.

18. Adjournment

- With no other business before the board Joe made a motion to adjourn, Marilyn seconded the motion. Motion carried. Meeting was adjourned at 9:00 PM.

Respectfully Submitted

Donna Terry, Acting Secretary