

# NWLEPG BOARD MEETING MINUTES

December 3, 2020 @ Noon

Thomas County Office Complex – Board Room

Board Approved on March 11, 2021

County / Board Member	1/3	3/7	6/6	9/12	12/4	3/12	6/4	9/3	12/3
(CN) Derek J. Barnhart			X	X	X	X	X	X	X
(GL) Alena Ballinger				X		X			X
(GO) Duane Vollbracht, President	X	X	X	X	X	X	X	X	X
(LE) Diana Paris	X				X	X			
(LG) Dana Charles	X	X		X	X	X	X		X
(RA) Louis Sabatka, Treasurer		X	X	X	X	X	X	X	
(SC) Monica Beeson	X		X	X		X		X	X
(SD) Joe Bainter	X	X	X	X		X		X	X
(SH) Jennifer Cure	X	X	X		X	X	X	X	X
(TH) Brad Flipse, Vice President	X	X	X	X	X	X	X		X
(TR) Wesley Hobbs	X	X		X	X		X	X	X
(WA) Bruce Bolen	X		X		X	X	X		

LEPG Staff: Tim Hansen and Connie Albers

Guest(s): Mila Bandel via Zoom

## 1. Determination of a quorum

The meeting was called to order at 12:01 PM by Duane with a quorum of 8 voting members present and 1 voting member present via zoom.

## 2. Additions/approval of Agenda

Derek moved to approve the agenda as is. Brad seconded. Motion carried.

## 3. Approval of Minutes

Derek moved to approve last meetings minutes as is. Jennifer seconded. Motion carried.

## 4. Financial Report

- Everything is pretty much on budget. Bottom line shows we're in deficit period right now, which is about where we were last year. County billing and contractor license payments are coming up in the next couple months which will help bring us back into the black.
- Finally got our new computer and put it together the day before the meeting. The computer is not included in this financial report, but it was a board approved purchase.
- Connie purchased a few extra items for the office: a web camera, a new backup drive for Tim's computer, and a wireless Bluetooth speaker. The web camera and wireless Bluetooth speaker will hopefully help us participate and host zoom meetings in the future. These three items are on the current financial report.

Wesley moved to approve the financial report as is. Derek seconded. Motion carried.

## 5. Tim's Report

- There is information in your board packet for the Communities Unlimited Program. It's a household water well system program. No restrictions on applying for this 1% interest loan. Typical cost for a water well right now exceeds \$10,000 per well. Sent out to our water well contractors and the NRCS offices within the NWLEPG area.
- County billing coming up in a month. In your board packet, there is a copy of where the county bills are right now. We currently have 98 septic systems and 247 water tests for the year. Right now, down about 20% from last year. Water testing program going well. Thank you again for the water testing equipment.
- We have three large commercial projects in various stages in Cheyenne County.
- McCarty Dairy is in the dirt moving stages right now. Will be putting in two large systems for it.

- Have had a lot of violations this past year. The two in Lane County systems have been put in. Had an issue in Cheyenne County and Derek helped Tim with that.
- Another development is starting in Trego County. Cedar Bluff Estates.
- The unapproved septic system from Decatur County when they left the group. Tim did go and approve the septic system.
- Director position was advertised in the Salina Journal, Hays Daily News, and ZipRecruiter and it's still on the Kansas Works site. We have had one resume submitted. Asked Duane to appoint a committee to set a salary and benefits. Tim will stay until some one is found as long as it isn't 5 years from now. Discussed the various options for health insurance coverage. Discussed the options for additional revenue streams to pursue to help supplement the budget and be able to make the Director's position competitive with other jobs.

#### 6. Connie's Report

- Set up Tim's computer physically yesterday, but still need to get Outlook set up and the files transferred to it. Will try to get a shared folder set up so we only have one set of files instead of two documents.

#### 7. Benefits & Salary Committee Report

- Tim expressed the need for an Administrative Committee to make decisions outside of the board meetings. Duane, Joe, Monica, and Derek volunteered to be on this Committee.

Alena motioned to appoint Duane, Joe, Monica, and Derek to the Administrative Committee. Wes seconded the motion. Motion carried.

- Current Director's salary is \$46,000. LEPA offers one day a month for vacation and sick leave. After three years it moves up to 10 hours per month and after five years it moves up to twelve hours per month. Two personal days are also offered and KPERs. Should start new Director in between \$30,000 - \$40,000. Tim puts in about 45 to 50 hours per work week.

#### 8. Executive Session – Personnel

Duane motioned to go into executive session for personnel for 15 minutes at 1:10 PM. Joe seconded. Motion carried.

The board came out of executive session at 1:25 PM.


Joe motioned to raise Connie's wages 3% to \$14.94 an hour. Connie requested it to be \$14.90 or an even number to make payroll easier. Joe motioned to make wages \$14.90 an hour. Brad seconded. Motion carried.

#### 9. Adjournment

- The next meeting is tentatively scheduled on Thursday, March 11, 2021 @ noon.

With no other business before the board Wesley made a motion to adjourn, Derek seconded the motion. Motion carried. Meeting was adjourned at 1:30 PM.

**Respectfully Submitted**



Connie Albers, NWLEPG Secretary



NWLEPG Board Member



NWLEPG Board Member