

# 2017 Jackson County Commissioners' Minutes

## *Minutes of January 3, 2017*

The Board of County Commissioners met in regular session on Tuesday, January 03, 2017 at 9 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

Road and Bridge Inventory and Custodian Clerk Jeanie Elder met with the Commission to discuss quotes she gathered for materials for flooring repairs at the shop:

- Home Depot
  - Adhesive remover Henry Release Cleaner – 1 gallon – 3 x \$19.97 = \$60.00
  - Grout Henry 555 Level Pro - 40 lb. bag (no primer needed) – 8 x \$36.98 = \$296.00
  - Behr Low Luster – 1 gallon (200-400 sq feet) – 10 x \$27.98 = \$280.00
  - Without stain – just gray – **Total \$636.00**
- Lowes
  - Adhesive Remover – 1 gallon – 3 x \$19.82 = \$60.00
  - Grout Tec Skill Set – 50 lb. bag (primer needed) – 7 x \$29.98 = \$210.00
  - Tec Primer – 1 gallon – 50-400 sq. feet – 8 x \$25.00 = \$200.00
  - Sealer Seal/Stain Gloss – 1 gallon – 50-500 sq feet – 50 x \$28.94 = \$1,447.00
  - Total = **\$1,917.00**
- Menards / Sutherlands
  - Adhesive Remover – 1 gal – 3 x \$25.74 = \$78.00
  - Grout Tec EZ Level – 50 lb. bag (primer needed) – 7 x \$29.98 = \$210.00
  - Tec Primer – 1 gallon (50-400 sq feet) – 8 x \$25.00 = \$200.00
  - Sealer seal/stain gloss – 1 gallon (50-500 sq ft) – 50 x \$28.94 = \$1,447.00
  - Total = **\$1,935.00**
- Wood floor for Administrative office staff at \$1.89/sq ft = **\$1,069.00 w/ pad**
- Wood floor for main area at \$1.89/sq ft = **\$3,780.00 w/ pad**
- Grout Henry 555 Level pro 40 lb bag (no primer needed) = **\$296.00**
- **Approximate cost for main floor \$4,076.00**
- Jeanie was given the choice, at her discretion, between Lowes and Menards since there was a minimal difference between the two totals on the stain and primer for lobby floor.

Road and Bridge Co-Directors Eric Fritz and Earl Bahret met with the Commission to discuss the following:

- Discussed new draft of maintenance log policies
- 126 east off of 75 highway needs some rock – per Bill

Holton Recorder Reporter Ali Holcomb joined the meeting.

Ron Karns from Komatsu gave the Commission pamphlets on new motorgraders. The Road and Bridge Co-Directors were discussing trading in three machines for new motor graders. Ron stated he could buy radial tires for a cheaper rate in Hiawatha due to new Komatsu tires being a different size. Currently, the machine would not come with extra tires. He would price an extra tire for the County for each grader. He would also price new chains for the tires. He thanked the Commission for their time. They did not make a decision.

County Counselor Alex Morrissey met with the Commission to discuss:

- Tax sale – should be ready by May

Recycling Director Mixie Schafer discussed the following:

- Bids on security cameras will need to be discussed in executive session for security purposes. ***A motion was made by Elmer and seconded by Ladner to discuss security issues for 15 minutes at 9:37. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 9:51. A motion was made by Ladner and seconded by Elmer to accept the bid from The Computer Doctors for security cameras for \$1,600.00. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***

***A motion was made by Ladner and seconded by Elmer to go into executive session to discuss client/attorney privileges for a period of 30 minutes at 10:07. County Counselor Alex Morrissey was present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 10:36. No decision was made.***

Sheriff Tim Morse met with the Commission to discuss a report from the Special Law Enforcement Trust Fund in which the county receives money made from items sold from seizure instances. This year they deposited \$14,345.90 from items sold with \$10,823.66 in expenses from the account. The year-end amount in the account is \$9,693.89.

***A motion was made by Ladner and seconded by Elmer to go into executive session to discuss client/attorney privileges for a period of 15 minutes at 10:38. County Counselor Alex Morrissey and Sheriff Tim Morse were present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 10:57. County Counselor Alex Morrissey left the executive session. The Commission went back into executive session for 15 minutes with Sheriff Tim Morse at 10:57. The meeting reopened at 11:15. No decision was made.***

Custodian Chad Phillips met with the Commission to discuss calling Miles Hanzlicek, a carpenter, to work on the base of the bookcase purchased from the State during their sale last year. He also stated that electrician Joe Montgomery of Montgomery Electric has been and will continue to work on the Memorial Hall room located on the first floor. He then wished the Commission a “Happy 2017”.

County Counselor Alex Morrissey stated she would receive the files from former Counselor Dick Lake's office. She stated she would meet with the Commission at 1:30 next week. The Commission signed a 1-year agreement for employment with Attorney Alex Morrissey. **C2017-01.**

The Commission signed a contract with UMB for purchasing cards for the separate county departments. **C2017-02.**

Banner Creek Reservoir Director John Kennedy discussed the following:

- Revenue for the week of December 25<sup>th</sup> through December 31<sup>st</sup> - \$34.00
- John has completed review of the BCR Regulations. Recommended changes have been made for Commission review. It is requested that Commissioner's review recommended changes and make note of any additional changes and this be discussed at the January 17<sup>th</sup> meeting.

Recessed for lunch at 12:00. Reconvened at 1:00.

Shop Foreman Bryson Bain met with the Commission to discuss his requested revisions of the maintenance log policy. Bryson also stated that the STAR program is now working well in conjunction with the county laptop after Adam Schafer of The Computer Doctors had a look at it last week.

The Commission signed an application for a rebate for the Neighborhood Revitalization Plan for T & A Rentals LLC, Dennis and Joni White, and Dixie Haag. They also viewed an invitation to Joyce Immenschuh's retirement party on the 10<sup>th</sup> of January, 2017 from 1:00-3:00. They received a reminder that the Mayetta Spray Park Fundraiser group is having a lunch/concert fundraiser Saturday at the Old Bingo Hall one mile west of Mayetta. The concert features Gary Bell with Muleshoe with comic relief provided by "Bubba." Lunch and concert costs \$15. Concert only costs \$10. The lunch is at noon with the concert to follow at 1:00 p.m.

***A motion was made by Elmer and seconded by Ladner to approve the minutes of December 29<sup>th</sup>, 2016 as amended.***

***Motion carried 3/0.***

Road and Bridge Co-Director Eric Fritz and Earl Bahret met with the Commission to discuss the drafted policy on daily maintenance logs. It was discussed that each log would have to be filled out daily but turned in weekly unless a major maintenance issue arises. They then reported that all but four or five of the road and bridge employees signed up for a "Kansas811 Safe Digging" training at Penny's in Holton on January 31<sup>st</sup>, 2017 at 6:30 p.m.

***A motion was made by Elmer and seconded by Ladner to approve the minutes of December 27<sup>th</sup>, 2016 as amended.***

***Motion carried 3/0.***

**A motion was made by Elmer and seconded by Ladner to approve the minutes of December 30<sup>th</sup>, 2016 as read.**

**Motion carried 3/0.**

**A motion was made by Ladner and seconded by Elmer to go into executive session to discuss personnel for a period of 30 minutes. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Extended 15 minutes. County Clerk Kathy Mick joined the meeting. Chairwoman Zwonitzer left the meeting. The meeting reopened at 4:15. No decision was made.**

Signed the following payroll change notices:

Department	Name	From	To	Reason	Date / /
Sheriff	Darrel Chapman	49,680	55,000	Length of service increase	1/3/17
Attorney	Joyce Immenschuh			Resignation/Retirement	12/30/16

The meeting adjourned at 4:30 p.m. The next Commission meeting will be January 9<sup>th</sup>, 2017.

Board of County Commissioners  
Jackson County, Kansas

\_\_\_\_\_  
Rob Ladner, 1<sup>st</sup> District

Attest:

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Janet Zwonitzer, 2<sup>nd</sup> District

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Kathy Mick  
Jackson County Clerk

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William Elmer, 3<sup>rd</sup> District

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## *Minutes of January 9, 2017*

The Board of County Commissioners met in regular session on Monday, January 09, 2017 at 9 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie VanDonge recorded the minutes.

Road and Bridge Inventory Clerk Jeanie Elder brought bids for materials and labor for completing the offices and adjoining bathrooms at the Road and Bridge shop:

- Tracy Harris Construction – no plumbing or electric

- \$8,608.00
- Chris Woltje Construction – plumbing no electric
  - \$11,215.00
- Kyle Construction - plumbing
  - \$19,900.00
- Sawyer Custom Building and Remodeling– plumbing and electric
  - 19,980.00
- ***A motion was made by Elmer and seconded by Ladner to accept the low bid from Tracy Harris Construction for \$8,608.00. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***

Jeanie stated she visited The Floor Project for a floating floor for the main office area and saved \$200 versus the bids she received from Home Depot, Lowes, Menards, etc. last week. She stated she had to retract her statement from the previous week in which she was told that a sealer and a stain could be mixed while repairing the flooring. She was corrected by a manager at Menards that the floor would not turn out right if we were to mix the sealer and the stain. Jeanie already had a store-credit from the extra spray insulation left over from a previous project and so was still under budget after having had to purchase more supplies for the sealer/stain floored. She then stated she was able to receive a 15% off coupon on all of the material purchased for the shop. In total, the project is still under the previously estimated budget.

The Commission requested from Jeanie a monthly report that would indicate specifics about all equipment needing repairs throughout the month. They would like to know when the machine was given to the mechanics, the problem reported, and when it was finished. Jeanie state she would begin that report as soon as the new floor is finished in the shop.

Recycling Director Mixie Schafer discussed the following:

- Had nothing to report – per email

Road and Bridge Co-Directors Eric Fritz and Earl Bahret met with the Commission to discuss the following:

- Schultz was up this morning to investigate a drip in the roof. It is believed to have been fixed.
- Discussed specs to bid for electrical work in the tire addition
- Discussion of a new hot water heater for the shop

Emergency Management Director Pat Korte met with the Commission:

- Soldier Fire Soup Supper on January 14<sup>th</sup> at 4:00
- Mayetta Fire Soup Supper on January 14<sup>th</sup> from 5:00 p.m. to 7:00 p.m.
- Banner Creek LLC wants the Sheriff and Emergency Management to walk through to see their layout for safety procedures
- There is a Jackson County Firefighters Association meeting in Hoyt at 7:00 on Wednesday, January 18<sup>th</sup>.

- On March 8<sup>th</sup> there is a storm spotter training class with dinner at 6:00 p.m. and training at 7:00 p.m. at the Senior Center. Pat asked whether the Commission would provide the meat for the dinner. The Commission agreed. They provide the meat every year.

Miles Hanzlicek met with the Commission to discuss repairing a base for the cabinet that the Commissioners bought last year at the sale of the items from the state capital.

The Commission regathered in the Chambers. Custodian Chad Phillips discussed how he requested bids from many individuals regarding fixing the base of the large cabinet the Commission purchased last year and was only notified by Mr. Miles Hanzlicek for a bid on the job. Mr. Hanzlicek was the only individual that showed any interest in doing the wood work for the county. ***It was discussed that the Commission agreed on the estimate from Mr. Hanzlicek of \$1,500 to \$1,800 after the work is finished.***

County Clerk Kathy Mick stated she is working on wrapping up the end of the year.

Holton Recorder Ali Holcomb joined the meeting.

Banner Creek Reservoir Director John Kennedy discussed the following:

- No revenue for the week of January 1<sup>st</sup> through January 7<sup>th</sup>
- Request to purchase a kayak/canoe launch and two swim ladders Staff is requesting to purchase a kayak/canoe launch and two swim ladders that will attached to docks at BCR. The kayak/canoe launch will be attached to the dock located at the Boat House dock along with one of the swim ladders. The other swim ladder will be attached to the ADA boat dock located at the east boat ramp. Cost of the launch and two swim ladders is \$1,838.25. Delivery and installation are included in this price. Purchase is requested from EZ Dock as a soul source provider. The ladders and launch are manufactured to attach directly to the existing docks with no modifications to the docks that would possibly damage the docks and void the warranty. Pictures are included for Commission review. ***A motion was made by Ladner and seconded by Elmer to accept the bid from Trade Winds Dist. LLC of \$1,838.25 for the canoe/kayak launch and swim ladder. They also provided the county a \$204.25 discount. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***

Recessed for lunch at 12:00. Reconvened at 1:00.

County Counselor Alex Morrissey met with the Commission. She discussed the mandatory checklist for Road and Bridge employees for the new maintenance log policy. ***A motion was made by Ladner and seconded by Elmer to go into executive session to discuss personnel for a period of 15 minutes at 1:54. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 2:10. No decision was made.***

Willard Wilson met with the Commission to discuss changing the zoning for a parcel of land. He discussed changing a few of the zoning regulations to which their a variance on a parcel of land for the current

individual that owns that parcel of land, once that piece of land is sold to another individual, the variance no longer holds that parcel of land. County Counselor Alex Morrissey was consulted on the matter. She stated she would look further into it.

***A motion was made by Elmer and seconded by Ladner to reappoint Commissioner Ladner to the NEK-CAP Board of Directors for the 2017 term. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***

***A motion was made by Elmer and seconded by Zwonitzer to appoint Commissioner Robin Ladner as Chair for the 2017 year. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***

***A motion was made by Zwonitzer and seconded by Elmer to pass Resolution 2017-01, serving as the Cash Basis resolution for 2017. Chairman Ladner called for a vote. Motion carried 3/0.***

***A motion was made by Zwonitzer and seconded by Elmer to pass resolution 2017-02, establishing the financial institutions for the County. Chairman Ladner called for a vote. Motion carried 3/0.***

***A motion was made by Elmer and seconded by Zwonitzer to pass resolution 2017-03, establishing The Holton Recorder as the official county newspaper. Chairman Ladner called for a vote. Motion carried 3/0.***

***A motion was made by Elmer and seconded by Zwonitzer to pass resolution 2017-04, cancelling 2 year old checks per KSA 10-815. Chairman Ladner called for a vote. Motion carried 3/0.***

***A motion was made by Elmer and seconded by Ladner to approve the minutes of January 3<sup>rd</sup>, 2017 as amended.***

***Motion carried 3/0.***

Appraiser Jason Claycamp met with the Commission regarding the variance idea that Wilson brought up earlier regarding rezoning of parcels of land. He stated he believed last time they received a quote to reprint the zoning books that it was going to be quite a steep price. The Commission urged him to look into it further.

Signed the following payroll change notices:

Department	Name	From	To	Reason	Date / /
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Youth Services	Kim Clark	13.26	13.52	Length of service	of	1/9/17
Youth Services	Brooke Smith		1175.00	Back pay	Stipend	1/9/17
Youth Services	Kellie Hundley		437.50	Back pay	Stipend	1/9/17
Youth Services	Jessica Herzog		31.25	Back pay	Stipend	1/9/17

Signed the following Purchase Orders:

Department	PO #	To	For	Amount
Commission	6536	Miles Hanzlicek	Wood work – cabinet	\$1500-\$1800

The meeting adjourned at 4:30 p.m. The next Commission meeting will be Friday, January 13<sup>th</sup>, 2017.

Board of County Commissioners  
Jackson County, Kansas

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Rob Ladner, 1<sup>st</sup> District

Attest:

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Janet Zwonitzer, 2<sup>nd</sup> District

\_\_\_\_\_  
Kathy Mick  
Jackson County Clerk

\_\_\_\_\_  
William Elmer, 3<sup>rd</sup> District

## *Minutes of January 13, 2017*

The Board of County Commissioners met in regular session on Friday, January 13, 2017 at 9 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie VanDonge recorded the minutes.

Commissioner Elmer opened a letter from Hoyt Fire Board requesting an appointment.

Commissioner Ladner opened a letter from the Netawaka Fitness Center inviting him to a conference of surrounding area business-leaders. He RSVP'd for the meeting.



Emergency Management Director Pat Korte met with the Commission to discuss emergency preparedness for each city in the County. Road and Bridge Co-Directors Eric Fritz and Earl Bahret and Bridge Manager Terry Mick joined the discussion.

Road and Bridge Co-Director Eric Fritz brought a proposal for RWD #3. They have recently dug new wells and would need about ½ mile rock before the county would maintain it. Eric has written a proposal to haul rock and lay it for them, for a fee. It will be proposed to RWD #3 shortly.

The meeting adjourned at 11:00 a.m. The next Commission meeting will be Tuesday, January 17<sup>th</sup>, 2017.

Board of County Commissioners  
Jackson County, Kansas

\_\_\_\_\_  
Rob Ladner, 1<sup>st</sup> District

Attest:

\_\_\_\_\_  
Janet Zwonitzer, 2<sup>nd</sup> District

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Kathy Mick  
Jackson County Clerk

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William Elmer, 3<sup>rd</sup> District

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*Minutes of January 17, 2017*

The Board of County Commissioners met in regular session on Tuesday, January 17, 2017 at 9 a.m. Chairman Ladner, Commissioner Zwonitzer and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie VanDonge recorded the minutes.

The Commission viewed an intent to resign letter from Attorney Assistant Hannah Schroller-Simpson.

Road and Bridge Co-Directors Eric Fritz and Earl Bahret met with the Commission to discuss the following:

- Bill requested that the department haul rock immediately. Earl and Eric were not convinced it was the proper time to lay rock because the roads are so soft, all the equipment will tear up the roads. Eric is afraid that there will be frozen chunks of rock, and is not a proponent of laying it. The Commission is worried about the rain in the forecast that will continue to muddy up the roads. Rob wants the department to wait two days to put the motorgraders out, in order to keep from damaging the roads any further.
- Bill requested that they haul rock off the chip and seal in the southern area of the county. Bill wants it hauled to U4 today and then continue on other roads later.
- Rob requested that they haul rock on bus routes and near/on FAS routes.

- Bill stated there was talk about putting a salt/sand storage at Hoyt strip. Earl and Eric were considering something of a concrete floor with cinderblocks around it to store the salt/sand. The Commission want to look into putting a cover over it then the loader could sit there when not used for salt/sand.
- Eric presented grader blade bids (150 blades).
  - Caterpillar/Foley's – \$13,939.50
  - Heavy Equip - \$11,400.00
  - Welborn Sales - \$11,202.00
- Eric stated he had gotten them from Welborn previously. They all bid the same blades and can be compared accordingly. ***A motion was made by Zwonitzer and seconded by Elmer to accept the bid from Welborn Sales for 150 new grader blades for \$11,202.00. Chairman Ladner called for a vote. Motion carried 3/0.***
- Eric stated that Joe Montgomery of Montgomery Electric got the two light switches fixed. The light and fan are up and the junction box for the light bars are up.
- Harris has ceiling studs up. He has the ceiling up in one bathroom.
- The Commission discussed that Ray DeLay wanted to clarify that his bid for the windows were for tempered glass compared to the windows that the Commission bought that were not tempered. It was discussed that the windows DeLay bid were for a “higher grade” than what was actually purchased.
- The plumbing is finished in the office part of the shop.
- Eric stated that he will present electrical bids next Monday.

Chamber Director Lori Banks and her assistant Ashley York met with the Commission to discuss being a contact for all questions streaming into the county regarding Economic Development. Lori stated that she has been contacted by Theresa McAnerny and Mary Anne Reiderer in order to aid any small business development questions. The Commission requested that if anyone calls the Chamber about economic development, business or industry, that the Chamber reflects those contacts to the Commission so that they may follow up with the individual. The Commission approved \$5,000 to the Chamber to be the reference point. Ashley stated that Beth McManigal has been working with Tractor Supply and they are planning to throw a bit of a celebration for the opening of the store and that the Commission would be receiving information on that. Beth will be officially retiring from the Chamber after the Hall of Fame. Lori will speak to the Board regarding the Commissioners' request.

***A motion was made by Elmer and seconded by Zwonitzer to go into executive session to discuss personnel for a period of 10 minutes at 10:11. Appraiser Jason Claycamp joined the closed meeting. Chairman Ladner called for a vote. Motion carried 3/0. Extended 5 minutes. Extended 5 minutes. The meeting reopened at 10:34. No decision was made.***

Road and Bridge employee Roger Chartier met with the Commission. ***A motion was made by Elmer and seconded by Zwonitzer to go into executive session to discuss personnel for a period of 15 minutes at***

**10:40. Chairman Ladner called for a vote. Motion carried 3/0. Extended 15 minutes. Extended 15 minutes. The meeting reopened at 11:32. No decision was made.**

Banner Creek Reservoir Director John Kennedy discussed the following:

- Nothing to report

The Commission received a letter from the Jackson County Conservation District inviting them to the 69<sup>th</sup> Annual Meeting at the First United Methodist Church on February 15th at 6:00 p.m. with entertainment to begin by 7:00. They also received a letter from the Kansas Department of Commerce giving regrettable notice that KANZA was unable to obtain Community Development Block Grant funding from the state via the County.

The Commission received a call from Donna Simmons about the current condition of E road. Commissioner Elmer discussed that they had planned to lay rock in several areas of the county to try to lessen the severity of the very muddy roads.

County Clerk Kathy Mick discussed several phone calls received from Lavon Keehn and Joe Kennedy.

Custodian Chad Phillips stated that he is beginning to obtain bids for new fencing around the dumpster and HVAC units on the east side of the courthouse.

Recessed for lunch at 12:00. Reconvened at 1:00.

The Commission decided to again offer the Will, Mary, Jay and Edna Van Sweringen Trust Fund Scholarship for any high school senior that applies for it who will be attending Kansas State University. **They will award a local senior with \$200.00.**

The Commission approved an automatic appropriations list created by the Clerk's office. They also agreed to make all of these appropriations an "automatic" payment if the Commission has already budgeted for it.

County Counselor Alex Morrissey met with the Commission to discuss policy manual changes. She has rewritten a potential, "final" draft for the Road and Bridge Daily Log Policy.

***A motion was made by Zwonitzer and seconded by Elmer to go into executive session to discuss personnel for a period of 10 minutes at 1:23. Chairman Ladner called for a vote. Motion carried 3/0. The meeting was extended for 10 minutes. County Clerk joined the meeting for client/attorney privileges. The meeting extended 10 minutes. The meeting reopened at 2:05. No decision was made.***

Sheriff Tim Morse and Undersheriff Darrel Chapman met with the Commission to discuss their annual report. In 2016 the Sheriff's Department generated over \$100,000 from the various commissary sales to

the inmates. He reported that the Sheriff's office had 661 arrests in 2015. He then quickly summarized the several pages of the report that he presented to the Commission.

County Counselor Alex Morrissey discussed the draft of the Tax Sale petition. It will be given to the county attorney and she will then create a case for each parcel.

***A motion was made by Elmer and seconded by Zwonitzer to adopt the new Road and Bridge Mandatory Daily Log Check List Policy for all Road and Bridge employees in regard to their equipment. Chairman Ladner called for a vote. Motion carried 3/0.***

The Commission received a Thank You from County Attorney's office retiree Joyce Immenschuh for the retirement party she received last week.

***A motion was made by Elmer and seconded by Zwonitzer to go into executive session to discuss client/attorney privileges for a period of 15 minutes at 3:45. Chairman Ladner called for a vote. Motion carried 3/0. The meeting reopened at 4:00. No decision was made.***

***A motion was made by Zwonitzer and seconded by Elmer to go into executive session to discuss personnel for a period of 15 minutes at 4:00. Assistant County Attorney Brian Yearout was present. Chairman Ladner called for a vote. Motion carried 3/0. The meeting reopened at 4:15. No decision was made.***

***A motion was made by Zwonitzer and seconded by Elmer to go into executive session to discuss personnel for a period of 5 minutes at 4:15. Chairman Ladner called for a vote. Motion carried 3/0. Extended 5 minutes. Extended 5 minutes. The meeting reopened at 4:25. No decision was made.***

***A motion was made by Elmer and seconded by Zwonitzer to approve the minutes of January 9<sup>th</sup>, 2017 as amended.***

***Motion carried 3/0.***

***A motion was made by Elmer and seconded by Zwonitzer to approve the minutes of January 13<sup>th</sup>, 2017 as read.***

***Motion carried 3/0.***

Signed the following payroll change notices:

Department	Name	From	To	Reason	Date
Sheriff/Patrol	Cecil Mercer	17.42	17.72	Length of service increase	/ / 1/4/17

Sheriff/Patrol	Travis Spiker	18.86	19.52	Promoted to	1/17/17
Sheriff/SRO	John Calvert	19.00	19.33	Sergeant Length of service increase	of 1/4/17
Atty	Joi Motto	0.00	14.42	Hired	1/5/17
Jail	Whitney Robinson	14.43	15.17	Transfer	1/13/17

The meeting adjourned at 4:30 p.m. The next Commission meeting will be Monday, January 23<sup>rd</sup>, 2017.

Board of County Commissioners  
Jackson County, Kansas

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Rob Ladner, 1<sup>st</sup> District

Attest:

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Janet Zwonitzer, 2<sup>nd</sup> District

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Kathy Mick  
Jackson County Clerk

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William Elmer, 3<sup>rd</sup> District

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## *Minutes of January 23, 2017*

The Board of County Commissioners met in regular session on Monday, January 23, 2017 at 9 a.m. Chairman Ladner, Commissioner Zwonitzer and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie VanDonge recorded the minutes.

Recycling Director Mixie Schafer discussed the following:

- Nothing to report – per email this morning

Road and Bridge Co-Directors Eric Fritz and Earl Bahret met with the Commission to discuss the following:

- Requested bids for possible trade-in values of 4 older motor graders
- **Luther Braun from John Deere:**
  - **2016 670G Motor Grader – Regular Price of \$233,049.64**
    - Extended Warranty – 84 months/7,500 hours
    - 6 hours on the machine
    - Trade-in summary: 2009 Caterpillar 120M
      - \$57,500.00 trade value
      - **Final price with trade in: \$175,549.64**
  - **2016 670G Motor Grader – Regular Price of \$216,919.92**

- Extended Warranty – 84 months/7,500 hours
  - 177 hours on the machine
  - Trade-in summary: 2009 Caterpillar 120M
    - \$57,500.00 trade value
    - **Final price with trade-in: \$159,410.92**
- **2016 670G Motor Grader – Regular Price of \$213,927.09**
  - Extended Warranty – 84 months/7,500 hours
  - 165 hours on the machine
  - Trade-in summary: 2008 Caterpillar 120M
    - \$52,500.00 trade value
    - **Final price with trade-in: \$161,427.09**
- **2016 670G Motor Grader – Regular price of \$213,927.09**
  - Extended Warranty – 84 months/7,500 hours
  - 165 hours on the machine
  - Trade-in summary: 2008 Komatsu GD655
    - \$37,000.00 trade value
    - **Final price with trade in: \$176,927.09**
- **2016 670G Motor Grader – Regular price \$213,927.09**
  - Extended Warranty – 84 months/7,500 hours
  - 165 hours on the machine
  - Trade-in summary: 2006 Caterpillar 12H
    - \$51,500.00 trade value
    - **Final price with trade-in: \$162,427.09**
- Bid brought with grade control
- **Dean Hiegert from Cat Foley:**
  - All these 2014 12M2 are KDOT returns
  - 3 listed, 5 total
  - Extended 2 year powertrain hydraulic warranty
    - 2008 120M – 57,000
    - 2009 120M – 68,400
    - Komatsu GD655 – 23,000
    - Cat 12H 2006 – 51,500
  - If the county buys two motor graders, Cat Foley offers a two day course for every operator over grading techniques and road maintenance best practices training.
- **Ron Karns from Berry Tractor:**
  - **2017 Komatsu GD655-6 – Regular price \$214,340.00**
    - Premier Warranty 5 year/7,500 hour
    - 3 year/2,000 hour oil change – done by Berry Tractor
    - Get a spare tire and wheel
    - Includes 1 set of double chains

- If the Commission chooses to purchase a demo grader, with less than 200 hours, Berry Tractor will knock off \$2,000.
  - Berry Tractor trade-in values:
    - 2008 Cat 120M - \$58,700.00
      - **Final price with trade in: \$155,640**
    - 2008 Komatsu CD655-3EO - \$41,870.00
      - **Final price with trade in: \$172,470.00**
    - 2009 Cat 120M - \$61,670.00
      - **Final price with trade in: \$152,670.00**
    - 2009 Cat 12H - \$44,740.00
      - **Final price with trade in: \$169,600.00**
- The Commission thanked them for their time but did not make a decision.
- Bill stated that E road from 134<sup>th</sup> to 158<sup>th</sup> is awful. He would like to see some work done on it.
- The Commission discussed a letter/email received from Shannon Cannon that states her displeasure with the condition of various, southern county roads, namely:
  - V4 from 135<sup>th</sup> south to the county line
  - 98<sup>th</sup> from V4 to U4
  - U4 from 118<sup>th</sup> south to the county line
  - V from 98<sup>th</sup> south to the county line
  - X from 114<sup>th</sup> south to the county line
- Earl stated he received a phone call from a prospective employee about part-time work for the County. Earl stated that he is in need of a truck driver now with employee Bob Miller reduced to light duty and temporarily transferred to the Recycling department. Earl stated that the individual realizes that this would be a temporary part-time position. The Commission agreed to the temporary hire. This individual, under these conditions, is not eligible for health insurance benefits.
- Earl requested discussion over a fog-policy. Bill stated that the Commission would discuss it later.

County Counselor Alex Morrissey met with the Commission. She discussed compensation of elected officials. The BOCC sets salaries for the elected officials.

Jackson County citizen Doug Fisher joined the meeting.

Dan Fenton visited with the Commission to discuss that if no one takes over his position as the treasurer for the Mayetta Cemetery that the Commission will be responsible with the job. The Commission thanked him for his service.

Janet stated she received a compliment on the condition of 134<sup>th</sup> road.

Custodian Chad Phillips met with the Commission to discuss pricing for fencing for the south-eastern corner of the courthouse.

***A motion was made by Elmer and seconded by Zwonitzer to go into executive session to discuss personnel for a period of 30 minutes at 10:42. Chairman Ladner called for a vote. Motion carried 3/0. It was extended 18 minutes. The meeting reopened at 11:30. No decision was made.***

Banner Creek Reservoir Director John Kennedy discussed the following:

- No revenue for the week of January 15<sup>th</sup> through January 21<sup>st</sup>
- John is requesting that Commissioners sign the purchase order for the two dock ladders and the kayak launch
- If Commission has reviewed the proposed changes to the BCR Rules and Regulations, John would like to discuss them. The Commission requested that he set up a time on next week's agenda to spend adequate time for the discussion of the proposed regulations changes.
- John will be attending the Kansas Recreation and Park Annual Conference that will be held January 31<sup>st</sup> through February 3<sup>rd</sup> in Manhattan. John will be available by phone or text if anything is needed.
- July Jubilee will be July 1<sup>st</sup>
- Sheriff's Camp is August 10<sup>th</sup> and 11<sup>th</sup>

Recessed for lunch at 12:00. Reconvened at 1:00.

The Commission met at the Road and Bridge building briefly at 1:00 to look at the new windows that were installed. They returned to the Chambers at 1:30.

Anna Wilhelm met with the Commission on behalf of the Tourism committee. She wanted to discuss term limits for members of the Tourism Board. County Counselor Alex Morrissey will look into the bylaws and Kansas statutes before giving a final decision on the matter.

The Commission received notice of a Regular Hearing for Workers Compensation for James House, volunteer firefighter for Hoyt Fire.

Co-Directors Eric Fritz and Earl Bahret met with the Commission to present the single electric bid received for the shop work:

- Montgomery Electric
  - \$7,768.94
- Extra circuits on west and south side
- Extra 100m breaker
- It was noted that Riley Electric and Chris McManigal Electric were both given opportunities to bid but backed out.
- Rock to be hauled:
  - 2,500 to Hoyt
  - 2,500 to shop



- They've already put down 3,000 in the northern area and 3,000 in the southern area
- ***A motion was made by Zwonitzer and seconded by Elmer to accept the bid from Montgomery Electric for \$7,768.94. Chairman Ladner called for a vote. Motion carried 3/0.***

***A motion was made by Zwonitzer and seconded by Elmer to go into executive session to discuss client/attorney privileges for a period of 10 minutes at 3:28. County Counselor Alex Morrissey was present. Chairman Ladner called for a vote. Motion carried 3/0. The meeting reopened at 3:35. No decision was made.***

The Commissioners presented two payroll change notices from County Attorney Shawna Miller to County Counselor Alex Morrissey for review. The payroll change notices reduced the County Attorney salary to \$50,000, from \$61,653 and changed the deputy attorney Bryan Yearouts salary to \$50,000 from \$41,200.

Shawna had also left an envelope containing a letter to the Commissioners designating Jacqie Spradling as a special prosecutor for the Jacob Ewing case at an expense of \$20,000. The County Attorney budget was increased in 2017 to \$312,817 from \$239,650 (\$73,167 increase). This increase was to fund a second assistant attorney and a fourth person in the office. The Commissioners did not budget to hire a special prosecutor.

County Counselor Alex Morrissey reviewed several Attorney General Opinions and advised the County Commissioners to contact County Attorney Shawna Miller concerning her salary. She can request to have her salary reduce but the final decision is with the Commissioners. The Kansas' home rule statutes have been interpreted as granting a board "general authority over the county purse," including authority to set the budgets and salaries of county elected officials.

Shawna has the authority to change her personnel's salaries, but she also must stay within the budget set by the County Commissioners. The Commissioners attempted to contact Shawna to determine if her plans can be carried out without an increase to her budget and to better understand why she wants to reduce her salary. No decision was made since she could not be contacted.

The Commissioners reviewed Sub Division roads with the County Counselor Alex Morrissey and discussed the difference between when the County accepts maintenance of a road that has been built according to county specifications/zoning regulations and access roads to lots within a plat that are not the county's responsibility to maintain. Alex will research the issue and meet with various department heads on how these road issues are implemented in their departments.

***A motion was made by Zwonitzer and seconded by Elmer to approve the minutes of January 17<sup>th</sup>, 2017 as corrected.***

***Motion carried 3/0.***

Signed the following Occupy County Right of Way petitions:

Company	To	Sec/Twp/Rng	Address	Date
Century Link	Bore under 254 <sup>th</sup> rd	22/6s/14e 27/6s/14e		1/23/17

Signed the following payroll change notices:

Department	Name	From	To	Reason	Date / /
Attorney	Hannah Schroller-Simpson		0.00	Resignation – last day is 1/31/17	1/18/17

Signed the following Purchase Orders:

Department	PO #	To	For	Amount
Banner Creek	6537	EZ Dock	2 ladders and 1 kayak launch	\$1,838.25

The meeting adjourned at 4:30 p.m. The next Commission meeting will be January 30, 2017.

Board of County Commissioners  
Jackson County, Kansas

\_\_\_\_\_  
Rob Ladner, 1<sup>st</sup> District

Attest:

\_\_\_\_\_  
Janet Zwonitzer, 2<sup>nd</sup> District

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Kathy Mick  
Jackson County Clerk

\_\_\_\_\_  
William Elmer, 3<sup>rd</sup> District

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## *Minutes of January 30, 2017*

The Board of County Commissioners met in regular session on Monday, January 30, 2017 at 9 a.m. Chairman Ladner, Commissioner Zwonitzer and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie VanDonge recorded the minutes.

Judge Norbert Marek met with the Commission to discuss making some changes to the smaller courtroom. He discussed that they could open up the three rooms on the west side, one currently being the small courtroom, to extend the small room to the far north wall. The second option would be to keep the small corner room and divide it into smaller meeting rooms for the attorneys and their clients. You could also take the adjoining wall out and it would open up the small courtroom for seating. Marek would like to

paint over the paneling in the small courtroom. Judge stated that the old copier in the big courtroom will be moved into the small courtroom until it ceases to properly function. The old copier will be replaced with a new one.

Ron Karns met with the Commission to discuss his bid he placed last week.

Road and Bridge Co-Directors Eric Fritz and Earl Bahret met with the Commission to discuss the following:

- Fuel bids:
  - Haag oil \$17,444.20
  - Knotty Pine - \$16,564.
  - Jackson Farmers - \$16,110.00
  - ***A motion was made by Elmer and seconded by Ladner to accept the fuel bid from Jackson Farmers. Chairman Ladner called for a vote. Motion carried 2/0. Commissioner Zwonitzer was not in the meeting when the vote was taken.***
- Bill stated that the long window next to the new window they put in was in a rotted frame and will need to be replaced or removed. It was decided to remove the window.
- The Commission discussed how the ceiling still needs to be insulated above the rebuilt offices.
- The last bunch of lights is being ordered at a cost of \$1,200 for 44 lights for the new tire shop.
- The Commission discussed in length what they would perceive an adequate “rate” would be to charge county residents for hauling rock on county road right of ways to new establishments. It was discussed that the county does not currently charge a rate high enough to recuperate money from hauling. They simply charge what it would take to purchase the rock and have not included hauling fees.

Inventory Clerk Jeanie Elder joined the meeting. County Clerk Kathy Mick gave the Commission a report on the current Road and Bridge inventory budget. They discussed how to keep inventory properly stocked this next year; more specifically, they discussed tires.

Appraiser Jason Claycamp met with the Commission to discuss that his office will be using his old copier until it eventually quits.

The Commission reviewed a letter from County Counselor Alex Morrissey answering last week’s questions regarding terms of office and who is able to fill such positions on the Tourism Board.

County Clerk Kathy Mick presented a draft of a credit card policy for the Jackson County employees. The County started a new credit card program that would place the initial responsibility of matching receipts to expenditures on their card up to the department head. ***A motion was made by Zwonitzer and seconded by Elmer to approve Resolution 2017-06, Jackson County Credit Card Policy. Chairman Ladner called for a vote. Motion carried 3/0.***

***A motion was made by Zwonitzer and seconded by Elmer to appoint Larry Valdez to the Hoyt Fire Board. Chairman Ladner called for a vote. Motion carried 3/0.***

County Clerk Deputy Kasie VanDonge presented a letter from Konrad Coe of Soldier Fire #2 stating that Mr. Tyrel McClintock has resigned from the board. They would like to appoint Julie Bahret in his place. The Commission agreed to the appointment. They also agreed to reappoint Konrad Coe to his position. ***A motion was made by Zwonitzer and seconded by Elmer to appoint Julie Bahret and Konrad Coe to the Soldier Fire Board for a two year term. Chairman Ladner called for a vote. Motion carried 3/0.***

Banner Creek Reservoir Director John Kennedy discussed the following:

- Revenue for the week of January 22<sup>nd</sup> through January 29<sup>th</sup> - \$195.00
- John has compiled an annual report for the 2016 fiscal year for Commission review.
  - John stated that, minus capital improvement expenditures, the Banner Creek was \$16,000 in the black.
- John will be attending the Kansas Recreation and Park Annual Conference that will be held January 31<sup>st</sup> through February 3<sup>rd</sup> at Manhattan. John will be available by phone or text if anything is needed.
- South side camp hosts will be returning for this upcoming season.
- John would like to find a way to better track how many vehicles are entering the park each day.

It was noted that Shawna's payroll change for herself was denied on behalf of the Commission, who will not allow her to set her own salary. It was decided not to change an elected official's salary at this point. Chairman Ladner reported that Shawna noted that she may be filling Hannah's position. The Clerk's office was instructed to pay the first \$10,000 to Jacqie Spradling. The Commission also noted that Shawna is expected to stay within her budget.

Recessed for lunch at 12:00. Reconvened at 1:00. Janet left for the day.

Tourism representative Anna Wilhelm met with the Commission to discuss that KDOT has accepted their proposal to place a billboard about tourism efforts in Holton north of town. She stated the Tourism board approved grants to: \$600 to Prairie Pickers, \$7,000 for the year for advertising to the Holton/Jackson County Chamber, and \$800 to Onaga Community Hospital. The final decision on grant-funding to inquiring businesses/entities. ***A motion was made by Elmer and seconded by Ladner to approve the three grants stated above, totaling to \$8,400. Chairman Ladner called for a vote. Motion carried 3/0.*** Anna then presented the by-laws for the Tourism Board. They made several changes under the heading of "members." They would change the number of members to nine. There will be two representatives from Jackson County retail establishments with three at-large members. She then stated that they added the position for the representative from Holton/Jackson County Chamber. They changed their terms from three years to four. Board members will only be able to serve two terms consecutively. ***A motion was made by Ladner and seconded by Elmer to accept changes to the Jackson County Tourism By-Laws as proposed. Chairman Ladner called for a vote. Motion carried 3/0. A motion was made by Elmer and seconded by Ladner to discuss real estate at 1:36. Chairman Ladner***

**called for a vote. Motion carried 2/0. The meeting extended 10 minutes. The meeting reopened at 1:560. No decision was made.**

The Commission reviewed and approved the bills.

County Counselor Alex Morrissey met with the Commission to state her first draft of the resolution that prohibits violence in the workplace by county employees in regard to weaponry. She also discussed that the petitions for the tax sale have been officially electronically filed.

**A motion was made by Elmer and seconded by Ladner to approve the minutes of January 23<sup>rd</sup>, 2017 as amended.**

**Motion carried 2/0.**

Signed the following payroll change notices:

Department	Name	From	To	Reason	Date / /
Sheriff	Travis Mumma	0.00	17.42	Hired – 2+ exp	2/1/17
Dispatch	Morgan Williams	0.00	14.43	Hired	2/1/17

The meeting adjourned at 4:30 p.m. The next Commission meeting will be February 6, 2017.

Board of County Commissioners  
Jackson County, Kansas

\_\_\_\_\_  
Rob Ladner, 1<sup>st</sup> District

Attest:

\_\_\_\_\_  
Janet Zwonitzer, 2<sup>nd</sup> District

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Kathy Mick  
Jackson County Clerk

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William Elmer, 3<sup>rd</sup> District

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## *Minutes of February 6, 2017*

The Board of County Commissioners met in regular session on Monday, February 06, 2017 at 9 a.m. Chairman Ladner and Commissioner Elmer were present. County Clerk Deputy Kasie VanDonge recorded the minutes.

Recycling Director Mixie Schafer discussed the following:

- Mixie wants official approval to take the recycling trailer around to the businesses on the square every Tuesday as a courtesy recycling service on behalf of the County. The Commission agreed to her request.
- Mixie also briefly discussed the webinar she attended several weeks ago that covered bidding practices for other recycling centers.
- She stated she had to work on Sunday while her security cameras were being set up.

Road and Bridge Co-Directors Eric Fritz and Earl Bahret met with the Commission to discuss the following:

- Bob Jacobs from White Star Machinery joined the meeting.
  - Bob stated that the skid loader leases will be up in March and he wanted to get the ball rolling with the Commissioners to discuss the possibility of either purchasing the two skid loaders the county leased last year or entering into a new lease.
  - March 16<sup>th</sup> is the deadline
  - Baystone Government Finance takes possession of the equipment on March the 16<sup>th</sup> and the machines go back to Whitestar.
  - Bob stated that the purchase price today for one of the skid loaders, one grapple bucket and one tooth bucket would be \$59,509.84. A new one would be \$64,158.47, with the grapple and tooth bucket, less the planer.
  - If the Commission were to buy the skid loader, they would still have 24 months left on their warranty.
  - Eric stated that Banner Creek Reservoir Director John Kennedy has decided not to take the 2008 T300 loader for use at Banner Creek. Bob stated that White Star would offer the County \$16,000 for the T300 that currently has 3,997 hours and one of the county's buckets.
  - Bob stated that he would need to know if the Commission wanted to enter into a new lease program with new equipment by the first of March because Bob will need three to four weeks to get their new (leased) machinery in. The Commission thanked him for his time and stated they would like to discuss it further once Commissioner Zwonitzer was able to join them.
- The Commission decided they would charge \$5.00/mile hauling fee, along with the cost of rock to the county road right of ways to new establishments.

Undersheriff Darrel Chapman met with the Commission. ***A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 15 minutes at 10:35. Darrell Chapman was present. Chairman Ladner called for a vote. Motion carried 2/0. The meeting reopened at 10:38. It was decided to postpone the discussion until next Monday.***

Road and Bridge secretary Nancy Schlotter met with the Commission to discuss dividing the citizen requests logs into separate logs that correlate to each motor grader operator's section.

County Counselor Alex Morrissey met with the Commission to discuss details of the tax sale. She stated she placed an order for service by publication in the paper and an answer of guardian ad litem. She is working on a summons for each defendant. Commissioner Ladner wanted to discuss various policy changes. Alex stated she had a rough draft of the prohibition of violence in the workplace.

Recessed for lunch at 11:30 to meet with the Prairie Band Pottawatomi Tribal Council. Reconvened at 1:00. The Commission received a large, framed photograph of a few of the elders of the PBPN Tribe in front of the old hotel in Emmet.

Holton Recorder Reporter Ali Holcomb joined the meeting.

KANZA CEO David Elsbury met with the Commission to discuss his fiscal 2016 annual report. He discussed that the revenues for KANZA are very similar to the 2015 financials. He then stated that his foundation has raised, with all of the funds and match-donors, \$158,000 in their efforts to renovate the Moser building. This includes the \$100,000 match gift. David stated that KANZA was not chosen for the Community Development Block Grant Program so they would not be receiving any state funding for the renovation efforts. He then stated that he was under the impression that the Kansas Department of Commerce makes these decisions based on the indebtedness the governmental entity attached to the program. Being that Jackson County is not in any sort of debt, he believed this may have hurt KANZA's chances since the CDBG program has had a history of helping entities who may show a higher need for funding than KANZA's. He also discussed that KANZA would be continuing their efforts to renovate the Moser building. They would begin in the area slated for Youth Services in the southeast corner of the building. They would then move all of their individuals from Idaho and move them into the west area of the building. They would then sell the KANZA building on Idaho. He then stated that the Governmental Assistance Services company that the county and KANZA initially contracted with for the prior grant will rework the grant and resubmit it in November at no additional cost to KANZA. Elsbury stated that KANZA is looking into a crisis clinician for Jackson County. He then wrapped up his discussion with the Commission by stating he will be looking into whether the rent for the Youth Services department will change after renovations are made to the building. He stated he would need to do some research into what others are paying for rent in Holton for commercial-used spaces.

Banner Creek Reservoir Director John Kennedy met with the Commission:

- No revenue for the week of January 29<sup>th</sup> through February 4<sup>th</sup>.
- Will and Danyel Harder have agreed to return to be camp hosts for the 2017 season. Bob and Diane Levick have not yet given their answer to whether they will return to the North side.
- John will be accepting applications for two mower operators and two general park maintenance workers. These positions generally run from April through September. Application can be given to the County Clerk's office.
- Applications are currently being accepted for summer staff to work the north gate entry and the boat house. Applications can be dropped off at the County Clerk's office.

- Kansas Recreation and Parks Association Annual Conference was this last week in Manhattan. The key note speaker was Dayton Moore, General Manager for the Royals. Tours included a trip to Fort Riley and the Manhattan park system. Several of the educational sessions were very informative. John appreciates the opportunity to attend the conference and would like to thank the Commission for allowing him to go.

Road and Bridge secretary gave the Commission several invoices to view that are paid out of the road and bridge shop renovation line item.

Custodian Chad Phillips met with the Commission to discuss the work in the Register of Deeds office, to the baseboards and applying a fresh coat of paint. Chad discussed the replacement of their office’s blinds. He would like to replace the current blinds with an industrial-type fabric “shade” that would be much easier to clean and would also block out nearly 97% of the sunlight. The Commission discussed that the offices will need to match the other offices on their floor.

The Commission then briefly discussed the requested renovation of the small courtroom by Judge Marek.

***A motion was made by Elmer and seconded by Ladner to approve the minutes of January 30<sup>th</sup>, 2017 as amended.***

***Motion carried 2/0.***

The meeting adjourned at 4:44 p.m. The next Commission meeting will be Monday, February 13<sup>th</sup>, 2017.

Board of County Commissioners  
Jackson County, Kansas

\_\_\_\_\_  
Rob Ladner, 1<sup>st</sup> District

Attest:

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Janet Zwonitzer, 2<sup>nd</sup> District

\_\_\_\_\_  
Kathy Mick  
Jackson County Clerk

\_\_\_\_\_  
William Elmer, 3<sup>rd</sup> District



## *Minutes of February 13, 2017*

The Board of County Commissioners met in regular session on Monday, January 30, 2017 at 9 a.m. Chairman Ladner, Commissioner Zwonitzer and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie VanDonge recorded the minutes.



Landfill Director Mixie Schafer informed the Commissioners that she needs to purchase a permit for \$60 for a 'Storm Water Runoff' permit for the Jackson County Landfill. Mixie will also have to hire an engineer to do a landfill study in order to obtain this permit. Mixie shall have bids from the engineers ready next Tuesday.

Mixie informed the Commissioners that the security system with cameras has been installed at the recycling center and is functioning.

Noxious Weed Director Mixie Schafer informed the Commissioners that she has completed the Noxious Weed Annual report. There are areas that are left blank because she did not have the data available to her. This lack of data for 2016 has been approved by the State with the agreement that she will have the data for 2017. The Commissioners and Mixie signed the annual report.

Road and Bridge Co-Directors Eric Fritz and Earl Bahret met with the Commissioners.

- One of the discussions was about the cost of hauling gravel requested by individuals. It was also agreed that an individual cannot hire a trucking company to haul rock on to a county road way. County counselor Alex Morrissey is drawing up a purchasing agreement for individuals requesting that rock be hauled to an area on the county right away at their expense.
- A discussion was also held on who is responsible Jackson County or Shawnee County for maintenance of the south side of 94th Rd. in an area where Jackson County is to maintain the road. Earl was instructed to look for an agreement that discussed road maintenance on the county line.
- Commissioner Bill Elmer inform the other Commissioners that he has been receiving calls about the Bowser subdivision and that a decision needs to be made. The Commissioners in reviewing previous minutes determined that the county has never taken over maintenance of Bowser Drive. The current County Commissioners do not wish to have additional roads to maintain at this time. So at this time it's their decision not to except the maintenance of Bowser Drive even if it is brought up to rock road standards.
- Discussed rock that is located in the Whiting lagoons that the City wants to get rid of. Eric informed the Commissioner that the rock is considered to be contaminated so the County cannot put it in any waterways.
- Commissioner Elmer informed the Co-directors that he wants the security light replaced at the Hoyt strip with a light from Westar.
- The Commissioners inform the Co-directors to be working on annual evaluations of employees.
- After some discussion on the grader bids that were received a couple of weeks ago, Commissioner Elmer made the motion not to except any of the grader bids and instructed the Co-Directors to develop a bid sheet and request grader bids again later in the year. Commissioner Zwonitzer seconded the motion Chairman Ladner call for a vote and the motion carried 3/0.

***Anna Wilhelm, President of the Jackson County Tourism Board met with the Commissioners and requested that they go into executive session to discuss real estate for a period of 10 minutes.***

**Commissioner Elmer made the motion it was seconded by Zwonitzer. The motion carried 3/0. The meeting closed at 10:18 and opened at 10:28. No decision was made.**

Commissioner Zwonitzer stated that Anna Wilhelm will replace Evelyn Allen as the Jackson County representative on the Silver Hair Legislative.

Commissioner Elmer made the motion to go into executive session to discuss personnel for 20 minutes with County Clerk Kathy Mick, Undersheriff Darrel Chapman and Sheriff Tim Morse present. Commissioner Zwonitzer seconded the motion and the motion carried 3/0. The most the meeting closed at 10:41. The meeting opened 11:00. No decision was made.

Charlie Rickel from Hoyt met with the Commissioners to again discuss his fence on his property Charlie said that he is fixing the right-hand side. County Counselor Alex Morrissey took Charlie to the Register of Deeds office to learn how to file notes on what portion of fence is his responsibility. The County only records fencing information if a 'Fence Viewing' is done by the Board of County Commissioners and Mr. Rickel didn't want to pay for a viewing.

Undersheriff Darrel Chapman and Sheriff Tim Morse requested that the Commission just going to executive session to discuss non-elected personnel for 15 minutes. The motion was made by Zwonitzer seconded by Elmer and the motion carried 3/0. The meeting closed at 11:08 and opened at 11:16. No decision was made.

Eric Fritz met again with the Commissioners to discuss the policy on landowners paying for additional rock. County counselor Alex Morrissey provided Eric with a draft copy of the purchase agreement. Twila White was also present for this discussion.

Banner Creek Director John Kennedy met with the Commissioners and requested permission to purchase 12 picnic table frames and 12 fire rings. John had received bids from three different companies and ABCreative \$3,938, Fry & Assoc. \$4,869.08 and Kay Park \$4,424.00. **A motion was made by Ladner and seconded by Zwonitzer to accept the low bid from ABCreative for \$3,938.00. The motion carried 3/0 to purchase the picnic table frames and fire rings.**

John Kennedy also discussed the possibility of having drone races at Banner Creek Reservoir. County Clerk Kathy Mick requested John check with KCAMP Insurance to make sure no additional insurance would be needed.

The Commissioners recessed for lunch at noon.

Becce Juska sales person for Farm and Home Publishing met with the Commissioners to discuss plat books for the year 2017. In the past there has been a problem with Farm and Home Publishing not updating rural residence within the county. Every household outside the city limits should receive a plat book for free. The Commissioners discussed the problems we have had in the past with the books not been

properly updated. Becce assured the Commissioners that they have checked into the problem and that the new books would be more accurate. The Commissioners agreed to purchase 50 books at the cost of \$22 per book, plus shipping and handling totals \$1,149. The County will provide the county departments with copies of the books and the remainder of the books will be for sale. The county also has the option of purchasing more books in quantities of five at the same cost of \$22 per book.

Bridge Foreman Terry Mick met with the Commissioners with the list of projects that he would like to do in 2017 that are funded through the .4% sales tax. Terry provided the Commissioners the list and volunteered to take them to see the sites so they can make the decision of which projects they want his crew to accomplish in 2017.

The Commissioners agreed to purchase a steel bridge package for bridge 126-B3 in the amount of \$57,915.00 out of .4% sales tax.

Terry informed the Commissioners the next week he would have sign bids for the Commissioners to review and sign off on.

Terry provided an email from KDOT's Lynn Berges concerning the 'Fracture Critical Member Bridge Inspection Program' stating that the annual inspections could be done by KDOT but the County would be responsible for the cost. Terry informed the Commissioners that Jackson County only has one FCM bridge and when he selects an engineer to do the bi-annual bridge inspection the engineer is also contracted to do the next year's annual inspection of the FCM bridge. The Commissioners agreed to continue as planned using the engineer hired to do the bi-annual bridge inspections. The only FCM bridges in Jackson County are located at R-324 with a sufficiency rating of 54.8 and Z-304 with a sufficiency rating of 37.0. The Z-304 Bridge is on the county line and is inspected by Atchison County. If Atchison decides to build a new bridge the county will be responsible to pay its part of the bridge based on county valuations. The County will not qualify for any off-system bridge programs until a bridge rating is in the low 30's.

Building Supervisor Chad Phillips informed the Commissioners that he would like to be contacted when electrical or any other maintenance work is to be done on the courthouse. Chad was not informed until this week that electrical work was to be done before Wednesday when new desk units would be installed in the county attorney's office. Chad informed the Commissioners that he has been receiving electrician bills that he knew nothing about, but the expense is expected to be paid out of the maintenance budget that he is in charge of.

The Commissioners review the change payroll change notice hiring Joshua Smith as an assistant county attorney in the amount of \$45,000. The Commissioners are concerned County Attorney Shawna Miller may not stay within her budget allowance for 2017. The Commission requested County Counselor Alex Morrissey to set up an appointment with Shawna Miller next Tuesday.

The Commissioners agreed to allow County Counselor Alex Morrissey to join the Kansas County Counselors Association for 2017.

Building Supervisor Chad also inform the Commissioners that the Clerk of the District Court is going to clear out one of the old jail cells that have been used for storage, so prisoners that have been brought to court and are waiting to be seen by the judge can be locked up in a cell.

**Zwonitzer left the meeting.**

The Commissioners discussed the lease of the two skid loader's that will expire in March. Ladner stated that he did not want to lease two skid loaders again, since the total hours on both machines only added up to 500 hours in 2016. The year lease cost the County \$16,400. He believes that the County need to purchase one skid loader and a trailer and keep the two old skid loaders so the county would have three skid loaders and two trailers.

Jerry Green again called the Commissioner requesting that the county rock two minimum maintenance roads that he made his residence 8/10 of a mile down. The Commissioners reiterated that their decision has not changed and the decision still stands that the county will not rock the minimum maintenance road leading to Jerry Green's house. Mr. Green does not feel that it should be his responsibility to rock the minimum maintenance road. County Counselor Alex Morrissey stated again to Mr. Green that the County Commissioners are not going to change their decision concerning to leave the road as a minimum maintenance road.

FYI - This is a dead-end minimum maintenance road that was a minimum maintenance road when Jerry Green purchased the property in 2006 and then made his residence on. Mr. Green has received several estimates over the years of how much it would cost for him to have the road improved to "rock road standards" if he desired to pay for it.

February 14, 1994 Commissioner Minutes

The new policy of the Board of Commissioners is if a person wants to establish residency on a dirt road the home owner is obligated to purchase the rock to bring it up to rock road standards before the county will be responsible for the maintenance of the road above dirt road standards.

***A motion was made by Elmer and seconded by Ladner to approve the minutes of February 6, 2017 as written. The motion carried 2/0. Commissioner Zwonitzer was absent.***

Commissioner Elmer informed Ladner that the electrician can install the new LED lights purchased for the new shop inside the current fluorescent light fixtures. The Commissioners agreed to allow Montgomery Electric to install the new LED lights into the current fixture.

The County Commissioners after discussing Colonial insurance with County Clerk Kathy Mick made the decision that Jackson County already has enough optional insurance companies supplying insurance to Jackson county employees The Commissioners made the decision not to allow colonial insurance to meet with Jackson county employees on county time.

The Commissioners approved February 15 bills.

The Commissioners will meet next Tuesday, February 21st at 9:00 AM.

Department	Name	From	To	Reason	Date / /
Sheriff	Larry Collins	17.42	0.00	Resigned	01/31/17

The meeting adjourned at 4:56 PM. The next meeting will be Tuesday, February 21<sup>st</sup>, 2017.

Board of County Commissioners  
Jackson County, Kansas

\_\_\_\_\_  
Rob Ladner, 1<sup>st</sup> District

Attest:

\_\_\_\_\_  
Janet Zwonitzer, 2<sup>nd</sup> District

\_\_\_\_\_  
Kathy Mick  
Jackson County Clerk

\_\_\_\_\_  
William Elmer, 3<sup>rd</sup> District

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## *Minutes of February 21, 2017*

The Board of County Commissioners met in regular session on Tuesday, at 9 a.m. Chairman Ladner, Commissioner Zwonitzer and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie VanDonge recorded the minutes.

The Commission received a call from Brian Penrod concerning a large pothole he hit on 198<sup>th</sup> road,  $\frac{3}{4}$  of a mile east of Q rd. Commissioner Zwonitzer took down his information, along with a detailed description of the incident, and requested that he try to file a claim with the county's insurance company, KCAMP.

Road and Bridge Co-Directors Eric Fritz and Earl Bahret met with the Commission to discuss the following:

- Nancy Schلودder:
  - Knotty Pine - \$16,620.00
  - Haag Oil - \$17,108.00
  - Jackson Farmers - \$16,920.00
  - ***A motion was made by Zwonitzer and seconded by Elmer to accept the bid from Knotty Pine for \$16,620.00. Chairman Ladner called for a vote. Motion carried 3/0.***
- Eric brought bills on the shop renovation.

- Eric stated that there was a leak in the shop roof this weekend. Schultz will be there to fix it on Wednesday.
- He then stated that there is a gap where the gutter meets the main shop in the east corner of the buildings – office part goes out past the main shop – corner there leaks
- Discussed the details of the alleged motorcycle wreck on 198<sup>th</sup>.
- There was another wreck, at 166<sup>th</sup> and T. No details were provided.
- 26-28 lights were decided needed for the tire shop.
- Only thing left to wire is the garage door at the tire shop.
- Eric stated they were considering cutting a hole in west wall for an exhaust pipe.
- Regarding 198<sup>th</sup> and Q road location - It was decided that Road and Bridge would even the road rock until it warmed up a bit more to where they could recover with asphalt.
- They can get “cold mix” for \$128/ton. The foremen would like to purchase 15 ton, which totals up to a couple grand. They would keep it as an asphalt pile at the shop.
  - Commission agreed to a truckload. Bill instructed Earl to get a cold mix.
- Traffic study on 75 highway was done by KDOT per the request of the Commission, City of Holton, and the hospital. Previously, the Commission joined in with the hospital board administration and the city of Holton to request that the state consider lowering the speed limit from the outskirts of Holton to 246<sup>th</sup> road. The KDOT representative will meet with the Commission after lunch in order to explain their findings.

Bridge Manager Terry Mick discussed the following:

- Sign bids:
  - Sent out four bids – received back two:
    - National Sign - \$6,382.15
    - Midwest Sign Company – unable to bid at this time
    - Welborn Sales and Lowen Signs did not get bid back in time or chose not to bid for this project.
    - ***A motion was made by Elmer and seconded by Zwonitzer to accept bid from National Sign for \$6,382.15. Chairman Ladner called for a vote. Motion carried 3/0.***
- The county was awarded a sign grant to replace the old signs with high-intensity signs in the rest of the county. The southeastern corner was done last year. Funding for preliminary engineering, construction, and construction engineering will be provided for a total of \$200,000.00 for this project.
- Commissioner Elmer instructed Terry to go get 4-5 metal light poles from Bob Ehrhart for \$100/piece.

Deputy VanDonge gave the Commission a letter from County Counselor Alex Morrissey regarding the Order Granting Review by the Supreme Court of Kansas on the Sharron Jenkins v. Chicago Pacific Corporation, et al (including Jackson County).

County Counselor Alex Morrissey joined the meeting.

County Clerk Kathy Mick gave the Commission their mail. She asked if they were interested in going to the Northeast County Highway Officials Conference at Brown County on March 30<sup>th</sup>. The Commission stated they wanted to attend. The Road and Bridge Co-Directors and Bridge Manager were to be informed of the meeting, also.

Mick also briefly discussed Bowser Drive. The Commission discussed that it was in the minutes of February 13<sup>th</sup> that the Commission decided that the drive would not be maintained by the County. This was a private development with no agreement with the county regarding the roads becoming a part of the official county road system. The County does not intend to add more roads to the current list of roughly 800 miles of roads to maintain.

It was discussed by the Commission that the advertisement for the open position of the Road and Bridge Administrator be placed in the larger market newspapers.

The Commission signed the Kansas Department of Corrections-Division of Juvenile Services FY 2017 Quarterly Budget Adjustment Report.

County Counselor Alex Morrissey met with the Commission to discuss the tax sale. She will put together a visual map of Jackson County that indicates where the parcels are located that will be on the tax sale.

County Counselor Alex Morrissey discussed starting a binder for the Sharron Jenkins v. Chicago Pacific Railroad, et al. case.

Morrissey also discussed drafting a letter to Jerry Green regarding the denial of his request to have his road rocked and maintained.

Morrissey then discussed the draft of the agreement to be made with the Jackson County/Holton Chamber of Commerce. This contract would enable the county to receive correspondence regarding any new companies or individuals looking to begin a new business within Jackson County. It was discussed to place in the contract that the Chamber would present a quarterly report on the number of inquiries they receive on economic development to the Commission. It was mentioned that the County always intends to make sure that their appropriations are used in the way that the Commission is able to monitor outcomes.

The Commission left at 10:39 to view the remodeling of the shop. They returned at 11:35.

Banner Creek Reservoir Director John Kennedy discussed the following:

- Revenue for the week of February 12<sup>th</sup> through February 18<sup>th</sup> was \$525.66.

- Bids for a replacement mower for BCR were received Friday, February 17<sup>th</sup>. This bid was to replace the current 2013 John Deere 997 mower. Bids were requested to purchase a mower out right and to trade the existing mower. Three vendors submitted bids:
  - Holton Tire - \$5,261.00 with trade and \$23,461.20 without trade
  - Heritage Tractor - \$7,700.00 with trade and \$16,000.00 without
  - Kanequip - \$5,200 with trade and \$12,675.00 without
  - John would not recommend making a choice just yet as he has not had time to view the proposed mowers.
- John would like permission to visit cabins constructed by Deer Run Cabins that are located in Springdale Arkansas. The Commission asked him to research infrastructure costs required to develop cabins at the lake before any further discussions on cabins will occur.

Custodian Chad Phillips discussed with the Commission to framing a large 1904 map found in the Register of Deeds office. This map was printed by the Holton Recorder.

Recessed for lunch at 12:00. Reconvened at 1:00.

Hugh Bogle and Adam Olson with KDOT met with the Commission, a Carrie Saia, CEO of Holton Hospital and Dan Brenner, Commissioner of Holton, to discuss their report on the traffic on highway 75 from the city limits to 246<sup>th</sup> road. They met downstairs in Memorial Hall. The study was presented by Mr. Bogle and Mr. Olson that the state believes reducing the speed limit of 45 mph would not do any good for the traffic north of the city. The Commission considered requesting that the state lower the speed limit to 55, versus the 45 they proposed prior. The entering and exiting of large county trucks and graders on 246<sup>th</sup> road, intersected at highway 75, is the biggest concern for traffic safety, along with the hospital traffic and traffic in general.

The Commission discussed the product quote for the skid loaders from Bobcat.

County Counselor Alex Morrissey met with the Commission to discuss the financial statements of Jackson County EMS and whether the County can request a report that proves where the funding they receive from the county goes in their expenses.

Received notice of a foreclosure and that an action has been commenced against the Board of County Commissioners for the case Farmers State Bank vs. Cynthia L. Coleman, et al. et al.

***A motion was made by Zwonitzer and seconded by Elmer to enter into executive session for 5 minutes at 3:20. Deputy Kasie VanDonge was in the meeting. Chairman Ladner called for a vote. Motion carried 3/0. The meeting reopened at 3:25. No decision was made.***



County Attorney Shawna Miller met with the Commission to discuss her budget this year for salaries. The Commission is concerned with department heads staying within their budgets. Miller stated that her office does not have many options to “make money” as far as covering expenditures, like office staff.

**The Commission discussed some pending appropriation requests. The Commission decided they would pay Royal Valley Recreation Association \$5,000 for their ball association and to appropriate funding to each of the three “home” school districts \$1,000 and \$250 to Rossville for Post Prom events. It was discussed that the County would pledge \$8,000 if the project for the spray park in Mayetta goes through. It was agreed to give the Jackson County Coalition that Cares \$5,000/school for \$15,000 total.**

**A motion was made by Zwonitzer and seconded by Elmer to approve the minutes of February 13<sup>th</sup>, 2017 as amended.**

**Motion carried 3/0.**

Signed the following payroll change notices:

Department	Name	From	To	Reason	Date / /
Sheriff	Tom Bontrager	18.39	0.00	Last day 2/15/17	02/21/17
Attorney	Joshua Smith	0.00	45,000.00	Hired	02/9/17

The meeting adjourned at 4:30 p.m. The next Commission meeting will be Monday, February 27<sup>th</sup>, 2017.

Board of County Commissioners  
Jackson County, Kansas

\_\_\_\_\_  
Rob Ladner, 1<sup>st</sup> District

Attest:

\_\_\_\_\_  
Janet Zwonitzer, 2<sup>nd</sup> District

\_\_\_\_\_  
Kathy Mick  
Jackson County Clerk

\_\_\_\_\_  
William Elmer, 3<sup>rd</sup> District

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## *Minutes of February 27, 2017*

The Board of County Commissioners met in regular session on Monday, at 9 a.m. Chairman Ladner, Commissioner Zwonitzer and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie VanDonge recorded the minutes.

Landfill Director Mixie Schafer discussed the following:

- Stormwater Pollution Prevention Plan Preparation for the landfill.
  - The last plan (engineering included) was done in 2004, so the whole process must be restarted in order to obtain the annual state certificate.
  - The bids include:
    - Blue Valley Consultants - \$2,300.00
    - King Engineering and Associates - \$2,275.00
    - BG Consultants – at an hourly rate not to exceed \$5,000
    - Black Stone Environmental - \$3,100.00
    - Terracon - \$3,420.00
  - ***A motion was made by Zwonitzer and seconded by Elmer to accept King Engineering and Associates' bid for a Stormwater Pollution Prevention Plan Preparation for the landfill at \$2,275.00. Chairman Ladner called for a vote. Motion carried 3/0.***

Verlin Wichman joined the meeting.

Road and Bridge Co-Directors Eric Fritz and Earl Bahret met with the Commission to discuss the following:

- Trailer bid from Kaufman Trailers
  - 1400 GVWR Standard Diamond Floor Tilt Equipment Trailer – 22 feet
  - 22 foot deck - \$4,590.00
  - 20 foot deck - \$4,580.00
  - Tire options were provided:
    - Load Range G - \$340/tire
    - Load Range G Spare Tire - \$275.00/tire
    - Premium 235/85 R16 USA Made tires - \$380.00/tire
    - Premium 235/85 R16 USA made tires Spare tire - \$285.00/tire
- There is no hot mix available yet.
- The spot on 198<sup>th</sup> about ¾ east of Q has again been patched up.
- It was mentioned that the Commission do not want to widen the road to the entrance to the “Fuller edition.”
- Eric stated that all the lights are up now in the shop.
  - He then stated that the only areas left are the far back office and the front half of the main shop if the Commission want to put up new lights sometime in the future.
- Eric stated that the track-loader 076 is due for an undercarriage replacement.
  - Bryson got two bids for new track-loader undercarriage parts.
  - The bids include parts only, no labor:
    - HeavQuip - \$10,237.60
    - Foley - \$20,914.96

- ***A motion was made by Elmer and seconded by Zwonitzer to accept the bid for parts to replace the undercarriage of the track-loader from HeavyQuip for \$10,237.60. Chairman Ladner called for a vote. Motion carried 3/0.***
- ***A motion was made by Elmer and seconded by Zwonitzer to go into executive session to discuss personnel for a period of 10 minutes at 9:30. Eric and Earl were present. Chairman Ladner called for a vote. Motion carried 3/0. Extended 10 minutes. The meeting reopened at 9:50.***

Moni El-Aasar from BG Consultants met with the Commission to discuss the state grant awarded to the county that will aid in the replacement of the county road signs with the high-intensity signs mandated by the state. The \$200,000 covers the engineering, inspection and materials costs. The Commission signed an official agreement with BG Consultants for the design signing improvements. **2017-04.**

Lori Banks and Ashely York met with the Holton/Jackson County Chamber met with the Commission to discuss signing two lawn use request forms. The Commission approved the requests for a Legislative Forum on March 11<sup>th</sup> from 9:00 a.m. to 11:00 a.m. in the Memorial Hall on the 1<sup>st</sup> floor of the courthouse and Glory Days Festival and Car Show on May 27<sup>th</sup> from 7:00 a.m. to 4:00 p.m.

Holton Recorder Reporter Ali Holcomb joined the meeting.

Received a fax from David Elsbury from KANZA Mental Health that requests Karen Stous be reappointed to the KANZA Mental Health and Guidance Board. ***A motion was made by Zwonitzer and seconded by Elmer to reappoint Karen Stous to a 3 year term to the Mental Health and Guidance Board with her appointment expiring 12/31/19. Chairman Ladner called for a vote. Motion carried 3/0.***

Emergency Management Director Pat Korte met with the Commission to discuss the audit of the volunteer fire departments.

Korte then stated she has had some issues with the county's "burn website". Bills accumulated on behalf of the website are usually paid out of the fire association account. She stated the fire association account has been depleted because of the many repairs and replacements they've had to do in the last year and a half. She then asked the Commission if she could pay the two bills out of county general. The Commission requested that Pat look into a new website company for the burn permit website and they decided to pay the \$1,500 in bills out of county general.

County Counselor Alex Morrissey met with the Commission to discuss the county tax sale. She stated that two more landowners have paid their delinquent taxes and will subsequently be dismissed from the case.

***A motion was made by Zwonitzer and seconded by Elmer to go into executive session to discuss client/attorney privileges for a period of 15 minutes at 10:55. County Counselor Alex Morrissey was present. Chairman Ladner called for a vote. Motion carried 3/0. The meeting reopened at 11:06. No decision was made.***

County Counselor Alex Morrissey also gave the Commission her final answer regarding whether the Commission can request to see the financial statements of an entity that the county appropriates money to.

The Commission also briefly discussed a resolution draft from the Kansas Department of Commerce regarding the Rural Opportunity Zone student loan repayment program. The county will not allocate any funds to the repayment program. The resolution merely states that the county will allow the repayment program to occur in Jackson County. This program allows participating businesses in the county to help their employees reduce student loan debt by paying up to \$1,500 per year over a five year period, with matching funds from the state. The Commission requested that County Counselor Morrissey discuss the resolution details with Lyle Peterson of the KDOC.

Banner Creek Reservoir Director John Kennedy discussed the following:

- Revenue for the week of February 19<sup>th</sup> through February 27 was \$192.00
- Bids for a replacement mower for BCR were received Friday, February 17<sup>th</sup>, and one the following week. The bid sheet stated to have the bids back by “Friday, February 25<sup>th</sup>”. This is an error. This bid was to replace the current 2012 John Deere 997 mower. Bids were requested to purchase a mower out right and to trade in the existing mower. Four vendors submitted bids:
  - Holton Tire - \$5,261.00 with trade and \$23,461.20 without trade
  - Heritage tractor - \$7,700.00 with trade and \$16,000.00 without
  - Kanequip - \$5,200 with trade and \$12,675.00 without
  - CTI - \$8,285.26 with trade and \$16,785.86 without
  - (The bids were opened prior to the Commission meeting)
  - ***A motion was made by Zwonitzer and seconded by Elmer to reject all bids on the mowers. Chairman Ladner called for a vote. Motion carried 3/0.***
- The Commission requested information on whether John has found summer help yet. John stated that he has not yet heard back from all of his previous summer help. The Commission stated they had an individual that was recently seasonal for Road and Bridge and that if John needed another person he could consider that seasonal hire.

Recessed for lunch at 12:00. Reconvened at 1:00.

The Commission viewed and accepted the inventories that have been provided by department heads. Those received include:

- Appraiser
- Banner Creek
- Clerk
- Commission
- Elderly
- Weed

- Emergency Management
- Juvenile Intake
- Register of Deeds
- Road and bridge
- Sheriff
- Treasurer

The Commission viewed mail from Kansas Department of Health and Environment, Bureau of Water regarding a public notice for a Water Pollution Control Permit.

The Commission viewed and approved bills and payroll.

County Counselor Alex Morrissey met with the Commission to discuss several emails she sent regarding county business. She stated she requested more information from Lyle Peterson of the KDOC and KWORCC.

Bridge Manager Terry Mick called the Commission to confirm the purchase of the decking for the bridge at 126 and D before the price of steel increases.

The Commission reviewed a letter from KANZA Mental Health Guidance Center reporting a list of payroll for 2016 for KANZA employees. The list includes:

COUNTY	NUMBER OF EMPLOYEES	PAYROLL	
Brown	46	\$1,064,805.03	52.63%
Jackson	8	\$206,738.80	10.22%
Nemaha	11	\$324,674.32	16.05%
Doniphan	6	\$63,555.25	3.14%
Other Kansas County	10	\$210,412.50	10.40%
Out of state	5	\$152,952.19	7.56%
Totals:	86	\$2,023,138.09	100.00%

***A motion was made by Elmer and seconded by Zwonitzer to purchase a skid loader for \$64,158.47 minus a \$16,000.00 trade-in and an additional skid loader leased for \$11,392.66. Chairman Ladner called for a vote. Motion carried 3/0.***

It was discussed that the Commission approved of all of Bridge Manager Terry Mick’s projects for 2017. 2016 pipes that still need to be placed are G-231, M-236, I-232. His 2017 proposed tubes that need to be put in this year:

- X.4- 158
- P.6-278
- X-123

- X.1-278
- P-207
- M.2-250
- F.2-110
- D.3-126

Mick's list also had bridges that need repair:

- T.6-310
- D.1-134
- B.3-126
- O.6-94

Youth Services Director Brooke Smith met with the Commission to discuss her JCAB meeting in January. She stated she has \$100,000 in cash to spend. Brooke discussed purchasing a new system via televisions in each county in her juvenile district for ability to hold a conference call.

***A motion was made by Elmer and seconded by Zwonitzer to approve the minutes of February 21, 2017 as amended.***

***Motion carried 3/0.***

Signed the following payroll change notices:

Department	Name	From	To	Reason	Date / /
Youth Services	Gina Durkes	0.00	\$13.26	will take calls for youth ser.	02/27/17
Youth Services	Sharon Wilhelm	\$13.00	0.00	Moved out of the range for taking calls for youth ser.	02/27/17
Youth Services	Kellie Hundley	\$125/mo	\$325/mo	Taking call for intake until replacement found	02/27/17

Signed the following Purchase Orders:

Department	PO #	To	For	Amount
Bridge	6539	National Sign Co	Signs	\$6,382.15
Road and Bridge	6417	HeavyQuip	Undercarriage replacement	\$10,237.60
Treasurer	6540	Hanz-On Specialties	License plate cabinet	\$1,650.00

The meeting adjourned at 4:30 p.m. The next Commission meeting will be Monday, March 6<sup>th</sup>, 2017.

Board of County Commissioners  
Jackson County, Kansas

\_\_\_\_\_  
Rob Ladner, 1<sup>st</sup> District

Attest:

\_\_\_\_\_  
Janet Zwonitzer, 2<sup>nd</sup> District

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Kathy Mick  
Jackson County Clerk

\_\_\_\_\_  
William Elmer, 3<sup>rd</sup> District

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## *Minutes of March 6, 2017*

The Board of County Commissioners met in regular session on Monday, March 6, 2017 at 9 a.m. Chairman Ladner, Commissioner Zwonitzer and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie VanDonge recorded the minutes.

***A motion was made by Elmer and seconded by Zwonitzer to go into executive session to discuss personnel for a period of 15 minutes at 9:10. Chairman Ladner called for a vote. Motion carried 3/0. The meeting reopened at 9:25. No decision was made.***

Road and Bridge Co-Director Earl Bahret met with the Commission to discuss the following:

- Gave details of several tilt trailers
  - Hoyt Trailer had one for \$5,500 but it didn't have an 8 foot fixed portion.
  - Jim's Trailer had one for \$5,100 but it didn't have an 8 foot fixed portion, either.
  - Kaufman Trailer in Beaver City, Nebraska (15,000 lbs. instead of 14,000 lbs.). They told Earl that with a cashier's check we can get a 15,000 lb. 22 foot long trailer with an 8 foot fixed portion for \$4,360.00.
  - Bill requested that the Co-Directors look for a trailer closer to Jackson County than the Kaufman trailer in Beaver City.
- Earl stated the County rock budget started with \$550,000 on January 1<sup>st</sup>. There is \$372,306 left in the rock budget for the year.
- There are roughly 50 – 75 loads of dirt at the end of a dead-end street in Mayetta. The gentleman that owns the land wants the dirt removed and Earl recalled the landfill needing loads of dirt.
  - It was stated that the county will need a dirt donation agreement written up between the individual and the county.
- Ditch projects – tubes put in.

- Commissioner Elmer stated that Jeanie, custodian/inventory clerk of the shop, said the Road and Bridge office should be ready to move to the new building soon - maybe next week.
- Twila joined the meeting.
  - Rob discussed with Twila about needing to get with Jeanie Elder (who already has a few computers) in order to discuss making sure everything is hooked up properly in order to do her road and bridge functions.
- ***A motion was made by Elmer and seconded by Zwonitzer to go into executive session to discuss personnel for a period of 15 minutes at 9:46. Earl Bahret was present. Chairman Ladner called for a vote. Motion carried 3/0. The meeting reopened at 10:00. No decision was made.***

Jinal Patel, owner of Super 8 Hotel, met with the Commission and Appraiser Jason Claycamp to discuss her property taxes. She stated she owes the county roughly \$43,382 for last year. Jason said that the value has been roughly the same for a couple years. Patel may be seeing an incline in property taxes because of the increases of the mill levy for both the county and the city of Holton. Patel stated that she believes the Red Roof Inn pays less in property taxes and they have more rooms than Super 8. The Commission discussed how the county went up 3.783 mills, the city went up 3.571 mills and the school went up .101 mills. Patel stated that she will file a payment under protest for her property taxes for the motel.

Emergency Management Director Pat Korte met with the Commission to discuss the storm spotter dinner on Wednesday. The bill for the meat and rolls is \$400. She requested that the Commission allow Kristie to write a check today in order to give it to the individual by Wednesday evening.

Pat then discussed that at the last fire fighter meeting it was discussed having a nomination for a firefighter of the year for 2016. Three separate fire departments nominated an individual for the Commission to choose from to award this individual with a plaque honoring their time and commitment to the county fire departments.

Holton Recorder Ali Holcomb joined the meeting.

The Commission left to view the area of cleared trees at Banner Creek Reservoir at 10:51. The Commission returned at 11:15.

The Commission briefly left the Chambers to view the old Road and Bridge records. They returned at 11:35.

Banner Creek Reservoir Director John Kennedy discussed the following:

- Discussing a seasonal-hire transfer from Road and Bridge to BCR
- No revenue for the week of February 26<sup>th</sup> through March 4<sup>th</sup>
- John has received signed contracts from Diane and Bob Levick and Will and Danyele Harder for Camp Host positions for the 2017 calendar year. There are no changes from the 2016 contract



language with the exception of contract dates. John is recommending approval of the Camp Host Contracts for 2017.

- 2017 Banner Creek Reservoir Special Event Calendar
  - Arbor Day Tree Planting April 28
  - 5K Trail Run May 6
  - Conservation District Water Festival May 10
  - Drone Race and Fly In June 10
  - Kids Fishing Derby June 17
  - Car Show June 24
  - July Jubilee July 1 (July 3 rain date)
  - Disc Golf Tournament TBD
  - Swap Meet TBD
  - Kids Obstacle Course July 29
  - Sheriff's Camp August 10 & 11
  - Quail Unlimited Kids Shoot August 19
  - Fall Festival Concert October 4
- other possible events
  - Dock Dogs
  - Touch – A – Truck
  - Adventure Triathlon
- ***A motion was made by Zwonitzer and seconded by Elmer to go into executive session to discuss personnel for a period of 10 minutes at 11:50. John Kennedy was present. Chairman Ladner called for a vote. Motion carried 3/0. The meeting reopened at 12:00. No decision was made.***

Recessed for lunch at 12:00. Reconvened at 1:00.

The Commission discussed several magazines from various vendors received in the mail, a department head vacation request, and an invoice from Fisher, Patterson, Saylor and Smith for \$6,157.50 for the completion of the Mellenbruch case. They also agreed to place the Road and Bridge Administrator job advertisement in the Kansas City Star.

Deputy Clerk Kristie Richter had the Commission sign a letter to Sam's Club of which explained that Amanda Spalding has replaced Cheryl Hamlin as the Director of the Jackson County Senior Citizens Center and is the main individual in charge of any accounts with Sam's Club.

The Commission reviewed a letter received regarding an inmate's concern about respiratory issues while incarcerated in the county jail. It was discussed that the concern will be forwarded on to the Sheriff's department.

Bridge Manager Terry Mick met with the Commission to sign the purchase order for steel ordered last week. Terry stated he needs to start stocking the tube pile. He also discussed the federal exchange monies

that the county is offered by the state each year which are delegated for FAS routes. This year, the county has available \$132,542.15 for the federal fiscal year 2017 (October 1<sup>st</sup>, 2016 - September 30<sup>th</sup>, 2017). The funds may be used to develop a federal-aid project or they may be received under the Federal Fund Exchange Program. If the county uses the exchange program, we are able to receive \$.90 for every \$1.00 provided by the government.

County Counselor Alex Morrissey met with the Commission.

Banner Creek Reservoir Director John Kennedy met with the Commission to discuss the Banner Creek Rules and Regulations.

The Commission signed the Camp Host contracts. **William Harder C2017-05. Diane Levick C2017-06.**

The Commission received a letter from Dana Plowman of NPG Newspapers regarding her being the county's new Recruitment Multi-Media Marketing Consultant from the Atchison Globe and Hiawatha.

**A motion was made by Elmer and seconded by Zwonitzer to go into executive session to discuss personnel for a period of 10 minutes at 4:07. John Kennedy was present. Chairman Ladner called for a vote. Motion carried 3/0. The meeting reopened at 4:18. No decision was made.**

**Janet made the motion for Jackson County to participate in the NACO prescription drug program at no cost to the County or its residents. Bill seconded and the motion carried 3/0. An official document will be obtained from NACO and signed at a later date.**

**A motion was made by Zwonitzer and seconded by Elmer to approve the minutes of February 27<sup>th</sup>, 2017 as amended.**

**Motion carried 3/0.**

**Janet will attend the Farm Bureau meeting tonight.**

Signed the following Occupy County Right of Way petitions:

Company	To	Sec/Twp/Rng	Address	Date
Centurylink	Bore under	34/6s/15e	24121 Q4 Rd	03/06/17

Signed the following payroll change notices:

Department	Name	From	To	Reason	Date / /
Banner Creek	Gary Curtis	15.27	9.00	Temporarily transferred	03/16/17

				from Rd Br to BCR	
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Signed the following Purchase Orders:

Department	PO #	To	For	Amount
Bridge	6418	Welborn Sales	96 tubes	\$26,846.00
Bridge	6541	Welborn Sales	15 bridge planks	\$4,350.00
Bridge	6419	Welborn Sales	106 bands	\$1,697.03

The meeting adjourned at 4:55 p.m. The next Commission meeting will be Monday, March 13<sup>th</sup>, 2017.

Board of County Commissioners  
Jackson County, Kansas

\_\_\_\_\_  
Rob Ladner, 1<sup>st</sup> District

Attest:

\_\_\_\_\_  
Janet Zwonitzer, 2<sup>nd</sup> District

\_\_\_\_\_  
Kathy Mick  
Jackson County Clerk

\_\_\_\_\_  
William Elmer, 3<sup>rd</sup> District



## *Minutes of March 13, 2017*

The Board of County Commissioners met in regular session on Monday, March 13, 2017 at 9 a.m. Chairman Ladner, Commissioner Zwonitzer and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie VanDonge recorded the minutes.

Road and Bridge Co-Directors Eric Fritz and Earl Bahret met with the Commission to discuss the following:

- Millings are to be laid west/side of the tire shop
- The big container: any reason why we can't make a pad up to the northwest corner. Commissioner Zwonitzer would like to see it painted
- Decided not to look at the Asphalt Zipper from Mount West of Utah that is a self-contained milling machine:
  - The Asphalt Zipper would cost \$185,000.00 in total (or \$37,000/year for five years)
- The boundary for W road and Whiting city limits.
  - Earl stated their city limit boundary extends to 294<sup>th</sup> road
  - Rob stated he was aware that the Whiting city council was interested in road repair.

- Chip and seal routes for this year: they are planning the normal 17 – 18 miles of overlay chip and seal for this summer on existing paved routes
  - Earl wants to discuss how much they can patch with asphalt this year.
- Bill stated that Blue Valley Trailers in Waterville can build a tilt trailer to the specifications that Road and Bridge want for \$6,610.00.
- Earl presented an agreement for donation of dirt with Mr. and Mrs. Reicherter of Mayetta. The Commission requested County Counselor Alex Morrissey review it before it's signed.
- Nancy presented contact requests for March
- Nancy showed concern that the Sheriff's office is not using as much gas as they used to so the tanks are not getting empty at roughly the same time as they did in the past. Nancy stated that they have to purchase 8,000 gallons of gas and diesel combined each time they make a fuel purchase. She states they order 6,500 of diesel and 1,500 gas. If the gas isn't being used and we need to order diesel, we wouldn't have any place to put the extra fuel since the diesel tank is only 8,000 gallons. It was discussed that the last fuel tank was purchased for just under \$13,000 in 2013.
- The trailer-bound 25,000kw generator has no 110 or 220 plug-ins hard-wired as of yet. Bill suggested hard-wiring four 110s and two 220s.

Undersheriff Darrel Chapman, SRO John Calvert and Royal Valley Counselor Michelle Finnegan discussed the 21<sup>st</sup> Annual Safe and Civil Schools National Conference. From Sunday – Thursday in mid-July. Randy Sprick is the lead speaker along with several colleagues who are well-versed on the matters that are affecting public schools all across the country. It is \$1,950 for two individuals to attend the actual conference. Adding on the cost of two hotel rooms, flights and food makes Calvert's estimate at \$5,300. This conference is for professional development. Calvert's position with the Sheriff's Office requires annual training. Attending this conference would meet the training requirement Calvert stated that the conference will aid in implementing revolutionary ways to curb bullying and truancy in high schools. He stated that RV has a big truancy issue and it continues to rise each year. No action was taken.

Emergency Management Director Pat Korte met with the Commission to sign a "Lights and Sirens" application for Christopher Corey Culligan and Gary (Pat) Fontaine.

County Counselor Alex Morrissey joined the meeting.

Holton Recorder Reporter Ali Holcomb joined the meeting.

County Clerk Kathy Mick and Mary Anne Reiderer, Business Consultant at Washburn University KSBDC, met with the Commission about the International Trade Event in Sabetha. It is specific for manufacturing in the region. There is a large conference in the morning of the event and then in the late afternoon each business individual will have an opportunity to meet with any of those experts. Washburn is offering \$100 for each individual that signs up for the event. They still have several seats open.

County Clerk Kathy Mick gave the Commission a packet of bids from Nancy Schlodder regarding storm shelters and prices for them. The Commission is not currently interested in purchasing and placing a storm shelter.

The Commission viewed bills for the Road and Bridge shop renovation.

Holton Recorder Reporter Ali discussed the newspaper's Meet People section that they are starting back up in June of this year. It's technically categorized as an advertisement but it would be used specifically for businesses looking to feature their employees with a descriptive paragraph included. Ali also mentioned that the sections could be used for whole departments.

Appraiser Jason Claycamp met with the Commission to discuss whether the Commission are considering renewing the neighborhood revitalization act. The Commission decided that they would like to revisit the idea in the near future.

The Commission signed a Lawn Use Request for the Chris Schuetz Memorial Run on Saturday August 5<sup>th</sup>, 2017 from 9:00-11:00 a.m.

County Counselor Alex Morrissey discussed signing the NACO agreement which will provide citizens with prescription drug insurance coverage, at no cost. Janet stated she would like to discuss the NACO contract with Jefferson County to see how they went about implementing it within their county health service system.

Banner Creek Reservoir Director John Kennedy discussed the following:

- There will be another AmeriCorps group to visit the Banner Creek Reservoir. They will be here April 7 through July 17<sup>th</sup>.
- Heroes on the Water which is led by a Veteran Organization that takes disabled veterans out to and on the water by boat. The organization was wanting to know if the county will waive the shelter house and gate fees for such event. The Commission agreed to waive the fees.
- Meeting with Cook, Flatt, and Strobel Engineers to discuss three different projects – the first is the site for cabins, the second is the community building plans that the Dillner family is raising funds to construct, and third would be the trail to Holton. They will meet with John on Friday, March 17, 2017.

County Counselor Alex Morrissey discussed a letter from Northeast Kansas Environmental Services about a county resident's wastewater permit expiring and the issue that a building permit was not obtained prior to the placement of a dwelling on the premises.

Recessed for lunch at 12:00. Reconvened at 1:00.

County Counselor Alex Morrissey joined the meeting.

***A motion was made by Elmer and seconded by Zwonitzer to go into executive session to discuss client/attorney privileges for a period of 15 minutes at 1:17. County Clerk Kathy Mick was present. Chairman Ladner called for a vote. Motion carried 3/0. The meeting reopened at 1:33. No decision was made.***

Bill stated that he discussed the purchased and leased skid-loaders for 2017 with Bob Jacobs of Whitestar during the break for lunch. The purchased and leased skid-loaders had to be ordered from the Bobcat mother company. The skid-loaders that we have on lease from last year will remain until the new ones come in. There will be no contracts to sign until new ones come in. it should be the end of the month.

Road and Bridge Co-Directors Eric Fritz and Earl Bahret joined the meeting. They discussed chip and sealing for 2017. It was discussed that 214<sup>th</sup> road will not be chip and sealed this year. The Co-Directors proposed the following overlay projects:

- ½ mile 142<sup>nd</sup> – Q.6 – R
- ½ mile 198<sup>th</sup> – P4 – Q
- 1 mile 198<sup>th</sup> – Q—R
- 1 mile 198<sup>th</sup> – R – S
- 1 ½ mile 198<sup>th</sup> – S – T.3
- ½ mile 230<sup>th</sup> – 234 – O
- 1 mile 214<sup>th</sup> – 222 – P
- 1 mile 222-230 – P
- 1 mile 158 – 166 – Q
- ½ mile 162 – 166 – Q
- 1 mile 166 – 174 – Q
- 1 mile 254<sup>th</sup> – S – T
- 1 mile 102 – 110 – S
- 1 mile 94<sup>th</sup> – 102 – S
- ½ mile 214<sup>th</sup> – P – P.4
- ½ mile 214<sup>th</sup> – P – P4
- 1 mile 222 – O – P
- ½ mile 162 – Q – Q.4

The chip and seal overlay projects were discussed and approved out of the chip and seal budget line-item.

The Commission agreed to purchase 26 gauge metal to line the inner wall of the tire shop for \$1,471.02 from Diamond L Supply.

The Commission then discussed Blue Valley Trailers building a custom tilt trailer for Road and Bridge. Bill stated that this trailer was of a heavier frame than proposed last week from Kaufman. This 24 foot trailer

with an 8 foot fixed and 16 foot tilt would cost \$6,610.00. The Commission agreed to the purchase from Blue Valley Trailers of Waterville, KS.

County Counselor Alex Morrissey discussed a mutual aid agreement between Delia Fire #5 and the Bureau of Indian Affairs during an event of a fire on the reservation.

***A motion was made by Zwonitzer and seconded by Elmer to approve the minutes of March 6<sup>th</sup>, 2017 as amended.***

***Motion carried 3/0.***

Signed the following payroll change notices:

Department	Name	From	To	Reason	Date / /
Sheriff	Bailey Eubanks	14.43	14.96	Off training	03/13/17

Signed the following Purchase Orders:

Department	PO #	To	For	Amount
Road and Bridge	6531	Blue Valley Trailers	24 ft, 8 ft fixed tilt trailer	\$6,610.00
Road and Bridge	6532	Diamond L Supply	26 gauge metal sheeting	\$1,471.02

The meeting adjourned at 4:30 p.m. The next Commission meeting will be Wednesday, March 15<sup>th</sup>, 2017.

Board of County Commissioners  
Jackson County, Kansas

\_\_\_\_\_  
Rob Ladner, 1<sup>st</sup> District

Attest:

\_\_\_\_\_  
Janet Zwonitzer, 2<sup>nd</sup> District

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Kathy Mick  
Jackson County Clerk

\_\_\_\_\_  
William Elmer, 3<sup>rd</sup> District



## *Minutes of March 15, 2017*

The Board of County Commissioners met in regular session on Wednesday, March 15, 2017 at 9 a.m. Chairman Ladner, Commissioner Zwonitzer and Commissioner Elmer were present. County Clerk Deputy Kasie VanDonge recorded the minutes.

The Commission signed the agreement for Donation of Soil with Carolyn Reicherter for 40 loads. **C2017-07.**

Road and Bridge Co-Directors Eric Fritz joined the meeting:

- Discussed venting the septic tank
  - Have Bell Plumbing look at it
  - Have Bell Plumbing look at and bid installation of toilet, urinal, sink and vent for all items installed
- 26 gauge tin coming in tomorrow
  - There will need to be a piece of angle iron installed on the bottom to fasten to it.

Reviewed and approved bills and payroll.

Discussed chip and seal projects extensively.

Recessed for lunch at 12:00. Reconvened at 1:00.

Left the chambers to view various potentially new chip and seal roads/projects for the upcoming year.

The meeting adjourned at 3:30 p.m. The next Commission meeting will be Monday, March 20<sup>th</sup>, 2017.

Board of County Commissioners  
Jackson County, Kansas

\_\_\_\_\_  
Rob Ladner, 1<sup>st</sup> District

Attest:

\_\_\_\_\_  
Janet Zwonitzer, 2<sup>nd</sup> District

\_\_\_\_\_  
Kathy Mick  
Jackson County Clerk

\_\_\_\_\_  
William Elmer, 3<sup>rd</sup> District





## *Minutes of March 20, 2017*

The Board of County Commissioners met in regular session on Monday, March 20, 2017 at 9 a.m. Chairman Ladner, Commissioner Zwonitzer and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie VanDonge recorded the minutes.

Noxious Weed Director Mixie Schafer discussed the following:

- Mixie requested if the Commission had any businesses they wanted her to look at specifically getting bids on motors for rental sprayers. The Commission suggested:
  - Fairbank Equipment
  - Tractor Supply Co.
  - Orschelns Farm and Home
  - Holton Farm and Home
  - Tarwater Farm and Home

Road and Bridge Co-Directors Eric Fritz and Earl Bahret met with the Commission to discuss the following:

- Millings should be laid tomorrow at shop and should have plenty to wrap around the south side to help keep the dirt out
- Eric stated he wasn't planning to go further south than the south driveway.
- Janet questioned whether it was feasible to put a window on the south side of the shop for air circulation.
- Eric stated that the Road and Bridge "office" had officially moved this morning to the shop on the highway.
- The bathroom in the shop is currently being made ADA compliant.
- Roger putting tin up in tire shop
- Picked up door protector post
- Picking up more angle iron to go across top and bottom of the walls in the tire shop for attaching tin.
- Eric then discussed placing rock on the water district road, an entrance pipe to put in and the road still needing to have a bit of grading done on it
- This is the last year for overlay on E road. It would be 2 miles and it would come out of .04%.
- Up and coming chip and seal projects to be discussed:
  - In order to chip 254<sup>th</sup> road, west of Circleville, the road would have to be rebuilt west of the bridge to J road. From J up to I road would need extensive work. There's also a new water line and fence on north side of road so cutting hills down probably couldn't happen.
  - E road there's three more miles to be chip and sealed. The road needs to be totally rebuilt, also.
  - 166 going east to Mayetta, roughly  $\frac{3}{4}$  mile, is a contender
- Janet asked what the Co-Directors would consider high traffic areas:

- U4 from 94<sup>th</sup> to 110<sup>th</sup> – 300 cars a day
- 166 going east from highway 75 – 350 cars a day
- 142<sup>nd</sup> going east from highway 75 – 280 cars a day
- 254<sup>th</sup> either direction off the highway
  - East is the easier of the two directions. There aren't narrow spots like west of Circleville.
- Janet asks if it is possible to rebuild a mile or two in the spring and toward the end of the season start rebuilding in another location.
  - It was discussed that tying up the motor grader operators can begin to take away from normal duties and/or spread the operators too thin regarding keeping up with said normal duties.
- Earl stated that there are areas in the southern part of the county that could use top rock.
- The Commission discussed purchasing rock and having it hauled by Capital Trucking before their busy season starts. The Commission discussed 5,000 ton to each place (shop and Hoyt strip). Earl estimated that the rock would be \$68,500 and hauling may be right at that also (around \$61,000).
- It was discussed that they have already spent \$92,000 in hauling. Hauling in 2017 was budgeted at \$200,000.
- The Commission then discussed only purchasing 3,000 ton for each place. Earl estimated that rock would be \$36,600.00, and again that hauling would be a similar price (probably a little less).
- Earl stated that his crew should have all the dirt hauled from Reicherter's (per Agreement C2017-07) today or tomorrow to landfill.
- Starting tree job at Deer Trail this week. He stated that Westar will start helping in first week of April.
- Future project to cut down 8-10 cottonwoods on K road and 131 to help preserve the road.

The Commission left the Chambers to view the old Road and Bridge office at 10:00. They returned at 11:03.

County Counselor Alex Morrissey joined the meeting. She discussed that there was a question regarding whether you can be buried on your own land. She stated that it is possible to be buried on your own land but you must obtain a special use permit. A special use permit only runs with the current owner of the land. It is not a perpetual burial unless they go through the correct procedures. She then discussed, briefly, the burial processes for "abandoned" cemeteries in the county and what to do if someone wants to be buried there now or in the future. The other question was regarding how to go about finding a vacant "lot" in an abandoned cemetery since the board that oversees it wouldn't necessarily have that information available to them.

Morrissey then discussed a letter she has written regarding waste water zoning permits being improperly used or expiring.

Morrissey stated that the 'Tax Sale Answer Hearing' tomorrow at 8:30 a.m. Anyone who wanted to file an answer have to have it done on or before tomorrow at 8:30 a.m. If someone has been served, has not filed an answer, and is still delinquent on their property, then she will be asking for default judgment against them.

The Holton Recorder Reporter Ali Holcomb joined the meeting.

Banner Creek Reservoir Director John Kennedy discussed the following:

- Revenue for the week of March 12<sup>th</sup> through March 18<sup>th</sup> is \$1,106.
- John, with the assistance of the Kansas Department of Wildlife, Parks and Tourism would like to conduct controlled burns on some small grassland areas at BCR. This will be the first step in creating wild flower and wildlife feeding plots. Again with the help of KDWP&T over seeding will then be done to these areas.
- John is in the process of rebuilding the dock that was formally located by the double boat ramp. Two new encapsulated foam floats have been purchased along with replacement composite lumber decking. It is planned to place the rebuilt dock in the cove area near the boat ramp of campground "C."
- John has refurbished 6 BBQ grills, put together 12 picnic tables, and will be installing these items plus fire rings at RV spaces at campground "C." An additional 6 fire rings and picnic tables will be installed on the south RV campground. The Holton Rotary Club has volunteered to paint the 12 new picnic tables.
- Zwonitzer is concerned, with the rain coming in this week, about the dirt slopes adjacent to the shore. John stated that the trees along the banks have been left in order to keep the roots. John states that he will be purchasing riprap to lay on the shore on the reservoir to curb eroding.

Register of Deeds Tammy Moulden met with the Commission to discuss that she purchased an annual software agreement for \$8,000.

The Commission viewed a single fuel bid from Haag Oil for \$15,285.40. Jackson Farmers, and B&P Propane declined to bid. ***The Commission accepted the bid from Haag Oil for \$15,285.40.***

Recessed for lunch at 12:00. Reconvened at 1:00.

Tourism Treasurer Anna Wilhelm met with the Commission to discuss the tourism budget and approved appropriations from the Tourism Board. They approved \$1,000 to Jackson County Arts (two events). ***A motion was made by Zwonitzer and seconded by Elmer to approve the Tourism Board's appropriation of \$1,000 to Jackson County Arts. Chairman Ladner called for a vote. Motion carried 3/0.*** Anna stated that Red Rock Ranch will be using their \$500 grant from the Tourism Board for the Kansas Sampler Festival. She stated the Hidden Treasures Tour (formally the Barn Tour) will be back in Whiting/Netawaka area this year, after a 5-6 year break. She then stated that if someone is in Topeka because of a loved one who is in a Topeka area hospital that they may get a discounted stay at a hotel in

the city. She stated the Tourism Board may be looking into placing some of these ideas within our own community. **A motion was made by Zwonitzer and seconded by Elmer to discuss real estate matters at 1:14 for 15 minutes. Anna Wilhelm was present. Chairman Ladner called for a vote. Motion carried 3/0. The meeting extended 15 minutes. The meeting reopened at 1:46. No decision was made.**

County Clerk Kathy Mick discussed:

- Hoyt Fire Department requesting firework funding donation
- Local Emergency Planning Committee Board Appointment letter
- A county resident’s wastewater permit expiration notice from Northeast Kansas Environmental Services

Senior Citizens Director Amanda Spalding discussed meal vouchers. The Commission discussed they would like her to continue to look into whether or not a local (each small town café) eating establishment can provide meals at a lower rate to local seniors and whether the county could supplement the remaining costs of each meal. She stated she would look into it.

**A motion was made by Zwonitzer and seconded by Elmer to donate \$500 toward Hoyt Fire’s Fourth of July Festival. Chairman Ladner called for a vote. Motion carried 3/0.**

Emergency Management Director Pat Korte stated that the Northeast Region Homeland Security Grant program awarded Jackson County Emergency Services a portable, solar message board.

The Commission signed addends and abatements.

**A motion was made by Elmer and seconded by Zwonitzer to approve the minutes of March 13<sup>th</sup>, 2017 and March 15<sup>th</sup>, 2017 as amended.  
Motion carried 3/0.**

Signed the following payroll change notices:

Department	Name	From	To	Reason	Date / /
Youth Services	Sharon Hoffman	\$200	\$20/shift	Stipend	03/13/17
Youth Services	Lisa Blaha	\$200	\$20/shift	Stipend	03/13/17
Youth Services	Kim Clark	\$200	\$20/shift	Stipend	03/13/17

Signed the following Purchase Orders:

Department	PO #	To	For	Amount
Bridge	6542	Welborn Sales	Tubes	\$35,454.50
Bridge	6543	Husker Steel	Piling	\$4,642.00

The meeting adjourned at 4:30 p.m. The next Commission meeting will be Wednesday, March 22<sup>nd</sup>, 2017.

Board of County Commissioners  
Jackson County, Kansas

\_\_\_\_\_  
Rob Ladner, 1<sup>st</sup> District

Attest:

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Janet Zwonitzer, 2<sup>nd</sup> District

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Kathy Mick  
Jackson County Clerk

\_\_\_\_\_  
William Elmer, 3<sup>rd</sup> District

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*Minutes of March 22, 2017*

The Board of County Commissioners met in regular session on Wednesday, March 15, 2017 at 1 p.m. Chairman Ladner, Commissioner Zwonitzer and Commissioner Elmer were present. County Clerk Deputy Kasie VanDonge recorded the minutes.

The Commission left the chambers to view and subsequently begin to plan the outlay of the proposed site for the new Commissioner Chambers on the first floor in the old Road and Bridge office.

***A motion was made by Elmer and seconded by Zwonitzer to enter into executive session to discuss employee evaluations for an hour at 2:00. A motion was called by Chairman Ladner. Motion carried 3/0. The meeting extended 1 hour. Extended for 5 minutes. The meeting reopened at 4:06. No decision was made.***

The meeting adjourned at 4:30 p.m. The next Commission meeting will be Monday, March 27<sup>th</sup>, 2017.

Board of County Commissioners  
Jackson County, Kansas

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Rob Ladner, 1<sup>st</sup> District

Attest:

\_\_\_\_\_  
Janet Zwonitzer, 2<sup>nd</sup> District

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Kathy Mick



## *Minutes of March 27, 2017*

The Board of County Commissioners met in regular session on Monday, March 27, 2017 at 9 a.m. Chairman Ladner, Commissioner Zwonitzer and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie VanDonge recorded the minutes.

Dennis Foster, Martha Smith, John Heston, and Logan Bausch of Northeast Kansas Environmental Services met with the Commission to present the NEKES annual report. Foster stated that they evaluated 78 waste water systems of homes being sold in Jackson County. Where the most controversy arises because individuals have extenuating circumstances. They stated they had 47 new permits applied for last year. Foster stated because of the septic system codes in Jackson County, about 61% of the septic systems in this county have been inspected, which is phenomenal considering most counties are around 30%. Some of the older houses were built before we had codes and now that they are being resold they are then obligated to have their sewage inspected. John stated that they have had issues with individuals trying to get a wastewater permit prior to obtaining their building permits from the county. He stated they were working on a system with County Appraiser Jason Claycamp to make sure that individuals without a building permit will not be given a sewage system permit. Foster then stated that they inspected 14 wells last year.

Smith noted that the codes were updated in 2003 while these services were under the health department. Now that there is a separate entity taking these procedures on, some terms in the code will need to be updated per specific names and state terms. Foster stated that NEKES would appreciate Jackson County's business next year and the continued spot in the county's budget for appropriations for 2018.

Road and Bridge Co-Directors Eric Fritz and Earl Bahret met with the Commission to discuss the following:

- Annie Eigenmann called about Q.6 right outside Mayetta. She is worried water may start running over the roads. The Commission discussed the cutting of the ditch was per landowner request.
  - It was discussed that the county may need to build dirt back up on some fence posts to stabilize them.
- On 214<sup>th</sup> road (4%), there are three tubes that need to be put in yet.
- Earl stated that we need to finish replacing Denny Ashcraft's field entrance (which was cut down a few feet during the 214<sup>th</sup> project).
- Discussed purchasing new batteries for the traffic counter
  - Commission told Earl to purchase another set (\$60) to have as an extra set charged all the time for backup.
- Bell Plumbing will be making the shop bathroom ADA compliant.

- Main shop still leaking
  - Southeast window in the old part – there is a gap where the piece of tin doesn't meet the wall. Eric stated he was going to fix the leak by filling it with foam.
    - Flex seal over the top of it
- Going to place a new lagoon with an oil-trap in for the wash bay, next year possibly
- Noted a machine rental business is opening on highway 75 in southern part of Jackson County
- Develop specs for sidewalls and tire type for tires needed for various Road and Bridge equipment. Make sure the county is giving all local tire businesses the opportunity to bid tires for the county trucks/vehicles.

The Commission discussed two bills from Banner Creek Animal Hospital regarding the day and night housing of several dogs involved in two district court cases. It was discussed in August of 2015 that the veterinarian bills were to be included as part of the restitution on the individual cases that were brought against the owners and paid to the court. The Commission will pay the bills out of District Court funding and it is to be reimbursed via the restitution. The two dog bills accumulate to \$5,275.58.

County Counselor Alex Morrissey discussed that no one showed up to the answer hearing for the tax sale parcels. She then discussed that she is still working on the final default claim filing.

County Counselor Alex Morrissey then discussed she refiled the county's brief for Sharon Jenkins v. Chicago Pacific Railroad appeal.

The Commission reviewed a letter Morrissey sent to two county residents regarding the expiration of their waste water permits.

The Holton Recorder Reporter David Powls joined the meeting.

Pauline Conley of Delia joined the meeting. She stated she believes the new bridge on 142<sup>nd</sup> road needs guard rails. She stated the bridge is a wonderful bridge but that the road to Emmett is so sloppy when it's raining that it needs some gravel. She then stated she likes the rock that's not "huge." She stated that the worst part of 142<sup>nd</sup> road is from B road to Emmett. Last year she requested that the concrete on either side of the bridge needs to be ground down where it joins the road. She then stated that E road needs some repairs (not the part that was just chip and sealed). The Commission thanked her for her time and stated they would have a Road and Bridge foreman out to inspect the problem areas shortly.

Banner Creek Reservoir Director John Kennedy discussed the following:

- Revenue for the week of March 19<sup>th</sup> through March 25<sup>th</sup> was \$637.00
- John will be opening the entry gates on the south side of Banner Creek Reservoir and campgrounds "B" and "C" Friday, March 31<sup>st</sup>. This is approximately one month earlier than the previous two years. Restrooms, shower houses and the fish cleaning stations will be opened for the season on or about April 15<sup>th</sup> depending on weather.

- John will be spraying post emergent broad leaf weed control and putting down grass seed and fertilizer in select areas of BCR in the next two weeks.
- Nick Kramer, Fisheries Biologist from the Kansas Department of Wildlife, Parks and Tourism will be working with staff to install the four fish feeders at BCR on April 18<sup>th</sup>. The solar powered fish feeders are located along the shore line at popular fishing locations. They are set to automatically distribute fish food at 7:00 a.m.

Recessed for lunch at 11:47 at the Jackson County Senior Center. No official business was discussed. Reconvened at 1:00.

David Luke and Maura Chambers with Kansas County Association Multiline Pool (KCAMP) met with the Commission to discuss special events held on county property. He stated that they recrafted the special events insurance coverage. For instance, if it is a county-ran event then KCAMP will cover it and we won't have to purchase additional coverage. If another individual/company has an event on county property, the commission should require that they provide proof of event coverage. In other words, the county will still want to have other/outside vendors to have additional coverage. Also, for some of the events, the Commission may want to enforce a "waiver signing" in order to further protect the liability of the county. The Commission thanked them for their information and stated they would be in touch regarding the future use of waivers for events held on or in conjunction with county property.

County Counselor Alex Morrissey met with the Commission to discuss paying the Banner Creek Animal Hospital court cases involving housing of dog boarding and care invoices out of District Court's budget.

Sheriff Tim Morse joined the meeting. They briefly discussed communications issues regarding the sheriff's department dispatching efforts to the local fire departments.

The Commission left the Chambers at 2:40 to view the Road and Bridge offices since the secretaries' move out there. They returned at 3:40.

***A motion was made by Zwonitzer and seconded by Elmer to approve the minutes of March 20<sup>th</sup> and 22<sup>nd</sup> as amended.***

***Motion carried 3/0.***

Signed the following payroll change notices:

Department	Name	From	To	Reason	Date / /
Sheriff	Travis DeBarge	18.86	19.52	Promoted to sergeant	03/25/17
Sheriff	Leona Courter	0	14.43	Hired	03/25/17

The meeting adjourned at 4:30 p.m. The next Commission meeting will be March 31<sup>st</sup>, 2017.



Board of County Commissioners  
Jackson County, Kansas

\_\_\_\_\_  
Rob Ladner, 1<sup>st</sup> District

Attest:

\_\_\_\_\_  
Janet Zwonitzer, 2<sup>nd</sup> District

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Kathy Mick  
Jackson County Clerk

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William Elmer, 3<sup>rd</sup> District



## *Minutes of March 31, 2017*

The Board of County Commissioners met in regular session on Friday, March 31, 2017 at 8 a.m. Chairman Ladner and Commissioner Elmer were present. County Clerk Deputy Kasie VanDonge recorded the minutes.

The Commission reviewed and approved payroll and bills.

The Commission reviewed two applications for the Road and Bridge Administrator position.

The meeting adjourned at 9 a.m. The next Commission meeting will be April 3<sup>rd</sup>, 2017.

Board of County Commissioners  
Jackson County, Kansas

\_\_\_\_\_  
Rob Ladner, 1<sup>st</sup> District

Attest:

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Janet Zwonitzer, 2<sup>nd</sup> District

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Kathy Mick  
Jackson County Clerk

\_\_\_\_\_  
William Elmer, 3<sup>rd</sup> District



## *Minutes of April 3, 2017*

The Board of County Commissioners met in regular session on Monday, April 3, 2017 at 9 a.m. Chairman Ladner, Commissioner Zwonitzer and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie VanDonge recorded the minutes.

Noxious Weed Director Mixie Schafer discussed the following:

- Chemical bids for 2017. Bids are based on the gallons of chemicals used in 2016:
  - Red River:
    - \$242,569.23
  - Van Diest Supply Company:
    - \$190,788.27
  - Crop Production Specialist:
    - \$193,939.60
  - Sims Fertilizer:
    - \$206,210.52
  - ***A motion was made by Elmer and seconded by Zwonitzer to accept the motion from Van Diest Supply Company for \$190,788.27. This decision is contingent on Schafer's approval (specifications of bid met). Chairman Ladner called for a vote. Motion carried 3/0.***
- Went out for bids for motors for the rental sprayers :
  - Fairbanks
    - \$ 410.60/motor
    - \$38.14/hydro repair kit
  - Holton Tire and service
    - \$415.60/motor
- ***A motion was made by Zwonitzer and seconded by Elmer to accept the bid from Holton Tire and Service to purchase two motors for the Noxious Weed Rental Sprayers in the amount of \$415.60/each. The Commission stated they would go with Holton Tire and Service being that they were only marginally higher than Fairbanks and because they wanted to keep their purchase local. Chairman Ladner called for a vote. Motion carried 3/0.***
- Bikes at the recycling center. The individual that picks them up and takes them to Leavenworth for the prisoners to fix them up will only pick them up once a year and we continue to collect them.
- If a resident wishes to have their tube TVs or computer monitors recycled, they will be assessed a fee (19 inches diagonally is \$15, over 19 inches is \$30). The county is charged the same fees for every TV or monitor it recycles. Otherwise, they can discard them at the landfill for a minimal price.

Road and Bridge Co-Directors Eric Fritz and Earl Bahret met with the Commission to discuss the following:

- K road between 118<sup>th</sup> and 126<sup>th</sup> needs some rock and work
- Oil bids received for chip and seal projects:
  - Vance Brothers
    - RS1M - \$1.55/gallon

- RS1H+ - \$1.55/gallon
- Freight - \$.08/gallon - Minimum freight \$450/load
- 1.5 hours free unload - \$70/hr after that
- Return product - \$100/unloading and \$.20/gallon restocking
- Ergon
  - RS1M - \$1.89/gallon
  - Pump charges - \$60
  - 2 hours free unload - \$80/hour after that
  - Federal environmental fee \$.0015/gallon
- ***A motion was made by Elmer and seconded by Zwonitzer to accept the low oil bid from Vance Brothers at a price of \$1.55/gallon with a freight charge of \$.08/gallon. Chairman Ladner called for a vote. Motion carried 3/0.***
- ***A motion was made by Elmer and seconded by Zwonitzer to go into executive session to discuss personnel for a period of 15 minutes at 9:45. Eric and Earl were present. Chairman Ladner called for a vote. Motion carried 3/0. The meeting reopened at 10:00. No decision was made.***
- Discussed the call log of requests

Custodian Chad Phillips met with the Commission to discuss receiving a quote for the two light fixtures in the new chambers from Long Lighting. (Bids were not requested because these lights would need to be identical to those that are currently throughout the courthouse.) ***A motion was made by Zwonitzer and seconded by Elmer to accept the quote from Long Lighting for \$1,883.85. Chairman Ladner called for a vote. Motion carried 3/0.***

County Counselor Alex Morrissey joined the meeting.

Custodian Chad Phillips discussed several courthouse use requests for the Commission's review. The Commission disapproved the YWCA – Center for Safety and Empowerment for the courthouse request for the Memorial Room on April 18<sup>th</sup> from 3:00 to 4:00. They disapproved this request because the courthouse will still be completely full with over 400 individuals for a large jury trial process and over 60 cases on the docket from the day prior. They also disapproved the Kiwanas request to use the Memorial Hall at 7:00 p.m. on April 6<sup>th</sup>. The Commission felt that the custodians did not need to work overtime and after hours for a non-community or county related meeting. The Commission approved the courthouse request from Jerry Moran on April 13<sup>th</sup> from 9:30 to 10:30 a.m. for his "Open Office." They also approved the request from the Chamber of Commerce for the use of the courthouse lawn on April 15<sup>th</sup> from 1:00 to 2:00 for the Easter Egg Hunt.

Road and Bridge Co-Directors joined the meeting. They discussed needing 17 more sheets of 26 gauge sheet-metal to finish the inner lining of the tire shop. The Co-Directors said they would like to get a "roll-up door." The Commission will discuss it further.

County resident Bob Beightel joined the meeting. He wanted to know if he could get the county to rock the very end of his driveway. The Co-Directors stated they would have a look at it. He asked whether the Commission could rock up to the hydrant (on the right of way). The Commission stated they would have the Co-Directors look at the road/hydrant and that they would be in touch with him.

Sheriff's Department Deputy Chris Miller met with the Commission to discuss signing the title over for a 1996 Dodge Dakota to the Landfill.

County Counselor Alex Morrissey discussed journal entry of judgment on the parcels that have not been redeemed as of today's date. The Commissioners were provided with copies of pleadings received since the commission meeting on Monday, March 27<sup>th</sup>, 2017. She also provided the Commissioners with two pleadings in "Hammes Seed Inc vs. Scott Strathman et al she received. These documents were given to update the Commission's file of pleadings received by Counselor Morrissey.

The Commission reviewed a letter from the Kansas Development Finance Authority stating they intend to issue an Agricultural Development Revenue Bond to finance 86.5 acres of agricultural land for Mr. and Mrs. Eiberger under the "Beginning Farmer" program. ***A motion was made by Zwonitzer and seconded by Elmer to take no action in protest of the K DFA Project #975 for Property in the amount of \$131,979.70. Chairman Ladner called for a vote. Motion carried 3/0.***

County Clerk Kathy Mick met with the Commission to discuss several items:

- Mayetta Spray Park Committee had originally requested the courthouse lawn for a garage sale. They were denied – they will relocate.
- Sheriff's Office SRO John Calvert's request for Commission appropriation to attend the 21<sup>st</sup> Annual Safe and Civil Schools National Conference. The Commission discussed the request. They decided that they would not appropriate any funding to Mr. Calvert because there are funds already allocated for training within the Sheriff's department. It was discussed that the counselor for Royal Valley schools will also have to find funding through another entity as the Commission did not believe it was up to them to fund her trip.
- Janet said she received a phone call from a member of Jackson County Communities that Care Coalition and stated the person appreciated the county commissioner's inquiry into their budgeting and led to some positive changes regarding how the "leftover" funds were spent.
- Road and Bridge Administrator position advertisement ended March 31<sup>st</sup>, 2017.
- National Association of Counties Prescription Program – It was discussed that Commissioner Zwonitzer has tried on several occasions to contact an individual from Jefferson County to see how they distributed and implemented the prescription card program.
- Youth Services Director Brooke Smith- It was discussed that the Clerk's office would need to know whether she was actually taking a county vehicle home or whether she was parking it in a designated location "after hours."
- Lights and Siren Application signed for Rex Hamlin
- Addeds and abateds

David Luke of KCAMP met with the Commission to discuss the KCAMP Annual Report. He discussed they added Clay County and two cities within the last year. They currently have one board position open. He stated that they had a third-party company come in and do dynamic capital assessment in order to decide at what point they “cut the surplus off” and begin giving money back to their members in the form of dividends. They declared a \$600,000 surplus. They prorated it according to membership of the pool. It’s also adjusted according to loss claims. The County received a dividend of \$12,328.00. Luke stated they partnered with the Kansas Sheriff’s Association to offer a new program to their members. This program allows for the research or legal references for sheriff and jail cases and questions specifically. The Commission thanked him for his time.

Banner Creek Reservoir Director John Kennedy discussed the following:

- No revenue for the week of March 23<sup>rd</sup> through March 29<sup>th</sup>
- The Kansas Department of Wildlife, Parks and Tourism stocked fish in the following amounts for 2016
  - 500,000 walleye
  - 500,000 sauger
  - 5,364 4” – 6” channel cat fish
- Credit Card acceptance
  - BCR will start accepting credit cards for payments of all fees with the exception of daily vehicle passes and daily water craft passes. The target date to roll out this program is May 1. The next step is to allow on-line registration for activities and permits. The policy will **not** change concerning advanced registration for camping.
  - It was discussed that a specific dollar amount would be chosen for the minimum amount that could be charged on the card, being that the county will have to pay a vendor fee for each purchase through the card.

Recessed for lunch at 12:00. Reconvened at 1:00.

County Clerk Kathy Mick discussed:

- Fisher Patterson bill on a case against the county
- KWORCC dividend check of \$175.00
- Settling some encumbrances for the ending 2016 budget year

Road and Bridge Co-Directors joined the meeting. They discussed they would be letting a bid from Mark’s Overhead Door on an overhead door for the tire shop.

County Counselor Alex Morrissey joined the meeting.

***A motion was made by Zwonitzer and seconded by Elmer to go into executive session to discuss client/attorney privileges for a period of 10 minutes at 1:54. County Counselor Alex Morrissey and***

**County Clerk Kathy Mick were present. Chairman Ladner called for a vote. Motion carried 3/0. The meeting reopened at 2:03. No decision was made.**

**A motion was made by Elmer and seconded by Zwonitzer to go into executive session to discuss personnel for a period of 5 minutes at 2:44. Chairman Ladner called for a vote. Motion carried 3/0. Extended for 10 minutes. The meeting reopened at 2:59. No decision was made.**

It was noted that Commissioners Zwonitzer and Elmer, Bridge Manager Terry Mick, and Co-Director Eric Fritz attended the Northeast Kansas County Highway Official's Conference in Hiawatha on Thursday, March 30th, 2017.

**A motion was made by Zwonitzer and seconded by Elmer to approve the minutes of March 27<sup>th</sup> and 31<sup>st</sup> as amended and as read, respectively.**

**Motion carried 3/0.**

Signed the following payroll change notices:

Department	Name	From	To	Reason	Date / /
BCR - Seasonal	Ray Korte	8.54	9.00	Second year	04/03/17
BCR – Seasonal	Robin Levick	9.26	9.26	rehire	04/03/17

Signed the following Purchase Orders:

Department	PO #	To	For	Amount
Co. General	6533	Long Lighting	2 light fixtures	1,883.85
Dist. Ct	6481	Network Computer Solutions	1 monitors, LED monitor, adapter, computer stands	\$1,575.59

The meeting adjourned at 3:10 p.m. The next Commission meeting will be Monday, April 10<sup>th</sup>, 2017.

Board of County Commissioners  
Jackson County, Kansas

\_\_\_\_\_  
Rob Ladner, 1<sup>st</sup> District

Attest:

\_\_\_\_\_  
Janet Zwonitzer, 2<sup>nd</sup> District

\_\_\_\_\_  
Kathy Mick  
Jackson County Clerk

\_\_\_\_\_  
William Elmer, 3<sup>rd</sup> District



## *Minutes of April 10, 2017*

The Board of County Commissioners met in regular session on Monday, April 10, 2017 at 9 a.m. Chairman Ladner, Commissioner Zwonitzer and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie VanDonge recorded the minutes.

Noxious Weed/Landfill Director Mixie Schafer discussed the following:

- Mixie stated that Holton Tire quoted a price last week for a motor and then stated they were going to rebid their price to be \$83.00 more. The Commission stated that they didn't want to set a precedent for local businesses that they may wish to change their bid after it's been approved for the initial amount. Janet stated that they would love to keep it local but that it is simply not a good business practice to allow a local business to rebid something that was already accepted.
- An old sheriff's office truck was taken to the landfill for use there.

***A motion was made by Elmer and seconded by Zwonitzer to go into executive session to discuss personnel for a period of 10 minutes at 9:08. Chairman Ladner called for a vote. Motion carried 3/0. Extended for 10 minutes. The meeting reopened at 9:28. No decision was made.***

Road and Bridge Co-Directors Eric Fritz and Earl Bahret met with the Commission to discuss the following:

- Earl stated they have been dragging and putting rock out on roads that incurred damage from the recent rains.
- Bill stated he received a few complaints:
  - Justin Gregory on 142<sup>nd</sup> east of 75 - 4 miles
  - Ward property- Someone went in, dipped the ditch out and laid it in his yard (Bill) - Where they did all the work in the low spot south of there, put a trench across the road (Earl doesn't believe it would be the motor grader operator but he'll look into it)
- Janet had phone call from Scott Bartlett. He stated he is trucking now, he sometimes hauls for the city, and he would be interested to contract out for trucking. She stated he also has someone else that trucks that would be interested in hauling. The Foremen will put him on the availability list and talk with him about price.
- Putting tin around outside tire shop. Inside tire shop at the end of this week. Should be end of this week.
- Eric stated his roads need attention so he has his guys out running blades
- Earl stated that he received some information regarding dust control from Pottawatomie County. 1 mile of dust control would cost \$3,326.40: 10 miles is \$33,264.00.
  - The Commission discussed the price.

***A motion was made by Elmer and seconded by Zwonitzer to go into executive session to discuss personnel for a period of 30 minutes at 10:05. Eric Fritz and Earl Bahret were present. Chairman***

**Ladner called for a vote. Motion carried 3/0. Meeting extended 15 minutes. The meeting reopened at 10:50. No decision was made.**

County Clerk Deputy Kasie VanDonge gave the Commission the three applications for the Van Sweringen Trust Fund Scholarship.

Holton Recorder Reporter Ali Holcomb joined the meeting.

The Commission left the Chambers to view the old Road and Bridge office on the first floor.

Banner Creek Reservoir Director John Kennedy discussed the following:

- Revenue for the week of April 2<sup>nd</sup> through April 8<sup>th</sup> - \$1,368.00
- A special thank you to members from the Holton Rotary Club who volunteered this past Saturday to help with repair and painting of picnic tables at BCR. The club repaired and painted 23 tables.
- Banner Creek Reservoir will be hosting eight fishing tournaments in the next 7 weeks.
- Friday, April 14<sup>th</sup> will be the first day for the 11 new AmeriCorps volunteers. These young adults will be participating in a variety of work projects in the Holton area including BCR. A meet and greet picnic between staff and the volunteers is scheduled for this Friday.
- John is currently working on restrooms and the fish cleaning station. The plan is to have all the facilities operational by the weekend. The restroom/bathhouse in campground "A" has a major leak and may possibly be down for an additional week if plumbing repairs are not able to be completed this week.
- The Sheriff's Department and BCR would like to purchase a water slide for Banner Creek Reservoir. The slide would be used for the Sheriff's Camp and Kid's Obstacle Course, events that are held at BCR. The FUNAIR 25' water slide has inflatable bumpers to keep participants on the slide bed and hooks up to a water supply that constantly keeps the slide bed irrigated. Cost of the slide including shipping is \$533.20 per section. They wanted to purchase two sections. Funding for the slide is requested from the Special Alcohol Fund. **A motion was made by Ladner and seconded by Zwonitzer to appropriate no more than \$1,066.40 toward the purchase of two sections at \$533.20/piece (no bid provided). Chairman Ladner called for a vote. Motion carried 3/0.**
- The Banner Creek Reservoir Office will be staffed Monday through Friday 9:00 a.m. – 3:30 p.m. starting Monday, April 17<sup>th</sup>. Camp hosts on both the north and south sides have moved their campers into place and are available to the public. The boat house for the kayak, paddleboard, and paddle boat rental will be open to the public starting Saturday, April 29<sup>th</sup>.

The Commission viewed an email from Road and Bridge Inventory Clerk Jeanie Elder regarding the form she created to log problems in Road and Bridge.

Recessed for lunch at 12:00. Reconvened at 1:00.



County Attorney Shawna Miller met with the Commission. ***A motion was made by Zwonitzer and seconded by Elmer to go into executive session to discuss personnel for a period of 15 minutes at 1:06. Shawna Miller was present. Chairman Ladner called for a vote. Motion carried 3/0. The meeting reopened at 1:21. No decision was made.***

The Commission received a “thank you” from Jane and Richard Elliott of Delia, Kansas. They also received a “thank you” from the Hoyt Fire Department.

***A motion was made by Zwonitzer and seconded by Elmer to go into executive session to discuss personnel evaluations for a period of 60 minutes at 1:42. Chairman Ladner called for a vote. Motion carried 3/0. Extended for 60 minutes. Extended until 4:00. The meeting reopened at 4:00. No decision was made.***

The Commission called Joe LeRoy Kennedy in order to discuss his road issues. He requested that his road be graded. He didn’t believe that the blade operators were hitting his road. He discussed that he wanted three tubes put back in where his old entrances were on 400 acres owned. He delineated several areas that he stated needed a tube: one would be on an abandoned road (206 and D), one is along E road (tube already in it), the other is 214<sup>th</sup> and E road (tube here needs to be replaced). The agreement was made orally. According to Kennedy the agreement between he and Randy Pool (Road and Bridge Director at the time) was that the excess dirt from a project on the right of way on his property would be taken from Joe’s property in exchange for three tubes to be placed back in. Joe then stated that Co-Director Eric Fritz was present for the oral agreement. The Commission stated they would look into it.

The Commission reviewed the minutes.

***A motion was made by Zwonitzer and seconded by Elmer to approve the minutes of April 3, 2017 as amended.***

***Motion carried 3/0.***

Signed the following payroll change notices:

Department	Name	From	To	Reason	Date / /
Youth Services	Brooke Smith	\$200/mo	\$20/shift	Change stipend to \$20/shift	04/10/17
Youth Services	Jessica Herzog	\$200/mo	\$20/shift	Change stipend to \$20/shift	04/10/17
Youth Services	Kellie Hundley	\$200/mo	\$20/shift	Change stipend to \$20/shift	04/10/17

The meeting adjourned at 4:45 p.m. The next Commission meeting will be April 14<sup>th</sup>, 2017.

Board of County Commissioners

Jackson County, Kansas

\_\_\_\_\_  
Rob Ladner, 1<sup>st</sup> District

Attest:

\_\_\_\_\_  
Janet Zwonitzer, 2<sup>nd</sup> District

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Kathy Mick  
Jackson County Clerk

\_\_\_\_\_  
William Elmer, 3<sup>rd</sup> District



## *Minutes of April 14, 2017*

The Board of County Commissioners met in regular session on Friday, April 14, 2017 at 9 a.m. Chairman Ladner and Commissioner Zwonitzer were present. County Clerk Deputy Kasie VanDonge recorded the minutes.

The Commission reviewed bills and payroll.

The meeting adjourned at 9:45 a.m. The next Commission meeting will be Monday, April 17<sup>th</sup>, 2017.

Board of County Commissioners  
Jackson County, Kansas

\_\_\_\_\_  
Rob Ladner, 1<sup>st</sup> District

Attest:

\_\_\_\_\_  
Janet Zwonitzer, 2<sup>nd</sup> District

\_\_\_\_\_  
Kathy Mick  
Jackson County Clerk

\_\_\_\_\_  
William Elmer, 3<sup>rd</sup> District

