

# *2013 Jackson County Commissioners' Minutes*

## *Minutes of January 7, 2013*

9:00 a.m. Chairman Larry Fenske called the Jackson County Board of Commissioners to order. The following were also present: Commissioner Ed Kathrens and Commissioner Roger Coverdale, County Clerk Kathy Mick recorded the minutes.

Roger Coverdale made the motion to approve the minutes of December 31, 2012 as written. Ed Kathrens seconded and the motion carried unanimously.

Road and Bridge Supervisor Randy Pool gave his weekly report. The employees have been burning brush piles while there was snow on the ground and hauling Jefferies material to Holton.

The Recycling dock at recycling will be done this week.

Randy informed of the commission he will be looking for a larger salt/sand box for one of the trucks.

**Received two bids for 100 grader blades: Foley Equipment \$7,712.00 and Heavyquip \$8,000. The Commissioners accepted the bid from Foley Equipment.**

Randy is applying for a burn permit through KDHE. KDHE can require that they inspected a burn pile before and after the burn.

Ed made the motion to go into executive session for a period of 10 minutes at County Counselor Alex Morrissey's request for attorney client privileges with Randy Pool present. Roger seconded and the motion carried unanimously.

**David Elsbury met with the Commissioners and wanted the Commission to appoint Melissa Morse to the Kanza Mental Health Board to a three year term. Ed made the motion to appoint Melissa Morse. Roger seconded and the motion carried unanimously. The term is 1-1-2-12 to 12-31-2016.**

Ed made the motion to go into executive session with Barby Kroening and County Counsel Alex Morrissey for a period of 10 minutes to discuss personnel. Roger seconded and the motion carried unanimously.

Ed made the motion to go into executive session for a period of 5 minutes for Barby Kroening's annual evaluation. Roger seconded and the motion carried unanimously.

The RDA board met with the Commissioners. Nancy Gafford, Terry Bernatis, Jim Beckwith and Doug Allen were present met with the Commissioners to sign the 2013 Contract.

**Roger made the motion to approve the 2013 Contract with RDA with a change that the point may be an employee of Jackson County who will be responsible for all financial liabilities incurred by this position and office. Ed seconded and the motion carried unanimously. The Contract was signed.**

Jim Beckwith commented that he hoped the new commission would look at the zoning rules and regulations he feels some of the rules are not beneficial for new economic development. It hinders the program. Nancy thanked Roger and Larry for their time served as commissioners.

Roger made the motion to go into executive session for a period of 7 minutes for attorney client privileges. Ed seconded and the motion carried unanimously. County Counselor Alex Morrissey was present.

Roger made the motion to go into executive session for a period of 5 minutes with Randy Pool's for his annual evaluation. Ed seconded and the motion carried unanimously.

Signed the Neighborhood Revitalization Plan's applications for rebate.

Dan Robinson met with the Commission. The Commissioners informed him that the loading dock would be done this week.

The Commissioners discuss Scrap Metal licensing.

Tammy Moulden met with the Commissioners concerning end of the year purchase. The Commissions signed the PO's. These expenses will be out of the 2012 budget.

**The Commissioners agreed to pay the dues for the County Counselor Association for Alex Morrissey. Ed made the motion to pay the dues of \$200.00. Roger seconded and the motion carried unanimously.**

**Ed made the motion to sign a new contract with County Counselor Alex Morrissey. Alex will receive an addition \$1,200 per year. Roger seconded and the motion carried unanimously.**

Roger made the motion to go into executive session for a period of 5 minutes for attorney client privileges. Ed seconded the motion and it carried unanimously. Alex Morrissey was present.

Recessed for lunch at noon until 1:00 p.m.

Banner Creek Reservoir Supervisor Larry Holiday informed the Commission that he needs to advertise for a camp host at Banner Creek on the south side.

Roger made the motion to go into executive session for a period of 5 minutes with County Counselor Alex Morrissey for attorney client privileges. Ed seconded and the motion carried unanimously.

Bob Carlson wanted to thank the Commissioners for their service.

Cheryl Hamlin met with the Commissioners to inform them that the dietician that she uses is quitting. Cheryl has found a company in Kansas City that can meet the guidelines for the nutritional breakdown. Cheryl expects a cost of about \$150.00 per quarter. Cheryl will have the contract reviewed by County Counselor Alex Morrissey.

Purchase Orders:

PO	Dept.	To	For	Amount
6046	Road	Foley Industries	100 Grader Blades	7,712.00
6045	RegD	CIC (Computer Info. Concepts	Remote Backup disaster recovery	2,450.00
6083	RegD	Dell Computer	2 new computers	1,970.91

Payroll Change Notices

Dept.	Employee	Reason	From	To
Juvl	Lora Ray	Discharge		

Signed the following Request and Petition to Occupy County Right-Of-Way.

Sec	Twp	Range	Road	Company	Plans
19	8s	13e	B	Pott Co RWD #4	Bore to install water main
35	9s	13E	102/F	Pott Co RWD #4	Bore to install water main

Ron Karn met with the commissioners to wish them well.

The meeting adjourned at 2:00 p.m. and there was a reception for the outgoing Commissioners.

Board of County Commissioners  
Jackson County, Kansas

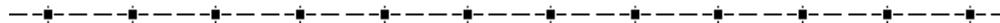
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Chairman, Larry Fenske

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Commissioner, Ed Kathrens

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Commissioner, Roger Coverdale

Attest:

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Kathy Mick  
Jackson County Clerk



## *Minutes of January 14, 2013*

The meeting started 10 minutes early at 8:50 at the request of the Sheriff for an executive session. The County Clerk notified the Holton Recorder. Chairman Larry Fenske called the Jackson County Board of Commissioners to order. The following were also present: Commissioner Ed Kathrens and Commissioner Roger Coverdale, County Clerk Kathy Mick recorded the minutes.

Ed Kathrens made the motion to go into executive session for a period of 10 minutes to discuss non-elected personnel. Roger seconded and the motion carried unanimously. The meeting closed at 8:50 and opened at 9:00 a.m. When the meeting opened Ed made the motion to switch the salaries of Undersheriff and Jail Administration on the Pay Plan. Roger seconded and the motion carried unanimously.

Emergency Management Director Pat Korte requested that the Commissioners sign the following "Emergency Vehicle Designation Applications". Chairman Larry Fenske signed the applications.

Name	Year	Type	Appt For
Jeremy Andrews	2008	Ford	JCEMS
Harold Dale Stratton	2006	Chevy	Mayetta Fire
Frank E. Winter	1998	Ford	Mayetta Fire
Curt Johnson	1996	Dodge	Medical Calls

Roger Coverdale made the motion to approve the minutes of January 7<sup>th</sup> as written. Ed Kathrens seconded and the motion carried unanimously.

Road and Bridge Supervisor Randy Pool reported that the ramp at the recycling center was finished last week after pouring 10 yards of concrete. The crews will be back working on the roads this week.

Signed the following Payroll Change Notices

Name	Department	From	To
Susan Rollins	Banner Creek	8.54	9.12
David Fiedler	Banner Creek	8.54	9.12
Travis Spiker	Sheriff	Hired	15.47
Galen Bruckens	Road	13.42	13.93
Cassy Wohlin	Sheriff	13.62	13.88
Darin Bohnenkemper	Sheriff	13.37	13.62

The County Clerk questioned the rate of pay for the Undersheriff and Jail Administrator. The Commission reviewed the Pay Plan and determined not to add the \$100 a month raise to those positions. The Undersheriff will make \$43,803 per year and the Jail Administrator will make \$40,464 per year. This change is effective January 14<sup>th</sup>.

The Commissioners approved the 15<sup>th</sup> bills with one change. They requested that Roy Kranz's and Steve Campbell's electricity reimbursement for plugging in the graders will be paid directly to the City of Circleville.

Larry Reynold reported on the meeting with the zoning appeal board last week. The Special Use Permit for the Singlewide Mobile Home of Mr. Greene was approved as long as it was placed on a permanent foundation and skirted by July 31, 2013 and the older mobile home would be removed from the front of the property for disassembly also by July 31, 2013.

Larry Reynolds informed the Commission that Verlin Wichman and Rex Frazier positions on the board of zoning appeals and Joe Conley and Bob Marney positions on the Planning Commission need to be reappointed. Larry stated that all of these board members would accept a re-appointment. Roger made the motion to reappoint the 4 board members. Ed seconded and the motion carried unanimously.

Dan Robison met with the Commission.

The Commissioners approved the minutes of the morning session of January 14, 2013.

The meeting adjourned. The new county officials will be sworn into office at noon.

Board of County Commissioners  
Jackson County, Kansas

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Chairman, Larry Fenske

\_\_\_\_\_  
Commissioner, Ed Kathrens

Attest:

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Kathy Mick



## *Minutes of January 14, 2013*

Commission Ed Kathrens and the new sworn in Commissioners Bill Elmer and Janet Zwonitzer met in the Commissioner's chamber 1:00 p.m.

Ed Kathrens called for nominations for Chairman. Janet Zwonitzer nominated Ed Kathrens for Chairman. No further nomination. Ed Kathrens called for a vote. The vote was unanimous.

Chairman Ed Kathrens asked for nominations for Vice-Chairman. Janet nominated Bill Elmer as Vice Chairman. No further nominations. Ed called for a vote. The vote was unanimous.

Banner Creek Reservoir Supervisor Larry Holiday informed the Commission that an inspection of Banner Creek Reservoir's dam is due by April. Larry will check with Kings Engineering to see what the cost will be.

Verlin Wichman, a member of the Zoning Appeals Board met with the Commissioners concerning Scrap Metal Dealers. Mr. Wichman stated that at a recent Zoning Appeals Board meeting for a variance request, several people were present with questions about the possibility of scrap metal being stored at the location. Larry Reynolds, Zoning Administrator had contacted the property owner, Rex Larrison about a recently installed fence that didn't meet zoning regulations. Mr. Larrison agreed to seek a variance from Zoning Appeals Board. Mr. Wichman was concerned that people seeking a Scrap Metal license from the county may not be aware of Jackson County's Zoning Regulations. Mr. Wichman said that in the case of Mr. Larrison that has a B-4 zoning permit, he could sell used cars but he couldn't dismantle or store the same vehicle for salvage. The operation of a salvage and scrap storage is one of the restrictive zoning regulations to meet. Mr. Reynolds suggested that his office develop an informational brochure to be provided when anyone requested a scrap buying license from the county. The Commissioners agreed with that approach.

Larry Reynolds provided the Commissioners of the duties performed by the Appraiser's office.

County Counselor Alex Morrissey requested to go into executive session for attorney/client privileges for a period of 10 minutes. Janet seconded and the vote was unanimously. The meeting closed for 10 minutes. Larry Reynolds was also in the meeting. No decisions were made.

Randy Pool met with the Commissioners. County Counselor Alex Morrissey requested that the Commissioners go into Executive session for a period of 5 minutes for Attorney Client privileges with County Counselor Alex Morrissey and Road & Bridge Supervisor Randy Pool present. Bill made the motion, Janet seconded the vote was unanimously to close the meeting. The meeting closed for a period of 5 minutes. No decision was made.

Randy Pool provided the new Commissioners with his contact information.

Bill Elmer made the motion to go into executive session for a period of 15 minutes for attorney/client privileges with County Clerk Kathy Mick and County Counselor Alex Morrissey. Janet Zwonitzer seconded and the motion carried unanimously. The meeting closed for 15 minutes. No decisions were made.

Signed the following Payroll Change Notices

Name	Department	From	To
Darrel Chapman	Sheriff	\$40,464 per year	\$43,803 per year

Janet Zwonitzer agreed to serve on the NEK –CAP board.

Bill Elmer agreed to serve on the Area Agency on Aging board.

Signed Added and Abated orders 2012-82 to 2012-98.

Reappointed Colene Moser-Gutierrez to as a member of the N.E.K. Multi-County board.

Recessed for 10 minutes at 3:34

Janet questioned if there is a minimum number of acres a rural resident must own before they can have livestock. Larry Reynolds stated only if near a subdivision, or a commercial kennel or feedlot.

Reviewed a copy of the letter County Counselor Alex Morrissey sent to William Webster concerning the ambulance contract. An Attorney General Opinion states that counties are not required to seek competitive bids on contracts for emergency medical services and ambulance services.

Chairman Ed Kathrens signed the Public Officials Bonds for the following officials. Ed Kathrens, Bill Elmer, Lawrence Reynolds, Kathy Mick, Randy Pool, Shawna Miller, Tammy Moulden, Dan Robinson and Tim Morse. Janet Zwonitzer filled out the form for her bond.

Bob Marney invited the Commissioners to the Lion’s Club meeting, on February 26 at the Holton House and he would like them to speak.

Signed a service agreement for a consultant dietitian for Elderly Service with Gerwick & Associates, LLC, of Overland Park from January 1, 2013 to December 31, 2013 at a rate of \$45.00 per hour with an estimated.

Adopted Resolution 2013-01 a resolution concerning a waiver of the requirements of K.S.A. 75-1120a. Jackson County shall cause the financial statements and financial report of Jackson County to be prepared on the basis of cash receipts and disbursements as adjusted to show compliance with the cash basis and budget laws of this State.

Adopted Resolution 2013-02 which names the banking institutions within Jackson County that will be used as depositories for money belonging to the respective officers.

Adopted Resolution 2013-03 naming Holton Recorder as the official county newspaper.

Adopted Resolution 2013-04 cancelling the outstanding checks that are two years old.

The Commission agreed to advertise for a Custodian that can do basic building maintenance.

Janet moved to adjourn the meeting, Bill seconded and the motion carried unanimously

The meeting adjourned at 4:03 p.m.

Board of County Commissioners  
Jackson County, Kansas

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Chairman, Ed Kathrens

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Commissioner, Janet Zwonitzer

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Commissioner, Bill Elmer

Attest:

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Kathy Mick  
Jackson County Clerk



## Minutes of January 22, 2013

9:00 a.m. Chairman Ed Kathrens called the Jackson County Board of Commissioners to order. The following were also present: Commissioner William Elmer and Commissioner Janet Zwonitzer, County Clerk Kathy Mick recorded the minutes.

William made the motion to approve the minutes of January 14<sup>th</sup> afternoon meeting as presented. Janet seconded and the motion carried unanimously.

Road & Bridge Supervisor Randy Pool provided the Commissioners with the "Call-In" sheet that shows who has called the Road and Bridge office in the last week and the action that has been taken. The Commissioners reviewed the sheets.

Received fuel bids received.

Company	3,000 gal	Gas Total	5,000 Diesel	Diesel Total	Grand Total
Haag Oil	2.9233	8,769.90	3.4951	17,475.50	26,245.40
Jackson Farmers	2.97	8,910.00	3.55	17,750.00	26,660.00
Knotty Pine	2.977	8,931.00	3.549	17,745.00	26,676.00

Janet Zwonitzer made the motion to accept the low bid from Haag Oil. William seconded and the motion carried unanimously.

Road & Bridge Supervisor Randy Pool submitted a 2013 worksheet with project in his opinion needs to be done.

Randy bought a set of tracks for the T300 skid loader. The last set only lasted 800 hours. This time Randy purchased tracks that come with a 1500 hour guarantee, these cost \$200 more. The skid loader is currently broke down, the wiring harness and oil pan was damaged when a stick went up through the inspection hole on the bottom of the machine. Signed PO 6047 to Cross Midwest for 2 skid steer tracks in the amount of \$2,960.00.

Discussed the equipment that may need to be replaced this year for the Road and Bridge Department. Randy mentioned pickups for shop and a plow truck, replace small hoe with a larger hoe and forks for the Caterpillar loader. William would like to see the Boom Mower replaced.

At 10:00 a.m. Janet made the motion to go into a special hearing for the attachment of the following described lands to RWD No1. William seconded and the motion carried.

***The West Half (W/2) of Section 21, Township 9, Range 14 East of the 6<sup>th</sup> P.M.; and the West Half of the Southwest Quarter (W/2 SW/4) of Section 16, Township 9, Range 14 East of the 6<sup>th</sup> P.M., all in Jackson County, Kansas; less the following described tract: Part of the West Half (W/2) of Section 21, Township 9 South, Range 14 East of the 6<sup>th</sup> P.M., Jackson County Kansas, described as follows: Commencing at the Southwest corner of said West Half of Section 21; thence North 1314 feet along the West line of said West Half of Section 21 to the point of beginning; thence continuing North 484 feet along said West line; thence East 900 feet, thence South 484 feet; thence West 900 feet to the point of beginning.***

**AND**

***The Southeast Quarter (SE/4) of Section 28, Township 9, Range 14.  
The Southeast Quarter of Southwest Quarter (SE/4 SW/4) of Section 9, Township 9, Range 14.  
The East Half of Northwest Quarter of Northeast Quarter (E/2 NW/4 NE/4) and the North Half of Southeast Quarter (N/2 SE/4) of Section 16, Township 9, Range 14.***

No one was present for the hearing. Janet made the motion to adopt Resolution 2013-05 approving the Petition for Attachment of Lands to Rural Water District No. 1. William seconded and the motion carried unanimously. Janet made the motion to adjourn the special hearing and return to regular session.

Signed a letter to Blue Cross/Blue Shield waiving the 90 day waiting period for Elected Officials.

Received Teresa Scheidegger's resignation effective April 1, 2013. The Commission will advertise for the position.

The Commissioners agreed at the advice of the County Counselor to pay the bill to KCAMP for the deductibles charged on prior claims.

The Commissioners discussed the new position at the jail and decided to call it the Jail Captain.

Janet Zwonitzer made the motion to give Post Prom Committees of Jackson Heights, Holton and Royal Valley funding, in the amount of \$1,000 each and \$250 to Rossville's Post Prom. William seconded and the motion carried unanimously.

Emergency Management Director Pat Korte discussed the progress on the Communications Grant received in the amount of \$ 458,000. Pat provided the Commissioners with a list of equipment that was

purchased with the grant. The grant was 90%/10% with the County or 911 paying the 10%. They still need to spend \$60.00 to finish the grant. Pat is ordering belt clip for the new portable radios that will be approximately \$60.

Emergency Management Director Pat Korte stated that Roger Coverdale was on the local emergency planning committee and needs to be replaced with a current Commissioner. The LEPC board meets quarterly on Tuesday mornings at 10:00a.m. Pat requested the Commission discuss who would like to be on the committee and let her know. No decision was made at this time.

Holton Area Chamber of Commerce Director Jamie Claycamp, President Jeff Miller, members Tammy Elliott, Jan Charles, Jennifer Pappas, Michael Carlson and Chance Harris were also present. The President stated that they were having financial difficulties and asked for \$10,000 in funding from the County to help make the two payments on the electronic billboard sign located at 75 Hwy and 16 Hwy. Janet discussed the advertisement on the sign and questioned why advertising was not paying for it. Jamie informed the Commissioner that the regulations state that each screen needs to be displayed for 8 seconds and there cannot be movement that may distract drivers. These regulations are different from the original plans when the Chamber purchased the sign. The sign sets on Holton City property. This sign's regulations are different from other electric signs because it is not located on the business's property. Jamie also stated that membership's levels are down. Last year the County Commissioners helped out with the sign with a payment of \$5, 855. No decision was made at this time.

Appraiser Larry Reynolds discussed the difference of a scrap yard and a scrap metal dealer. You can operate a scrap metal dealer at the listed address but you cannot store the scrap metal at that address without the proper zoning.

Appraiser Larry Reynolds informed the Commission of the agricultural use values that are based on soil types and productivity. In the last 3 years there has been a slight increase, this year there is a more drastic increases. Larry will type up information to give to the Holton Recorder to explain the increase to the taxpayers.

Janet made the motion to continue the Jackson County's Historical Society's annual appropriation in the amount of \$2,910.00 out of the Parks and Recreation Fund. William seconded and the motion carried unanimously.

Randy Pool reported that Don Wischmeier has some slightly used culverts. Randy can purchase them for \$30 per foot. The Commissioners agreed to purchase the six 24 foot culverts that are 48 tall. He will have a PO to be signed next week in the amount of \$ 4,410.

Ed Kathrens suggested using liquor tax money to assist with the funding the Chamber requested if it was agreed that the Chamber would advertise "Drug and Alcohol Prevention" perpetually on the sign. The other Commissioners agreed with his suggestion. They will ask County Counselor Alex Morrissey if that would meet the requirements of using the Alcohol Prevention funds collected from Alcohol Tax.

Discussed economic development money and how the money was spent.

Treasurer Linda Gerhardt informed the Commissioners of some of the duties of her office. She explained the daily envelope that shows money in and money out. Provided a list of all the fund and explained the distribution of tax dollar to the other taxing entities. Informed them of the problems that are occurring with the state's (MOVERS) program that is used for vehicle taxes, tags and titles. Linda has five employees in her office.

Signed Change Orders 99, 100 & 102.

The meeting recessed at 12:05

Banner Creek Reservoir Supervisor Larry Holiday met with the Commissioners. The Commissioners reviewed the electric bills at Banner Creek Reservoir to gather information to determine if the County is charging campers enough to cover the cost.

Janet Zwonitzer made the motion to go into executive session with Alex Morrissey for a period of 15 minutes for attorney client privileges, with County Clerk Kathy Mick present. William seconded and the motion carried unanimously. The meeting closed at 1:15. William made the motion to extend 10 minutes. Janet seconded and the motion carried unanimously. Janet made the motion to extend 5 minutes. William seconded and the motion carried unanimously. The meeting opened at 2:10 with no decisions being made.

Janet Zwonitzer made the motion at the County Counselor Alex Morrissey request to no longer appeal the land into trust documents from the Bureau of Indian Affairs if the land is on the reservation. William seconded and the motion carried unanimously.

Signed an Emergency Vehicle Designation application for Michael Cochran for responding to calls directly to scene and/or to station his vehicle is a 1993 Jeep.

Emergency Management Director Pat Korte provided a study manual for the IS 700 course/test that is requested that the Commissioners take, in case of a disaster.

Pat Korte provided an updated call sheet for inclement weather. The Commissioners designated Janet Zwonitzer as the person to make the decision whether to close the courthouse because she lives in Holton.

Pat Korte invited the Commission to the storm spotters meeting on March 13<sup>th</sup> (tentatively) and question if the Commission would again provide the meat, drinks and table service for the storm spotters' dinner. Commissioner Janet Zwonitzer made the motion to pay for the meat, drinks and table service. William seconded and the motion carried unanimously.

Janet made the motion to adjourn the meeting of January 22, 2013 at 4:15p.m. William seconded and the motion carried unanimously.

Board of County Commissioners  
Jackson County, Kansas

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Chairman, Ed Kathrens

Attest:

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Kathy Mick  
Jackson County Clerk

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Commissioner, Janet Zwonitzer

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Commissioner, William Elmer

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***Minutes of January 28, 2013***

9:00 a.m. Chairman Ed Kathrens called the Jackson County Board of Commissioners to order. The following were also present: Commissioner William Elmer and Commissioner Janet Zwonitzer, County Clerk Kathy Mick recorded the minutes.

William Elmer made the motion to approve the corrected minutes of January 22, 2013. Janet seconded and the motion carried unanimously.

Appointed Janet Zwonitzer to the Local Emergency Planning Committee (LEPC) to replace former Commissioner Roger Coverdale.

Ed informed the Commission that he had talked to Bruce Meininger the Netawaka City Mayor and the City wants to do some updates for the water distribution. Ed informed him he could contact Nancy Gifford directly with RDA to see about writing a grant.

Road & Bridge Supervisor Randy Pool met for his weekly report. Discussed the following issues:

- Janet made the motion to adopt resolution 2013-06 to establish a stop sign at T and 326 roads, stopping west bound traffic. William seconded and the motion carried unanimously.

- Inform them of the need to fix the undercarriage for 312 excavator with parts from Heavy Equipment in the amount of \$5,192.56. PO for parts was signed.
- Discussed the new Road signage implementation program. The county is currently just replacing damaged or lost signs with high intensity. Randy will bid the sign list once it is compiled after inventory is completed.
- Randy needs to place an order for pipes. He will have Welborn Sales representative meet with them later today.
- Randy discussed having Prairie Hauling haul Jeffery's material if needed to meet the deadline to remove the material.
- Numerous people want material put on minimum maintenance road but it is not Jackson County's policy.
- William discussed the possibility of making a stock pile on 106th road where there is a larger Right of Ways. There were concerns about if it was a secured area.
- Randy likes to screen the Jeffery's material and use it in place of sand for Salt and Sanding.

Banner Creek Reservoir Supervisor Larry Holiday met with the following:

- William made the motion to accept the bid from King Engineering for the Banner Creek Reservoir dam inspection in the amount of \$2,500. Janet seconded and the motion carried unanimously.
- Larry would like to have electricity ran to the Chapel.
- Larry has not been charging entrance fees for "not for profit" events. The Commissioner will discuss this further. No decision was made at this time.
- Reviewed the income verses expenses at Banner Creek Reservoir and discussed that they could cut back the tax dollars in 2014 that funds capital improvement projects.

Dan Robinson met with the Commissioners with the following:

- He pulled skirting board off the concrete ramp and filled in the approach with gravel. Dan question when the rails would be done so he could use it. The Commissioners agreed to have Road & Bridge place guard rails on the sides.
- KDHE did a site inspection of the Landfill and NE Regional HHW facility last week. No violations were identified at this time. There were documented concerns for the Landfill: 1) Litter at the tree line and an erosion issue; 2) Update the facility's operations plan to include the transfer station; 3) Erosion on hill north of CDL needs repaired. These corrective actions need to be taken on or before Feb 15, 2013. Documented concerns for HHW facility: 1) Holton high school lab chemicals will be referred to BWM- email directions to follow; 2) Atchison Co. Satellite issues will be reviewed with an email to follow up.

Randy Pool and Welborn Salesman, Dennis Brown met with the Commission. Dennis proposed to Randy that Welborn would hold the price on pipe for 6 months and then give a 30 day notice when there is an increase in pipe. Randy can buy the pipe as needed instead of purchasing a large quantity at one time. Dennis will get something in writing.

County Counselor Alex Morrissey requested an executive session. William made the motion to go into executive session for attorney client privileges for a period of 10 minutes, with Kathy Mick. Janet Zwonitzer seconded and the motion carried unanimously. The meeting closed at 10:45. Janet Zwonitzer move to return to regular session at 10:55. William seconded and the motion carried unanimously.

Humane Society's will need to meet with the new Commissioners to explain their function and provide the 2012 annual report before funding will be provided.

Glacial Hills RC&D, Enterprise Facilitation, NE KS Environmental Services and the Silvered Hair Legislature will need to meet with the Commission and explain their functions, in order to receive funding.

Janet Zwonitzer moved to adopt resolution 2013-07 which makes two changes and one clarification to the Policy Manual. William seconded and the motion carried unanimously. These policy changes are as follows.

1. The Board of County Commissioners reserves the right to award compensatory time as they see fit for any holiday worked by any employee with a classification status of C, D, E, G & H but not to include the Sheriff or Corrections Department. This right should only be exercised when the above mentioned employees are called into work on a holiday because of a natural disaster or an act of God.
2. The Sheriff and Corrections Department employees may be required, at the Sheriff's discretion, to take eight (8) hours off during any pay period containing a holiday.
3. Any leave taken for an injury that is covered under worker's compensation shall run concurrently with Family Medical Leave.

Janet Zwonitzer moved to enter into an agreement with Chamber of Commerce. Jackson County agrees to disburse onetime from the County alcohol fund the amount of \$10,000 payable to the Holton/Jackson County Chamber of Commerce. In consideration of the onetime payment of the amount of \$10,000, the Chamber of Commerce agrees to post seven anti-drinking advertisements per day on the Chamber's Digital Sign as long as the Holton/Jackson County Chamber of Commerce is responsible for said sign. William seconded and the motion carried unanimously.

Signed a statement of reason to appeal the taking of the following described real estate into trust: A tract of land located in the NW/4 and in the NW/4 SW/4, Section 35, Township 8 South, Range 15 East, containing 143.665 acres. This land is off of the Potawatomi Indian Reservation.

Acknowledged receipt of a letter sent to 911 Administrator Sherri Ladner from the Kansas Association of Counties concerning the transitioning from the current "Phase II Enhanced 911" system to a "Next Generation 911" system. There is a survey that needs to be completed. The original deadline was October of 2012.

Commissioners received invite to the 65<sup>th</sup> Annual Jackson County Conservation District Dinner and meeting on February 14, 2013.

Received the Jackson County Fair Board Financial Report for the period of 12/1/2011 to 11/30/2012

The following purchase orders were signed.

PO#	Dept.	To	For	Amount
6290	Court	Jayhawk	Scanning JV files to hard drive	\$6,000
6048	Road	Brahma Excavating, Inc.	Used Tubes	\$4,410
6085	Atty Div	Digital-Ally and Applied Concepts, Inc	3 car cameras and 3 stalker Vue Body Worn Camera/Recorder	\$14,648
6049	Road	Heavy Equipment	Parts of excavator undercarriage	\$5,192.56
6084	Clerk	Manatron	Printer w/3 year onsite warranty	\$1,677.00

Signed the following payroll change notices.

Dept.	Employee	From	To	Effective
Atty	Tim Liesmann	\$40,000	\$45,000	12-25-2012
Corr.	Kristina Callison	\$14.61	\$13.84	01/16/2013
Corr.	Kristina Callison		Resignation	01/19/2013

The Commissioners left the Chambers at 1:00 p.m. to view Road and Bridge future bridge projects. Road Supervisor Randy Pool, Bridge Foreman Terry Mick and County Clerk Kathy Mick were also present. The Commissioners returned to the Chambers at 3:45 p.m.

William made the motion to adjourn the meeting. Janet seconded and the vote was unanimous. The meeting adjourned at 4:30 p.m.

William question Ed on why the County purchased a trailer that had a ball hitch instead of a pintle hitch. Ed replied that he didn't know what came on the trailer but they use a ball hitch so any of the pick-ups can use the trailer. William doesn't like ball hitches, he has had a couple come loose. The small dump truck does not use a ball hitch.

Board of County Commissioners  
Jackson County, Kansas

\_\_\_\_\_  
Chairman, Ed Kathrens

Attest:

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

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Commissioner, Janet Zwonitzer

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Commissioner, William Elmer

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## *Minutes of January 31, 2013*

The Commissioners met at 9:00 to approve the end of month expenditures.

Ed provided a copy of the Alcohol prevention advertisements that he received from Adrienne Walsh. The Commissioners reviewed them. Ed will take them to the Chamber's office so they can start the advertising.

Janet informed the other Commissioners that she checked on the Banner Creek electric bill and it was determined that there were errors a couple of the yard lights that resulted in an \$1,800 over charge over a several year period.

Road and Bridge Administrator Randy Pool met with the Commissioners and asked if they had any complaints about the snow removal or road conditions. The Commission had none.

Recycling Director Dan Robinson requested that Ed or Bill come by the Recycling Center and see what they thought of the rock that was used for the loading ramp.

Board of County Commissioners

Jackson County, Kansas

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Chairman, Ed Kathrens

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Commissioner, Janet Zwonitzer

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Commissioner, William Elmer

Attest:

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Kathy Mick  
Jackson County Clerk

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Janet made the motion to require a \$25.00 deposit for shelter house and chapel rent and also raising the rate to \$40 on the larger shelter houses and \$25.00 for the smaller. William seconded and the motion carried unanimously.

Larry Holliday received permission to allow free entrance to EUM Church Bible School. The church would pay the daily shelter house rental fee.

Larry has received two park host applications. This would be a signed contract.

Janet made the motion to set the monthly contract for the south side at \$600. William seconded and the motion carried unanimously.

William made the motion to go into executive session for a period of 10 minutes to discuss personnel. Janet seconded and the motion carried unanimously. The meeting closed at 1:20 p.m. Extended for 5 more minutes. Extended 5 more minutes. Extended 10 more minutes. The meeting opened at 1:50p.m. No decision was made.

The Commission decided not to look at bridges today.

The Commission discussed chip and seal roads and the process of selecting what project is to be done next. William believes 3 miles per year is the most chip and seal the county can afford. Ed would like to prepare the Circleville/Soldier road, but he does not want it chip and sealed at this time.

Juvenile Intake Administrator, Barby Kroening met with the Commissioners to explain her department's functions. JJA on July 1<sup>st</sup> will become part of the Kansas Department of Corrections. Barby also needs a Commissioner appointed to her board. The financial distributor for the JJA program is Kathy Mick. JJA serves around 200 kids per quarter, there are four different programs.

5. Case Management serves kids that come in referred by school or by family member.
6. Community Case Management are kids placed in custody at a facility. Intake workers need to see these kids every 30 days.
7. Juvenile Intensive Supervision Probation (JISP) puts kids on probation, but they are kept in the home.

- Juvenile Intake and Assessment is if Law Enforcement calls stating they need to take the kids. JJA then assesses the situation and these kids then are placed with other family members or foster families.

This multi county organization serves Wabaunsee, Jackson, Pottawatomie and Jefferson Counties. Janet will go to the meeting on the 22<sup>nd</sup> of January and then William will be the Commissioner Representative to the JJA Advisory board. Barby stated that JJA does not need a full time Director. The current employees have stepped up to cover the work load. Barby needs to be re-appointed as the Administrative Contact for JJA in March. Barby is working 20 hours a week.

Ed signed the letter to E. Lou Bjorgaard Probasco concerning Dustin Chism's denied medical bills.

Signed change orders 101, 103, 104 & 107.

Received the 4<sup>th</sup> quarter financial report from Betty Flemming, Treasurer of the Heart of Jackson Humane Society.

Signed Emergency Vehicle Designation application for Dalton Beightel for a 2005 Ford for the Jackson County EMS.

Ed Kathrens left the meeting at 3:13.

Recessed for 15 minutes.

Janet made the motion to adjourn the meeting. William seconded and the motion carried.

The meeting of February 4, 2013 adjourned at 4:15 p.m.

Board of County Commissioners  
Jackson County, Kansas

\_\_\_\_\_  
Chairman, Ed Kathrens

\_\_\_\_\_  
Commissioner, Janet Zwonitzer

\_\_\_\_\_  
Commissioner, William Elmer

Attest:

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



## ***Minutes of February 15, 2013.***

Chairman Ed Kathrens called the meeting to order. Commissioner William Elmer and Commissioner Janet Zwonitzer were present. Deputy County Clerk Sally Jo Alley recorded the minutes.

911 Coordinator Sherri Ladner and Sheriff Tim Morse met with the commission to bring the updated figures on the proposed purchase of the Enterpol System. Chairman Kathrens asked Sheriff Morse to explain an issue concerning his opinion on the Global System from some 2011 minutes that a concerned citizen had brought to their attention. Those minutes were about the Jail Administrator, at that time,

wanting to switch systems (solely on the Jail side) and the Sheriff argued against it. Sheriff Morse explained that the system that the administrator wanted to go to was inferior and not secure.

Commissioner Elmer voiced his concerns that the article in the paper made it sound like the county wanted to put this new system in for Holton City's Benefit. He stated that he had received several calls on it. Chairman Kathrens said that he had not heard one word in his area about it.

Commissioner Zwonitzer suggested that they have Town Hall Meetings in each of the districts periodically to inform the residents of what is going on. Commissioner Elmer stated that he was going to have them in his area even if the other two do not.

Sheriff Morse explained that while Global was a superior system, the company is not keeping up with changes and updates. It has changed owners three (3) times since Jackson County has had that system. They also go beyond Law Enforcement. Enterpol is solely Law Enforcement.

At 9:28 a.m. County Counselor Alex Morrissey entered the chambers.

After much discussion and looking at the updated figures presented by Sherri Ladner, Chairman Kathrens called for a motion. Commissioner Zwonitzer made a motion to approve the purchase of the Enterpol System. Commissioner Elmer seconded the motion. Chairman Kathrens called for a vote. Motion passed unanimously.

Undersheriff Darrell Chapman entered the Chambers.

Sherri Ladner left the meeting at 9:40.

Commissioner Zwonitzer reiterated that she would like to have Town Hall Meetings. Commissioner Elmer agreed.

County Counselor Alex Morrissey asked to go into executive session along with Sheriff Morse and Undersheriff Darrell Chapman for the purpose of discussing Attorney/Client Privileges. Commissioner Zwonitzer made a motion to go into executive session for 30 minutes along with Counselor Alex Morrissey, Sheriff Morse and Undersheriff Chapman to discuss Attorney/Client Privileges. Commissioner Elmer seconded the motion. Chairman Kathrens called for a vote. Unanimous. The doors were closed at 9:45 a.m. Undersheriff Chapman left the Executive Session midway to attend court. The meeting returned to open session at 10:05.

Banner Creek Reservoir Supervisor Larry Holliday entered the Chambers.

Sheriff Morse discussed with the Commission the Commissary Services for the inmates. He presented a proposal from a new company that would handle all of the Commissary needs. County Counselor Alex Morrissey took the proposal to look over.

County Counselor Morrissey asked to go into Executive Session for the purpose of Attorney/client privileges. Commissioner Elmer made a motion to go into Executive Session to discuss Attorney/Client privileges for a period of 5 min. Commissioner Zwonitzer seconded the motion. Chairman Kathrens called for a vote. Unanimous.

Chairman Kathrens called for a motion to go into Executive Session to discuss the Camp Host Position at Banner Creek Reservoir. Commissioner Elmer made a motion, seconded by Commissioner Zwonitzer. Larry Holliday and Deputy County Clerk Sally Jo Alley were present. Meeting closed at 10:20 and reopened at 10:23. A decision will be made on Tuesday as to the hiring of a Camp Host for the south side of Banner Reservoir.

Larry Holliday discussed the need for another Boat Ramp at Banner and how much easier it would be to do while the water is down. Chairman Kathrens told of his conversation with County Clerk Kathy Mick earlier in the week, explaining about the Grant money from Wildlife and Parks and what it is to be used for. Larry said that he had several Bass Tournaments scheduled for the season. Most of those come from out of state. They will have to be canceled if they cannot get their boats in the water. Commissioner Elmer stated that we need access to the water.

Commissioner Zwonitzer asked Larry to have an estimated cost of a ramp by Tuesday of next week. Larry Holliday left the meeting at 10:30.

\*Signed a page that was missed last week on the Jackson County Annual Noxious Weed Management Plan.

\*Signed a Courthouse Use permit for the Denison Builders 4-H Club. Mary Phillips is the contact person. The club will use the 1<sup>st</sup> floor foyer to practice a skit for 1 hour on Saturday, February 16<sup>th</sup>.

\*Signed the Retail Liquor License for Firekeeper Golf Course for the period of March 21, 2013 to March 21, 2014.

Discussed the VanSweringen Scholarships. It was decided to award three (3) \$100 scholarships. Applications will be sent to the three school districts within the County.

Custodian Teresa Scheidegger entered the chambers. Teresa was given the applications for the position of Head Custodian position to look through.

The Commissioners reviewed and approved the expenditures and payroll for the 15<sup>th</sup> of the month.

Register of Deeds Tammy Moulden entered the Chambers. Tammy informed the Commissioners that e-recording would soon begin in a couple of weeks. Remote access will begin soon after that. She is researching user fees in other counties to see what she should charge.

County Counselor Alex Morrissey requested an Executive Session. Chairman called for a motion. Commissioner Zwonitzer made a motion to go into Executive Session for 5 minutes for the purpose of Attorney/Client privileges. Commissioner Elmer seconded the motion. Chairman called for a vote. Vote was unanimous.

Zwonitzer made a motion to go into Executive Session to look at and discuss applications for the Head Custodian Position for a period of 45 minutes. Commissioner Elmer seconded the motion. Chairman Kathrens called for a vote and stated that current Head Custodian Teresa Scheidegger would be present in the session for the first 15 minutes. Motion carried. The meeting closed at 10:45. At 11:30 the meeting was extended for 5 minutes. At 11:35 a.m. Teresa Scheidegger left the session. Commissioner Zwonitzer made a motion to extend for 15 minutes. Commissioner Elmer seconded. Chairman Kathrens called for a vote. The vote was unanimous. The meeting opened at 11:50 a.m. Interviews were set up for Tuesday the 19<sup>th</sup> beginning at 3:00 for three candidates for the Custodian position.

Commissioner Zwonitzer made a motion to adjourn the meeting, seconded by Commissioner Elmer. Chairman called for a vote. Vote was Unanimous. Adjourned at noon.

Board of County Commissioners

Jackson County, Kansas

\_\_\_\_\_  
Chairman, Ed Kathrens

Attest:

\_\_\_\_\_  
Commissioner, Janet Zwonitzer

\_\_\_\_\_  
Kathy Mick

Jackson County Clerk

\_\_\_\_\_  
Commissioner, William Elmer



## *Minutes of February 19, 2013*

William made the motion to call the meeting to order. Janet seconded and the meeting came to order.

The Commissioners reviewed the minutes. Janet requested a correction of the spelling of "Gale". Ed requested the descriptions of real estate legals be shortened to address and acres. William made the motion to approve the minutes of February 11, 2013 with the corrections as stated. Janet seconded and the minutes were approved unanimously.

Road & Bridge Supervisor Randy Pool met with the Commissioners.

Janet discussed predicted snow storm and the procedure to close the courthouse. Janet was informed that the storm would have to be severe before closing the courthouse.

Randy informed the Commission that 6 employees worked Saturday February 16 due to snow in the Netawaka and Whiting areas.

William asked if the Road employees would be sent home early in case of a snow storm to prevent overtime. **The Commissioners agreed to allow Randy to send his employees home early on Wednesday after all the equipment is ready.** Randy will have loaders placed throughout the county and ready to go Thursday. **The Commissioners agreed that the road crews will not be out before it stops snowing and it needs to be daylight. Unless it is to assist with a medical emergency.**

Randy requested bids for trucks from Holton and Topeka dealers.

Randy has also requested culvert bids from 3 companies.

Discussed "Mower/Tractor" specifications that Randy had from 2 years ago. Randy questioned if and how the Commissioners wanted him to obtain more information. William has checked and the County has paid \$47,000 in repairs over the last 4 years on the current Mower/Tractor.

Ron Karns informed Ed Kathrens by phone that he had 2 Komatsu graders with less than 500 hours. Randy also talked to Ron and informed him he would notify him once the county is actively seeking motor grader bids.

Randy stated his department will add 6 inches of rock to the recycling loading area in order to bring the trailer up to the dock level.

Received a "thank you" note from the Hoyt Senior Citizens for the County's donation of \$700.00.

Willy Wilson met with the Commissioners concerning the Communications software and provided the Commission with a copy of the law concerning how 911 funds can be spent. The Commissioners reviewed the law. Ed stated the purchase was approved by County Counselor Alex Morrissey.

Received a "Loss Prevention" document from K-WORC (Workers Compensation Company) concerning recommendations for safety at the Road & Bridge Shop. The County will complete the "Recommendations Form" after the corrections have been made within 45 days.

Signed 2012 added and abated tax orders 121-124.

Linda Gerhardt met with the Commissioners concerning the lake host position. Linda is not interested in the position at this time.

Emergency Management Director Pat Korte will keep the commission up to date on the snow storm by calling them. Pat keeps in close contact with Road & Bridge Supervisor Randy Pool on the road conditions. Pat stated that the courthouse has also been closed when the road are drifting shut. Road and Bridge does not want to have to go rescue more individuals because of drifting snow.

William made the motion to go into executive session for a period of 5 minutes. Janet seconded and the motion carried unanimously. The meeting closed at 11:04 and opened at 11:10 a.m. No decision was made. Alex Morrissey and Kathy Mick were also present.

Janet made the motion to go into executive session for 5 minutes for Attorney/Client privileges. William seconded and the motion carried unanimously. County Counselor Alex Morrissey and County Clerk Kathy Mick were also present. The meeting closed at 11:13 and opened at 11:18. **Janet made the motion to deny the claim of Dustin L. Chism's medicals expense from Stormont-Vail Healthcare, Inc. for the service dates of 6/24/2011 to 7/1/2011 in the amount of \$118,670.20. The Medicaid Rate is \$39,579.39. William seconded and the motion carried unanimously.**

Larry Holiday met at 11:19 with his weekly report.

- Larry has received a quote on a concrete boat ramp from Chuck Eisenbarth. Larry will contact KC Concrete and Mark Sullivan for bids also. The bids are due Monday, February 25, 2013.
- Larry contacted the Park Host applicant and she will meet with the Commissioners at 2:00 p.m.

The Commissioners discussed how low the water is at Banner Creek Reservoir. Janet wants to put a boat ramp in at the newer camping area on the north side, while the water is low. Janet feels this is the time to build the ramp since so much of the area is exposed due to the low water levels. Ed is concerned about the quality of water since the lake is so low. He doesn't want boats on the lake because of the possibility of the oil polluting the water. Bill wants more information before making any decisions. Janet called Kerwin McKee, the Manager of the Public Wholesale Water District #18. Kerwin stated Banner Creek Reservoir is currently down 4'10". If the lake goes down 6' the Public Wholesale Water District #18 board will notify Holton City and Rural Water District #3 to take emergency action and mandatory restrictions. The County's only obligation concerning the water at Banner Creek Reservoir is for recreational purposes. The Public Wholesale Water District #18 is in charge of the quantity and quality of the water.

Alex Morrissey and Emergency Management Director /Assistant 911 Director, Pat Korte met with the Commissioners to discuss the Sheriff's purchase of the Enterpol system. Alex Morrissey reviewed Attorney General Opinions. Pat Korte reviewed the Law and agrees with the Sheriff's Department that it is an allowed 911 expense.

Bill made the motion to recess for lunch at 12:08 Janet seconded and the motion carried unanimously.

The Commission will meet in the parking lot at 1:00 p.m. to drive to the Heart of Jackson Humane Society for a tour of the facility.

The Commissioners returned to the chambers at 1:45 p.m.

Don and Cheryl Hicks met with the Commissioners. Cheryl is an applicant for the Banner Creek Reservoir South side park host. The Commissioners visited with Mr. and Mrs. Hicks. **Janet made the motion to hire Cheryl Hicks as the south side park attendant for the 2013 camping season. William seconded and the motion carried unanimously. Larry Holiday will have a contract drawn up.**

Received letter from Dee Wampler Trial Attorney of Springfield Missouri. Requesting that the Commissioner consider the matter of posting "In God We Trust" prominently at the county courthouse. This was denied.

Signed the following payroll change notices.

Name	Department	From	To	Reason
Shawn Swisher	Sher	15.47	17.12	Promotion
Brian R. Roush	Sher	15.76	16.07	Length of Service
Wayne Altenburg	Jail	14.37	14.65	10 years service

County Appraiser Larry Reynolds met with the Commissioners. He reported that the 2013 Real Estate values will be mailed later this week.

The Commission updated the Head Custodian Job Description.

Janet made the motion to accept the minutes of February 15, 2013 with one correction (Chairman Zwonitzer changed to Zwonitzer). William seconded and the motion carried unanimously.

Janet made the motion to go into executive session for a period of 15 minutes for Attorney/Client privileges. William seconded and the motion carried unanimously. County Counselor Alex Morrissey and Appraiser Larry Reynolds were also present. The meeting closed at 2:49 and opened at 3:00. No decision was made.

William made the motion to go into executive session for a period of 30 minutes for an applicant interview. Janet seconded and the motion carried unanimously. The meeting closed at 3:02 and opened at 3:24. No decision was made.

William made the motion to go into executive session for a period of 30 minutes for an applicant interview. Janet seconded and the motion carried unanimously. The meeting closed at 3:26 and opened at 3:40. No decision was made.

William made the motion to go into executive session for a period of 30 minutes for an applicant interview. Janet seconded and the motion carried unanimously. The meeting closed at 3:48 and opened at 4:00. No decision was made.

William made the motion to go into executive session for a period of 30 minutes for an applicant interview. Janet seconded and the motion carried unanimously. The meeting closed at 4:02 and the applicant left at 4:18. **The Commissioners made an employment offer to an applicant contingent on a back ground check and drug test.**



Randy reported that he ordered 500 feet of cross bar chain from Welborn Sales. Also ordered a load (25 tons) of salt.

Signed petition to occupy the county right of way to bore under 190<sup>th</sup> Road, at 30" minimum depth and bury in Southern road right of way for approximately 300', at 30" min depth within 1' of the south edge of 190<sup>th</sup> St. (Service to 13013 190<sup>th</sup>) (Sec 34,7,15 and Sec 3, 8, 15.)

The following pick-up truck bids were received.

Company	½ Ton	¾ Ton
Foster Ford	24,875	26,130
Clark Chevrolet	27,306	27,356
Bozarth	30,140	38,875
Bozarth	30,330	30,510
Laird Noller Ford	26,274	28,930
Laird Noller Ford In-Stock	29,712	28,974

No decision was made.

Signed the Administrative County Officials Signature page for the Juvenile Justice Authority FY 2014.

Janet made the motion to go into executive session for non-elected personnel for a period of 15 minutes with County Counselor Alex Morrissey present. William seconded and the motion carried unanimously. No decision was made.

The meeting recessed for 10 minutes at 10:50 a.m.

Emergency Management Director Pat Korte updated the Commission on the next snow storm that is predicting 4-6 inches on top of what we already have, along with blowing and drifting.

Janet informed the commission that UMCOR (United Methodist Committee on Relief) has provided a 5700 k/w Generator for the Church to keep for emergencies. Pat Korte said that it is large enough to run the voters and repeaters and possibly rural water pumps or a small shelter.

Janet made the motion to approve the minutes of February 19, 2013 as corrected (a.m. to p.m.).

William seconded and the motion carried unanimously.

Janet made the motion to adopt the following proclamation and also to participate in the food drive. William seconded and the motion carried unanimously.

*PROCLAMATION*

*TO THE PEOPLE OF JACKSON COUNTY, GREETINGS:*

*WHEREAS: Kansas has a strong tradition deeply rooted in farming and ranching; and*

*WHEREAS: As the world population is expected to reach 9 billion in less than 40 years and as demand for animal protein grows, Kansas farmers and ranchers will play an increasingly important role in meeting global demands for healthful, wholesome, safe and nutritious food; and*

*WHEREAS: Kansas farmers and ranchers are the first and best stewards of the land as they are producing more food, fiber and energy than ever before using fewer resources; and*

*WHEREAS: With a commitment to research and education, Kansas is a recognized, trusted and respected leader in agriculture and is setting the pace in the complex, dynamic agricultural sector; and*

*WHEREAS: Kansas farmers and ranchers do not tolerate animal abuse or the intentional abuse or misuse of the land and its resources;*

*WHEREAS: Growth in agriculture, the state's largest economic driver, equals job creation and statewide economic growth; and*

*NOW, THEREFORE, THE JACKSON COUNTY BOARD OF COMMISISONERS, do hereby proclaim the week of March 12-March 19, 2013, as Kansas Agriculture Week and urge all citizens residing in Jackson County to join in this celebration and to know that our strong agricultural tradition benefits all Kansans.*

William called Foster Ford concerning the warranty on the truck bids and Janet called Clark Chevrolet.

Signed and approved the Emergency Vehicle Designation Application form for Tyler Dillner for a 1997 GMC Truck for the Fire Department.

Janet made the motion to go into executive session with County Counselor Alex Morrissey and County Clerk, Kathy Mick for a period of 15 minutes to discuss non election personnel. William seconded and the motion carried unanimously. No decision was made.

Recessed for lunch at 12:20 until 1:30 p.m.

Janet made the motion to reconvene the meeting. William seconded and the motion carried unanimously. The meeting opened at 1:30p.m.

Jackson County Area Chamber of Commerce Director, Jamie Claycamp met with the Commissioners.

Chamber of Commerce discussed at their last meeting and they agreed to offer the County a diamond level membership due to the County's contribution towards the electronic sign. Janet made the motion to become a member of the Jackson County Area Chamber of Commerce. William seconded and the motion carried unanimously.

Jamie Claycamp informed the Commissioner of an expressed interest in a state contract if Holton/Jackson County could provide a 5,000 square foot office building to rent. Jamie questioned if the County had any incentives to assist a business owner in obtaining the requirements needed. The Commissioners want Jamie to get with RDA Director Nancy Gafford to determine if there are any incentives available. This would be a three year lease and the office would employ 20-30 people.

Teresa Schiedegger, met with the Commissioners questioning if someone has been hired to replace her. The Commissioners have made an offer and are waiting for the results of the background checks and physical. If all the requirements are met, employment can start as early as March 1.

Teresa commended the Road and Bridge crew for helping push the snow at the courthouse. They also repaired the chains on the tractor.

Signed the following payroll change notices:

Dept	Name	Reason	Old rate	New Rate	Effective
Custodian	Chad Phillips	Hired- Custodian	0	13.60 hourly	Mar 1, 2013
Sheriff	John Calhoon	Hired-Jail Captain	0	\$40,464.00 Yearly	Mar 1, 2013

William made the motion to go into executive session for a period of 15 minutes to discuss non-elected personnel. Janet seconded and the motion carried unanimously. No decision was made.

Janet made the motion to adjourn at 3:00. William seconded and the motion carried unanimously.

County Counselor Alex Morrissey and Appraiser Larry Reynolds stopped the Commission before they left and requested an executive session. Janet made the motion to reconvene the meeting and go into

executive session for a period of 15 minutes. William seconded and the motion carried unanimously. The meeting closed at 3:05 and opened at 3:20. No decision was made.

Janet made the motion to adjourn at 3:25. William seconded and vote was unanimous.

Board of County Commissioners  
Jackson County, Kansas

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Chairman, Ed Kathrens

\_\_\_\_\_  
Commissioner, Janet Zwonitzer

\_\_\_\_\_  
Commissioner, William Elmer

Attest:

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



## ***February 28, 2013***

The Commissioners met at 9:00 a.m. for the end of the month meeting to approve bills. Chairman Kathrens and Commissioners Zwonitzer and Elmer were also present. County Clerk Kathy Mick recorded the minutes.

The Commission reviewed the bills. All bills submitted were approved.

Noxious Weed Director, Dan Robinson informed the Commissioners that it is time to send out bid requests for Noxious Weed chemicals. Dan questioned how the Commission wanted him to request bids. The Commissioners requested that Dan check on wholesale companies along with spraying companies.

William questioned if the County shop could change the oil and tire repairs for the Sheriff's vehicles. The Shop would need a lift in one of the stalls, probably where the tire station is located. The Commissioners' will talk to Sheriff Morse to see if there could be a savings.

William made the motion to approve the minutes as corrected (UN changed to UM and k/w added to generator). Janet seconded and the motion carried unanimously.

William made the motion to go into executive session for a period of 20 min to discuss personnel. Janet seconded and the motion carried unanimously. The Meeting opened at 10:56. No decision was made.

Janet made the motion to adjourn. William seconded and the motion carried unanimously. The meeting adjourned at 10:57 a.m.

Board of County Commissioners  
Jackson County, Kansas

\_\_\_\_\_  
Chairman, Ed Kathrens

\_\_\_\_\_  
Commissioner, Janet Zwonitzer

Attest:

\_\_\_\_\_  
Kathy Mick



## *Minutes of March 4, 2013*

William Elmer made the motion to open the meeting, Janet seconded and the motion carried unanimously. Chairman Ed Kathrens called the meeting to order. County Clerk Kathy Mick recorded the minutes.

Janet made the motion to approve the minutes of February 28<sup>th</sup> as written. William seconded and the motion carried unanimously.

Road & Bridge Supervisor Randy Pool met with the Commissioners with his weekly report:

- Fuel Bids were opened for 2,500 Gallons Unleaded gas and 5,500 winterized diesel.
  - Jackson Farmers           \$27,557.75
  - Haag Oil                   \$27,380.15
  - Knotty Pine               \$27,459.00
    - Janet made the motion to accept the low bid from Haag Oil. William seconded and the motion carried unanimously.
- The Commission agreed to purchase three trucks from Foster Ford at the cost of \$26,130 each and to sell some old trucks on Purple Wave. Signed Purchase Order to Foster Ford for three 2013 F-250 4x4 for a cost of \$78,390.
- Signed a "Request and Petition" to occupy the County Right of Way for Century Link to place a buried telephone service line under S Road by boring for 45' at 30" in Sec 11, Twp 8 Range 15.
- Kansas One Call will have two meetings on March 13<sup>th</sup>, one at 11:00 a.m. and one in the evening at the fair building. It has been the practice of Jackson County Road and Bridge to pay employees 2 hours if they go to the evening meeting. The Commissioners agreed to continue this practice.
- The Commissioners agreed to replace a plank bridge with a tube at 155 & U Road. The Commissioners' agreed to order the tube from Welborn Sales.
- Randy also will be purchasing 15 to 20 - 15" pipe and 15 to 20 - 18" pipe from Welborn Sales.
- Received a price list for pipes from Welborn Sales and Contech Engineered Solutions.
- William made the motion to go into executive session for a period of 5 minutes to discuss personnel. Janet seconded and the motion carried unanimously. Extended 5 minutes and opened at 10:13 No decision was made.
- 

Banner Creek Reservoir Supervisory Larry Holiday met with the Commission.

- Reviewed bids received for a concrete boat ramp at the newer camping area on the north side. The size will be 104'x13.6'
  - Sullivan Construction Company \$14,190
  - K.C. Concrete                   \$15,500
  - Eisenbarth Construction       \$12,460

- Janet made the motion to accept the low bid from Eisenbarth Construction. William seconded and Ed Kathrens voted no. The motion passed 2-1.
- County Employees will continue to receive free entrance and camping discount rates for 2013.
- Signed the Park Host Contract with Cheryl Hicks in the amount of \$600.00 per month from April 15 to October 15, 2013 plus a campsite with hook-ups on the south side.
- Signed the Park Host Contract with Diane Levick in the amount of \$600.00 per month from April 15 to October 15, 2013 plus a campsite with hook-ups on the north side.

Janet made the motion to continue the Commission's membership with Kansas County Commissioners Association and to pay the dues of \$420. William seconded and the motion carried unanimously.

Adam Gray and Bill Collins with Mid State's Material met with the Commissioners concerning the purchase of rock. This rock quarry is approximately 14 miles round trip farther than Hamm's Quarry. They thanked the commissioners for their purchases in 2012. Mid States proposed a price cut of \$1.00 per ton on road rock and oversized but not chip rock to help offset the additional travel cost to their quarry. In 2013 there will be no cost difference in the brown compared to the gray rock.

The Commissioners agreed to allow Janet Zwonitzer to contact the Legislature concerning issues the county wants to support or not support by e-mail due to the loss of revenue for the county the Commissioners agreed to contact Representative Carlson on HB 2285, stating Jackson County is against this bill.

Signed Added and Abated orders.

Received a Thank You from Delia's Sr. Citizens for the County's donation.

Received fee-to-trust land acquisition documents from the Bureau of Indian Affairs for the following pieces of real estate:

- Matchie- 8.19 acres in the SW/C of the SE/4 in Section 33, Township 7, Range 15.
- Albright – 80 acres in the s/2 of the NW/4 of Section 14, Township 9 South, Range 14 East.
- Bailey – 240 acres more or less in the SE/4 of Section 3, Township 9 South, Range 14 East and the W/2 of the NE/4 of Section 3, Township 9 South, Range 14 East.
- England – 9.5 acres in the E/2 of the NE/4 of Section 30, Township 8 and Range 15.
- Johnson – 76.80 acres in the N/2 of the NW/4 of Section 25, Township 8, Range 14.
- Kosky – 10 acres more or less in the N/2 of the S/2 of the S/2 of the S.2 of the NE/4 of Section 28, Township 8 South, Range 15 East.
- Russell – 20 acres more or less in the N/2 of the N/2 of the S/2 of the NE/4 of Section 28, Township 8 South, Range 15 East.

Janet made the motion to recess for lunch at 11:57 a.m.

Ed Kathrens signed Affidavit for Existing Participant for the "Equitable Sharing Agreement and Certification" for the Sheriff's Department as the "Governing Body Head" which then allows the County to participate in the federal Equitable Sharing Program.

William made the motion to go into executive session for a period of 5 minutes for attorney client privileges. Janet seconded and the motion carried unanimously. The meeting closed. Janet made the

motion to extend the session five minutes. William seconded and the motion carried unanimously. The meeting opened. No decision was made. County Counselor Alex Morrissey, Appraiser Larry Reynolds and Jason Claycamp were also present.

William made the motion to go into executive session for 10 minutes for attorney client privileges. Janet seconded and the motion carried unanimously. The meeting closed. County Counselor Alex Morrissey and County Clerk Kathy Mick were also present.

Elderly Service Director Cheryl Hamlin requested time off.

Cheryl also explained her purchasing process and why she sometimes purchases supplies out of state.

Explained that the center closes if school closes because she figures that the senior should not be getting out. When this occurs her employee use a sick or vacation day.

The Commissioners left the chamber to review project with Kathy. Returned at 4:00 p.m.

Janet made the motion to adjourn the meeting at 4:00 p.m. William seconded and the motion carried unanimously.

Board of County Commissioners  
Jackson County, Kansas

\_\_\_\_\_  
Chairman, Ed Kathrens

\_\_\_\_\_  
Commissioner, Janet Zwonitzer

\_\_\_\_\_  
Commissioner, William Elmer

Attest:

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



## *Minutes of March 11, 2013*

Janet Zwonitzer made the motion to open the meeting, William Elmer seconded and the motion carried unanimously. Chairman Ed Kathrens called the meeting to order. County Clerk Kathy Mick recorded the minutes.

Cameron Chandler with Nicholson Land Service (903-570-7144) met with the Commissioners concerning seismic testing in the Soldier area with the “vibrating trucks” that shake the ground. This is large equipment and they will be on private property. Cameron is questioning if they can do “vib” testing on some county roads. They cannot be within a parameter of 300 feet of a pipe line they use “One Call” to locate lines that are of concern. The “vib truck” weighs 62,000 lbs. compared to the County’s “Belly Dump” trucks that weighs 80,000 and the bridges that they may cross. This will take place in the next 2-4 weeks. Geo Phone is the size of a fist with a spike and it reads the vibrations from the trucks. He would also like to put some on the road right of way. They will be placed there for about 5 days. A dump truck is 80,000 lbs. Randy requested that they not vib within 300 feet of a concrete box or bridge and also not

on any “Chip and Sealed” roads. The Commissioner gave Randy the authority to sign the permit that gives Nicholson Land Service permission to this project. They have a \$10,000,000 umbrella policy and they are responsible for all liability claims cause by their actions. Cameron will notify Randy when the work is about to start.

Janet made the motion to approve the minutes of March 4th as written. William seconded and the motion carried unanimously.

Road & Bridge Supervisor Randy Pool met with the Commissioners with his weekly report:

- Janet made the motion to go into executive session for a period of 10 minutes to discuss personnel. William seconded and the motion was unanimous. The meeting closed at 9:28 a.m. and opened at 9:38 a.m. with no decision being made.
- Randy discussed the possibility purchasing motor graders. Randy would like to wait until November and then see if there is any money left at the end of 2013. Janet and Ed agreed to wait.
- Janet asked for information on a ditch cleaning machine. The Commissioners discussed the ditch problem. Randy stated his department is making a big effort to clean-out the ditches that cause the most problem.
- Randy would like to have the County purchase coats with reflective strips for road workers from a uniform company. He also informed the Commissioners that the current uniform company is charging for damaged and replacement clothing. The Commissioners agreed that if the price is reasonable they would agree to purchase the coats for the road employees since the county requires them to wear them.
- William questioned where Randy is on Mower bids. Randy has not requested bids on a boom mower. Randy will pursue the purchasing of a bat wing mower by getting new quotes. Randy will also price a boom mower and tractor.
- Joe Kennedy met with the Commissioners G South of 16 he was requesting rock on the road.
- The Commissioners requested Randy to check on the purchase of a blade for the skid loaders to push snow with.
- Randy reported the need for a new power washer at the shop he received two quotes
  - White Star \$4668.75
  - Jet stream Equip \$4,599.15.
    - The Commissioners approved the quote from Jetstream.
- Signed the following purchase order.

PO#	DEPT	FROM	FOR	AMOUT	DATE
6053	Sp Equip 428	Jetstream Equipment Co	1 Hot Water Pressure Washer	4599.15	3/11/2013

William Elmer received a phone call from Orion Long concerning minimum maintenance roads

Dan Robinson met with the Commissioners. Whenever he takes HHW, from a business, Dan feels he needs to charge a disposal fee. He has a business that disposes of thermostats that contain mercury. Dan will ascertain the amount of mercury he has collected and the amount it will cost to dispose of it, to determine a fee. The County charges a disposal fee for florescent light bulb. The Commissioners agreed with Dan.

Emergency Management Director Pat Korte reminded the Commissioners of the Storm spotters training on Wednesday night. Dinner is at 6 p.m. and the training is at 7 p.m.

Pat Korte will be hosting a kick off meeting concerning the mitigation plan, in September for approximately 75-100 people. The Commission agreed to pay the cost of the meeting room out of County General.

Pat requested that Ed and William get ID badges; in case of an emergency that requires FEMA assistance.

Pat received a grant for commodity flow study. This is a hazardous annalist's plan that will help determine the Chemicals/HHW that travels the highways in Jackson County.

Pat has a request from the Holton Fire Department for free/reduced fees at Banner Creek Reservoir. The Commissioners denied the request.

Custodian Chad Phillips reported that the roof on the gazebo needs to be replaced. There is currently damage to the shingle and sheeting. Teresa would also like to make overall repairs to the floor etc. The Commissioners agreed and the expense will be paid out of "Parks & Recreation Fund".

Banner Creek Reservoir Supervisory Larry Holiday met with the Commission.

- It was decided that reservations will be allowed in the newest camping area at the north side for a minimum of 7 days. Janet wanted it day by day but William stated that the lake is not a RV park; therefore he wanted it to be one week.
- Larry will requests bids on a metal roof for the office building.
- Discussed the boat ramp that maybe started this week. Once it is built, Larry will need to haul oversize rock on the sides.

Signed Added and Abated Tax order numbers 138-141.

Janet made the motion to recess for lunch at 11:57 a.m. until 1:00 p.m.

Dennis Ashcraft, Kerwin McKee and Brenda Adkins met to discuss Banner Creek Reservoir and how the entities work together and the specific duties. The boating while the lake is low on water question was answered by Dennis Ashcraft. Dennis stated it would be beneficial to the water quality to keep the lake water stirred up and would help with aeration. It was discussed that the Wholesale Water District Board is in charge of water quality and quantity. If the lake level drops more than 6 feet, the board will implement mandatory water restrictions. It was also determined that it's Jackson County's responsibility to provide and maintain the recreational part of the Banner Creek Reservoir facility.

Sheriff Tim Morse and Undersheriff Darrel Chapman submitted information concerning purchasing prescription drugs for inmates. He has found a company called Diamond in the state of Pennsylvania who deals with prisoner medications. The medications are received the next day and are bubble wrapped. Therefore any medication not used can be returned for a refund less a minimal processing fee. The Sheriff reviewed 72 prescriptions purchased in January that cost \$5,399.57 and had Diamond do a cost comparison. Diamond informed the Sheriff that they could have purchased the prescriptions from Diamond for \$3,165.49. This is a savings of \$2,234.08 which is a 41% savings. The Commissioners agreed that was a substantial cost savings.

Sheriff Morse also questioned if the County ever tried to purchase natural gas directly from the pipeline company. If Jackson County has a large enough usage and qualified as an entity that could purchase directly from the pipeline companies Tim estimated a savings of approx 20%. The Commissioners agreed to allow the Sheriff to have an analysis done.

Sheriff Morse questioned if Road & Bridge could assist in repairing pot holes behind the jail. The Commissioners directed Sheriff Morse to contact Road and Bridge Supervisor Randy Pool.

The Commissioners discussed the possibility of the County mechanics to do some of the oil changes, tire changes and general maintenance on the Sheriff's vehicles.

Signed the Liquor by Drink License for Prairie Band Casino and Resort.(2013-02) The license will expire on March 21, 2014.

Janet made the motion to go into Executive session for a period of 15 minutes for attorney client privileges. Also present was County Counselor Alex Morrissey and Appraiser Larry Reynolds. William seconded and the motion carried unanimously. Janet made the motion to send the zoning request for DPJP Services Kansas LLC back to the Planning Commission for further review. William seconded and the motion carried unanimously.

William made the motion to go into Executive session for a period of 5 minutes to discuss personnel with County Clerk Kathy Mick and County Counselor Alex Morrissey present also. No decision was made.

The Commissioners agreed to allow Randy to purchase 3,000 tons of Chip and Seal Rock and have Prairie Hauling, deliver it.

Signed the following payroll change notices:

Dept	Name	From	To	Reason	Date
Sher	Matt Homas	17.83	15.47 as needed deputy	Resignation from full time position	03/14/2013
Sher	Michael Holte	15.47	0	Resignation	3/15/2013

Janet made the motion to give Eisenbarth Construction an advancement of \$4,000 to build the boat ramp at Banner Creek. It failed for the lack of a second.

Bill made the motion to adjourn the meeting at 3:30 p.m. Janet seconded and the motion carried unanimously.

Board of County Commissioners  
Jackson County, Kansas

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Chairman, Ed Kathrens

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Commissioner, Janet Zwonitzer

\_\_\_\_\_  
Commissioner, William Elmer

Attest:

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

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**March 15, 2013**

The Commissioners met to approve the 15<sup>th</sup> expenditures.

Tammy Moulden

Randy 6 months waiting period. 12500 trade in – batwing extra 2,000 off on bat wing (Kan Equip – Grant) 5 hours larger

50 to 40” deck

Gather more information

Received a thank you from the Sheriff’s department

The meeting adjourned at

Minutes of March 18, 2013

The meeting came to order at 9:11 a.m.

Commissioner Janet Zwonitzer was absent from the meeting due to a mission trip to Staten Island to assist in the clean-up after Hurricane Sandy.

William made the motion to approve the minutes as corrected. (Remove “The” and change dump truck to “Belly Dump” truck.) Ed seconded and the minutes were approved.

Road & Bridge Administrator Randy Pool met with the Commissioners with his weekly report:

- Discussed the following mower proposals:
  - Murphy Tractor is a dealer for Diamond mowers. This mower comes installed on a New Holland T6030 Tractor, 6 cylinder and 95 PTO horsepower for the cost of \$92,166 with no trade in.
  - Rich Cox with Sellers Equipment and Grant Meinhardt with KanEquip met to discuss the combined effort of the two companies to offer a combination of a tractor and boom mower. They offer a Tiger mower installed on a New Holland T6020-Plus, 4 cylinders and 90 PTO Horsepower for \$94,325.00 after a trade-in of \$12,500 for the current mower/tractor.
    - It would take about 6 weeks for either tractor/mower to be delivered.
- Discussed the information on the “Contact” sheet.
- Notified them of a letter from concerning the FEMA (Ice storm) closeout and Final Inspection The letter reports an overpayment was made due to minor discrepancies found during this process. The Federal Share amount owed to FEMA is \$11,502.02; the State Share owed to the State of Kansas is \$1,533.60 for a total of \$13,035.62. Road and Bridge had received a report last year that stated that this project had been closed. Randy will have Twila White check into this discrepancy.
- Discussed the Federal funding, for the bridge replacement program. Estimates for 2013 is \$106,959.05, 2014 \$134,239.65 and 2015 \$159,716.39. Randy would like to start engineering services on bridges located at P and 266<sup>th</sup> and U and 196<sup>th</sup> Roads.
- The Commissioners informed Randy to have the grader operators keep the rock out of the ditches.

Custodian Teresa Schiedegger informed the Commissioners of Main Street’s annual program they attended. Cheryl Larson and Teresa Schiedegger were present to receive an “Outstanding Historical Preservation Award” in recognition of the work done for the Jackson County Courthouse.

Commissioners called Commissioner Janet Zwonitzer who was absent today to discuss the mower bids. After Ed informed her of the proposals, she stated that she agreed with the other Commissioners to purchase the Diamond mower from Murphy Tractor and the bat-wing mower from Kan-Equip. After visiting with Janet, Ed requested a motion. William made the motion to purchase the Boom/Mower and Tractor from Diamond in the amount of \$92,166.00. Ed seconded and the motion carried.

William made the motion to purchase the bat-wing mower from Kan-Equip for \$11,850.00. Ed seconded and the motion carried.

Anthony Denny with Breckenridge Exploration Inc. met with the Commissioners concerning the conversation last week with Cameron Chandler from Nicholson Land Service. Chairman Kathrens signed giving permission to conduct a non-exclusive geophysical/3-D seismic survey that included the description of the roads in the Soldier area to be tested with the “Vibrating truck”. The Company will notify Randy Pool when they are doing the testing.

William made the motion to leave the Commissioners Chamber at go view Banner Creek Reservoir. Ed seconded and the motion carried. The Commissioners left the Chambers at 10:30 a.m. The Commissioners viewed the first slab of concrete, of the new boat ramp that was poured last week and other areas at Banner Creek Reservoir. They returned to the Chambers at 11:15 a.m.

Banner Creek Reservoir Administrator Larry Holliday met for his weekly report:

- Larry informed the Commissioners that the first slab of the ramp will be pushed into the water next Monday. The concrete had to cure for at least 7 days. Larry will have road and bridge push it in.
- Reviewed an applicant for a park attendant.

Signed the following purchase order.

PO#	DEPT	FROM	FOR	AMOUT	DATE
6055	Road-426	Murphy Tractor & Equip	1 T6030 Tractor w/Diamond Boom Mower per spec on bid sheet	92,166.00	3/18/2013
6054	Road-426	Kan-Equip	1 Landpride RC5610 Mower	\$11,850.00	3/18/32013
6086	BCrk	Eisenbarth Construction	Partial Payment on Boat Ramp	\$4,000.00	3/18/2013

Received the Kansas County Commissioner Association (KCCA) annual meeting invitation.

Signed the payment approval report authorizing Eisenbarth Construction’s partial payment on the boat ramp.

Ed Kathrens returned Neal Keeler’s call. Neal wants to place a fence down the center of a road right-of-way located on 330<sup>th</sup> road between Q4 and Q8. There is no road currently there. The Clerk will review the documents and then start the road closing procedure if the County still retains the right of way.

William made the motion to adjourn for the day. Ed seconded and the meeting adjourns at 12:15. No business or appointment was scheduled for the afternoon.

Board of County Commissioners  
Jackson County, Kansas

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Chairman, Ed Kathrens

Attest:

\_\_\_\_\_  
Commissioner, Janet Zwonitzer

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

\_\_\_\_\_  
Commissioner, William Elmer



## *Minutes of March 25, 2013*

Janet Zwonitzer made the motion to open the meeting, William Elmer seconded and the motion carried unanimously. Chairman Ed Kathrens called the meeting to order. County Clerk Kathy Mick recorded the minutes.

William made the motion to approve the minutes as corrected. Janet seconded and the motion carried unanimously.

Road & Bridge Administrator Randy Pool met with the Commissioners with his weekly report:

- Bruce Rinkes discuss that the US Corp of Engineers award points on projects that comply with the Kansas Stream Mediation program. Most watershed sites take 9,000-12,000 points. If the county would want to put in some bottomless culvers Bruce could use those points. The purpose of this is to install culverts in a way that allows the fish to swim back up stream. The county currently does not install half culverts because of the additional cost of concrete. Any points earned need to stay within the Watershed District.
- Randy reported that the grader operators didn't put their chains on for this snow. Randy didn't specifically tell them all to have their chains on. He told them to have them on for Monday. Several graders got stuck this weekend. Ed reported 2 graders that were stuck at 4:00 yesterday. Randy didn't know about those graders.
- Randy reported the employees will take Friday off to reduce the amount of comp time.
- Informed the commissioners of a proposal before the Kansas House of Representatives (HB2136) to divert sales tax revenue scheduled to begin flowing to KDOT in July under funding provision of the T-Works transportation program. Loss of the sales tax revenue will reduce the agency's anticipated revenues by nearly \$382 million over the next two years. The loss of sales tax revenue will have serious consequences for the T-WORKS program as early as this summer.
- Randy supplied the actual figures for the Federal Funds Distribution/Federal Fund Exchange 2013 that allows a local public agency (LPA) to trade all or a portion of its federal fund allocations in a specific federal fiscal year with the Kansas Department of Transportation (KDOT) in exchange for

state transportation dollars or with another LPA in exchange for their local funds. The exchange rate for the program is \$.90 of state funds for every \$1.00 of local federal obligation authority exchanged. Jackson County will receive \$54,796.17 in 2013. The County uses this funding for bridge projects that are in the 5-year bridge program. The Commissioners wondered if they should exchange the funds to assure the County will not lose the funds due to further State/Federal budget cuts. The commissioners will discuss that at Wednesday's Highway Official's meeting before making a decision.

- Randy requested a policy change concerning a person who requests a dirt road be upgraded to a rock road at that individual's expense. Randy would like to have the payment of the estimated amount be paid before any work is done. Currently the County requires ½ of the cost up front. The Commissioners agreed to change this policy to require full payment in advance. Randy will ask County Counselor Alex Morrissey what is needed to implement this policy.
- Reported the Adm Assistant Twila White called concerning the FEMA Ice storm request for return of funds in the amount of \$13,000 based on an audit that was performed. Twila was informed that the audit was only the first step, that once the audit was completed it was sent to a second audit that determine what documents/work qualifies for funding. Randy will have County Counselor Alex Morrissey look into this to make sure that if we pay the \$13,000 no more funds will be requested.
- Randy reported that the proposed boom mower/tractor that was approved for purchase last week was sold. But the company honored their proposal and substituted a larger 6050 tractor in place of the 6030 at the same cost.
- Road and Bridge crew pretreated the roads on Friday in preparation for possible ice on Saturday.

Austin Taylor with Giant Communications met to discuss a proposal for the County's Internet. Giant Communications will use the current line until they can provide their own fiber in the spring. Giant is also in hopes of signing the County on for their phone service. Giant would provide 25M/5M service at the rate of \$299 per month. Janet made the motion to accept the proposal. William second and the motion carried unanimously. Commissioner Kathrens signed the quote.

Director Nancy Gafford and Board Member Jim Beckwith with RDA came to update the Commission.

- Provided a copy the previous RDA board minutes.
- Encouraged the commissioners to communicate with the RDA board members appointed by Jackson County. Jackson County Board members are Jim Beckwith, Terry Bernatis, Tim Morris, Anna Wilhelm and Keith Kelly. Two from each commission district.
- Nancy will email the minutes from now on.
- Philosophy of RDA is not to bring in big industry but to grow and assist the small business.

The commissioners granted Randy the authority to sign the purchase document for the mower/tractor.

Randy reported that Hamm's will match the chip rock price of 12.85 per ton quoted by Mid States and haul for 4.50 per ton to Hoyt and \$5.25 per ton to Holton. William instructed Randy to check on the quality of rock, William believes that Mid State washes the chip rock to eliminate the fines. Randy will talk to Adam at Mid States.

Custodian Chad Phillips informed the Commissioners of the sewer gases smell in the Courthouse, mainly in the first floor men's restroom and on third floor. Chad stated that no leaks can be found. Chad will check with McElroys to determine if they can run a camera down the sewer to determine where the

problem is. Chad will request a proposal from McElroys to see if it is feasible. Bell's Plumbing does not have a camera to check the lines.

Clerk of the Court Colene Reamer along with County Clerk Kathy Mick, Treasurer Linda Gerhardt and Appraiser Larry Reynolds were present for the discussion on a new panic button alarm. Colene and Kathy along with the Sheriff have set in on provider presentations and Colene submitted the proposals. REDI Systems Inc. \$7059.69 with a monthly monitoring fee of \$29,00/mo; Secure Tech's WAVE Plus system for \$7,550.00 with no monthly monitoring fee and direct notification to Sheriff's radio system. SecureTech client list includes 22 counties in Kansas. The Sheriff is okay with the direct call to the Sheriff's radios. He would also like to have Holton City Police Dept notified at the same time. This would cost an addition \$300. No decision was made at this time.

Chairman Kathrens called some of the clients. William made the motion to purchase the WAVE Plus system for \$7,550 for the Courthouse. Janet second and the motion carried unanimously.

Noxious Weed/Recycling/HHW/Landfill Administrator Dan Robinson met to open chemical bids:

- Van Diest Supply Co for \$357,500.07
- Red River Specialties for \$355,806.60
  - William made the motion to accept the bid from Red River Specialties. Janet second and the motion was unanimous.

Banner Creek Reservoir Administrator Larry Holliday and Amy Lutz-Page discuss the boy scouts campground. Amy would like Electricity at the shelter house. Bruce Welliever will donate labor to trench the underground line. Kris David Company of Topeka will donate the electric material. The Holton City will donate 2 power poles, a transformer and labor to install. Other parents will donate labor also. The County would be responsible for the monthly electric bill. Janet made the motion to approve the installation of electricity at the Boy Scout camp. William seconded and the motion unanimously. The Commissioners sent a letter to the City of Holton stating the approved the improvement to the Boy Scout area.

Randy Pool met with the Commission to open Fuel bids

- Haag Oil \$27,293.80
- Knotty Pine Oil \$27,524.00
  - William made the motion to accept the low bid from Haag Oil. Janet second and the motion carried unanimously.

County Counselor Alex Morrissey met with the Commission for the following issues:

- Proposed a new cell phone policy stating that a department head has the right to set the rules for cellular phone usage on county time or not to allow any usage. William discussed that he didn't think that was fair that department could regulate the usage different from another department. He is against adopting this policy change. Janet made the motion to adopt Resolution 2013-08 implementing change in Jackson County Policy Manual pertaining to use of cellular telephones during the course of employment. Ed second and the motion carried 2/1.
- Alex will also review the fleet policy proposed by One Beacon Insurance. Supplied the Commission with her current draft of the Vehicle Policy.

- Janet made the motion to go into executive session at the request of County Counselor Alex Morrissey for a period of 10 minutes for attorney client privileges, with County Clerk Kathy Mick also present. William second and the motion carried. No decision was made.

Recessed for lunch at 12:30 until 1:30 p.m.

Janet made the motion to go into executive session at William's request for a period of 5 minutes to discuss personnel. William seconded and the motion carried unanimously. No decision was made.

Randy informed the commission that the FEMA funds are due on the 30<sup>th</sup>. He has a call into the agency to try for an extension. He would like time to review this with County Counselor Alex Morrissey.

Brett Bauer stopped in for a visit. Janet asked the City of Holton to wave the minimum charge for the Boy Scout Camping area. Brett will check to see what the minimum charge. No decision was made.

Signed the following Occupy County Right of Way petitions:

Company	To	Sec/Twp/Rng	Address	Date
RWD No 3	Open cut rd for new 6 inch main	19/8/16	¼ mile east of 5 on 158th	3/25/2013
David McClintock	Trench across rd for water hydrant		9962 214	3/25/2013

Signed the following purchase orders:

PO#	DEPT	FROM	FOR	AMOUNT	DATE
6232	Sher	Foster Ford	1 Ford Explorer	\$26,200	3/25/2013
6087	Comm	Secure Tech	WAVE Plus System	\$7,550	3/25/2013

Signed the following payroll change notices:

Dept	Name	From	To	Reason	Date
Sher	Tyler Caudle		15.47	Hired	3/25/2013
Sher	Taarna Burk	14.11	14.37	6 years	3/25/2013

Signed the following emergency vehicle designation:

Number	Name	Vehicle	For	Date
13-08	John D. Motto	2005 Chevy Silverado #10672	Holton Fire	3/25/2013

Received the following mail or documents

- The Fire Alarm Inspection Report for the January 2013 Inspection. The smoke detector on the 1<sup>st</sup> floor located by the West entrance under the stairs failed to alarm and needs replaced. It can be replaced.
- FYI – Entrepreneur Spotlight March 2013 issue
- Invitation to the Soldier Creek Tour on March 28<sup>th</sup> starting in Soldier Ks. And “Women In Ag” meeting April 25, 2013. Both are sponsored by the Jackson County Conservation District.
- Another request from Municipal Services questioning the audit filing fee for 2010’s audit and requesting an update on the 2011 audit.
- FYI – The Jacksonian quarterly publication
- Invite to Doniphan County for the Northeast County Official’s meeting on June 7<sup>th</sup>.
- Received notification of the meeting with the Potawatomi Tribal council on April 10<sup>th</sup> at noon.
- Invite to KCCA meeting, Alex Morrisey was also invited.
- Received KAC document listing the classed provided from the Kansas County Government Institute.

William made the motion to adjourn at 3:33. Janet second and the motion carried unanimously.

Board of County Commissioners  
Jackson County, Kansas

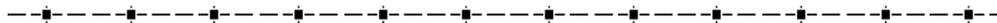
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Chairman, Ed Kathrens

\_\_\_\_\_  
Commissioner, Janet Zwonitzer

\_\_\_\_\_  
Commissioner, William Elmer

Attest:

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



## *Minutes of March 29, 2013*

Janet Zwonitzer made the motion to open the meeting at 8:45. William Elmer seconded and the motion carried unanimously. Chairman Ed Kathrens called the meeting to order. County Clerk recorded the minutes.

Richard Lee, resident of Atchison County met with the Commission with concerns of Jackson County Sheriff hiring John Calhoon. He provided articles from the Atchison Daily Globe. The Commissioners had no comment.

The Commissioners requested that Sheriff Tim Morse met with them.

William made the motion to go into executive session for a period of 5 minutes to discuss personnel. Janet second and the motion carried unanimously. The meeting closed at 9:00, was extended 5 minutes and opened at 9:10. No decision was made.

Sheriff Tim Morse and Jail Captain John Calhoon joined the meeting. Janet made the motion to go into executive session for a period of 15 minutes to discuss personnel with the Sheriff and Captain present.

William seconded and the motion carried unanimously. The meeting closed at 9:15 and extends 5 minutes. The meeting opened at 9:35 with no decision being made.

Banner Creek Reservoir Supervisor Larry Holliday met with the Commission for the following:

- Informed the Commission that the second section of the boat ramp was poured Wednesday.
- Signed the following payroll change notices:

Dept	Name	From	To	Reason	Date
Banner	Susan Schrock-Rule	0	\$8.54	Hired-Seasonal	03/28/2013
Banner	Caleb Niehues	0	\$8.54	Hired-Seasonal	3/28/2013

Custodian Chad Phillips met with the Commission concerning the following:

- Concerning the sewer gas smell in the men's restroom, Chad has replaced the nova vents with a different cap that has a diaphragm, but now there is too much back pressure. He will continue to work on the problem.
- Visited the technician from McElroy Heating and Air concerning the county's system and the need to have cool air and hot air at the same time depending on the office locations. McElroy tech stated it was possible, but it appeared to him that something was wrong with the chiller.
- Chad has reviewed the Fire alarm contract with Simplex Grinnell that states \$350 per year for an inspection. During the inspection a Fire alarm failed and the proposed cost to replace it with a new smoke alarm was \$750, a year ago one was replaced for \$130. Simplex Grinnell reduced the cost to \$490. It appears to Chad that the County pays an excessive amount of cost over the last two years for this system.

The Commissioners reviewed the end of the month expenses and all vouchers submitted for payment were approved.

County Clerk Kathy Mick reported that the Appraiser's office requested that Road and Bridge board up the open door at 422 Vermont. This house is owned by the County due to non-payment of taxes. Road and Bridge employee Jay Searles along with a Holton Police officer searched the house before closing it up and posted 'No Trespassing'. Jay also reported that the City's water meter is in a 3 ft by 3ft by 4ft deep hole that only has an old board covering it.

Chad Phillips reported that batteries have been ordered for the defibrillator but have not been received.

Custodian Chad Phillips reported that McElroys determined that the coil on the south unit has a leak. It has been patched several times and McElroys recommended it be replaced. McElroys will submit a proposal for repairs to be reviewed by the Commission.

Signed added and abated orders 142 to 149.

Chairman Ed Kathrens signed the 'New Account Application' for Giant Communications, Inc. for internet service.

William made the motion to adjourn the meeting. Janet seconded and the vote was unanimous. The meeting adjourned at 11:00a.m.

Board of County Commissioners  
Jackson County, Kansas

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Chairman, Ed Kathrens

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Commissioner, Janet Zwonitzer

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Commissioner, William Elmer

Attest:

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Kathy Mick  
Jackson County Clerk



## *Minutes of April 1, 2013*

Janet Zwonitzer made a motion to open the meeting. William Elmer seconded the motion. Chairman Ed Kathrens called the meeting to order. Ali Holcomb of the Holton Recorder was present. Deputy County Clerk Sally Jo Alley recorded the minutes.

Commissioner Zwonitzer mentioned that she would like to have it put in the minutes how the Commissioners vote, on split votes.

Commissioner Zwonitzer made a motion to go into Executive Session for five minutes for the purpose of discussing non-elected personnel. Commissioner Elmer seconded. Chairman Kathrens called for a vote. Vote was unanimous. Meeting closed at 9:06 and re-opened at 9:11.

Randy Pool joined the meeting.

Doug Edwards joined the meeting at 9:19. Doug had called Commissioner Kathrens to inform him that his company is getting out of the Security Business due to insurance liability and cost. Ed informed him that the county had already agreed to go with a new security company. Mr. Edwards offered to discuss (in Executive Session) the current system vs the system that we are getting. Chairman Kathrens said it wasn't necessary since the current system is being replaced. Mr. Edwards said that in hindsight he would have had the county hire an IT Person to take care of the Security System and to take care of all the computers in the courthouse. He left the chambers at 9:20.

Randy Pool :

- \* He would like to see the County hire an IT person.
- \* Gave the commissioners a list of calls that his office has received.
- \* Dozer work is being done at: 114-U5; 214-Q4; U-150 east side, plank bridge
- \* Tree removal at 6/238-246
- \* Firming up the intersections and driveways along 254/E-J.2
- \* Commissioners signed an 'Agreement For Transportation of Chip Rock' with Prairie Trucking, LLC. The rock will be hauled out of Big Springs Quarry near Lawrence.

At 9:33 County Counselor Alex Morrissey entered the Chambers.

County Counselor Alex Morrissey requested a five minute Executive Session with Randy Pool in attendance for the purpose of Attorney/Client Privileges. Meeting closed at 9:35 and re-opened at 9:40.

Randy asked County Counselor Morrissey if she was working on a resolution changing the dirt road policy. A resolution will be drafted.

County Counselor discussed the Notice of Fence Viewing that will take place on Monday, April 15 at 2:00 p.m. Requested by Tate Maxwell. Certified notices will be sent to Mr. Maxwell and to adjoining landowners, Mark and Sonja Parry.

Randy Pool left the meeting at 9:50.

County Counselor requested an Executive Session for a period of five minutes to for the purpose of Attorney/Client privileges. Commissioner Zwonitzer made a motion to go into Executive Session for a period of five minutes with County Counselor Alex Morrissey to discuss Attorney/Client Privileges. Commissioner Elmer seconded the motion. Chairman Kathrens called for a vote on said motion. Motion carried unanimously. Meeting closed at 9:50 a.m. Re-opened at 9:55.

County Attorney Shawna Miller joined the meeting at 9:55. Shawna requested to hire a temporary part-time Administrative Assistant to work in her office 10-15 hours a week, to be paid out of her Diversionary Fund. Help is needed to get caught up on paperwork in her office. The County Attorney is required to use \$10,000 out of the Diversion Fund to run her office. Janet made a motion to allow the County Attorney to hire a Temporary Part-Time Administrative Assistant, to be paid out of the Diversion Fund. Commissioner Elmer seconded the motion. Chairman Kathrens called for a vote. Motion carried unanimously. The County Attorney left the meeting at 10:02 a.m.

Commissioners acknowledged receipt of a letter from a former prisoner. The letter was un-signed. A copy will be given to Sheriff Morse.

- \*Signed Request for Leave for an employee.

- \* Signed Abatement Orders #152-182.

- \* Acknowledged receipt of a letter from Hoyt Fireman's Association requesting funds to assist with their fireworks show.

- \* Acknowledged receipt of a letter from the Holton First Baptist Church Youth Group concerning the request in February from an attorney from Missouri to have the words "In God We Trust" put on the courthouse building.

Head Custodian Chad Phillips stepped in to let the Commissioners know that he was waiting on a bid from McElroys concerning the repairs to the coils. Informed the Commissioners that Bell plumbing will be coming in to snake the sewer lines. Bell's do not have a camera system.

Chairman Kathrens entertained a motion to assist Hoyt Fireman's Association. Chairman Elmer made a motion to give \$500 out of the Parks and Recreation Fund, the same amount as last year, to Hoyt Fireman's Association for fireworks. Commissioner Zwonitzer seconded the motion. Chairman called for a vote. Vote passed unanimously.

Chairman asked for a motion to approve the minutes of March 25. Commissioner Zwonitzer made a motion to approve the Minutes of March 25<sup>th</sup> with noted corrections. Commissioner Elmer seconded the motion. Chairman called for a vote on the motion. Passed unanimously.

Commissioner Elmer made a motion to approve the Minutes of March 29<sup>th</sup> as printed. Commissioner Zwonitzer seconded the motion. Chairman called for a vote. Passed unanimously.

Banner Creek Supervisor Larry Holliday met with the Commissioners to give his weekly update.

- \*The electricity is hooked up to the Chapel as of last Friday
- \*Dump Station plumbing is finished.
- \*Need to get the pedestal on the south side in place for the Camp Hosts.
- \*Discussed the roof repair that is needed on the main office building.

Head Custodian Chad Phillips brought in the bid he received from McElroys for the coil repair to the heating/cooling system. Chairman Zwonitzer would like to have another company look at the system for a second opinion. Chad will contact somebody.

Commissioner Elmer asked Chad to have McElroys send a summary as to what they have done the past 5 years on the Courthouse unit. (The current system was installed in 2004)

Chad discussed the Smoke/Fire alarm system in the courthouse and the maintenance cost; Commissioner Elmer asked about the possibility of the new Security System being tied into the Fire/Smoke Alarm system; It was mentioned that there should be a smoke/fire detector in every office; discussed the cost of the current elevator maintenance. Chad is working on these things.

The Commissioners recessed for lunch at 11:55.

The meeting re-convened at 1:19.

Randy Pool returned to the chambers. Commissioner Elmer made a motion to go in to Executive Session to discuss personnel with Road and Bridge Supervisor Randy Pool. Commissioner Zwonitzer seconded the motion. Chairman Kathrens called for a vote to go into executive session for a period of ten minutes to discuss personnel with Road and Bridge Supervisor Randy Pool. Motion passed. At 1:35 the session was extended for five minutes. The meeting opened at 1:42. No decisions were made.

Sheriff Tim Morse and Undersheriff Darrel Chapman entered the chambers. Sheriff Morse had pictures from the Marion County Jail Control Room that had been upgraded. The update to our jail will begin soon.

Sheriff Morse would like to change the title of Chief Detective to Lieutenant on the Pay Plan. The Commissioners unanimously agreed to the change.

Sheriff Morse informed the commissioners that he is changing the company that they buy food supplies from for the jail. Currently they purchase from US Food Service. The new company will be EVCO. Cost was the main factor in this decision.

Sheriff Morse discussed with the Commissioners the current Pay Plan: Currently the hourly employees in his department are on a set increase Plan and do not receive Incentive Pay. Their Pay Plan caps at 10 years. The commissioners agreed to discuss this issue further at a later date. Sheriff Morse and Undersheriff Chapman left the meeting.

Randy Pool stepped in to inform the commissioners that he found out he had been misinformed as to how many grader operators did not have their chains on prior the last snow storm. The correct number was 10. He had been told 11 originally.

Barby Kroening stopped in to visit.

The Commissioners sent a letter to the Holton First Baptist Church Youth Group, in response to their letter that the Commission was in receipt of.

At 3:00 p.m. Chairman Kathrens entertained a motion for adjournment. Commissioner Zwonitzer so moved. Commissioner Elmer seconded. The meeting was adjourned.

Board of County Commissioners  
Jackson County, Kansas

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Chairman, Ed Kathrens

\_\_\_\_\_  
Commissioner, Janet Zwonitzer

\_\_\_\_\_  
Commissioner, William Elmer

Attest:

\_\_\_\_\_  
Sally Jo Alley, Deputy  
Jackson County Clerk



## *Minutes of April 8, 2013*

Chairman Ed Kathrens called the meeting to order at 9:00 a.m. Board members Janet Zwonitzer and William Elmer were present. County Clerk Kathy Mick recorded the minutes.

Road & Bridge Supervisor Randy Pool discussed the following:

- Chairman Kathrens reported that a grader operator is spreading the rock too wide and wants Randy to inform them to keep the rock at a normal width.
- Commissioner Elmer reported that he received a call from a citizen that said a log cutter had left tree tops/brush in the creek. It was discussed that that was the landowners concerns not the County's.
- Randy Pool reported concern from a resident in Deer Run concerning an area at the turnaround.
- Discussed 5th street in Mayetta City. Mayetta has contacted Randy Pool about repairing a street this year for chip and seal in 2014. Randy questioned if his department could haul gravel and roll it in for the City. The City would purchase the rock. Mayetta's 5th street, use to be chip and seal and now it is dirt. Equipment time costs may be reimbursed to the county. They need to rebuild this year and chip and seal next year. Mayetta will have to accept that the county will not be responsible for the street. Ed has no problem with the rolling as long as it stops there. No decision was made following this discussion.
- Final preparations are being done for chip and seal on 214 & S/118-127

- Randy provided the Commissioners with a YTD rock report and expressed his concerns that it is substantially more than the allotted amount per quarter. Randy also expressed his concern that his employees should get his permission before rocking a road solid instead of only the bad areas. The County can only afford to put rock where it is needed. Special projects are limited.
- Commissioner Zwonitzer wants a plan in writing on how the Sales Tax money will be used.
- Randy stated he talked with FEMA and the county is responsible for the payment refund. Possible further payment refunds for the next 3 years to the OIG. Commissioner Zwonitzer made the motion to appeal this decision, Ed seconded the vote was unanimous. Randy stated the appeal process could be denied. County Counselor Alex Morrissey is writing the appeal.
- Discussion that Road and Bridge will go to 10 hour days from Memorial Day to Labor Day.
- Summer help was discussed and it was agreed to hire back one of last year's help.

The Board of Canvassers convened at 10:10 a.m. to canvass the votes cast at the April 2, 2013 City/School Election. No errors were found, but it was determined that not all write-in votes were submitted the following morning to the Holton Recorder.

Pitney Bowes representative Greg Schmidt (800-322-2000) met to offer a new 5 year postage machine lease. Currently we have a lease with Pitney Bowes that expires in March of 2014. The current quarterly rate is \$1,448 and the new annual rate would be \$1,350. No decision was made at this time. Another company has expressed interest in submitting a proposal.

County Counselor Alex Morrissey and requested an executive session. Commissioner Elmer made the motion to go into executive session for a period of 5 minutes to discuss Attorney Client privileges with County Clerk Kathy Mick also present. Commissioner Zwonitzer seconded and the motion carried unanimously. Extended 10 minutes. No decision was made.

Register of Deeds Tammy Moulden requested permission to plant a tree in the courtyard as a memorial to Datha Sadler who was an employee in the Register of Deeds office for 17 years. The Commissioners agreed. Custodial Chad Phillips will decide the type of tree.

Received a letter from the City of Holton concerning the condition of property owned by Jackson County at 422 Vermont Ave, in Holton. County Counselor Alex Morrissey will write a letter requesting a hearing concerning this property.

Resolution 2013-09 stating that certain tracts of real estate remain unsold from tax foreclosure sales of Jackson County, Kansas and the same shall be advertised for sealed bids.

Resolution 2013 -10 levying and collecting a biennial occupation or license tax fee to public places where alcoholic liquor by the individual drink is sold in the unincorporated portions of Jackson County.

Sheriff Tim Morse reported back on the energy study that he conducted in hopes of receiving lower rates. It was determined that Jackson County was not a large enough consumer to qualify for the discount rates.

Sheriff Morse also reported that Veterinarian Parks recommended that the Police dog "Lobo" by euthanized due to the pain it is in because of scoliosis and calcification of the spine. They are consulting with K-State.

At the Sheriff's request the Commissioners agreed to continue with alcohol and drug funding for the Sheriff's Kids Day Camp. Day Camp will be August 8<sup>th</sup> & 9<sup>th</sup>. The Sheriff also asked for volunteers. Janet will help with registration and William will help where needed.

The Sheriff and Jail Captain John Calhoon met with the Commissioners to get their input on how to proceed with housing prisoners. The Sheriff in Wichita is requesting that those prisoners be moved closer to Sedgwick County so Jackson County may no longer be housing prisoners for them. The County could possibly get a contract with Wyandotte County for \$50 per day, but in their contract Jackson County would be responsible for medical treatment, medicine and transportation. This could be a large liability to the County. Also when housing prisoners it is probable that Jackson County would receive the prisoners from the contracting agency that cause the most trouble. Because of the type of prisoners the County could receive from other agencies, the County would need two more staff members and a decent van that could transport 8-10 prisoners. John Calhoon thinks the County could make some money, but would it be worth it to house "the bad apples" the murderers and rapists. This type of prisoner also tends to have a higher cost of prescription drugs.

The Jail currently has 50 local prisoners right now and deputies are already busy transporting Jackson County's. The Sheriff's department will continue to try to cut expenses, but they are unable to cut the staff because of the current population.

The Sheriff wants the Commissioners input concerning if they want the Sheriff's department to go after more prisoners housing compared to the expense and the liability exposure. John normally does a 3 year contract. Commissioners Zwonitzer stated the unknown health care sounds pretty risky.

The Jail is also working on Community Health care system for prisoner treatment. This system would provide no comfort drugs for prisoners.

Commissioner Elmer wants to leave the decision up to the Sheriff to make the decision. Commissioner Zwonitzer is concerned with medical cost. Tim does not want to go over budget. Jailers have been doing a great job and are getting better each week. Tim stated he could check with the state prisons. Sometime the state farms them out to county jails. Commissioner Kathrens wants them to use their own judgment. The Sheriff reminded the Commissioners that they control the purse strings. John Calhoon stated that they are talking about a mill and a half in funding. Commissioner Kathrens stated that the Wyandotte deal sounds risky because of the medical expense.

Commissioner Elmer made the motion to go into executive session for a period of 5 minutes to discuss personnel with County Counselor Alex Morrissey, Sheriff Tim Morse and County Clerk Kathy Mick. Commissioner Zwonitzer seconded and the vote was unanimous. The meeting closed. No decision was made.

Janet made the motion to not appeal the Huffman tract request to be placed into Indian Trust due to it being contiguous to the reservation. William seconded and the motion carried unanimously.

Appraiser Larry Reynolds discussed the following:

- Computer quote to replace a computer. Proposal shows 3 years of maintenance with 19" monitor and an addition 24" monitor for \$1330.
- Larry had last appeals hearing this morning.
- Alex will draft the proposed language for the planning appeals board for the Thursday meeting regarding adding storage units to B-1 and moving bait shops from B3 to B1. The board can then make changes to the draft.

Commissioner Zwonitzer will call our legislature to oppose the bill on reducing the Motor Vehicle Tax rate. That would create a larger burden on the home owners. The Motor Vehicle Tax is a more level tax that reaches all county residents not just home/land owners.

Road & Bridge Supervisor Randy Pool met with the commissioners.

- Berry Tractor Salesman Ron Kars is doing appraisals on two motor graders.
- Will hire one previous employee for summer help.
- Randy reported that while shoving a high bank, a hedge post hit the window which will cost \$587.00 to repair.
- Foreman truck's Fuel pump and fuel exchange repair \$1,600.
- Two new tires on motor grader. \$1,800
- New pickups by the end of the month, according to Scott Foster.
- Murphy Tractor is checking on status of mower/tractor. The delivery date is unknown.
- Janet made the motion to adopt the 2013 sign implementation program for Road & Bridge. Commissioner Elmer seconded and the motion carried unanimously. The commissioners signed the document.
- Janet made the motion to go into executive session for a period of 5 minutes with Randy Pool to discuss personnel. Commissioners Elmer seconded and the motion carried unanimously. The meeting closed at 3:10 and opened at 3:15. No decision was made.
- Janet feels it is part of the project to prepare for chip and seal. Janet wants to look at each situation. William wants the rolling of the rock for "Chip and Seal" preparation, to be part of the "Chip and Seal" project. And it needs to stop there. Randy will need to have the city sign a document stating the county will not be responsible for the condition of the road. Mayetta will be responsible for purchasing and hauling the rock. The County will agree to run the roller over the rock. Monitory concerns have not been determined at this time.

William made the motion to adopt the minutes of April 1<sup>st</sup> as corrected. Janet seconded and the motion carried unanimously.

The Commissioners met the with a service tech from McElroys concerning the coolant leak in the coils and Commissioner Elmer proposed to repair the #1 coil and move it to the #2 location and move the #2 Cole to the #1 location. The other commissioners agreed.

Jamie Claycamp, informed the Commission that the Tourism Board meets the 2nd Monday of every month at 2:00. The Tourism Council if funded through Bed Tax. Jamie is here to get the approval of the Commissioners concerning the tourism board council recommendations.

- Tourism Council is considering adding several geo caches in the county. Each site would require a small box to hold the cache. Proposed locations are the Gazebo in the Courtyard, Banner Creek Science center, Rafters Park and the Roebke house.
- May 4-12 is travel /tourism week.
- Janet made the motion to approve the following three grant application.
  - Glory Days/ Car Show and Fall Fest Requesting a \$1,000 grant for advertising with area radios. Glory Days will be held May 25, 2013.
  - Mayetta Area Business Association Annual Ride-In Motorcycle show and Barbeque cook-off. Requesting \$500 grant for advertising. This event will be June 21 and 22, 2013
  - Jackson County Art Walk requesting a \$600 grant for advertising. The Art Walk will be held April 19<sup>th</sup> and another in late summer.

Clerk of the Court Colene Reamer requested permission to scan more years of Juvenile file than was first discussed when the purchase order was signed. The Commissioners agreed to the additional expense.

The Commissioners reviewed Scholarship applications. The Commissioners selected three students. The names will be revealed the at the schools award's night.

Signed Added and Abated orders #151 & 183.

Approved payment of bills for Notary application for the Attorney's office and Memorial contribution for Datha Myers.

Signed the following Payroll Change Notices

Name	Department	From	To
Garrett Beecher	Banner	Hired	8.54
Kelsey Tanking	Sr. Services	Hired	10.46

Signed the following Petition to occupy County Right of Way.

Company	To	Location	Road	
Shawn Hladky	Install a water line for livestock		178	

The meeting adjourned at 4:30 p.m.

The Commissioners will meet with the Tribal Council at 12:00 noon on April 10, 2013 for lunch.

Board of County Commissioners  
Jackson County, Kansas

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Chairman, Ed Kathrens

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Commissioner, Janet Zwonitzer

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Commissioner, Bill Elmer

Attest:

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

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***Minutes of April 15, 2013***

Chairman Ed Kathrens called the meeting to order at 9:00 a.m. Board members Janet Zwonitzer and William Elmer were present. County Clerk Kathy Mick recorded the minutes.

William Elmer made the motion to approve the minutes of April 8th as corrected. Janet Zwonitzer seconded and the motion carried unanimously.

9:15 a.m. Road and Bridge Supervisor Randy Pool gave his weekly report.

- Janet reported that she received a concern from Susan Foster and went with Randy Pool to see the problems at Deer Run. Foreman Eric Fritz also viewed the area. The water run off with loose rock from the road, hits the Fosters asphalt driveway and picks up speed and carries the rock to Foster's back yard. Susan Foster was pleased with the proposed work that Eric stated he would do to fix the drainage problem. Some of the property owners in Deer Run may be interested in paying for a Chip and Seal road. The County would be hesitant to add another road to chip and seal maintenance.
- Reviewed the proposed 2013 road and bridge projects. The Commissioners requested copies of Randy's preferred project list. The Commissioners then will prioritize the project this afternoon.
- Bill questioned the tube extension on piece of pipe at Q 242-250 road. Randy reported that this was not a Jackson County tube.
- Reviewed the updated policy to upgrade a dirt road to rock at a landowner's expense. Some corrections were needed.
- Discussed equipment repair list for last week.

10:00 a.m. William made the motion to go into executive session for a period of 5 minutes with Randy Pool present to discuss personnel. Janet seconded and the motion carried unanimously. The meeting closed. Extended 5 minutes. The meeting opened. No decision made.

10:10 a.m. William made the motion to go into executive session for a period of 5 minutes to discuss personnel. Janet seconded and the motion carried unanimously. The meeting closed. The meeting opened. No decision made.

10:40 a.m. Insurance Salesman Randy Dick met with the Commissioners requesting the opportunity to submit a quote for health insurance if the Blue Cross/Blue Shield renewal rates are higher and the County wants to look at other options.

Janet reported that she talked to the city concerning the Boy Scout Camp at Banner Creek Reservoir. Holton City is willing to pull the meter in the winter months to prevent a minimum usage fee during the winter months. The minimum charge is \$3-\$6 dollars per month.

County Counselor Alex Morrissey stated the planning commissioner met last week. They will be presenting a zoning change. Alex will be working on that resolution.

Alex reported that she received the Notice of Hearing from the City of Holton concerning the property at 422 Vermont. Alex has requested a continuance for the hearing.

10:30 a.m. Noxious Weed/Recycling/Landfill/HHW Director Dan Robison gave his weekly report.

- Dan Robinson met with the Commission concerning the disposal of thermostats. The previous Recycling director has started the process to have a procedure to properly dispose of thermostats, due to the mercury at no cost. Dan has finished the process and now has the container and process set up to properly dispose of the thermostats.
- Dan Robinson also reported that the HHW Center received 25 pounds of cyanide from Doniphan County, Dan's crew has properly contained the chemical and a special truck will pick it up on the 18<sup>th</sup>.

11:20 a.m. Commission recessed for a period of 10 minutes.

11:30 a.m. Banner Creek Reservoir Supervisor Larry Holiday gave his weekly report.

- Reported that all sections of the new boat ramp have been poured.
- Larry presented a bill for the boat ramp for Eisenbarth Construction.
- Larry will have bids next week on roofing the office building.
- It was discussed concerning the Boy Scouts campsite electricity. It will remain on thru the winter and the County will pay the minimum charge.

Noon – Commissioner Elmer made the motion to adjourn for lunch. Commissioners Zwonitzer seconded and the motion carried unanimously.

1:00 p.m. The meeting came to order

Matt Vega with 1<sup>st</sup> Investors from Lenexa Kansas met with the Commission. He would like to set up a meeting at a local restaurant of an evening and present their services to County Employees. They will explain the changes in KPERS and 457 plans and explain options with Social Security and retirement. What those plans lack is what they want to address. They also sell Long Term Care Insurance and Life insurance. No decision was made at this time.

Randy reported he received a call from Mayetta City. Randy has come up with an average cost for Roller and operator. 5<sup>th</sup> street has curb and gutter with dirt which adds to the costs of repair. The cul-de-sac at 5<sup>th</sup> street has trash pickup and chip & seal may not be a long term fix. The turning and weight could cause a problem with the chip & seal. Randy has concerns with the road base failing.

The Commissioner left the chambers to hold a fence viewing at 1:30p.m.

**Fence Viewing** - Met with Tate Maxwell and Marc & Sonja Parry at 2:00 p.m. concerning a fence viewing requested by Maxwell. It was determined that both property owners plan on running livestock at sometime. The Commissioners decided that Marc & Sonja Parry be ordered to build a legal fence on the west half of their property line between them and Tate Maxwell. Tate Maxwell will be responsible for the East half. It is required by the Board of County Commissioners that the fences be built before July 31, 2013. County Counselor Alex Morrissey will draw up the order. This order will be signed next week.

Drove around the County viewing possible projects.

Returned to the Chamber at 3:55 p.m.

Randy Pool provided the Commission with his proposed tube projects listed by priority.

Randy Pool and Commissioner Elmer will meet with the Mayetta City Council on April 17th at 6:00 p.m.

Mike Ford stopped in to see the Commission.

Signed off on April 15<sup>th</sup> Payroll.

Signed Added and Abated signed #184 to 186.

Signed a Lawn Use request for Holton Main Street , from Bob Carlson for the Kansas Main Street Celebration – Re-launch State Organization on May 9<sup>th</sup> 3-6:00 p.m.

Signed a Lawn Use Request for Holton Main Street, from Bob Carlson for the “Girls Night Out” on April 25, 2013 4 to 8:25 p.m.

Approved the placement of a directional sign for art show on Friday the 19<sup>th</sup> by fish pond, requested by Sarah Devader .

Received a letter from Donna McNicholas concerning not picking up after your dog in Holton. The letter will be redirected to the City of Holton.

Janet made the motion to adopt resolution 2013-11 changing the policy and agreement to improve an unimproved county road way. William seconded and the motion carried unanimously.

Emergency Management Director Pat Korte requested that the Commissioners sign the following “Emergency Vehicle Designation Applications”. Chairman Ed Kathrens signed the applications.

Name	Year	Type	Appt For
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Jacob Davidson	13-09	GMC	Fire Dept.
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Signed the following Payroll Change Notices

Name	Department	From	To	Reason
Dillion Frederick	Sheriff	14.87	15.17	1 year
Cecil Mercer	Sheriff	14.87	15.17	Length of Service
Brad Hanika	Sheriff	0	15.47	Part Time 20+
Brandon Lee Hundley	Road & Bridge	13.42	13.93	Intro Period Complete
Wesley Holthaus	Road & Bridge	0	9.28	Summer Help
Wayne Altenburg	Retirement		0	Retired

Signed the following Purchase Orders.

PO	Dept	Name	For	Amount
6004	Banner	Eisenbarth Construction	Boat Ramp	\$8,460.00

Commissioner made the motion to adjourn the meeting at 4:30. Commissioners Zwonitzer seconded and the motion carried unanimously.

The meeting adjourned.

Board of County Commissioners  
Jackson County, Kansas

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Chairman, Ed Kathrens

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Commissioner, Janet Zwonitzer

\_\_\_\_\_  
Commissioner, Bill Elmer

Attest:

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



## ***Minutes of April 22, 2013***

The meeting was called to order by Chairman Ed Kathrens at 9:00 a.m. Commissioners Janet Zwonitzer and William Elmer were present. County Clerk Kathy Mick recorded the minutes.

Janet made the motion to approve the minutes of April 15<sup>th</sup> with corrections. William seconded and the motion carried unanimously.

Road & Bridge Supervisor Randy Pool gave his weekly report.

- Ron Karns representative of Berry Tractor met with the Commissioners to inform them of the appraisals he received on the following motor graders.
  - 12H Caterpillar \$72,000
  - 770D Deere \$68,000
- Commissioner Elmer requested that Randy check the tube on S road north of 126<sup>th</sup> road. It looks like it has been cleaned out and it may be too deep. It is already filling with silt.
- Reviewed the following fuel bids
  1. Jackson Farmers \$25,742.00 (Unleaded 3.119 & #2 Diesel 3.277)
  2. Knotty Pine \$25,531.00 (Unleaded 3.082 & #2 Diesel 3.257)
    - Commissioner Zwonitzer made the motion to accept the low bid from Knotty Pine. Commissioner Elmer seconded and the motion carried unanimously.
- Randy provided a project map to assist the Commissioners in choosing the projects for 2013. The map included bridges, large culverts, chip and seal and road construction projects.
- Commissioners Kathrens and Elmer have viewed the new mower and are concerned about the thickness of the deck. Randy informed the commissioners that the deck on the old mower has been rebuilt several times. The equipment operators have been informed to reduce the size of trees that are being cut. The larger trees on the right of ways will be cut with a chain saw. Randy stated that the Commission had agreed to purchase the extended warranty and the warranty he received was the regular warranty. Randy will check on the extended warranty and have it reviewed by County Counselor Alex Morrissey.
- Chairman Kathrens would like the landowners to take some pride and help the county out. If the County cleans the right of way, it would be good if the landowners would help to keep it clear. Randy stated that if they can keep the shade off the roads it helps a lot in allowing the road to dry out.
- Informed the Commission that three grader operators, Brandon Hundley, Galen Bruckens and Bob Miller went to grader school last week and found the training helpful.
- Randy informed Ron Karns that he wants to rent a pneumatic roller starting the first week of June. Ron will have one ready.

Commissioner Janet Zwonitzer relayed a request from the City of Holton to place a “dog poop” station in the courtyard. The City would be in charge of maintenance. The Commissioners agreed to the request.

Commissioner Janet Zwonitzer also received a request for a letter of support for the Holton Community Hospital. The Commission signed a letter expressing the County’s support for the Holton Community Hospital’s Community Service Tax Credit Application.

Dee Howell presented the 2011 Audit Presentation. No statistics have changed in the last year. There were no noted deficiencies in the Audit.

Dan Robinson met with the Commission. He heard on the radio that Atchison County will be pulling out of the Multi County HHW program that is administered by Jackson County. Dan informed the Commissioners that he would contact Atchison County to determine what concerns they had that

prompted this decision. Dan will also work on 2014 budget figures reflecting only a three county agency.

Banner Creek Reservoir Manager Larry Holliday discussed the cost of renting out the shelter house for the Evangel United Methodist Church for Bible school this summer. Commissioner Zwonitzer suggested 50% off at the normal rate since it is during the week when the shelter houses are not normally reserved. The decision was made to charge 50% and allow parents free entrance to drop the children off and pick them up.

Larry also discussed the Dam Inspection report with the Commissioners.

The new boat ramp is ready for use. Larry will be working on creating a trailer parking space for that area.

Appraiser Larry Reynolds met with the Commissioners concerning bids for the properties the County now owns because of the tax sale. Commissioner Elmer questioned if there is a minimum bid. The County has the authority to reject bids that are not at fair market value, but they also can accept a bid that is lower than market value. Larry will get the latest appraisal values for the Commissioners to review.

Commissioner Zwonitzer received a call from Vivian Vance concerning the transportation services provided by Elderly Services.

Recessed for lunch from 11:50a.m. to 1:00 p.m.

The Commissioners agreed that Randy Pool could sign the warranty agreement for the mower/tractor.

Mike Burge with Lineage submitted a proposal for a different postage machine lease. His price is \$1,212 per quarter with an estimated cost of \$400 per year in supplies. Lineage (Neopost) will buy out the current lease with Pitney Bowes by issuing the County a check for approximately \$6,000. The Pitney Bowes lease is up March of 2014. Mr. Burge will demonstrate the Lineage postage machine on May 1<sup>st</sup> at 9:00 a.m. No decision was made.

Sanitarian Dennis Foster and Health Nurse Angie Reith met with the Commissioners to inform them of the duties of the NE Kansas Environmental Services. The Health Department assists Dennis with some of the Administrative duties at no cost. Dennis can help the County in instances when there is a public health concern. His focus is on public health concern not aesthetic or nuisance laws. Dennis assists with well water sampling inspections, application for well permits, hazardous waste, application for wastewater management systems permits, soil profiles and real estate sales inspections. The Northeast Kansas Environmental Services requested the same amount of funding as this year, which is \$9,700. The Commissioners agreed to the funding request.

Building Supervisor Chad Phillips and Don Sider a representative of Simplex Grinnel met with the Commissioners to discuss the fire alarms in the Courthouse. Mr. Sider did not bring any proposals with him but estimated a figure of \$15,000 to bring the Courthouse up to public building safety codes.

Randy Pool reported that he met with Mayetta City concerning the streets the council wanted Road and Bridge to work on. Randy told them "chip and seal" would not hold without a new base being constructed. Randy informed them of the process and necessities of building a road.

Deputy County Clerk Sally Alley met to inform the Commission of the Blue Cross/Blue Shield renewal rates that were received last Thursday. The largest rate increase was for \$21.89 for an Employee/Dependent Plan. The Commission signed the renewal.

Blue Cross also informed the Clerk's office that K.S.A. 12-5040 only applies to a previous county employee until the retired employee reaches the age required for Medicare. This statute does not cover spouses of retired employees. This spouse needs to be placed on COBRA insurance for 18 months. A letter will be sent informing the previous employee of this.

Signed the SFY 2014 KOC Comprehensive Plan for Adult Intensive Supervised Probation with Shawnee County Department of Community Corrections. Jim Cyphers reviewed and approved the document.

Larry Reynolds met with the Commission to discuss the real estate properties that are for sale by sealed bids. Larry provided pictures of the property and the current value.

Approved lawn use request for Holton Main Street on April 25, 2013 from 7-9 p.m. for Carolyn Koger

Approved the Jackson County Arts request to use the courthouse on May 25 per request from Carol Totten.

The Commission received a letter from the Prairie Band Potawatomi Nation Tribal Council asking the Commission to withdrawal their appeal for seven pending applications. Commissioner Zwonitzer made the motion to withdraw the appeals, on the land into trust applications on Canon, Carson, Hase, Kokenge, Northeast 2011 Consolidated, Russell and Wellshear. Commissioner Elmer seconded and the motion carried unanimously.

Commissioner Zwonitzer made the motion to go into executive session for a period of 10 minutes for attorney client privileges. Commissioner Elmer seconded and the motion carried unanimously. County Counselor Alex Morrissey and County Clerk Kathy Mick were also present. No decision was made.

Commissioner Zwonitzer made the motion to go into executive session for a period of 5 minutes for attorney client privileges. Commissioner Elmer seconded and the motion carried unanimously. County Counselor Alex Morrissey and County Clerk Kathy Mick were also present. No decision was made,

Received a Note of Thanks from the family of Datha Sadler for the memorial donation. County Clerk Kathy Mick informed the Commission that she was asked to check with the Commissioners if employees who attended a former employee's funeral had to use their leave time. The Commissioners stated that according to the policy manual an employee had to use vacation leave time.

Chairman Kathrens signed a notice of appeal concerning FEMA's request for a partial refund of disaster assistance funding.

Received the Jackson County Fair Associations financial reports from December 1, 2012 to April 18, 2013. .

Signed the following Purchase Orders.

PO	Dept	Name	For	Amount
6088	Reg Deed	Computer Info Concepts	12 Books for 8,497 images	211.93

6089	Reg Deed	Computer Info. Concepts	Physical audit of inventory at salt mine in Hutchinson	\$4,140
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Signed the following Petition to occupy County Right of Way.

Company	To	Location	Road	
CenturyLink	Bury fiber optic cable along the side of the road		R Road north of 166 <sup>th</sup> rd.	
Century Link	Bury phone line		R road south of Mayetta City Limits	

Commissioner Zwonitzer made the motion to adjourn at 4:30p.m. Commissioner Elmer seconded and the motion carried.

Board of County Commissioners  
Jackson County, Kansas

\_\_\_\_\_  
Chairman, Ed Kathrens

\_\_\_\_\_  
Commissioner, Janet Zwonitzer

\_\_\_\_\_  
Commissioner, Bill Elmer

Attest:

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



## *Minutes of April 29, 2013*

Chairman Ed Kathrens called the meeting to order at 9:00 a.m. Board members Janet Zwonitzer and William Elmer were present. County Clerk Kathy Mick recorded the minutes.

William Elmer made the motion to approve the minutes of April 22, 2013 as corrected. Janet Zwonitzer seconded and the motion carried unanimously.

9:15 a.m. Road and Bridge Supervisor Randy Pool gave his weekly report.

- Commissioner Kathrens informed Randy that there is oversize rock available at 262-G.5.
- Paul DeVault's east of Y there is a stop sign. Review and replace with a yield. (Steve Buck asked about it) Randy will have resolution next week to replace the stop sign with a yield sign.

- Randy received a complaint on the three inch rock. The crew was hauling that day and only had time to press it down with the truck. An individual ruined a tire that day and submitted a claim to the County's insurance. The insurance denied the claim stating that individuals have to drive accordingly when work is being done on a road
- Bids for RS-1M Oil for Chip and Seal projects.
  - Ergon Asphalt & Emulsions, Inc. bid \$2.21 per gallon and pump charge of \$60.00
  - Vance Brothers bid \$2.20 per gallon and pump charge of \$65.00 + .08 delivery charge (\$2.28).
    - Commissioner Elmer made the motion to except the low bid from Ergon Asphalt. Commissioner Zwonitzer seconded and the motion carried unanimously.
- Randy requested an executive session for a period of 30 minutes. Commissioner Zwonitzer made the motion to go into executive session for a period of 30 minutes to discuss personnel. Commissioner Elmer seconded and the motion carried unanimously. The meeting closed at 9:25. Extended 5 minutes. Opened at 10:02 a.m. No decision was made.

Members of the Holton FFA met to practice giving their "Water Conservation" demonstration to the County Commissioners. Elizabeth Allen, Jennifer Hamlin, Ryan Lierz & Klahr were the students that did the presentation.

Custodian Chad Phillips met with the Commission to open bids on roofing the gazebo. The bids were not comparable because only one company bid wood shingles. Chad will contact that bidder and have them submit an asphalt shingle bid also. No decision was made at this time.

Looked at courtyard shrubbery and trees. Also approved the site for the dog station container.

The Commissioner agreed to allow the forsythia bushes to be removed that are south of the gazebo because of the shade of the trees they no longer bloom.

Emergency Preparedness Director Pat Korte met with the Commissioners to have Vern Waechter re-appointed to the Jackson County NE Regional Homeland Security Council. The Commission signed the re-appointment letter.

County Counselor Alex Morrissey provided the Commission with a document titled "Motion for Withdrawal of Appeals" to the Department of the Interior, Bureau of Indian Affairs. The document was signed and mailed.

11:15 a.m. Scott Bond met with the Commissioners to request funding for the Holton Ball Association. The United Way no longer helps with funding. The association is charging \$35 per player. This cost is keeping some kids from playing. Holton just has enough players to fill one team in each age group. Holton used to have several teams in the younger age groups. They receive donated labor and equipment for field repairs. The Commission stated they would consider the request within the next couple of weeks. (364-6676)

11:30 a.m. Banner Creek Reservoir Supervisor Larry Holiday gave his weekly report.

- Received 3 bids for the roofing of the office building at Banner Creek
  - It was determined that each bid was for a different gauge of metal. Larry will contact each bidder and have them bid on the 26 gauge metal.

- Requested permission to hire some help to paint the new bathhouse. The Commissioners granted approval for Larry to solicit quotes for painting.
- Maggie Schuetz ROTC from Lawrence wants to have a military exercise that includes paint balls on the west end of lake.

Bob Carlson with Main Street met with the Commission

- Presented a flyer for “Redefining Kansas Main Street” on May 9 & 10 at the Evangelical United Methodist Church. Bob Carlson also provided a list of 2013 Holton Main Street Event Dates & Tentative Dates.

Approved the 4/30/2013 payroll.

Recessed for lunch

1:00 p.m. Left the Chamber to view potential road/bridge projects in the 3<sup>rd</sup> district.

4:30 p.m. Returned to the Chambers

Signed Resolution 2013-14 implementing additions and changes to Jackson County Zoning Regulations pertaining to Mini-Warehouse, self-storage units, and bait shops.

The Commission agreed to allow a transfer of \$5,000 from the 2012 Emergency Preparedness budget to Emergency Preparedness Capital Outlay.

Reviewed and signed off on bills.

Contract:

- Reviewed a Waste Management service agreement for the Jackson County Senior Citizens for an amount of \$104.62 per month . The contract did not contain a non-appropriations clause and it is for a three year period. The agreement was not signed.

Mail:

- Letter to Government Leaders from R. Alan Snodgrass of Jetmore, KS asking the Commission to send a message to Governor Brownback and out elected State officials for a balanced budget amendment to the Constitution to halt this unnecessary destruction of our children’s future. He enclosed an example resolution to adopt. No decision was made.

Signed the following Payroll Change Notices

Name	Department	From	To	Reason
Brian Adam Swenson	Jail	0	12.89	Hired

Janet left the meeting at 4:40 p.m.

The meeting adjourned at 5:10p.m.

Board of County Commissioners  
Jackson County, Kansas

\_\_\_\_\_  
Chairman, Ed Kathrens

\_\_\_\_\_  
Commissioner, Janet Zwonitzer

\_\_\_\_\_  
Commissioner, Bill Elmer

Attest:

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



## *Minutes of May 6, 2013*

Chairman Ed Kathrens called the meeting to order at 9:00 a.m. Board members Commissioner Zwonitzer and Commissioner Elmer were present. County Clerk Kathy Mick recorded the minutes.

Commissioner Elmer made the motion to approve the minutes of April 29, 2013 as corrected. Commissioner Zwonitzer seconded and the motion carried unanimously.

9:15 a.m. Road and Bridge Administrative Assistant Twila White gave the weekly report.

- The Commission agreed to order the 6 foot pipe, 80 feet long for 114 & Q.6 Road. (Karns)
- The Commission also instructed Road & Bridge to fix the culvert at 146 & E next.
- Foster Ford has the new trucks. Will receive them today or tomorrow.
- The Commission wanted to change a stop sign to a yield sign at 278<sup>th</sup> & J. Commissioner Zwonitzer made the motion to adopt resolution 2013-14 to install a stop sign at 278<sup>th</sup> & J. Commissioner Elmer seconded and the motion carried. Commissioner Elmer made the motion to adopt resolution 2013-15 to replace the stop sign with a yield sign at 278<sup>th</sup> & J. Commissioner Zwonitzer seconded and the motion carried unanimously.
- Twila White requested permission to attend the Jackson County leadership program. It is every Wednesday for 10 weeks 8 to noon. The Commissioners agreed to sponsor Twila to attend the leadership class sponsored by the Chamber.

Holton Recorder Reporter Ali Holcomb provided the Commission with a copy of a letter to the editor from Becky Hutchins to the Recorder concerning the decision of the Board not to appeal land into trust if on the reservation.

Commissioner Zwonitzer informed Ali that the County has never won an appeal to prevent placing land into trust that is within the 11 square mile Reservation. The Commissioners want to have a good working relationship with the Tribe. It will save the cost of legal fee on appeals we are not going to win. Commissioners Elmer stated that the Federal Government is giving the tribe money to reclaim the reservation territory. The Commissioners will still appeal land into trust requests off the reservation.

Commissioner Elmer made the motion to go into executive session to discuss personnel for a period of 30 minute. Commissioner Zwonitzer seconded and the motion carried unanimously.

Custodian Chad Phillips met with the following:

- Presented a service contract with McElroys at \$2,627.32 per year for the Courthouse's heating and cooling system. The one year contract that is renewable yearly or cancelled with 45 days' notice. The Commissioners signed the contract.
- Provided bids for shingling the gazebo with architectural shingles.
  - Jim Childs Roofing \$1,770
  - Bill McAsey \$2,320.94
    - Commissioner Zwonitzer made the motion to approve the low bid from Jim Childs Roofing in the amount of \$1,770. Commissioner Elmer seconded the motion and it carried unanimously.
- Melissa Jarboe at Glory Day wants to set up a boot display for fallen veterans. The Commissioners agreed to allow the display.
- Reported that pouring a sidewalk around the perimeter of the Courtyard would be cost prohibitive. The light poles and other obstacles are in the way. A local concrete company stated it would be \$60,000 to \$70,000. The Commissioners are still interested in requesting bids.
- Reported the curb of the circle drive needs some repair.

Dave Dugan met with the Commissioners concerning his neighbors calling the Sheriff's Department to complain because he plays music after 10:00 p.m. He has checked the decibels of his music and cannot understand the problem. He would like for the Commissioners to provide him with a letter to show that Jackson County does not have a noise resolution. The Commissioners referred him to the Planning and Zoning office. Jason Claycamp provided Mr. Dugan with the County's regulations concerning noise.

Received an "Appellee's Response Brief" from the US Department of the Interior concerning the tracts of land referred to in the record as the "Green Consolidated Tract" and the "Prairie Land Consolidated Tract". This appeal arises from two decisions to acquire land in trust for the Prairie Band Potawatomi Nation.

Commissioner Elmer made the motion to go into executive session for a period of 35 minutes to discuss personnel with Earl Bahret present. Commissioner Zwonitzer seconded and the motion carried unanimously. The Executive session extended 5 minutes and opened at 12:05p.m. No decision was made.

12:05 p.m. Banner Creek Reservoir Supervisor Larry Holiday presented the bids for a metal roof at the Banner Creek Office.

- Arington Const. \$3,007.85
- Bill McAsey Construction \$2,556.45
- Jim Childs Roofing \$3,392
  - Commissioner Elmer made the motion to accept the low bid from Bill McAsey, for \$2,556.45. Commissioner Zwonitzer seconded and the motion carried unanimously.

County Counselor Alex Morrissey informed the commission that she is working on the procedure to sell county equipment.

Recessed at 12:30 p.m. for lunch until 1:30 p.m.

The Jackson County Communities That Care Coalition representative Adrian Walsh, Principal at Jackson Heights started the meeting by informing the Commission of the goals of JCCTCC. The three schools in the

county get together monthly, these students are advocates against alcohol and drug usage. The students shared some of their projects over the last year; Red Ribbon week for drug and alcohol prevention, Natural High Day, Pumpkin patch in October, Facebook Page, Bully Prevention, Don't text and drive, Dodge ball Tournaments on weekends, seatbelt checks, Sticker Shock- put stickers on all alcohol containers stating the consequences if you provide alcohol to minors, dance and T-Shirt designs.

This program helps to develop leadership skills. When this group comes together for summer camps it is the only time you see the county youth as one unit. Nancy Nelson stated last year was the first year they asked for alcohol fund tax. The group wants to be considered again for funding. Nancy left a scrapbook from 2011. Deann Armstrong stated it is wonderful that the program has continued. The adults have also worked on policy and procedures.

Dan Barrow requested rock at 166 between W & X past where the rock road ends. Ed stated the policy is that the landowner has to pay to improve an unapproved road up to a rock road. Dan feels like it should have been a rock road. Chairman Kathrens stated that the rules can't be changed for one individual. The commissioners will pass Dan's request along to Road & Bridge. Dan was also informed he had to pay in advance for the rock.

It's Dan's understanding that the grader operators have been told to grade as many roads as possible right before a rain. The Commissioners stated that that directive never came from the Commission. Charlie Barrow joined the meeting. Dan does not like the widening of the road. Charlie stated the water is not getting to the ditches. Dan questioned who is in charge of telling the operators how to do their jobs. The Commission stated that the two road foremen and Randy Pool are over the employees.

Dan also discussed the chip and seal program and stated that the Chip and Seal by his house has not been maintained in years.

Signed the following Payroll Change Notices

Name	Department	From	To	Reason
Kathleen Immenschuh	Appr	12.61	13.11	Intro Period Complete

Signed the following Purchase Orders.

PO	Dept	Name	For	Amount
6242	Sher	Wright Automotive	2013 Ford Explorer	\$26,025.25

Signed the following Petition to occupy County Right of Way.

Company	To	Location	Road	
Century Link	Bury Fiber Optic	12-7-14	M	

Correspondence:

- Commissioners Zwonitzer letter thanking the Holton FFA for their presentation last week.
- Signed off on accounts payable document
- Commissioners Elmer and Zwonitzer fill out Volunteer forms for the Sheriff's Day Camp
- Federal Surplus property Authorized Representative Form signed adding John Calhoon and Chris Miller.

The meeting adjourned at 3:30 p.m.



1. Fire Alarm System Upgrade: 1 Honeywell Fire Lite Addressable Fire Alarm Panel with 34 Honeywell Addressable System Smoke Detectors for \$11,675.00. Price includes equipment, 1 year warranty on new equipment, installation, testing and programming by Heartland Alarms. Existing smoke detectors pull stations, heat detectors, horn/strobes and wiring will be reused.
2. If the Commission wants to also replace the existing equipment it would be an additional \$3,600.

Recessed for lunch at noon until 1:00 p.m.

The meeting was called to order at 1:00 p.m.

Opened sealed bids for real estate that was acquired in tax foreclosure sales and published in the Holton Recorder on Monday April 8, 2013. Four bids were received for 4 separate parcels.

- 422 Vermont, Holton – Received and accepted a bid from Clint Brock for \$75.00.
- 204 Searle Street, Whiting - Received and accepted a bid from Dean Williams for \$500.
- 3472 118 Road, Delia. Received and accepted a bid of \$2,000 from Auswell Stauffer Jr. (Vinita G. Stauffer Trust)
- Denison City parcel pertaining parts of lot 45 and all of lots 47 and 49. Received a bid of \$200.00 from Ervin McKibben. This bid was not accepted.

Janet made the motion to accept the bid of \$500 for 204 Searles Street in Whiting Ks. Ed seconded and the motion carried unanimously.

Janet made the motion to accept the bid of \$75 on the property at 422 Vermont. Commissioners Kathrens seconded and the motion carried unanimously.

The Commissioners questioned the process of determining fair market value. If they accept the bid in Denison City would it affect the fair market value of other lots in Denison.

Appraiser Larry Reynolds informed the commissioners that these sales are not considered valid sales in their fair marketing calculations so these sales will not affect the appraised values.

Sharon Spiker with the American Auxiliary met with the Commissioners and asked them to sign a proclamation declaring the month of May as Poppy Month. Janet made the motion to declare the month of May as “Poppy Month” in the County of Jackson. Mrs. Spiker thanked the Commission for their support.

Sheriff Tim Morse reported that they are installing new software today. The prisoners have been working on re-finishing the doors and painting the walls. They are currently working on the multipurpose room and the booking room.

Sheriff Tim Morse also discussed the new additions to the conceal carry law that will go into effect on July 1, 2013 and how it will affect the Courthouse. A CCH (Conceal Carry Handgun) holder may carry into local government building (including the courthouse) unless the building is properly posted and either 1) the building is under one of the opt-out provisions; or 2) the building has “adequate security measures” in place. Adequate Security Measures would be at minimum, personnel with metal detectors at each public entrance to the building. The Opt-Out Provisions are as follows 1) The Board of County Commissioners may exempt the building until January 1, 2014 by notifying the Kansas Attorney General, Sheriff and Holton Police by letter of such exemption. 2) The Commissioners may exempt a building for a period of 4 years by adopting a resolution stating a security plan has been developed for the building being exempted which supplies adequate security to the occupants of the building and merits the prohibition of carrying of a concealed handgun as authorized by personal and family protection act.

Commissioner Janet Zwonitzer made the motion to go into executive session for a period of 15 minutes for attorney client privileges. Chairman Kathrens seconded and the motion carried unanimously. Also present is County Counselor Alex Morrissey, County Clerk Kathy Mick, Sheriff Tim Morse and Undersheriff Darrell Chapman. The meeting closed at 2:25 p.m. The meeting opened at 2:40 p.m. No decision was made.

Chairman Ed Kathrens made the motion to go into executive session for a period of 10 minutes to discuss personnel. The meeting closed at 2:41. County Counselor Alex Morrissey, County Clerk Kathy Mick, Sheriff Tim Morse and Undersheriff Darrell Chapman were also present. The meeting opened.

Commissioner Zwonitzer made the motion to adopt the minutes of May 6, 2013 as corrected. Chairman Kathrens seconded and the motion carried.

Emergency Management Director Pat Korte requested that the Commissioners sign the following “Emergency Vehicle Designation Applications”. Chairman Larry Fenske signed the applications.

Name	Year	Type	Appt For
Edward Kester	2013	Dodge Ram	Hoyt Rural Fire #3

Commissioner Ed Kathrens made the motion to go into executive session to discuss personnel. Commissioner Zwonitzer seconded and the motion carried. The meeting closed at 3:50 and opened at 4:10. No decision was made.

Signed Added and Abated orders #187-198

Mail:

- Notice of the Regional Director’s Supplementation of the Administrative Record concerning the “Green Consolidated Tract” and the “Prairie Land Consolidated Tract”.
- Copy of letter sent to Dan Robinson concerning the permit renewal for the Transfer Station and Construction/Demolition. This permit must be renewed by July 1, 2013. A copy of the certificate of General Liability and estimated cost for closure must be sent to the Bureau of Waste Management by June 30, 2013.
- Received a notice of decision to acquire land on the reservation from the United States Department of the Interior. The Department of the Interior, Bureau of Indian Affairs, Horton Agency, received a fee-to-trust acquisition application from the Prairie Band Potawatomi Nation to acquire land in trust. The application package identifies the tract as “Southwest 2011 Consolidated”. The Nation purchased the property with tribal revenue from the following, Ensley, Klein, Macha, Miller, Patton and Sachs/Smith. The total acreage of the six tracts is 630.44 acres.

The meeting adjourned at 4:10p.m.

Board of County Commissioners  
Jackson County, Kansas

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Chairman, Ed Kathrens

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Commissioner, Janet Zwonitzer

\_\_\_\_\_  
Commissioner, Bill Elmer

Attest:

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



## *Minutes of May 20, 2013*

Chairman Ed Kathrens called the meeting to order at 9:00 a.m. Board members Janet Zwonitzer and William Elmer were present. County Clerk Kathy Mick recorded the minutes.

9:00 a.m. Chad Phillips met with the Commissioners concerning the fire alarm system. The County currently has Simplex and only Simplex personnel can work on the system. The County is in a monitoring agreement for 4 ½ more years. No decision was made.

Chad also reported that there is plumbing issues with the men’s bathroom on second floor. Chad reported that 200 gallons went through the water meter over the weekend. Chad is reluctant to attempt to shut the valve without a plumber present in case there is a problem with the old pipes. The Commissioners

agreed to have a plumber shut off the valve. Chad has taken a video of the plumbing in the tunnel of the courthouse to show the Commission.

Bryson Bain met with the Commissioners in the absence of Randy Pool

The new boom mower has not been used yet. Commissioner Elmer does not want to use the old mower anymore. Commissioner Elmer wants to sell it. The Commission instructed Bryson to prepare the mower to be sold.

Mike Curran talked to Janet concerning dust control south of the rock quarry on K Road. There is an agreement between the Quarry and Jackson County that the quarry will apply dust control. Normally it is put down in June. This is probably the last year for this quarry to be in operation.

Bryson informed the Commission that County Counselor Alex Morrissey is working on a memo for Randy concerning locking up and securing county equipment.

Commissioner Elmer made the motion to go into executive session for a period of 15 minutes to discuss personnel. Commissioner Zwonitzer seconded and the motion carried. The meeting closed at 9:15 a.m. and opened at 9:30. No decision was made.

Commissioner Zwonitzer made the motion to approve the minutes of May 16, 2013 as corrected. Commissioner Elmer seconded and the motion carried unanimously.

Emergency Preparedness Director Pat Korte updated the Commission on the weather activity in the County over the weekend.

Commissioner Elmer made the motion to go into executive session for a period of 15 minutes with Emergency Preparedness Director Pat Korte and County Clerk Kathy Mick.

Nancy Gafford met with the Commissioners and informed them of the recent activities of RDA. Nancy would like to work on an agreement between the County and the Small Cities.

Matt DeVader and Gary Satter joined the meeting. Gary Satter provided the Commissioner with information on Glacial Hill RC & D which is a non for profit organization that has been working regionally since 1990. Jackson County has been with them since 1990. Gary informed the Commission of a grant that is available to assist with the development of a new Comprehensive Economic Development Plan for

this region. There are lots of programs that are not being utilized because of the lack of this plan. If a committee is formed to develop this plan it would operate under Glacial Hill's guidance to help promote business development along with new technology. Being part of this program along with 8 other counties would cost Jackson County approximately \$7,000. Matt DeVader stated that the Federal Government has allotted funds for Economic Development and the County needs to be able to gain access by qualify for some of the Federal money on projects that are being planned.

Commissioner Zwonitzer made the motion to go into executive session for a period of 20 minutes to discuss personnel. Commissioner Elmer seconded and the motion carried unanimously. County Counselor Alex Morrissey was present. No decision was made.

Commissioners made the motion to go into executive session for a period of 20 minutes to discuss attorney client privileges with County Counselor Alex Morrissey and County Clerk Kathy Mick also present for a period of 10 minutes. The meeting closed at 11:30 and opened at 11:40 a.m. No decision was made.

Juvenile Justice Authority Director Barby Kroening met with the Commissioners and informed them that the grant conditions for the JJA programs were approved. The Commissioners signed the grant agreement.

Janet made the motion to go into executive session for a period of 5 minutes for attorney client privileges with County Counselor Alex Morrissey. Commissioner Elmer seconded and the motion carried unanimously. The meeting closed at 11:55 a.m. and opened at 12:05 p.m. No decision was made.

County Counselor Alex Morrissey requested \$199 in funding for tuition for a web training session on FMLA and ADA. The Commission agreed.

Commissioner Elmer called Randy Pool to request that he contact the Holton Lion's club to determine if they are taking care of the Thompson/Burns Cemetery. If not the Road and Bridge crew will take care of it before Memorial Day.

Recessed for lunch at noon. The meeting was called to order at 1:00 p.m.

The Commission viewed the video that Custodian Chad Phillips took of the plumbing in the crawl space of the Courthouse where it is believed there is a water leak. Chad informed the Commissioners that Bell Plumbing will be here on Tuesday to shut the valve off in the area of the leak.

Janet made the motion to appropriate \$20,000 to the Jackson County Communities that Care out of the Alcohol Tax Prevention Fund. Commissioners Elmer seconded and the motion carried unanimously.

Appraiser Larry Reynolds met with the Commission to explain the history of the comprehensive plan along with the zoning and sub-division regulations.

Larry informed the Commissioners that Jason Claycamp has three more classes to attend plus logged appraisal hours before he meets the qualifications for a County Appraiser. Jason is being trained to become the County's Appraiser in the future. Larry also discussed his own contract that is up June 30<sup>th</sup>. Larry stated that he would like another 4 year contract for the same pay but would like to have a couple of "block times off" for personal travel. The office would be able to reach him by phone and he would have his laptop available if he needed to do some work.

Commissioner Elmer made the motion to go with Lineage for the County's mailing machine. Commissioner Zwonitzer seconded and the motion carried unanimously. The County Clerk will contact Lineage to have them draw up the final contract.

The Commissioners submitted an open records request to all fire districts in Jackson County requesting an accounting of all funds available to the fire district.

The Commission issued an order that all contracts be reviewed by the County Counselor and submitted to the County Clerk for budgetary reasons. In addition all non-elected department heads are not authorized to sign contracts for a term longer than one year.

Commissioner Zwonitzer made the motion to go into executive session for a period of 30 minutes to discuss personnel. Commissioner Elmer seconded and the motion carried unanimously. The meeting closed at 2:40 and opened at 3:10 p.m. No decision was made.

Signed the following Payroll Change Notices

Name	Department	From	To	Reason
Judy Deck	Attorney	\$13.60	0	

Signed the following Petition to occupy County Right of Way.

Company	To	Location	Road	
Rural Water #3	Bore 1in service line	22-6-15	Q4	Dixie Haag

Mail:

- Letter from the United States Department of the Interior, Bureau of Indian Affairs acknowledging the County's withdrawal of their appeals. The Horton Agency Superintendent was notified to proceed with processing the Fee to Trust acquisitions.

Document:

- Sr Citizens incident report on a participant that fell at the center.
- Signed the Neighborhood Revitalization Plan's order for rebate for the 2012 taxes.

Misc

- Van Swerigen Needy request denied.
- Requested a joint meeting with Holton City Commissioners on June 17<sup>th</sup> at 5:00 p.m. in the Jackson County Commissioners Chambers.
- The Jackson County Commissioners will attend a Public Health meeting for Northeast Kansas agencies at the conventions center at Prairie Band Potawatomi Casino on May 22, from 3:00 p.m. to 7:00 p.m.
- Acknowledged receipt of health concerns on a property south of Hoyt. The Commissioners gave the information to the County Appraiser.

The meeting adjourned at 4:20p.m..

Board of County Commissioners  
Jackson County, Kansas

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Chairman, Ed Kathrens

\_\_\_\_\_  
Commissioner, Janet Zwonitzer

\_\_\_\_\_  
Commissioner, Bill Elmer

Attest:

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



## *Minutes of May 28, 2013*

Chairman Ed Kathrens called the meeting to order at 9:00 a.m. Board members Janet Zwonitzer and William Elmer were present. County Clerk Kathy Mick recorded the minutes.

William Elmer made the motion to approve the minutes of May 20, 2013 as corrected. Janet Zwonitzer seconded and the motion carried unanimously.

9:15 a.m. Road and Bridge Supervisor Randy Pool gave his weekly report.

- County Counselor Alex Morrissey met with the Commissioners and Randy Pool concerning a draft policy for Road and Bridge concerning locking vehicles and equipment up. Some changes were requested.
- Discussed E and 148 Road. The Commission agreed that if the concrete box is still good the bridge crew could just repair the wing wall.
- Randy also requested that the Commissioners look at a concrete box at 310 & R4. This project would take an 8' pipe.
- Atchison County is having a CAT demo on Thursday May 30<sup>th</sup> and the Commissioners are invited.
- Informed the Commissioner that several employees attended the "Gravel Road Academy". It was mostly for dust control application.
- Janet made the motion to adopt the Jackson County Road and Bridge supplemental policy for 'Safekeeping of Jackson County Property'. Commissioner Elmer seconded and the motion carried unanimously. Agreement #2013-07
- Informed the Commissioners of the Culvert and Stream Workshop put on by Wildlife and Parks that several Road and Bridge Employees attended.

Commissioner Zwonitzer wants County Councilor Alex Morrissey to look into how Shawnee County handles recycling. Commissioners Zwonitzer requested that County Counselor Alex Morrissey check to see how it works in Shawnee County and maybe implement an additional "non-tax" income for Jackson County.

County Counselor Alex Morrissey reviewed and made changes to the Waste Management Contracts for the Courthouse and Sr. Citizens. The term has been changed to 12 months. The Commissioners signed the two contracts. Alex will mail the contracts. Agreement # 2013-8 & #2013-9.

Custodian Chad Phillips discussed the following:

- The plumbing problem in the men's restroom on the second floor has not been resolved. McElroys will be here at 1:00 p.m. today. The Commission requested that Chad turn the water off completely to the Courthouse and see if he can still hear the water leaking.

- The Commissioners instructed Chad Phillips to request concrete proposals for a 5 foot sidewalk around the courtyard. The Commissioners retain the right to reject any and all proposals.
- Informed the Commissioners that the speaker system didn't work properly this weekend. Only two of the speakers were working. Chad was instructed to check on the cost of repairing the speaker system.
- Discussed fire alarm proposals. William Elmer contacted the Heartland Alarm requesting a 3 year guarantee if the Commission chooses Hartland Alarm. Reviewed the locations of the proposed fire alarms with Chad.

11:15 a.m. Received a call from Sheriff Tim Morse. He informed the Commissioners that he expelled an individual from Topeka, from Banner Creek Reservoir for one year because of inappropriate behavior.

11:30 a.m. Banner Creek Reservoir Supervisor Larry Holiday gave his weekly report.

- Commissioner Zwonitzer requested a "Slow -Kids at Play" sign in the camping areas.
- The Shower house on the south side was open this weekend. Partitions still need to be installed. One coat of paint has been applied on the inside.
- The dumpster for the Southside should be there this week.
- Larry received a flat bottom boat from Kansas Wildlife and Parks that was previously given to Gary Keehn.
- There will be no entrance fee for the 4<sup>th</sup> of July.
- Larry reported that there was a little trouble with people from Prairie Lake wanting to use the shower house at Banner Creek without paying an entrance fee. Larry charged them an entrance fee.

11:30 a.m Jackson County Area Chamber of Commerce Jamie Claycamp discussed the Tourism's May meeting and receive approval of three grants.

- Prairie Picking Party grant for \$500.
- Jazz on the Square grant for \$1,500. This event brought in a good crowd last year.
- Jackson County Barn tour grant for \$950.00.
  - Janet made the motion to approve the three grants presented. Commissioner Elmer seconded and the motion carried unanimously.
- Tourism Committee developed a place mat for dining establishments. Maps, trivia and calendar of events are on the placemats.
- Working on a new pamphlet for Banner Creek Reservoir.
- Janet requested a CD of pictures taken in Jackson County
- Also informed the Commissioners of the trouble in the loud speaker system over the weekend.

1:00 p.m. Commissioner Elmer made the motion to accept the proposal of Heartland Alarm Inc. with the addition of a 3 year warranty. Commissioner Zwonitzer seconded and the motion carried unanimously. Total installed price of \$14,975.00. Agreement #2013-10

Signed the Manatron, Inc. service agreement 7/27/13 to 7/26/2014 for the System Software Support in the amount of \$3,348.78. Agreement #2013-11





\* Requested Funding for 2014 in the amount of \$9,765. No decision made at this time.

Larry Holliday was present to give his weekly Banner Creek Reservoir report:

\*Commissioners signed P.O. #6005 in the amount of \$4,454.73 to Riley Electric Inc., for electrical work at the bathhouse on the south side.

\*The lake water level is slowly rising.

Acknowledged the following correspondence:

\*Hoyt Rural Fire District #3, response to Commissioners Open Records Request.

\*Letter from PBPN expressing their gratitude to end the longstanding policy of appealing the Nation's land into trust applications. In the same letter the Commissioners were invited to the upcoming PBPN Pow-Wow June 7, 8 and 9 at the Prairie Peoples Park.

\*Copy of a letter from Jackson County Sheriff to Global Software notifying them that the Sheriff's office will not be renewing the software maintenance contract for Global Dispatch and Global Records for the coming year.

Broke for lunch at 12:15.

Reconvened at 1:12.

County Appraiser Larry Reynolds met with the Commissioners:

\*Larry will be in class all next week.

\*His department would like to get all the surveys online for public access. The Commissioners agreed to allow Larry to hire somebody, possibly an engineering student, temporarily to help with this.

\*The Atchison County Appraiser is retiring. Larry agreed to help them out a couple of times a week during the transition to a new Appraiser.

County Counselor Alex Morrissey met with the commissioners:

\*Commissioners signed a Notice of Appeal for Land into Trust for land located off the Reservation.

\* Chairman signed an addendum to the agreement signed last week with Lineage-KS. The addendum states that Neopost U.S.A. will pay the county a lump sum of \$5,952, which is the balance the county owes on the current postage machine lease.

There being no other business, Commissioner Zwonitzer made a motion to adjourn. Ed seconded the motion. The meeting adjourned at 2:05 p.m.

Board of County Commissioners  
Jackson County, Kansas

Attest:

\_\_\_\_\_  
Sally Jo Alley, Deputy  
Jackson County Clerk

\_\_\_\_\_  
Chairman, Ed Kathrens

\_\_\_\_\_  
Commissioner, Janet Zwonitzer

\_\_\_\_\_  
Commissioner, Bill Elmer



## *Minutes of June 10, 2013*

Chairman Ed Kathrens called for the meeting to open. Commissioner Janet Zwonitzer made a motion to open the meeting, seconded by Commissioner William Elmer. Deputy County Clerk Sally Jo Alley recorded the minutes. Ali Holcomb of the Holton Recorder was present.

Larry Savage of Soldier Fire Department #2 presented their bank balances, as had been requested of all the County Fire Departments previously by the Commissioners.

Chairman Kathrens signed a 'Refund Request Form' for the Postage & Purchase Power Credits from Pitney Bowes, to receive a full balance refund of monies in that account.

Acknowledged receipt of Netawaka Rural Fire District #6 response to the Open Records Request of the Commissioners.

Signed a Jackson County Courthouse Lawn Use Permit request from David Powls, requesting use of the Gazebo on Thursday evenings during the months of July and August for the newly formed Community Band performances.

Chairman asked for a motion to approve the Minutes of June 3rd. Commissioner Zwonitzer made the motion to approve the Minutes of June 3rd as read. Chairman Kathrens seconded the motion. Motion carried.

Chairman asked for a motion to rescind the motion from the June 3rd meeting concerning providing weed spray to Mr. Rich Smith. Commissioner Zwonitzer made a motion to rescind the motion from the June 3rd meeting requesting that the County provide weed spray to Mr. Rich Smith to control the weeds in the small cemetery that he (Mr. Smith) volunteered to take care of. Commissioner Elmer seconded the motion. Motion carried. Mr. Smith will be notified by letter to return the weed eater that was provided to him for the purpose of caring for the cemetery.

Randy Pool was present to give his weekly report:

- Commissioners signed a Request and Petition to Occupy County Right of Way for CenturyLink to place a buried telephone service line by boring under 142<sup>nd</sup> at 36" depth for 35' and direct bury remaining R.O.W. at 30" depth for new service to 15370 142<sup>nd</sup> St.
- Rock report presented.
- Price on barrel bed repair. Hays Mack quoted a cost of \$5,500. Chairman suggested that they use parts from the 'elvis' truck that is in the bridge yard. Randy will check with Bryson Bain.

Visited with Randy Pool about the small cemetery on County property near 124 Rd & V4 Rd. Chairman Kathrens had viewed the property late last week. Chairman stated that it appears it has not been taken care of as per the agreement with Mr. Smith. Arrangements will be made for the County to clean it up.

10:42 – County Counselor Alex Morrissey joined the meeting and requested an Executive Session. Commissioner Bill Elmer made a motion to go into Executive Session for a period of 20 minutes for attorney/client privilege. Commissioner Zwonitzer seconded the motion. Motion carried. Meeting reopened at 11:05.

Foreman Bryson Bain, joined the meeting with Randy Pool to explain to the commissioners that the 'Elvis' barrel bed truck that is setting at the yard cannot be used for parts to repair the Barrel Bed mentioned earlier in the meeting as it is not compatible.

Randy gave the commissioners a copy of a memo received from Jackson Farmers, Inc., with changes that might be taking place with Unleaded 87.0 octane gasoline and the cleaning of storage tanks if the changes are made.

Head Custodian Chad Phillips met with the Commissioners to present bids on putting sidewalks around the perimeter of the Courthouse lawn. Bids received from: Eisenbarth Construction, Sullivan Construction Co., K.C. Concrete. Chairman Kathrens asked for a motion to table the discussion until more information is obtained. Commissioner Elmer made a motion to table a decision on the sidewalk bids until more information is obtained. Commissioner Zwonitzer seconded the motion. Motion carried.

Signed P.O. #6056 to Hays Mack in the amount of \$5,500 truck repairs for the Barrel Bed truck.

Dan Curl met with the commissioners to follow up on his request to repair the driveway at the Heart of Jackson Humane Shelter. The Commissioners will go look at it.

Noxious Weed/HHW/Recycling/Landfill Director Dan Robinson met with the Commissioners to discuss the Recycling Program and other matters within his department.

Commissioner Zwonitzer made a motion to go into Executive Session for a period of 5 minutes to discuss personnel with Dan Robinson present. Commissioner Elmer seconded the motion. Motion carried.

11:22 Commissioner Elmer made a motion to go into Executive Session for a period of 30 minutes to discuss personnel. Commissioner Zwonitzer seconded the motion. Motion carried. County Counselor Alex Morrissey joined the meeting with 6 minutes to go. At the end of the 30 minutes the Executive Session was extended an additional 10 minutes. County Counselor left the session with 5 minutes to go.

Acknowledged a request from the City of Netawaka and Netawaka Athletic Club for funding to help with the Annual Netawaka Fourth of July Community Celebration. Chairman called for a motion.

Commissioner Elmer made a motion to give \$300 to the City of Netawaka to help fund their Fourth of July Community Celebration. Motion was seconded by Commissioner Zwonitzer. Motion carried.

Recessed for lunch at 12:05 p.m.

Meeting reconvened at 1:05.

David Elsbury, CEO of KANZA Mental Health and Guidance Center, Inc. Met with the Commission to present a copy of the 2012 Annual Report for 2012.

1:25 p.m. - Commissioner Zwonitzer made a motion to terminate Randy Pool's employment as Jackson County Road and Bridge Supervisor effectively immediately. Chairman Kathrens seconded the motion. Motion carried unanimously. Mr. Pool was summoned to the chambers.

1:43 p.m. Road and Bridge Supervisor Randy Pool was informed, verbally and by letter, that his employment has been terminated immediately. County Counselor Alex Morrissey was present. Randy was instructed to turn his keys over to Officer Andrew Caviness who was waiting outside the chambers. Officer Caviness accompanied Mr. Pool while he retrieved his personal belongings from the Road and Bridge Office.

Road Foremen Eric Fritz, Bryson Bain and Earl Bahret and Road and Bridge Administrative Assistant Twila White were summoned to the Commission Chambers for a 2:15 p.m. meeting.

Commissioner Elmer made a motion to go into Executive Session for a period of 30 minutes to discuss personnel. Present were Foremen Eric Fritz, Bryson Bain and Earl Bahret and Road and Bridge Administrative Assistant Twila White. Commissioner Zwonitzer seconded the motion. Motion carried. The doors were closed at 2:20 p.m. Doors opened at 2:50 p.m.

The other county department heads were informed of Mr. Pool's termination by the chairman.

Signed Treasurer's Change Orders: 2012-201 through 202(Personal Property) and Change Orders 2012-203-205 (Real Estate).

The Commissioners accompanied by Deputy Clerk Sally Jo Alley left the chambers at 3:15. The driveway at the Heart of Jackson Humane Shelter, the bathhouse on the south side of Banner Reservoir and the Courthouse Gazebo roof were viewed.

Upon returning to the chambers at 4:15 the meeting was adjourned.

Board of County Commissioners  
Jackson County, Kansas

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Chairman, Ed Kathrens

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Commissioner, Janet Zwonitzer

\_\_\_\_\_  
Commissioner, Bill Elmer

Attest:

\_\_\_\_\_  
Sally Jo Alley, Deputy  
Jackson County Clerk



## ***Minutes of June 14, 2013***

9:00 Commissioner Zwonitzer made a motion to open the meeting. Commissioner Elmer seconded. Motion carried. The meeting was for the purpose of approving the expenditures and payroll for the 15<sup>th</sup> of the month and to conduct other business as necessary. Chairman Ed Kathrens, Commissioner William Elmer and Commissioner Janet Zwonitzer were present. Deputy County Clerk Sally Jo Alley recorded the minutes.

9:08 a.m. County Counselor Alex Morrissey joined the meeting.

9:25 Commissioner Elmer made a motion to go into Executive Session. Janet seconded. Chairman called for a vote to go into executive session for a period of 30 minutes for the purpose of attorney/client privilege. Motion carried. County Counselor and Road and Bridge Adm. Asst Twila White were present. Meeting opened at 9:55.

Commissioner Zwonitzer made a motion to withdraw the FEMA appeal Dr-1741 project PW872. The county will pay the amount of \$13,035.62 due to overpayment. Commissioner Elmer seconded the motion. Chairman called for a vote. Motion carried.

A letter was signed to Mr. Joe Wheeler of the Kansas Department of Emergency Management stating that the request for the appeal on DR-1741 PW-872 will be withdrawn and a payment of \$13,035.62 will be paid. It is the county's understanding that with this payment said project will be closed.

Chairman acknowledged receipt of a letter from George H. Pearson II Law Office.

Commissioner Elmer made a motion to go into Executive Session, with County Counselor Alex Morrissey present, for the purpose of attorney/client privilege for a period of 10 minutes. Commissioner Zwonitzer seconded the motion. Chairman called for a vote. Motion carried. Extended 10 minutes. Meeting opened at 10:25.

Register of Deeds Tammy Moulden invited the Commissioners to the demonstration of the E-Recording Process new to her office. This will be held on Tuesday the 18<sup>th</sup> in the Commission Chambers.

Chairman Kathrens informed the other two commissioners of a bridge that was found to have washed out after the last big rain. Located 1 mile north and ¼ east of Soldier.

10:40 Sheriff Tim Morse joined the meeting.

Commissioner Elmer made a motion to go into Executive Session for a period of 10 minutes to discuss personnel with Sheriff Morse present. Commissioner Zwonitzer seconded the motion. Chairman called for a vote motion carried. The executive session was extended for 5 minutes. Meeting opened at 10:58.

There being no other business the Chairman called for a motion for adjournment. Commissioner Zwonitzer moved that the meeting be adjourned. Commissioner Elmer seconded. Motion carried.

Meeting adjourned.

Board of County Commissioners  
Jackson County, Kansas

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Chairman, Ed Kathrens

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Commissioner, Janet Zwonitzer

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Commissioner, Bill Elmer

Attest:

\_\_\_\_\_  
Sally Jo Alley, Deputy  
Jackson County Clerk

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## *Minutes of June 17, 2013*

Chairman Ed Kathrens called the meeting to order at 9:00 a.m. Board members Janet Zwonitzer and William Elmer were present. County Clerk Kathy Mick recorded the minutes.

Building Supervisor Chad Philips met with the Commissioners to report that the water pipe that has been leaking has been capped off. The toilet in the second floor men's restroom will be replaced with a tank toilet and new plumbing to the water source. Chad would also like to dispose of old equipment that is stored throughout the courthouse. He will talk to County Counselor Alex Morrissey concerning proper disposal of County equipment. Chad has also been working on staining the gazebo.

The Road and Bridge Foremen met with the Commissioners with the following information.

- Foreman Eric Fritz reported that he will need additional rock in his area. When asked about the rock distribution between grader and commissioner districts the Commissioners stated it was a County unit and the rock will go where it is most needed.
- Foreman Earl Bahret is patching and getting ready for "Chip and Seal".
- Foreman Terry Mick will be working on the bridge at 278<sup>th</sup> E.2 that washed out and extending a tube on E & 146<sup>th</sup> road.
- All the "Chip" rock has been delivered and the "Chipping" crew will start on 198<sup>th</sup> road.
- Commissioner Zwonitzer requested that a foreman look at 222<sup>nd</sup> road "Spring Road". Foreman Earl Bahret stated the road is in good condition.
- Foreman Eric Fritz looked at the Humane society drive way and recommended that it be chipped three times because there is not a good base. Chairman Kathrens stated that the County should get their "Chipping & Sealing" done and then, if there is anything left the county would consider working on the Humane Society driveway.
- Foreman Bryson Bain informed the Commissioners that the Bobcat is back from Whitestar.
- Bryson will also follow up on the change in the blend of fuel.

County Counselor Alex Morrissey requested an executive session for a period of 5 minutes for attorney client privileges with County Clerk Kathy Mick present. Janet made the motion, William seconded and the motion carried unanimously. The meeting closed at 9:25 a.m. Extended for 5 minutes. The meeting opened at 9:35 a.m.

Signed Randy Pool's unemployment form.

Commissioner Janet Zwonitzer reported on a conversation with City Manager Brett Bauer concerning the possible new sidewalk around the Courtyard. Brett stated that the County needs to remember that the

Holton City Crew will be piling snow on the curb and it would be the County's responsibility then to remove the snow from the sidewalk.

Commissioner Janet Zwonitzer made the motion to approve the minutes of June 10<sup>th</sup> as presented. Commissioner William Elmer seconded and the motion carried unanimously.

Commissioner Janet Zwonitzer made the motion to approve the minutes of June 14<sup>th</sup> as presented. Commissioner William Elmer seconded and the motion carried unanimously.

Ed wants to discuss in detail HB 2052 concerning the conceal carry and how it pertains to the courthouse. County Counselor Alex Morrissey drafted a letter to the Attorney General and Sheriff Morse providing them notice that it is exempting the County's public building from HB 2052. The Commissioners understand that this exemption pursuant to HB 2052 runs July 1, 2013 to January 1, 2014, and that further measures are required for the four-year exemption that runs until January 1, 2018.

Holton Main Street representatives Cindy Hower and Bob Carlson met with the Commissioners to request \$2,500 to sponsor the "Jazz on the Square" event on September 14<sup>th</sup>. Jim Seeley is again donating his time and talent and the event is adding the Bill Crain group with Kelly White. There will be food and wine tasting before the concert. Commissioner Janet Zwonitzer made the motion to give Main Street \$2,500 from the Parks & Recreation fund. Commissioner William Elmer seconded and the motion carried unanimously.

Tourism representative Jamie Claycamp met concerning a grant for advertising for the Pioneer Days in Mayetta. Commissioner William Elmer made the motion to approve the payment of \$250 for Pioneer Days in Mayetta. Commissioner Zwonitzer seconded and the motion carried unanimously.

Commissioner Elmer asked Jamie if she has been contacted by Kathy Farmer McNeel concerning a grand opening on July 1, 2013 of a new antique store. Jamie was not aware of any calls.

Jamie also formally requested funding for the Fire Works at Banner Creek Reservoir. Janet made the motion to donate \$1,500 for the July Jubilee out of Parks and Recreation. From 8:00p.m. to 10:00 p.m. there will be a person collecting free will donations at the gate.

11:30 a.m. Banner Creek Reservoir Supervisor Larry Holiday gave his weekly report.

- Commissioner Elmer has a concern with the clean-out station on the south, because it is holding water.
- Chairman Kathrens wants the guttering to be installed and the water directed to the lagoon.
- The painting of the Shower/Restroom will be completed this week.

Health Nurse Angie Reith requested that the Commission view the wooden deck and steps that go out the back door. She would like for them to be replaced.

The meeting recessed for lunch at noon.

The meeting reconvened at 1:10

William Lloyd met with the commissioners concerning 222<sup>nd</sup> road. He would like to have "Spring Road" chip and sealed.

The Commissioners discussed the use and tracking of the .4% sales tax money.

Nancy Schlodder met with the Commissioners to inform them that she received a phone call from Cook Flatt & Strobel representative Ken Blair who informed her that two of Jackson County's fracture critical bridge structures qualify for a state grant program that would pay 80% of the cost. The Commissioners are interested in applying for this grant. Chairman Ed Kathrens called Mr. Blair back and requested that he start the application process for both sites. The sites are located at 238 - S7 and R -324.

Humane Society Representative Dan Curl met with the Commissioner to determine if a decision has been made on the Humane Societies driveway. The Commissioners decided that if the County has any "Chip and Seal" material left after the County's projects are completed they would consider working on the driveway.

The Commissioners left the chamber to view the back steps at the Health Department. The Commissioners agreed that the steps need repaired. Commissioner William Elmer suggested that the step be replaced with a handicap assessable ramp. The other Commissioners agreed. Commissioner Janet Zwonitzer will contact the Evangel United Methodist Church concerning an easement for the ramp that would extend into the Church's parking lot. Chairman Kathrens will contact Dan Robinson to have him spray the weeds on the south side of the Health Department where there is a WIC garden area that has not been planted yet this season.

Viewed the Sr. Citizens building and requested that Cheryl Hamlin have the person that mows the Sr. Citizens side to weed eat on the south side also.

Appraiser Larry Reynolds reported that he has received notice that complete listings of the individual sales used in the determination of these statistics have been provided to the appraiser.

Appraiser Larry Reynolds reported that he has met all the requirements for the maintenance period July1, 2009 to July 1, 2013.

Signed the following Payroll Change Notices

Name	Department	From	To	Reason
Dale Upton	Sheriff – Jail	13.58	13.84	2 Year
Susan D. Kennedy	County Attorney	0	10.50	Hired

Mail:

- Permit Renewal for Permit No 0257 for the Transfer Station: Construction/Demolition Site. Their permit renewal for the period of July 1, 2013 through June 20, 2014. All conditions, requirement and conformity with plans and specifications referred to and shown on permit 0257 remain in effect.
- Letter from the Northeast Area Agency on Aging's budget request of next year. For 2014 they are asking for \$2,102.
- Received a public notice from the Kansas Department of Health & Environment regarding proposed Kansas Water Pollution Control Permits for Agricultural and Related Wastes and authorization to discharge under the National Pollutant Discharge Elimination System. This information is to be publically posted thru July 13, 2013. This notice is for a permit being reissued to Larry Amon's existing facility with a maximum capacity of 450 head of swine weighing more than 55 pounds.
- Received a "Thank You" from Lena Fernkopf for the VanSweringen Scholarship.
- Notice of Non-Gaming Land Acquisitions from the United States Department of the Interior for the application filed by Lyman N. Shipshee and Norma J. Shipshee to have real property accepted "in trust". This property is on the reservation so the Commissioners will not appeal this application.

Larry Reynolds informed the Commissioners that only 2 out of 5 members of the Zoning Appeals board were able to attend the last scheduled meeting so the meeting was re-scheduled for next month.

The meeting adjourned at 3:15 p.m.

Board of County Commissioners  
Jackson County, Kansas

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Chairman, Ed Kathrens

\_\_\_\_\_  
Commissioner, Janet Zwonitzer

\_\_\_\_\_  
Commissioner, Bill Elmer

Attest:

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



## *Minutes of June 24, 2013*

Chairman Ed Kathrens called the meeting to order at 9:00 a.m. Board members Janet Zwonitzer and William Elmer were present. County Clerk Kathy Mick recorded the minutes.

Commissioner Janet Zwonitzer made the motion to approve the minutes of June 17<sup>th</sup> as corrected. Commissioner Elmer seconded and the motion carried unanimously.

Judge Micheal Ireland met with the Commissioners concerning Conceal Carry in County buildings according to House Bill 2052. The Commissioners informed Judge Ireland that they have already asked for the exemption until January 2014. Judge Ireland has been talking to multiple Judges and the ramifications of this bill needs to be studied further. County Clerk Kathy Mick provided Judge Ireland with a copy of the document received back from the Attorney General's office. The Attorney General's office documented that they received the County's request for exemption, but the Attorney General was not authorized to approve or deny exemptions letters. The County was instructed to check a website for the appropriate signs.

The Commissioners discussed the Norm Bowers email concerning a previous employee. The Commissioners will contact Randal Allen with KAC concerning this email.

Chairman Ed Kathrens provided a letter he received concerning the Mayetta Fire District.

Received a letter from the Kansas Attorney General stating that they will not provide the exemption for County Buildings concerning concealed carry, but they would make note that Jackson County has requested one.

Jarrold Bowser and Roberta Spencer along with the following board member; Henry Hill, Bill Conley, Dan Pollock and Dennis Smith met with the Commissioners to request the same funding again for 2014, which was \$55,958. The funding received from the County is matched by the state. Roberta gave an overview of District.

Tim Parks met with the Commissioner concerning a stray horse he is housing at the veterinary clinic. It was found in a pasture with a long rope attached. He had contacted Ed concerning this horse. Tim has had this horse since last Sunday. An ad has been placed in an attempt to find the owner. Tim provided the statute K.S.A. 47-122a. A week from today the horse will be available to be sold.

Commissioner William Elmer called Randal Allen at the Kansas Association of Counties. Janet made the motion to go into executive session for a period of 15 minutes for personnel matters. County Counselor Alex Morrissey was also present. Commissioner Elmer seconded and the motion carried unanimously. The meeting closed at 10:36 and opened at 10:51 with no decisions being made.

Noxious Weed Director Dan Robinson explained the chemical "Cost Share Program" to the Commissioners as it pertains to the Reservation. The Potawatomi Indians have land that is in "USA Trust" that is not on the tax roll and "Prairie Band Potawatomi" land that is on the tax roll. The "Cost Share Program" allows privately owned individuals to purchase noxious weed chemical spray at a reduced cost. When Dan became the Noxious Weed Director it was explained to him that the "USA Trust" would have to pay the actual cost of the chemicals, which is still a reduced rate from purchasing

chemical over the counter because the county purchases it in large quantities. When an individual purchases the chemical from the Noxious Weed Department they have to indicate on the form where the chemical will be used. The "Prairie Band Potawatomi" qualifies for the "Cost Share Program". Commissioner Janet Zwonitzer informed Dan that she would call the Potawatomi land office and explain this procedure.

Dan also informed the Commissioners that he recently sent letters to landowners, whose property is infested with noxious weed, explaining that they need to spray their weeds or the County will spray them and add the cost to their real estate tax statement.

Commissioner Janet Zwonitzer saw thistles at Banner Creek Reservoir. Dan reported that Larry Holiday picked up chemicals last week.

Dan Robinson also reported that the Noxious Weed "Leafy Spurge" has been found in one section on the west county line. This noxious weed can kill cattle.

Dan sprayed the Bender cemetery.

Colleen Reamer, Clerk of the District Court submitted the 2014 requested budget. The request went from \$207,889 in 2014 to \$218,592.70. The increases were in attorney fees, juror fees and the fixed parts, computer maintenance fee.

Banner Creek Reservoir Supervisor, Larry Holiday gave his weekly report. The painting was completed on the south side bath house.

Larry discussed purchasing a truck. Larry provided the Commissioners with a quote on a truck for \$2,900 and he would give a trade in of \$1,000 on the old truck. Larry has the funds for this. Janet made the motion to approve 1990 Ford Ranger 4 wheel drive from Scott's Shop less the trade in. Commissioner William Elmer seconded and the motion carried unanimously.

Banner Creek Reservoir Administrator Larry Holiday reported that there was a camper that didn't want to pay and the Sheriff's office was contacted. The Commissioners agreed to band this individual from Banner Creek Reservoir. The Commissioners will have County Counselor Alex Morrissey write the letter and the Commissioners will sign it.

The Commissioners discussed the projects for Road & Bridge.

Twila informed the Commissioners that Randy Pool has not turned in his uniforms.

Twila informed the Commission that Whitestar billed the County for damage from the accident. It will need to be turned into Cheri Karns' insurance company

The Foremen met with the Commissioners:

- Bob Miller and Brandon Hundley will take their CDL test on Thursday.
- The Commission informed the foremen that the .4% sales tax can be used for anything that pertains to road improvements. Ed would like to publish a report quarterly informing the public where the sales tax money is spent.
- Terry Mick will install two large tube replacing concrete boxes out of the sales tax funds
- Twila reported that the Leadership class was cancelled until fall.
- The Commissioners requested that the Foremen attend classes that are in July and August. On July 16 in Manhattan; Earl Barhet, Eric Fritz, Larry Holiday and Dan Robinson. Then Aug 27 in Topeka Terry Mick, Bryson Bain, Larry Holiday and Dan Robinson.

- The Commissioners informed Road and Bridge that they had started the grant application with the State to receive partial funding for two fracture critical bridges in Jackson County.
- Twila reported that Delia has never returned their chip and seal documents.
- Twila provided the Commissioners with a budget report.
- Ed asked about dust control – Bontrager and K road. Eric Fritz state that the Company putting the dust control on will contact Eric before it is applied.
- By September the County will be using the new blend of fuel. Bryson is checking on this.
- Bridge Foremen received authorization to purchase 20 15 inch pipes.
- The Commissioners would like to find a different location to stock pile the chip rock.
- Terry Mick reported that he was contacted by Brenda Pahmamie concerning 150<sup>th</sup> and Q Road. The Tribe will buy the tube if the County will install it. The Commissioners agreed. County Counselor Alex Morrissey will type and agreement.

Commissioner Janet Zwonitzer received a phone call from Norm Bowers.

The Commissioners left the chamber to meet with Pastor Dennis Paschke concerning the County building a ramp out the back of the Health Department. The ramp will extend into the Evangel United Methodist Church parking lot. Pastor Dennis requested that the County draw up the plans and submit it to the Church. Chairman Kathrens contacted Ed Lutz for a bid to complete this task.

Commissioner William Elmer made the motion to go into executive session for a period of 20 minutes. Commissioner Janet Zwonitzer seconded and the motion carried unanimously. The meeting Closed at 2:00p.m. and opened at 2:20p.m.

Banner Creek Reservoir Administrator Larry Holliday met with the Commissioners to have a purchase order signed for the purchase of a 1990 Ford Ranger from Scott’s Shop.

The Commissioners reviewed the Appraiser contract with Larry Reynolds with a couple minor changes.

Signed the following Purchase Orders.

PO	Dept	Name	For	Amount
6090	Cap Out		Printer	\$2,935
6091	Banner	Scott’s Shop	1990 Ford Ranger, less trade in	\$1,950
6006	Banner	Kay Messer	Painting Southside Bathhouse	\$1,780

Commissioner Janet Zwonitzer made the motion to go into executive session for a period of 15 minutes. Commissioner William Elmer seconded and the motion carried unanimously.

Commissioner Janet Zwonitzer made the motion to go into executive session for a period of 5 minutes. Commissioner Elmer seconded and the motion carried unanimously.

Commissioner William Elmer made the motion to adopt Resolution 2013-17 appointing Larry Reynolds as the part-time County Appraiser for a 4 year period. Commissioner Janet Zwonitzer seconded and the motion carried unanimously.

Commissioner Janet Zwonitzer made the motion to sign the employment agreement with Larry Reynolds at the rate of pay of \$1,750 semi-monthly, the same as the current contract. This is a 4 year contract. Commissioner William Elmer seconded and the motion carried unanimously.

Commissioner Zwonitzer wants a list of all civil and service organizations and give them the opportunity to donate \$50.00 and also have the 4-H clubs run a booth at the fair. This is to cover the cost of \$1,000 for the project at the Capital, representing Jackson County on the Kansas map on the rotunda floor.

Kellerman Insurance Representative Cindy Hower requested a replacement cost on the new shower house. The Commissioners will contact Larry Holliday concerning this request.

The meeting adjourned at 4:35 p.m.

Board of County Commissioners  
Jackson County, Kansas

\_\_\_\_\_  
Chairman, Ed Kathrens

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Commissioner, Janet Zwonitzer

\_\_\_\_\_  
Commissioner, Bill Elmer

Attest:

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



## ***Minutes of June 28, 2013***

The meeting was called to order at 9:00 a.m. by Chairman Ed Kathrens. Also present was Commissioner William Elmer and Commissioner Janet Zwonitzer. County Clerk Kathy Mick recorded the minutes.

Noxious Weed Director Dan Robinson reported on his phone call from Carolyn Kern concerning Noxious Weeds on the property across the street from her home and business in the city of Denison. Dan viewed the property and pulled 5 thistles and hauled them off. Dan also reported that the water main doesn't have a cover on it and could be a danger. Dan will contact Mike McCrory concerning the water main cover. Also there are over 100 tires on the property. Dan will call Tire Cutters and have them do an on-site pick up and bill the County. Dan suggested that Road and Bridge use an arm mower on the property, there is concrete in the yard. The house is not boarded up and the doors are open. The Commissioners will view the property next Monday. Larry Holiday informed Dan that he could use the tractor tire rim.

The Commissioners informed Dan and Larry they would be going to two meetings for supervisor skills.

Banner Creek Reservoir Director Larry Holliday provided bids received for partitions in the bathhouse at Banner Creek Reservoir. After reviewing the bid the commissioner rejected both bids and will search other options

Sheriff Tim Morse, Undersheriff Darrell Chapman and John Calhoon met with the Commissioners to discuss the extension for the security. Tim would like to do a study with the offices concerned with securing the third floor. He wants to get those offices to explore options and ideas to keep guns from being allowed in the courtroom. The Commissioners agreed with Sheriff Morse's plan of action. The Commission has applied for an exemption until January 1, 2014. At that time there needs to be a "Plan of Action" to receive a longer extension. John will visit with Surplus property for scanning devices.

Detention Center Caption John Calhoon updated the Commissioners concerning housing prisoners for Sedgwick County. John has talked to the Sedgwick County Undersheriff and Jackson County is the only one of five counties which were not in the vicinity of Sedgwick County, which will continue housing prisoners for Sedgwick County. Sedgwick County is still making trips to Topeka so Jackson County is not that much further. Sedgwick County was pleased with the improvements Jackson County is making in the Detention Center.

John Calhoon also reported that the US Marshalls did an inspection of the Jackson County Detention Center. They were impressed with the improvement to the jail and John is hoping to increase the prisoner count from 5 prisoners to 15. The Detention Center has depleted the funds for building improvements. John Calhoon would like to hire a maintenance man to serviced and repair all the equipment and building; this would eliminate hiring professionals at a rate of \$125.00 per hour. John said the US Marshall's representative stated that the jail looks like a whole different world than a year ago. The private prison in Leavenworth is almost to capacity and may be looking for placing to house inmates. Tim wants to maintain the revenue and then fix some things up with additional income. Once repaired have been completed Tim would be willing to share the income and the rest of the county could benefit.

Janet requested that John visit with the local pharmacies on how the County is saving funds with the new company. John will show the local pharmacies a couple months' comparisons. Tim state that other counties were checking into using Diamond, for prisoner pharmaceuticals.

John reported that he will attend a FCC meeting July 9<sup>th</sup> concerning the inmate phone call system. This program takes in pretty good monthly revenue from prisoner calls. John does not think it will change.

John informed the Commissioners that a study done by Homeland Security several years ago is in the Clerk of the Courts office and would be available for the Commissioners to review Homeland Security's recommendations for security.

The Commissioners signed a letter to the Mayetta Fire District requesting bank statements.

The Commissioners reviewed and approved the June 28, 2013 expenditures.

The meeting adjourned at 11:07a.m.

Board of County Commissioners  
Jackson County, Kansas

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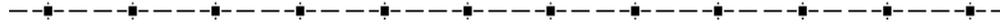
Chairman, Ed Kathrens

Attest:

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

\_\_\_\_\_  
Commissioner, Janet Zwonitzer

\_\_\_\_\_  
Commissioner, William Elmer



## *Minutes of July 1, 2013*

Chairman Ed Kathrens called the meeting to order at 9:00 a.m. Board members Janet Zwonitzer and William Elmer were present. County Clerk Kathy Mick recorded the minutes.

William Elmer made the motion to approve the minutes of June 24th, 2013 as corrected. Janet Zwonitzer seconded and the motion carried unanimously.

9:15 a.m. Road and Bridge Administrative Assistant Twila White presented the following:

- Fuel bids were opened for 3,000 gallons of unleaded gas and 5,000 gallons #2 diesel
  - Jackson Farmers \$27,220.
  - Haag Oil \$25,483.50
  - Knotty Pine \$25,802.
    - Commissioner Elmer made the motion to accept the low bid from Haag Oil. Commission Zwonitzer seconded and the motion carried unanimously.
- Twila reported that Foreman Terry Mick talked to landowner Bruce Yonke concerning a concrete box that needs replaced at 210 and T6. The drainage is 320 acres so an eight foot pipe that is 60 feet long is needed. Terry would like to have the pipe ordered. The Commissioners agreed.
- Terry is installing a tube at 214 & Q6.
- Reported that Foreman Eric Fritz is finishing up chip and sealing at 198 and moving equipment to the next location. (214 p to P.4 and 222 from N.4 to P, the P 214 to 230).
- Discussed the Crane inspection that Randy Pool had set up with Midwest Crane. He was coming through last Thursday and was told not to inspect the crane at this time. Commissioner Elmer stated that the crane did not need inspected at this time. Chairman Kathrens agreed.
- Bryson Bain's service truck received hail damage. This will not be turned into insurance.
- Tom Bennett with BG Consultant discussed the off system bridge programs. The Commissioners have already talked to Cook Flatt & Strobel concerning the fracture critical bridges. Tom will meet with the Commissioners later today. Bridge Foreman Terry Mick will attend also the meeting.

The Commissioners left the chambers to view property at Denison and some Road and Bridge projects.

Ed Lutz presented a bid for the steps on the back side of the Health Department for a ramp that is ADA compliant. The ADA ramp and deck made out of composite decking 2x6 would cost \$6,000 in material alone. The Commissioners made no decision at this time.

Janet received a call from Bill Zirger who is on the Science Center Board. He requested the Commissioners' presence at a ceremony tonight. Cody Elliott who is attending meteorologist school has had fund raisers that cover the cost of installing a weather station at Banner Creek Science Center. The ceremony is from 7 to 9 p.m. Commissioner Elmer said he would attend the event.

Tom Bennett with BG Consultants, Twila White and Bridge Foreman Terry Mick met with the Commission. An application has been sent in for the last couple of years on the bridge at P and 265, and has not made the selection the last couple of year. Tom stated the county could submit that bridge again or go with one of the fracture critical bridges because of the high cost of the bridge inspections. Whatever application that gets sent in, has to be on an off system road. The Commission chose the bridge at 324 & R Rd. Tom will fill out the application and have the Commission sign it.

Larry Holliday met with the Commissioners' concerning the partitions in the shower house. Larry contacted Topeka Foundry and Iron works for an estimate.

Larry informed the Commissioners that the Chamber is making flyers that have several other lakes included at no cost to the County. Larry would like to make a flier for only Banner Creek Reservoir so there will be room for a map of the lake and facilities. The Commissioners agreed that Larry could develop a flier and pay for them out of Banner Creek Reservoir funds.

Janet made the motion to go into executive session for a period of 10 minutes to discuss personnel. Bill second the motion carried. The meeting closed at 11:55 a.m. and opened at 12:05 p.m.

Recessed for lunch.

Marvin Keehn and Joe Snyder requested permission to hold a Triathlon at Banner Creek Reservoir. They would like to have 200 participants. They would have a 600M swim, 10 1/2 mile bike ride and a 5K run. This event is on Facebook. They are trying to get Lawrence, Topeka and Kansas City participants. They want to put on a quality exciting event. There will be EMS on site with check points every ½ mile. The participants will sign a waiver so the County is not responsible for accidents. The Commission agreed to the event.

Commissioner Elmer made the motion to accept the minutes of June 28<sup>th</sup> as corrected. Janet seconded and the motion carried unanimously.

Discussed the requested bid proposal from Ed Lutz to replace the steps in back of the Health Department with an ADA compliant ramp. The cost of the ramp was cost prohibitive. The Commissioners then agreed to use composite materials and iron railing to build the same structure as what was being torn out. Commissioner Kathrens called Ed Lutz and Bill McAsey to bid on this project.

Commissioner Elmer requested that Bridge Foreman Terry Mick be asked to check out the properties of 107 & 109 Eastern Ave in Denison and determine if it is a job the County could handle with the backhoe and trucks. Terry is to discuss it with the Commissioners next Monday.

Porter Smith submitted three different proposals for speaker replacements and a processor upgrade at the Courthouse. The current speakers are damaged and the wiring needs replaced. Currently there are eight total speakers and only one is working. Porter would replace the speakers with a commercial speaker. Porter would like to have the sound directed more downward than the current ones. No decision was made at this time.

Doug's Electronics also submitted a bid to replace the speakers. No decision was made.

Chad Phillips would like to work on the grass of the courtyard. He would like to replace the bermuda grass with a fine bladed fescue. Chad would like to do the sections right next to the Courthouse. Chad would have to spray and kill the Bermuda grass a month before he is ready to reseed in the fall. The Commissioners agreed.

\_\_\_\_\_ met with the Commissioners. He is no longer the Boy Scout representative for the eagle projects in the County. His replacement is from Wamego. The Commission thanked him for his dedicated service.

Bret Bauers set in on the Commission meeting.

Janet showed Bret the document concerning the Kansas map project in the Capital's rotunda. Janet would like to get the different organizations involved. Bret will put the flier on the bulletin board at Holton City.

Chairman Kathrens called Kenny Blair with Cook Flatt and Strobel and informed him that BG Consultants will be submitting the County's application for the fracture critical bridge.

Janet discussed the Community Hospital's funding; she wants a backup plan if the hospital needs additional support once Obama Care is implemented.

Bret Bauer questioned if fireworks are allowed at Banner Creek reservoir. The current Banner Creek Policy allows for fireworks to be set off at the boat ramp parking lots.

Richard Smith met with the Commission to discuss the Stewart Cemetery maintenance and the letter sent to him from the Commission. When he first started maintaining the abandoned cemetery it was covered in vines and fallen trees. Two years ago he asked for help from the county. He wanted to spray the cemetery so he could maintain it. He never received any assistance. He wanted it sprayed and taken back to dirt so he could manage it. They care about the cemetery and want to take care of it. His wife has even been researching who is buried there. The Commissioners will discuss this later and make a decision.

Appraiser Larry Reynolds requested permission to purchase 6 ply tires on the Escape. The Commissioners agreed.

The Commissioners informed Pat Korte that between 7 and 9 tonight at the Banner Creek Science Center will be dedicated and have a demonstration of the weather station. The Commissioners would appreciate it if Pat could attend. Also they would like to have Pat let Sheriff Morse know also.

Chairman Ed Kathrens called Connie Gilmore and informed her that the stray horse will be for sale on June 9 at the sale barn. She asked if she fosters the horse until the 21<sup>st</sup> day holding period, can she pay the boarding fees and own the horse. The Commissioners have agreed to let Connie Gilmore have the stray horse if she pays the boarding fees instead of it being sold at the sale barn. Chairman Kathrens called Tim Parks and informed him of the decision.

Signed added and abated orders 206-207.

Called Terry Mick and he said his crew could tear down a building at 107-109 Eastern Ave in Denison. Terry will contact the city of Denison to have the utilities disconnected.

Commissioner Elmer made the motion to go into executive session for a period of 10 minutes for attorney client privileges. Commissioner Zwonitzer seconded and the motion carried unanimously. Also present was County Counselor Alex Morrissey, Emergency Management Supervisor Pat Korte and County Clerk Kathy Mick. The meeting closed at 4:20p.m and opened at 4:30p.m.

Commissioner Elmer made the motion to go into executive session for a period of 20 minutes for attorney client privileges. Commission Zwonitzer seconded and the motion carried unanimously. Also present was County Counselor Alex Morrissey. The meeting closed at 4:30 and opened at 5:10 p.m.

The Commissioners agreed to contact the Steward Muddy Creek Cemetery District and have them budget funds to maintain Stewart Cemetery. The Commission would like Richard Smith to mow the cemetery three times a year at the rate of \$100 per time. Richard Smith will pay the cemetery \$115 yearly for the hay land around the cemetery. The County will clean the cemetery up once and then it will be the responsibility of Mr. Smith to keep it maintained. County Counselor Alex Morrissey will draw up an agreement between Mr. Smith and the Steward Muddy Creek Cemetery District.

Signed off on additional June 30<sup>th</sup> bills.

Agreed to allow the Rotary club to use the courtyard to serve hamburgers on July 4<sup>th</sup>.

Signed the following Payroll Change Notices

Name	Department	From	To	Reason
Robert David Miller	Road	\$13.42	\$13.93	Introductory Period Complete

Signed the following Purchase Orders.

PO	Dept	Name	For	Amount
6092	Road	Welborn Sales	20 15" and 10 bands	\$3,360.00
6093	Clerk/EL	Navrats	4 workstations	\$12,500

Signed the following Petition to occupy County Right of Way.

Company	To	Location	Road
Century Link	Bury phone cable	17/18-9-15	U Road

Mail:

- Kansas Department of Agriculture letter informing the Commissioners of Senate Bill 56. Senate Bill 56 transfers all authority for recognizing county fair and livestock show associations from the secretary of agriculture to the Board of County Commissioners if the organization was recognized after July 1, 2013. The Jackson County Fair board was recognized in 1993. So this new law does not pertain to Jackson County's Fair board. County Counselor Alex Morrissey will review this law.
- Thank you from the Hoyt Fire Department for the donation towards fireworks.
- Letter from Heartland Veterinary Clinic concerning the stray horse.KSA 47-238.

- NEK Multi-County Health Department 2014 budget request in the amount of \$70,676. No decision was made. This is an increase of \$3,366.
- Received a letter from Holton Main Street informing the Commission they have four vacancies on the Main Street Board and one incumbent seeking re-election. The Commissioner voted the 2013 Board Election Ballot and cast a vote for each of the following.
  - Lynne Mulroy as the incumbent. Rogette Branam, Sherry Ireland, Susan Mencl and Vicki Pruett as board members
- Received a letter concerning the Commission on Emergency Planning & Response and the appointments to the Jackson County LEPC. Pat Korte is working on this information.

The meeting adjourned at 5:15 p.m.

Board of County Commissioners  
Jackson County, Kansas

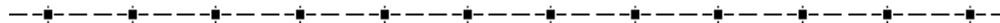
\_\_\_\_\_  
Chairman, Ed Kathrens

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Commissioner, Janet Zwonitzer

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Commissioner, Bill Elmer

Attest:

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



## *Minutes of July 8, 2013*

Chairman Ed Kathrens called the meeting to order at 9:00 a.m. Board members Janet Zwonitzer and William Elmer were present. County Clerk Kathy Mick recorded the minutes.

Dean Hiegert with Foley Equipment invited the Commission to the Caterpillar Plant tour in Arkansas on August 6-8. The itinerary is to travel to Little Rock on Tuesday and have dinner at an area restaurant. Wednesday will be Caterpillar & Remington Ammo Factory tours with dinner at the hotel. Thursday depart Little Rock and travel home. Commissioner Zwonitzer will not be able to go, because she will be attending a meeting in Leavenworth and will be working the Sheriff's day camp.

9:15 a.m. Road and Bridge Administrative Assistant reported on the following:

- Chip and Seal crew is watering down 118th and finishing up the last 500 feet of 110<sup>th</sup> Road today.
- Foreman Eric Fritz asked about the Humane society parking lot. The Commissioner will check with County Counselor Alex Morrissey before making a decision.
- Van Kepple Equipment will have a demonstration day at Heartland Park.
- Requested Twila to contact employees to see who has already gone and who would like to go to the Caterpillar factory in Arkansas in August 6-8.
- Signed "Request for Construction Project" with the Kansas Department of Transportation for a bridge located at 324 & R road. If the "Federal Match 80%" is approved the County's cost to replace this fracture critical bridge will be \$115,701. The total project cost is \$417,000.

Cheryl Hamlin discussed the Area Agency on Aging board and requested that one of the Commissioners be on the Board. Commissioner Elmer stated he would be willing to serve. Cheryl will inform the Area Agency on Aging and they will send a form for William to fill out before the appointment is final.

Cheryl requested an executive session for 5 minutes. Commissioner Elmer made the motion to go into executive session for a period of 5 minutes to discuss personnel. Cheryl was present during the executive session. The meeting closed at 9:30 a.m. Extended 5 minutes and opened at 9:37 a.m.

Ed Lutz presented a proposal for the back steps at the Health Department. Chairman Kathrens called and left a message for Bill McAsey, to see if he planned on submitting a bid.

Commissioner Ed Kathrens called Sheriff Tim Morse concerning the stray horse. Sheriff Morse has taken care of the issue and the horse will be sold at an auction. This procedure by law goes through the Sheriff.

Chad Phillips provided the Commissioners with Doug Electronic's latest proposal on the Courthouse speakers. The Commissioners requested additional information concerning the wiring.

Building Supervisor Chad Phillips would like to clean up the storage areas of the Courthouse and questioned what he could do about all the old equipment that is being stored. The Commission agreed that old monitors and computers that have been in storage for several years will be destroyed and taken to the Recycling Center.

Called Dan Robinson concerning the tires in the buildings that are to be torn down in Denison. Dan stated Tire Cutters would be there on Thursday to remove the tires. Dan needs to get with Terry Mick concerning the tires at that location.

The Commissioners left the chamber at 10:10 to view the storage areas on 4<sup>th</sup> floor. Returned to the chambers at 10:40 a.m. Chad received permission to request that all items except official county records be removed from the storage areas.

Commissioner Elmer made the motion to accept the minutes of July 1, 2013 with corrections. Commissioner Zwonitzer seconded and the motion carried unanimously.

Commissioner Zwonitzer made the motion to go into executive session for a period of 15 minutes to discuss personnel. Commissioner Elmer second and the motion carried unanimously. The meeting closed at 11:20 and opened at 11:35.

Larry Holiday met with the Commission with price quotes for the partitions at Banner Creek's bath house. Janet made the motion to accept the quote from the Topeka Foundry and Iron Works Co. Inc. in the amount of \$1,456 and the county will install the partitions. Commissioner Elmer second and the motion carried unanimously.

Recessed for lunch at noon. Reconvened at 1:00 p.m.

David Elsbury CEO from KANZA Mental Health and Guidance Center met with the Commissioners to present the 2014 Budget Request. KANZA will be celebrating their 50<sup>th</sup> Anniversary in September and he would like for the Commission to attend. There will also be a banquet on November 7<sup>th</sup>. An invitation will follow. KANZA started in 1963. In the mid 1970 Jackson County became a supporter. One of their most important services is their work with children and the school systems. He requested an increase in funding because of the volume of the services provided to Jackson County residents and agencies by 2% (\$1,299), bringing the contracted amount to \$66,273. KANZA is reimbursed by the Detention Center at \$50.00 per hour to counsel inmates. Janet would like to give the additional funding. No decision was made.

County Counselor Alex Morrissey discussed the following abandoned cemeteries in Jackson County. The Commission wants the Cemetery Districts that these cemeteries are located in to levy a tax to maintain these cemeteries.

- Thompson/Burns Cemetery is located in the Muscotah Cemetery District, whose home county is Atchison.
- Stewart/Point Pleasant Cemetery is located in the Steward/ Muddy Creek Cemetery district.

Foreman Bryson Bain met with the Commission and received permission to purchase a snow plow.

The Commission wants to keep the 4 wheel drive truck regardless of the condition.

Left the Commission Chambers to view the following:

- Chip and Seal on P road, south of Hwy 16.

- Location for a “Truck Entrance” sign at Dick DeVaders.
- New culvert installed at 210 & T6.
- Drainage problem at 216 & S 4 that involves a washed out pond dam.
- Looked at the pickup trucks the Commissioners are planning on keeping.

County Counselor Alex Morrissey provided the Commission with a copy of K.S.A. 12-16,121 concerning the question of whether or not the County crew could chip and seal the Humane Society driveway. After reviewing this statute Alex Morrissey recommended that the County not chip and seal the Humane Society Driveway. Chairman Kathrens called the Jackson County Humane Society and informed them of the County’s decision not to “Chip and Seal” the driveway.

**12-16,121. Paving material's provided by cities and counties; limitations.** (a) As used in this section and K.S.A. 12-16,122, and amendments thereto:

- (1) "City" means any city.
- (2) "County" means any county.
- (3) "Governing body" means the governing body of any city and the board of county commissioners of any county.
- (4) "Paving material" means crushed rock, asphalt, gravel, aggregate sand or other materials used to pave roads, streets and drives.

(b) Except as provided in subsection (c), the governing body of any city or county shall not sell or otherwise provide paving material to any private person or private entity.

(c) The provisions of subsection (b) shall not apply if the governing body has:

- (1) Made a determination that such paving materials are not readily available from a nongovernmental entity; or
- (2) adopted a resolution declaring the existence of a disaster, emergency or the threat of disaster or emergency.

Signed the following Payroll Change Notice

Name	Department	From	To	Reason
Coltara Segenhagen	Atty	0	12.61	Hired

Other:

- Signed Added and Abated tax orders
- Letter from Mayetta Fire District informing the commissioners that Richard Bontrager will need time to gather the information requested.
- Received a letter from the County Of Leavenworth to have a Brainstorming and Co-Operative Planning meeting on August 6 from 9:00 a.m. to 3:00 p.m. Janet will attend.
- Received an apology from Norm Bowers concerning the comments in his last e-mailed new letter from the Kansas Association of Counties concerning the Commissioners and Randy Pool.
- Chairman Kathrens signed a document for the Conservation District concerning their 2013 budget.

The meeting adjourned at 4:30 p.m.

Board of County Commissioners  
Jackson County, Kansas

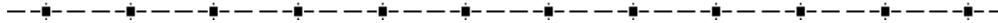
\_\_\_\_\_  
Chairman, Ed Kathrens

\_\_\_\_\_  
Commissioner, Janet Zwonitzer

\_\_\_\_\_  
Commissioner, William Elmer

Attest:

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



## *Minutes of July 15, 2013*

Chairman Ed Kathrens called the meeting to order at 9:00 a.m. Board members Janet Zwonitzer and William Elmer were present. County Clerk Kathy Mick recorded the minutes.

Janet Zwonitzer made the motion to approve the minutes of July 8, 2013 as corrected. William Elmer seconded and the motion carried unanimously.

9:15 a.m Nancy Schlodder reported the following for Road and Bridge.

- Foreman Terry Mick and crew has torn down the house in Denison and filled in the basement with dirt.
- Commissioner Elmer reported that Roger Chartier mowed the area around the house.
- Signed RWD #1 request and petition to occupy the county right-of-way at 110 and O.4 Roads to bore under the road for a 4" water line. Greg Drinovsky, Manager of Rural Water District #1 was also present.
- The paperwork for the bridge application was re-signed with detailed cost information.
- Received a document from Ronal J. Seitz from the Kansas Department of Transportation, bureau of Local Projects stating that to accommodate changes in Federal Aid policies as a result of the MAP-21 legislation, projects developed by LPA's with Federal Aid must adhere to the following:
  - For all projects, effective with the memo, all compensatory (Federal Aid Eligible) utility adjustments must meet the Federal Aid "Buy American" provision. A utility adjustment is considered compensatory when the LPA must pay the utility owner for the relocation of that utility. In general, existing utilities inside the existing public rights of way or public easements are not compensatory unless the agreement for the utility states otherwise. The LPA must note in the "General Description of Utility/Notes" column of the KDOT form 1304 whether or not each utility is compensatory, and if compensatory, for the LPA to certify that the materials used for the adjustment have met the "Buy America" provisions.
  - County Counselor Alex Morrissey will review the document.
- The large tube will not be delivered for two weeks and Foreman Terry Mick wants to know what projects he is to be working on.

9:50: Chad Phillips reported that Doug's Electronics doesn't believe the wire needs to be replaced, but if there is a need they will replace it. Commissioner Zwonitzer made the motion to accept the speaker replacement proposal of Doug's Electronics at the cost of \$2,432.00 with labor, compared to the proposal from Porter AV System where the speakers alone cost \$2,840.00. Commissioner Elmer second and the motion carried unanimously.

Chad Phillips has noticed that the mortar between the stones of the Courthouse needs to be re-pointed. Chairman Kathrens wants Chad to contact Gary Salts.

Commissioners William Elmer left the meeting.

10:30 Cindy Cluck, Susan Belt and Angie Reith met with the Commissioners for the 2014 budget request. They requested \$70,676 + \$10,000 for Environmental Services this is a 5% increase of \$3,366..

10:45 Dan Robinson reported the following.

- Presented the Tire Cutters, Inc. bill of \$252.50 to remove the 164 tires from the property in Denison that was torn down.
- Presented a bill from the Jackson County Landfill for 21 loads of demolition material. This bill was denied.
- Concerning the carburetor on the spray equipment. Dan has asked Road and Bridge to build a cage around the carburetor, but it hasn't been done. The carburetor is often damaged when the sprayer is rented out to individuals. Dan stated that the cage could not restrict the area where the pull cord is.
- Dan reported that he could purchase a pull behind 10 foot 3 point mower, like new for \$2,750. No decision was made.
- Dan needs to purchase new tires for the skid loader at the recycling center.
- Sending letters out to landowners that have a *sericea lespedeza* infestation.

11:20 a.m. Bridge Foreman Terry Mick met with the Commission to discuss the following projects.

- R & 166 by Mayetta needs 50 feet of 7 foot pipe.
- N & 268 by Chuck Schlagel's needs 60 feet by 8 foot pipe.
- Narrow arch at J4 & 238 by Don Dick's needs 40 feet of 5 foot pipe.
- 310 & R4 (7-8 foot pipe) Terry will get the drainage for the appropriate size.
  - The Commission agreed that Terry can order the pipes out of the .4% sales tax.

Commissioner Zwonitzer made the motion to go into executive session for a period of 10 minutes for Attorney Client privileges. Ed seconded and the motion carried. The meeting closed at 11:33 a.m. and opened at 11:45 a.m. Decided to have Human Resource training for the foremen.

11:30 a.m. Banner Creek Reservoir Supervisor Larry Holiday gave his weekly report. The fish grinder at the fish cleaning station needed repaired and now he is having sewer drainage problems between Banner Creek Reservoir and the City of Holton's sewer line.

Jamie Claycamp met concerning the Tourism for July meeting. The Commission approved the following grants.

- Pride of Hoyt Days \$500 for two day event.
- Hotel Josephine \$500 for a sign and advertizing at Thunder hill Speed Way and palm card from marketing concepts.
- 

Jamie Claycamp reported that firework donations on the north side as \$1,700 and \$200 on the south side.

Recessed for lunch at 12:13

1:00 p.m. Nancy Gafford, Tim Morris, Bruce Rinkes & Keith Kelly with RDA presented their 2014 budget request of \$30,000, the same as last year.

Bruce Rinkes voiced his concern about awareness issues, letting people know about the service, so RDA has agreed to advertise on the radio at the at \$50 per week. Nancy stated that RDA's main goal may npt bring in new businesses but their object is to help current businesses and help them expand.

Lyle Peterson with Regional Project Manager from the Department of Commerce informed the Commission of a state income tax credit for the tax year 2014 the Commissioners could implement. There is also a program that could help with student loans. No decision was made.

Foreman Bryson Bain received permission to request bids on a snow plow for a pick-up. "Chip and Seal" oil distributor transmission is bad. The county has had it 4-5- years. Bryson will check with the state for a different machine.

2:00 Cindy Hower with Kellerman Insurance met to inform the Commission that in 2012 there were 6 claims made to the insurance Company none of them were major expenses. So far in 2013 there have been 3 claims and 1 incident report.

Appraiser Larry Reynolds discussed budget concerns concerning map printer and LIDAR photography.

He would also like to be able to budget to put funds in reserve, not just left over funds.

Approved the July 15<sup>th</sup> expenditures.

Left the Chambers to view the property at Denison that was torn down and the chip and seal project from 75 Highway on 214 to old Hwy 75.

Signed the following Petition to occupy County Right of Way.

Company	To	Location	Road	
RWD #1	2 Road Bores	20-9-15	O4 and 110	4" water line

County Counselor Alex Morrissey informed the Commission that the Tribe would like to set up a meeting this week, possibly on Wednesday to discuss 150<sup>th</sup> interchange. This meeting would be an executive session due to attorney client privileges. Alex will notify the Commissioners later.

The meeting adjourned.

Board of County Commissioners  
Jackson County, Kansas

\_\_\_\_\_  
Chairman, Ed Kathrens

\_\_\_\_\_  
Commissioner, Janet Zwonitzer

\_\_\_\_\_  
Commissioner, William Elmer

Attest:

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



## *Minutes of July 22, 2013*

Chairman Ed Kathrens called the meeting to order at 9:00 a.m. Board members Janet Zwonitzer and William Elmer were present. County Clerk Kathy Mick recorded the minutes.

Commissioner Zwonitzer made the motion to approve the minutes of July 15, 2013 as corrected. Commissioner Elmer seconded and the motion carried unanimously.

9:15 a.m Foreman Bryson Bain presented bids for a snowblade

- Knapheide Truck Equipment \$4,731– 2 year warranty
- Kranz of Kansas City \$4,928 – 3 year warranty

- Later Commissioner Elmer made the motion to accept the bid of \$4,731 from Knapheide Truck Equipment. Commissioner Zwonitzer seconded and the motion carried unanimously.

Commissioner Elmer wants to visit with Bridge Foreman Terry Mick concerning a tube at 128<sup>th</sup> & D.

Foremen Eric Fritz and Earl Bahret informed the Commission of the projects they have planned for this week.

Foreman Eric Fritz requested an executive session. Commissioner Zwonitzer made the motion to go into executive session for a period 10 minutes to discuss personnel. Commissioner Elmer seconded and the motion carried unanimously. The meeting closed at 9:30 with Eric and Earl present. The meeting opened at 9:40. No decision was.

Van Swerigen funds request for the “ Needy” was denied.

Gary Salts met with the Commission concerning repairs needed to the courthouse bricks and stones. The first two stories are severe, calking was used to repair it instead of mortar and there is damage on east side because of moisture getting behind the stone. He estimated the first level at \$1,805, 2<sup>nd</sup> level \$2,405 because he would need to hire a person to run the lift. The third and fourth level had several options, Gary’s labor is \$1,400 per week and then depending on the 60’ lift that would have to be rented it could range from \$1,350 to \$4,000 for two weeks of rent. No decision was made at this time. Gary would be available to work on this project this fall and next spring.

Signed the Courtyard usage form approving Cruise Night activities on August 2, 2013.

Signed the proposal with Heartland Alarms Inc. to upgrade the fire alarm system of the Courthouse at a cost of \$14,975.00

Commissioner Janet Zwonitzer made the motion to go into executive session for a period of 15 minutes to discuss real estate of a third party. Commissioner William Elmer seconded and the motion carried unanimously. The session extended 15 minutes. The meeting opened. No decision was made.

Register of Deeds Tammy Moulden informed the Commission that her office is now offering records by remote access through a subscription based service which allows the user to obtain the information from the convenience of their home or office. Jackson County has records imaged that date back to 1988. This will require an annual subscription fee of \$200. The subscriber will also pay the Register of Deeds for each copy of the image the subscriber makes. Payment for copy charges must be made from a prepaid account.

11:30 a.m. Banner Creek Reservoir Supervisor Larry Holiday gave his weekly report.

- Repairs to the fish grinder cost \$1,002.
- Picked up the partitions for the bathhouse. Larry will install them.

- Larry discussed budgeting for projects for 2014. The Commissioners are not interested in a shower house in the third camping area.

Deputy Heath DeLaney gave a warning to a commercial dump truck driver because he was driving down a road posted as no commercial traffic pursuant to Resolution 1992-20. The Commissioners will review this resolution further to see if it is needed or if it needs amended.

Commissioner Janet Zwonitzer made the motion to participate in the Kansas Rural Opportunity Zone (ROZs), providing a state income tax exemption for up to five years to individuals who relocate to Jackson County from out of state. Individuals must have lived outside the state for at least five years and have Kansas source income less than \$10,000 per year over the past five years. Commissioner William Elmer seconded and the motion carried unanimously.

Jackson County chose not to participate in the state-matching program to repay outstanding student loans up to \$3,000 per year due to the cost to the County would incur.

Break for lunch. Reconvened at 1:00 p.m.

Giant Communications representatives met with the Commission to determine the telephone needs of the County and what services we currently use. They will work on a proposal and submit it to the County.

Anna Wilhelm and Karen Welliever presented a treasurer report for the Jackson County Historical Society. The funding given to the Historical Society in the past has come from the Parks and Recreation/ Alcohol Fund. Karen Welliever informed the Commission of the progress made at the museum and that they have had several groups come to the museum. The request for \$3,000 would be used for the utilities at the museum. The society provides a scholarship. They are currently working on an afterschool programs and the Barn Tours.

Appraiser Larry Reynolds presented his 2014 budget request. He requested a 2.9% increase in the Appraiser budget and a 9% increase in Planning and Zoning. No decision was made.

Sheriff Tim Morse met with the Commissioners to present his 2014 budget request. The Sheriff didn't request any increase in funding, but did state that if the jail exceeds the income amount budgeted for housing prisoners that he would like to have the additional income reserved for repairs/improvements to the facilities.

Sheriff Morse commended John Calhoun on his working relationship with Sedgwick County. Jackson County is one of very few counties that will continue to house Sedgwick County prisoners; thirteen other jail facilities around the state have lost their inmate contracts with Sedgwick County. Sheriff Morse attributes the repairs, upgrade, maintenance and improvement of the jail facility, to again be able to house prisoners from the U.S. Marshalls. The U.S. Marshalls were very impressed with the changes made to the jail facility. Sheriff Morse still needs to renovate the kitchen area. He has reduced the amount of food costs and pharmaceuticals in 2013. In 2014 he would like to explore moving towards correctional healthcare. This would help protect the liability of the county by providing the Jail with tested medical protocols and training. Correctional Healthcare is providing inmates with what they need vs. what they want.

Sheriff Morse stated that his budget does not include funds for the changes in court security.

Undersheriff Darrell Chapman joined the meeting. Commission Elmer questioned about the accident concerning a County Grader Operator. Tim stated that since it involved a county employee they would need to go into executive session. Commissioner Elmer made the motion to go into executive session for a period of 5 minutes. Commission Zwonitzer seconded and the motion carried unanimously. The meeting closed at 2:28 p.m. and opened at 3:33 p.m. No decision was made.

The Commissioners left the chambers to view a road patching machines demonstration at the KDOT office.

Signed the following Purchase Orders.

PO	Dept	Name	For	Amount
6420	Road	Knapheide	8'Snow Plow	\$4731
6095	.4%	Welborn Sales	3	

Alex Morrissey and Linda Gerhardt met with the Commissioners concerning the tax sale. The County treasurer has always had the authority to require that all the taxes be paid.

Michael Brookshire met with the Commissioners concerning his delinquent taxes. He is delinquent for the years, 2008-2011 delinquent. He stated that at the last tax sale you could still be delinquent three years and not have your land sold. The Treasurer had requested after the last tax sale that once your property is eligible to be sold at the tax sale, the owner would have to pay all the delinquent taxes on the property to keep it from being sold. He was upset that he was not notified of this change. Linda informed him that letters will be sent within a week

informing owners with delinquent taxes of the process to pay the taxes to prevent the property being sold at the tax sale and the date to have them paid to keep from having their name published in the newspaper. The Commission upheld the previous decision pursuant to K.S.A. 79-2301, 79-2302a and 79-2401a.

The county treasurer will only accept the entire amount of delinquent tax on real estate when a property is subject to a redemption period, prior to a judicial procedure to foreclose due to delinquent real estate taxes.

Commissioner William Elmer made the motion to adopt resolution 2012-18 authorizing a Real Estate Tax Foreclosure Sale. Commissioner Janet Zwonitzer seconded and the motion carried unanimously.

Commissioner Janet Zwonitzer made the motion to go into executive session for a period of 5 minutes for attorney client privileges with County Counselor Alex Morrissey and County Clerk Kathy Mick present. Commissioner William Elmer seconded and the motion carried unanimously. The meeting closed at 4:04p.m. The meeting opened at 4:15p.m. No decision was made.

Commissioner William Elmer made the motion to approve the proposal of Ed Lutz to construct the back steps at the Health Department for \$3,880. Commissioner Janet Zwonitzer seconded and the motion carried unanimously. Commissioner Ed Kathrens will contact Ed Lutz.

Signed the following Petition to occupy County Right of Way.

Company	To	Location	Road
Century Link	Bury Cable	10-7-14	222 H-I

The meeting adjourned at 4:30 p.m.

Mail:

- KAC form for legislative requests.
- Upcoming training at Attorney General on Open Records and Open Meetings. County Counselor Alex Morrissey, County Clerk Kathy Mick and Commissioner William Elmer will attend.

- Received a Notice of Decision to Acquire Land on the Reservation from the Bureau of Indian Affairs for a tract of land in the Northwest and Northeast Quarters of Section 28, Township 8 South, Range 14 East, 6<sup>th</sup> PM, Jackson County, Kansas, containing 20.89 acres.
- Received a response to the open records request of the County Commissioners from Richard Bontrager stating that he is working on the request but needs another week.

Meeting adjourned at 4:35.

Board of County Commissioners  
Jackson County, Kansas

\_\_\_\_\_  
Chairman, Ed Kathrens

Attest:

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

\_\_\_\_\_  
Commissioner, Janet Zwonitzer

\_\_\_\_\_  
Commissioner, William Elmer



## *Minutes of July 29, 2013*

Chairman Ed Kathrens called the meeting to order at 9:00 a.m. Board members Janet Zwonitzer and William Elmer were present. County Clerk Kathy Mick recorded the minutes.

Topeka YWCA representative requested permission to plant a shrub in the courtyard for victims of domestic and violence abuse. The Commission agreed to allow the planting.

The Commissioners will meet at 9:00 in the morning with KDOT representatives and the County Road Foremen to demonstrate an oil patching machine.

Road and Bridge Foremen and Administrative Assistant gave the weekly Road and Bridge report.

Marleen Bosworth (WRAPS) and Gary Satter (Glacial Hills) met with the Commission concerning a WRAPS project on the northern boundary of Jackson County. Foreman Eric Fritz and Twila White also stayed for

the meeting. Road 234<sup>th</sup> is falling off into the Delaware River. The plan is to move the road and stabilize the river bank. Marvin Strube the landowner is working with the County on the location of the new road. They provided a copy of the plans and a summary of what the county had agreed to.

Gary Slatter with Glacials Hill requested \$1,000 in financial support for 2014.

Foreman Terry Mick provided the Commission with an estimated cost of replacing a bridge at 158 & C.6. The estimates given by Husker Steel in June were approximately \$62,000 for the materials.

Commissioner Zwonitzer took the State Map donation jar and information to the Fairgrounds concession stand.

Commissioner Janet Zwonitzer made the motion to go into executive session for a period of 15 minutes to discuss personnel. Commissioner William Elmer seconded and the motion carried unanimously. Also present during this executive session was Dan Robinson, Kathy Mick, Sheriff Morse and Undersheriff Chapman. The meeting closed at 10:25 a.m. The meeting returned to open session at 10:40. Commissioner Janet Zwonitzer made the motion to extend the executive session for a period of 10 minutes to discuss personnel. Commissioner William Elmer seconded and the motion carried unanimously. The meeting closed at 10:41 a.m. and returned to open session at 10:51 a.m. Commissioner Janet Zwonitzer made the motion to extend the executive session for a period of 10 minutes to discuss personnel. Commissioner William Elmer seconded and the motion carried unanimously. The meeting closed at 10:52 a.m. County Counselor Alex Morrissey joined the meeting. The meeting returned to regular session at 11:03 a.m.

Commissioner Janet Zwonitzer made the motion to go into executive session for attorney client privileges concerning a legal matter for a period of 15 minutes. The meeting closed at 11:10 and opened at 11:25. Commissioner Janet Zwonitzer made the motion to continue the executive session for attorney client privileges concerning a legal matter for a period of 5 minutes. The meeting closed at 11:26 and opened at 11:31. Commissioner Janet Zwonitzer made the motion to continue the executive session for attorney client privileges concerning a legal matter for a period of 5 minutes. The meeting closed at 11:31 and opened at 11:36. County Counselor Alex Morrissey was present during these executive sessions. No decision was made.

Dan Robinson informed the Commissioners that a preliminary estimate to comply with new legislation to survey the landfill and update the closure plan is \$20,000 to \$25,000. The Commissioners requested that Dan request bid proposals.

Banner Creek Reservoir Manager Larry Holiday stated that the bathroom partitions have been installed on the Southside of the lake.

Break for lunch at 12:06 – Reconvened at 1:00 p.m.

1:00 p.m. Opened paper bids for 100 cases of 8 ½ x 11 20#.

- Wilson Service Master \$3.44 per ream
- Quill \$2.99 a ream

Commissioner Janet Zwonitzer made the motion to accept the low bid from Quill.

Commissioner William Elmer questioned Larry Reynolds about a health hazard at T4 and Rochester Road North. **Larry Reynolds provided documentation on the location mentioned by** Commissioner William Elmer, there is a history of concerns on that property.

Appraiser Larry Reynolds informed the Commissioners of a change in boat/personal watercraft law that states now that the delinquent tax follows the boat/personal watercraft owners. So a person will have to check and make sure there are no delinquent taxes on a boat before purchasing it.

Commissioner Janet Zwonitzer contacted Mike Peroo concerning the county's audit. Mr. Peroo stated he would be here the last 2 weeks in August.

Signed the following Payroll Change Notices

Name	Department	From	To	Reason
Janette L. Fund	Noxious Weed		0	Discharged

Signed the following Petition to occupy County Right of Way.

Company	To	Location	Road	
RWD #1	3 road bores		Y & 122	

Motion to go into executive session for a period of 10 minutes to discuss personnel made by Commissioner Zwonitzer; seconded by Commissioner Elmer. Vote called for by Chairman Kathrens. Motion carried. Meeting closed at 1:55 opened at 2:05.

Motion to go into executive session for a period of 10 minutes to discuss personnel, with Road Foreman Earl Bahret present, made by Commissioner Zwonitzer. Commissioner Elmer seconded the motion. Vote called for by Chairman Kathrens. Motion carried. Meeting closed at 2:05, opened at 2:15.

Commissioner Zwonitzer made a motion to approve the Minutes of July 27 as read; seconded by Commissioner Elmer. Vote called for by Chairman Kathrens. Motion passed.



Board of County Commissioners  
Jackson County, Kansas

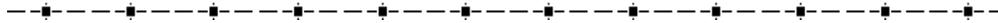
\_\_\_\_\_  
Chairman, Ed Kathrens

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Commissioner, Janet Zwonitzer

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Commissioner, William Elmer

Attest:

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



## *Minutes of August 5, 2013*

Commission William Elmer made the motion to call the meeting to order. Commissioner Janet Zwonitzer seconded and Chairman Ed Kathrens called for a vote. The motion carried. Chairman Ed Kathrens called the meeting to order. County Clerk Kathy Mick recorded the minutes.

William Elmer made the motion to approve the minutes of July 29, 2013 as presented. Janet Zwonitzer seconded and the motion carried unanimously.

Road and Bridge Employees discussed the following

Twila White reported that Crystal Brown with the Bureau of Local Projects will meet with the Commission next Monday at 9:15 to explain the funding process and options.

Eric Fritz & Earl Bahret discussed rock options and requested permission to have an agreement with Prairie Trucking to haul rock back to Jackson County if they are coming this way with an empty truck. Reviewed the current agreement with Prairie Trucking. The foremen will contact Prairie Trucking.

Commissioner Janet Zwonitzer discussed the possibility of a fuel additive to help protect the engines once it is mandated to use ethanol.

Bryson Bain reported that the new Snow plow has been installed and they will pick it up this morning.

Discussed the demonstration of the "dura patch" machine.

The Commissioners don't want to totally eliminate the asphalt.

Requested that the Road Foremen make a priority list of projects that they would like to use the .4% sales tax funds on.

Foreman Bryson Bain requested an executive session for a personnel matter. Janet made the motion to go into executive session to discuss personnel, Commissioner William Elmer seconded and the motion carried unanimously the meeting closed at 9:59 and opened at 10:56 a.m. No decision was made.

Bob Martin, Delbert Zachariasen and Merrill Lovendalh, the board of directors of the Steward Muddy-Creek Cemeteries met with the Commissioners because of the need of the cemetery district to take over an abandoned family cemetery sometimes referred to as Stewart or Pleasant Point.

The County will spray all vegetation and then remove it so the stones that have fallen over can be found. At that time the Commission would like for the Cemetery District to take over the maintenance since it is in the Cemetery District boundary. The Commission will notify the Cemetery Board when it has been cleaned up so they can inspect it before making an agreement with Mr Smith. An entrance will also be made so it is accessible from the road. Since this is an abandoned cemetery with no burial records no more burials will be allowed.

County Attorney Shawna Miller presented her 2014 budget request. She requested a \$4,000 budget increase for witness fees and trial expense. Shawna also reported that she has been working full time in the position for quite a while and provided the case load documentation compared to other counties. She would like for a salary increase comparable to other full time County Attorneys. When she ran for the position it was to be part time but due to the case load it is now takes all her time. She requested the Commission look thru the handouts she provided.

Bret Bauer discussed the following:

- ROZ Rural Opportunity Zone - The County is automatically part of the income tax portion and they didn't adopt the student loan portion.
- Joint meeting with the City Commission on August 19<sup>th</sup> at 2:00 p.m. in the County Commissioner Chambers.
- Discussed the demonstration of the Dura-Patch equipment.

Janet made the motion to go into executive session for 15 minutes as a matter of personnel. Commissioner William Elmer seconded and the motion carried unanimously. The meeting closed at 11:15 and opened at 11:30. Commissioner Janet Zwonitzer made the motion to extend the executive session for 5 minutes. Commissioner William Elmer seconded and the motion carried unanimously. The meeting closed at 11:30 and opened at 11:35. Dan Robinson and County Clerk Kathy Mick were also present during the executive session.

Janet made the motion to allow Dan Robinson to hire a Temporary part-time employee for a three month period to work at Noxious Weed during this busy season. Commissioner William Elmer seconded and the motion carried.

Larry Holliday met with the Commissioners and discussed the K-Worc report. He will be disposing of accumulation of parts and supplies that are no longer used.

Jamie Claycamp informed the Commissioner that the County will not need to print the Banner Creek Reservoir brochure.

Adjourned for lunch at noon.

Janet made the motion to reconvene the meeting. William seconded and the motion carried. The meeting came to order 1:00 p.m.

Cheryl Hamlin requested an executive session to discuss personnel. Commissioner Zwonitzer made the motion to go into executive session for a period of 10 minutes to discuss personnel. The meeting closed at 1:05 and opened at 1:15.

Commissioner Janet Zwonitzer made the motion to go into executive session for a period of 10 minutes for attorney client privileges for possible litigation. Commissioner William Elmer second and the motion carried. The meeting closed at 1:55 p.m. and opened at 2:05 p.m.

At 1:45 p.m.: County Treasurer Linda Gerhardt was present for the opening of the bids for the Certificates of Title for the Tax Foreclosure Sale. Bids received as follows:

- \*Alpha Title, Jon Coverdale, Mgr: \$73 per parcel to provide Certificates of Title for 80 tracts. The same amount for any additional tracts that might be added.
- \* Title-Abstract Co., Inc. Donna Hale Office Mgr: \$125 per certificate.
- \*Kansas Secured Title, Greg Haehl, President: \$95 per certificate.

Chairman Kathrens entertained a motion to accept the low bid submitted by Alpha Title. Commissioner Zwonitzer made a motion to accept the bid submitted by Alpha Title in the amount of \$73 per parcel to provide Certificates of Title for the 80 tracts of land to be included in the tax foreclosure sale, with any added parcels being bid at the same amount. Commissioner Elmer seconded the motion. Chairman Kathrens called for a vote. Motion passed unanimously.

Twila White, Eric Fritz and Earl Barhet met with the Commission to discuss projects for the .4% sales tax money.

Signed the following Payroll Change Notices

Name	Department	From	To	Reason
Charlene Butchee	Elderly Services	11.35	0	Retirement
Mixie Shafer	Noxious Weed	0	12.61	Hired Temporary

The meeting adjourned at 4:27p.m.

Board of County Commissioners  
Jackson County, Kansas

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Chairman, Ed Kathrens

\_\_\_\_\_  
Commissioner, Janet Zwonitzer

\_\_\_\_\_  
Commissioner, William Elmer

Attest:

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



## *Minutes of August 12, 2013*

Commissioner Janet Zwonitzer made the motion to call the meeting to order. Commissioner William Elmer second and Chairman Ed Kathrens called for a vote. The motion carried. Chairman Ed Kathrens called the meeting to order. County Clerk Kathy Mick recorded the minutes.

9:11 a.m. Ron Karn met with the Commission concerning pot holes in the road in his area. He has called Road Foreman Earl Bahret and a grader finally graded one road, he doesn't know about the rest. The Commission will see that it is addressed.

Sondra Clark representative of KDOT met with the Commission to explain the funds available. The County has the option to either use their share of federal funds to develop a federal-aid project in the traditional manner, or it may request KDOT to exchange the funds. This request for exchange will include a list of projects that the County intends to construct in order to use all the state funds. KDOT enters into an agreement with the County to accept its federal funds and to make available to them \$0.80 of state funds for each dollar of federal funds exchanged. Jackson County receives approximately \$100,000 per year. When this program started in 2011 the County had a negative balance of -\$147,063.11. The current balance banked for Jackson County is \$110,527.43 Federal Fund or Federal Fund Exchange of \$98,857.94. The funds will be banked until 2015 and used for a bridge at 266 & P Road. This bridge will have high engineering cost due to two ditches/creek meeting at the bridge causing the bridge to set crooked in the road. The Commission instructed Twila White to fill out the form for this project. The Commission signed the form. The County would receive 100% of the federal funding but would have to share in the project 80/20.

There are also funds for off system bridge projects that the county has submitted an application to fix a fracture critical bridge. This program does not count against the federal fund. The County will know if they are awarded these funds by the first of September.

Gave Roger Chairtier permission to use the roller for the tractor pull that is a fund raiser for the new fair building.

Received an email from Larsen & Associates Inc. concerning an environmental investigation outside of Mayetta, Kansas for the Kansas Department of Health and Environment. KDHE has proposed that we

install a groundwater monitoring well on property that is in the Jackson County Right of Way. They requested that the County grant them access to do this work. The Chairman signed the Access Agreement.

Commissioner William Elmer received a call from Jim Seamatter concerning 134 S to T Rd.

Received a phone call from Richard Smith concerning the unnamed cemetery just north of his property. The Commissioners agreed to allow Richard to hay the property this year. Informed Richard that the County crew will install an entrance tube to the cemetery property, spray all vegetation and remove the brush.

At 10:00a.m. on August 15 a representative selling the "dura-patch" will meet to answer questions concerning the machine.

William Elmer made the motion to approve the minutes of August 5, 2013 as corrected. Janet Zwonitzer seconded and the motion carried unanimously.

11:30 a.m. Banner Creek Reservoir Supervisor Larry Holiday gave his weekly report.

- Fisherman designation placard indicating this vehicle is a fisherman. Effective soon there will be no charge for fishermen even if fishing after 10:30 p.m.
- Janet wants an additional destination at the Sheriff's Day Camp to include a hay rack ride to the science center. Wants Larry to determine the route it would take to avoid highway or road travel.
- The Commissioner agreed to allow a Boy Scout Jamboree on the Southside of Banner Creek Reservoir on October 11-13. They will be charged \$40 per day for the shelter house.

Appraiser Larry Reynold informed the Commission that they had to cancel another board of appeals meeting. It cost quite a bid to publish the meeting notice and to notify all the adjoining landowners. Change the regulation on placement of trailer houses. Could go to a type of internet meeting. Janet wants a written plan to fix this problem.

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

Cheryl Hamlin met with the Commission to request an executive session. Janet made the motion to go into executive session for a period of 15 minutes. Commissioner William Elmer second and Chairman Ed Kathrens called for a vote. The motion carried.

Commissioner Janet Zwonitzer made the motion to go into executive session for a period of 15 minutes for attorney client privileges with County Counselor Alex Morrissey and County Clerk Kathy Mick. Commissioner William Elmer seconded

Commissioner Janet Zwonitzer made the motion to go into executive session for a period of 10 minutes for attorney client privileges with County Counselor Alex Morrissey, County Clerk Kathy Mick, Sheriff Tim Morse and Undersheriff Darrel Chapman. Commissioner William Elmer seconded and the motion carried. The meeting closed at 1:45 and opened at 1:55 with no decision being made.

Sheriff Morse thanked the Commission for their support for the kids day camp. 271 kids attended the two day event.

Sheriff Morse requested funds from the Alcohol Tax funds to help purchase a drug dog. Sheriff Morse will get the dog at the same place the trooper gets their dogs. The dog will cost between \$6,500 and \$7,000. The Commission agreed to purchase the dog.

The Commission left the Chamber to view roads in the Denison area.

Emergency Management Director Pat Korte requested that the Commissioners sign the following "Emergency Vehicle Designation Applications". Chairman Larry Fenske signed the applications.

Name	Year	Type	Appt For
Trenton David Reed	1994	GMC Truck	Soldier Fire

Signed the following Payroll Change Notices

Name	Department	From	To	Reason
Betsy Rostetter	Elderly Services	11.35	0	Resignation
Charlene Butchee	Elderly Services	13.35	0	Resignation

Mail:

- Copy of letter from NE Ks Regional Household Hazardous Waste Facility notifying Dan Robinson that Permit Number 0893, must be renewed by October 30, 2013.
- KAC Voting Delegate Form for the 38<sup>th</sup> Annual Conference.
- Kansas Housing Resources Corporation notice of Hearing on the 2014-2018 Kansas Consolidated Plan.
- Extension Newsletter

The meeting adjourned at 4:20 p.m.

Board of County Commissioners  
Jackson County, Kansas

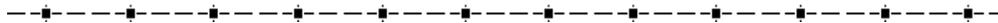
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Chairman, Ed Kathrens

\_\_\_\_\_  
Commissioner, Janet Zwonitzer

\_\_\_\_\_  
Commissioner, William Elmer

Attest:

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



## *Minutes of August 19, 2013*

Commissioner Janet Zwonitzer made the motion to call the meeting to order. Commissioner William Elmer second and Chairman Ed Kathrens called for a vote. The motion carried. Chairman Ed Kathrens called the meeting to order. County Clerk Kathy Mick recorded the minutes.

Elmer W. Hubner expressed concern about a tube at 94<sup>th</sup> and P.4 and rock at 94<sup>th</sup> and N.1. Commissioner William Elmer will inform road and bridge of the concerns.

9:15 a.m. Road and Bridge

- Terry Mick reported that Brenda Adkins would like a “Children at Play” sign put in the County’s right of way. Terry has been advised at conferences/training not to put up signs like that because it then looks as if the County approves allowing children to play in the road. The Commission agreed not to put up the sign.
- Bryson Bain questioned if any other departments have anything they want to sell on ‘Purple Wave’.
- Twila White provided the contact sheets.
- Terry Mick will order sheeting for signs.
- Earl Bahret and Eric Fritz are working on pricing from Mid States for rock.

Clerk of the Court Colene Reamer has changed scanning companies so she requested that another PO be signed for the new company.

10:00 a.m. RWD #1 Attachment of Land Hearing: Present were Quentin Kurtz Attorney for RWD #1, Greg Drinovsky Manager of RWD #1, Elmer W. Hubner Landowner, Larry M and Elizabeth Thieme Landowner.

Commissioner William Elmer made the motion open the hearing for the RWD #1 attachment of land in Shawnee County. Commissioner Janet Zwonitzer seconded and Chairman Kathrens called for a vote. The motion carried. Quentin Kurtz, the Attorney for RWD No1 explained the process of attaching land and that the hearing is held in Jackson County because the largest part of RWD #1 is located in Jackson County. Mr. Kurtz informed the Commission there were a couple of errors in the original legal description. Two small parcels are already being served by Consolidated #2. Quentin Kurtz explained that he had made the corrections in the final order excluding those two parcels. Elizabeth A. Thieme voiced her concern that she does not need RWD #1, they have a good well. She does not want lines going thru their property. The Water District can use the power of eminent domain as last resort to obtain land needed. The Water District can also place lines in the County right of way with the County's permission. Elmer W. Hubner presented a document showing a private water system that he wants attached to the documentation so RWD #1 will not disturb his private water system. This document was provided to the RWD #1 and the county and will be maintained in the files but not included in the final order. Commissioner Janet Zwonitzer made the motion to close the hearing and table the matter until the County Counselor has an opportunity to review the revised document. Commissioner William Elmer seconded and the motion carried.

The meeting reconvened.

Commissioner Janet Zwonitzer instructed County Counselor Alex Morrissey to review the changed document. There will not be another hearing if County Counselor Alex Morrissey finds no objections to the corrected copy.

Building Supervisor Chad Phillips informed the Commission of the following;

- The electrical wiring for the lights on the outside of the Courthouse is still hot so when the lift is available he will try installing bulbs to see if the fixtures still work.
- Holton Main Street will add to the wooden figurines they have in the courtyard at Christmas time.
- Planted bushes around the gazebo.
- Fire alarms system additions will be installed in about a month.

Jamie Claycamp gave the tourism reports and requested that the Commission approve two grants

- \$500 to Whiting Fire festival – September 28th
- \$200 to Circlefest - September 28th.

Commissioner Janet Zwonitzer made the motion to approve the two grant request. Commissioner William Elmer seconded and Chairman Kathrens put the motion to a vote. The motion carried.

11:30 a.m. Banner Creek Reservoir Supervisor Larry Holiday gave his weekly report.

- Triathlon went well.
- History Channel's Cat Daddy may come to Banner Creek for filming.

12:00 Recessed for lunch.

Janet made the motion to reconvene the meeting. Commissioner William Elmer second and Chairman Kathrens called for a vote. Motion carried. The meeting opened.

Van Swerigen Needy request was approved to pay a light bill in the amount \$39.85. The individual wants to pay the County back as soon as he can. The check will be made out to the City of Holton.

1:00 Cindy Hower met with the Commission concerning the consultation Agreement to have her search for insurance coverage for the County. She has been pleased with One Beacon. Commissioner William Elmer made the motion to continue using Cindy Hower as the County's insurance consultant. Commissioner Janet Zwonitzer second and Chairman Kathrens called for a vote. The motion carried. The agreement was signed.

Commissioner Janet Zwonitzer made the motion to go into executive session for a period of 5 minutes to discuss personnel with County Clerk Kathy Mick present. Commissioner William Elmer seconded and the motion carried unanimously. The meeting closed at 1:30 and opened at 1:35 p.m. No decision was made.

Commissioner William Elmer made the motion to adopt the minutes of August 12 as corrected. Commissioner Janet Zwonitzer seconded and the motion carried.

Appraiser Larry Reynolds supplied the Commissioner with information concerning a printer capable of printing maps and banners.

Appraiser Larry Reynolds again discussed option of the Zoning Appeals Board when a quorum is not present. He suggested going ahead and holding the meeting and if no one is there to protest, go ahead and gather the information and pass the variance by email vote. If there were any one that had comments against the requested variance they would hold another meeting.

2:00 p.m. City of Holton Commission met with the County Commission. Present were Hal Cochren, Tim Morris, Bob Dieckman, Eric Campbell, Bret Bauer and Teresa Riley met with the Commission. Dan Brenner was unable to attend because of a prior commitment. The Jackson County Commissioners wanted to get together with the City to see if there are any resources that can be shared.

- Tim Morris question if the electricity at Banner Creek Reservoir held up this year. The County Commission reported that there were no incidents of outages reported this year.
- Discussed properties in the city and county that are health concerns and what options there are to insure the structures are safe.
- Question if it is in the future plans to chip and seal to Prairie Lake road which is 2 ½ miles. Ed Kathrens stated that it was cost prohibitive and there are no plans to do the Lake Road. There are more heavily traveled roads that need improved. It would be easier to consider if the city wanted to contribute to the cost. Tim Morris stated that people in the city pay city and county taxes but the county only pays county taxes.
- Eric Campbell would like to find a way to increase the cardboard recycling for more of the business in town by setting up a pickup date. Currently the County does not do curbside pickup; businesses have to take recyclables to the Recycling center.
- The County questioned if the City had a policy in effect that if the city pays for an employee's education or academy do they have to continue working for a set amount of time or the employee would have to reimburse the entity for their training expense. The City has a policy for the city police but not for the linemen. The Sheriff also has a policy for his officers.
- Discussed Land into Trust – the County Commissioners in the last few months has stopped protesting Land into Trust if the land is on the reservation. The County was protesting to the

Federal Government, when it was the Federal Government that is helping the tribes buy back the reservation land so it was a waste of time and money.

- Hal Cochren informed the County that there will be a tribute to Veterans by having a display of flags at 5:00 p.m. on Hwy 75 on Veteran’s Day. Invited the County to join them.
- City Manager Bret Bauer questioned if there would be another phase to the Neighborhood Revitalization Plan. Chairman Kathrens stated not if it continued in its current form. It doesn’t revitalize anything; it is being used mostly for new construction on new lots, not revitalizing existing buildings. Chairman Kathrens would be in favor if stipulations would be placed that would help with fixing up existing buildings or new construction where an existing building is torn down.
- Discussed partnering up for Economic Development. There seems to be a lot of entities/organizations working on this and it needs to be a group effort.

The joint meeting ended.

Janet made the motion to go into executive session for a period of 10 minutes to discuss personnel. Commission William Elmer seconded and Chairman Kathrens called for a vote. The motion carried. The meeting closed at 3:37 and opened at 3:47. No decision was made.

3:00 Worked on the County’s budget with County Clerk Kathy Mick.

Emergency Management Director Pat Korte requested that the Commissioners sign the following “Emergency Vehicle Designation Applications”. Chairman Ed Kathrens signed the applications.

Name	Year	Type	Appt For
Alan Slipke	2008	Ford Truck	Netawaka Fire

Signed the following Payroll Change Notices

Name	Department	From	To	Reason
Shelly Robinson	Juv Intake		\$150 per month	Additional Shift

Signed the following Purchase Orders.

PO	Dept	Name	For	Amount
6434	Atty	The Computer Doctors	2 desktop Computers	1,913.00

Mail:

Public notice regarding proposed Kansas Water Pollution Control Permits for Agricultural and Related Wastes and Authorization to Discharge under the National Pollutant Discharge Elimination System (NPDES). This notice is for Ralph Phillips (Phillips Dairy Farm) at 17085 W Road and Larry D. Wehner (Wehner Farm)s at 2944 94<sup>th</sup> Road.

Received 2013 Commission Directory

Mac's Legacy Fitness, Inc in Netawaka sent a letter advising the Commission of the cost of membership package for different sizes of employers.

The meeting adjourned at 4:30 p.m.

Board of County Commissioners  
Jackson County, Kansas

\_\_\_\_\_  
Chairman, Ed Kathrens

\_\_\_\_\_  
Commissioner, Janet Zwonitzer

\_\_\_\_\_  
Commissioner, William Elmer

Attest:

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



## *Minutes of August 26, 2013*

Commission Janet Zwonitzer made the motion to call the meeting to order. Commissioner William Elmer second and Chairman Ed Kathrens called for a vote. The motion carried. Chairman Ed Kathrens called the meeting to order. County Clerk Kathy Mick recorded the minutes.

Commissioner Janet Zwonitzer at the request of County Counselor Alex Morrissey made a motion to go into executive session for attorney client privileges concerning two issues Mayetta Fire District and 150<sup>th</sup> Road for 15 minutes with County Counselor Alex Morrissey and County Clerk Kathy Mick present. Commissioner William Elmer second and Chairman Kathrens called for a vote. Motion carried. The meeting closed at 9:05 and opened at 9:20.

Pat Korte met with the Commission to discuss re-appointing/appointing fire board member. She had requests from several Fire Districts.

Commissioner Janet Zwonitzer made the motion to go into executive session for attorney client privileges concerning fire board appointment with Emergency Management Director Pat Korte, County Clerk Kathy Mick and County Counselor Alex Morrissey also present. Commissioner William Elmer seconded and Chairman Kathrens called for a vote. Motion carried. The meeting closed at 9:20 and opened at 9:35. No decision was made

Pat informed the Commission of communication problems and one of the voter sites is being painted.

Road and Bridge representatives informed the Commissioner of their projects for the week.

- Earl Bahret reported that the County can use the Hoyt mixing strip to stock pile rock.
- Working on an agreement with Prairie Trucking at a rate of \$4.50 per ton to the Hoyt mixing strip.

- Bryson Bain reported that it would be best to get a new fuel storage tank instead of trying to clean out the old one. Bryson will check on costs.
- Terry Mick will be working on installing a pipe on N Road.
- Twila White provided the contact sheet
- County Counselor Alex Morrissey provided a generic for Prairie Trucking agreements.
- The tube at the Stewart/Pleasant Point cemetery has been installed.
- Chairman Kathrens signed an agreement with Prairie Trucking.
- Eric Fritz discussed the widening of N Road south of Hwy 16 and bank stabilization.

Mike Longhoffer received permission to use the Sr. Citizens parking lot on October 4, 2013 for a special event.

Commissioner Janet Zwonitzer made the motion to go into executive session for 5 minutes 9:55 to discuss attorney client relations concerning the rock stockpile with County Counselor Alex Morrissey, County Clerk Kathy Mick and Road Foreman Earl Barhet present. Commissioner William Elmer seconded and Chairman Kathrens called for the vote. The motion carried. The meeting closed at 9:55 and opened at 10:05.

Commissioner Janet Zwonitzer made the motion to go into executive session for five minutes to discuss attorney client privileges concerning a White Star bill. Commissioner William Elmer seconded and Chairman Kathrens called for the vote. The motion carried. The meeting closed at 10:00 and opened at 10:05.

Fuel bids were opened for 3,000 gallons unleaded and 5,000 gallons #2 Diesel.

- Jackson Farmers \$28,390
- Haag Oil \$27,658.20

Commissioner Janet Zwonitzer made the motion to accept the low bid from Haag Oil. Commissioner William Elmer seconded and Chairman Kathrens called for the vote. The motion carried.

Commissioner William Elmer made the motion to accept fire board recommendation for new appointment and re- appointment for Mayetta Fire board. Commissioner Janet Zwonitzer seconded and Chairman Kathrens called for the vote. Motion carried.

1. Re-appoint D. J. Chance
2. Re-appoint Bob Gay
3. Re-appoint Jim Shenk
4. New appointment Keith Reicherter
5. New appointment Mike Cochran

Made the motion to accept Holton, Whiting and Soldier Fire Department to appoint and re-appoint of the fire boards. Commissioner Janet Zwonitzer seconded and Chairman Kathrens called for the vote. Motion carried. Signed off on the appointment letters.

- Holton Fire #4 - appoint
  1. Cole Gerhardt
  2. Brett Summers
  3. Ryan Alley
  4. John Motto

- Whiting Fire #7 re-appoint
  1. Jon Yingst
  2. William Thomas
  3. Darrin Matthias
  4. Deb Goodwin
- Soldier Fire District #2
  1. Leroy Reischick
  2. Leon Freel
  3. Larry Savage
  4. Dale Reed
  5. Dave Reed
  6. Mark Strathman
  7. Konrad Coe

Former Senior Citizen Service employee Betsy Rostetter met with the commission to question if since she resigned from her position if she was still eligible to apply for other County employment. Betsy was informed since she left employment in good standing she is eligible for re-hire. Betsy felt like she was skipped over for a promotion. Chairman Ed Kathrens informed Betsy that Sr. Citizen Service Director Cheryl Hamlin has the authority to hire, fire and promote. The Commissioners have to take the supervisors opinion. Employees don't always get what they want.

Recycling Director Dan Robinson has talked to Lana Dillner, Gary Keehn and Keith Eubanks about High School ball games and the possibility of collecting the recyclable. Dan thinks it will be implemented this year. Eric Campbell had asked Dan for addition recyclable containers. Dan's recycling budget does not have the funds to cover the cost of additional containers.

Dan Robinson informed the Commission that due to the circumstances it is too late now to send letters to landowners concerning infestation of sericea lespedeza.

The Commission informed Dan that the access tube has been put in at the Stewart/Pleasant Point Cemetery so he can now spray the cemetery.

Discussed the plan for maintenance of Stewart/Pleasant Point and Thompson/ Burns Cemeteries and the fence at Cedar Grove.

Eric Fritz informed the Commission that he will be working at 206 & M starting Wednesday.

Eric Fritz also informed the Commission that the County Crew and the Holton City Crew have been borrowing equipment from each other this summer at no cost. The Commission agreed that practice was acceptable.

The Commission informed the Clerk to issue \$50 to long time employee Jack Troxel's memorial fund and to order a plant for former employee Pete Burnett funeral

Holton Transportation director Jack Martin called and talked to Chairman Ed Kathrens concerning a narrow driveway at Roger Sweany's that makes it difficult for a school bus to turn around. Mr. Martin would like for the driveway entrance to have an extension installed. Chairman Kathrens called Mr. Sweany and asked if he would pay for the extension if the County crew would install it. Chairman Kathrens informed Mr. Sweany that it is Jackson County's policy that the landowner has to purchase the entrance material but the County crews will install them.

Jamie Claycamp provided the latest Department of Chamber reports and provided other statistics for Northeast Kansas.

Larry Holliday asked the Commission if his office help could set up a Facebook contest to share Banner Creek Reservoir's Web Page. The winner of the drawing would receive one night free camping. The Commission agreed.

Commissioner Janet Zwonitzer made the motion to go into executive session to discuss Elderly Services personnel for 5 minutes with County Clerk Kathy Mick present. Commissioner William Elmer seconded and Chairman Kathrens called for a vote. The motion carried. The meeting closed at 11:45 and opened at 11:50.

Commissioner William Elmer made the motion to approve the minutes of August 19, 2013 as written. Commissioner Janet Zwonitzer seconded and Chairman Kathrens called for a vote. Motion carried.

Commissioner Janet Zwonitzer made the motion to join the Kansas Economic Development Alliance (KEDA) and that the Jackson County Commissioners be listed as the contact at a cost of \$125 per year. Commissioner William Elmer seconded and Chairman Kathrens called for a vote. Motion carried.

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

Larry Reynold reported that he received an Email back from the person that was working on the plotter. An ink cartridge was leaking and the belt had stretched along with a hard drive error. The Estimate to fix was \$1,568.80. A new Epson plotter costs between \$3530 and \$4245. The Commissioners requested that Larry obtain other proposals for new plotters before they make a decision.

Janet made the motion to leave the chambers and view road projects. Commissioner William Elmer second and Chairman Kathrens called for vote. The motion carried. Returned to the Chambers at 4:10.

Approved expenditure to Skyler Mick for pouring concrete for the new dog pen.

Approved the purchase of an Epson T5000 Plotter in the amount of \$3,530 for the Appraiser's office.

Signed the following Purchase Orders.

PO	Dept	Name	For	Amount
6058	Road	White Star	18" track, half pitch for skid loader	1,708.57

Signed the following Petition to occupy County Right of Way.

Company	To	Location	Road
Westar Energy Inc	Relocate line and install poles	32-9-13	102 C & D

Westar Energy Inc.	Relocate line and install poles	36-9-12	102
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Signed the following Payroll Change Notices

Name	Department	From	To	Reason
Terri Clancy	Elderly Services	0	10.75	hired
Terri Clancy	Elderly Services	10.75	0	Quit
Letha Brown	Elderly Services	0	10.75	Hired
Rose Jennings	Elderly Services	10.46	11.35	New Position
Charlene Butchee	Elderly Services	11.35	0	Resignation
John Caviness	Sheriff's Dept		0	Resignation

Commissioner Janet Zwonitzer made the motion to adjourn the meeting. Commissioner William Elmer seconded and Chairman Kathrens called for a vote. Motion carried.

The meeting adjourned at 4:35.

Board of County Commissioners  
Jackson County, Kansas

\_\_\_\_\_  
Chairman, Ed Kathrens

\_\_\_\_\_  
Commissioner, Janet Zwonitzer

\_\_\_\_\_  
Commissioner, William Elmer

Attest:

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

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## *Minutes of August 29, 2013*

Commission William Elmer made the motion to call the meeting to order. Commissioner Janet Zwonitzer second and Chairman Ed Kathrens called for a vote. The motion carried. Chairman Ed Kathrens called the meeting to order. County Clerk Kathy Mick recorded the minutes.

The Commission reviewed the monthly bills that need to be approved.



- The Commission agreed to have Terry Mick install a large tube Northeast of Netawaka. An 8 ft by 60 ft pipe will cost approximately \$12,800.
- Tribe purchased a 80 ft of 10 foot pipe Terry will start this first of next week installing it.
- Earl Bahret will have a grader operator crown the Fair Grounds road.

Commissioner Janet Zwonitzer left the meeting to attend an Emergency Preparedness mediation meeting.

- Commission Elmer requested that Terry Mick check on a sign by the Hoyt Cemetery, coming from the south to indicate that vehicles maybe turning into the cemetery.
- Terry Mick also needs small culverts to have in stock at the bridge yard.
- Earl Bahret discussed 166 and S – Cedar tree are blocking view on SE corner. Miller agreed to allow the County to trim the trees. Klobnak agreed to allow the county to take the berm down on SW corner. Earl will notify KPL.
- Earl Bahret stated that Roger Sweaney agreed to purchase the extension for the bus turnaround. This will be installed this week.
- Twila White's Leadership classes will be starting on the 11<sup>th</sup>. She will have someone come in and watch the office.
- Commissioner Elmer stated that he has received a complaint about time cards not getting submitted.
- Eric Fritz will be working on the Delaware River Wraps Project on 334<sup>th</sup>.

Commissioner William Elmer made the motion to go into executive session for 5 minutes with Earl Bahret and Eric Fritz to discuss Road and Bridge personnel. Chairman Kathrens seconded and called for a vote. Motion carried. Meeting closed at 9:28 a.m., extended 5 minutes and opened at 9:42 a.m.

Commissioner Elmer wants to ride around with Earl Bahret to find structures in his district that need replaced. Terry Mick may need to go along also.

Chairman Kathrens stated that the cost of a large tube may look pretty cheap once the County starts paying the bridge inspection cost on the Fracture critical bridge Northeast of Holton.

The Commission questioned Mary Fernkopf if she remembers how to run the sign machine that is ½ Road & Bridge and ½ Banner Creek Reservoir. Mary stated that it has changed since she operated it and she has not been able to help Road and Bridge.

Commissioner Janet Zwonitzer returned from the Mitigation meeting.

Reported that the County needs to update the disaster mitigation plan. All counties need to update their plan by June 2014. All cities and the three 3 school district, along with Wholesale Water #18, because it lies below the dam will need to submit a plan also. If the structure is not on the plan FEMA will not cover the repair/replacement cost in case of a disaster. Pat Korte will provide a copy of the latest plan to see what needs to be added. This meeting had a low turnout. There was a possibility of a hundred and twenty people that should have attended, only 12 to 15 people attended. The next mitigation meeting will be next month. Need to encourage people to go to the meetings so FEMA sees that there is participation.

Larry Reynolds discussed two classes he would like to send Jason to at a cost of \$400 plus travel to Topeka. These would be the last classes Jason will need to take, excluding the final exam. Janet would like to talk to Jason concerning this training.

Commissioner William Elmer made the motion to approve the minutes of August 26, 2013 with corrected typos. Commissioner Janet Zwonitzer seconded and Chairman Kathrens called for a vote. Motion carried.

Jamie Claycamp met with the Commission; Holton was named 3<sup>rd</sup> best downtown in NE Kansas. Chamber of Commerce space has been re-leased to a different establishment. Economy of downtown Holton is well and growing.

Chamber of Commerce board position becoming available in government/education (Mary Ann Riederer is scaling back her duties so she will not seek re-election) This board meets the second Thursday of every month.

Chad Philips informed the Commissioners that the old computers/printers that have been stored on the 4<sup>th</sup> floor are going to be recycled. Each department is going thru their storage area to determine if the equipment is needed.

Larry Holiday reported that UTV's are becoming a problem at Banner Creek Reservoir. Commissioners stated again that ATV, UTV..etc will not be allowed at Banner Creek Reservoir. Larry will call the camper that had a UTV at the reservoir this weekend. Handicap will be allowed if proper documentation is provided.

Commissioner Janet Zwonitzer reported a drainage problem at campsite #11.

June 21, 2014 Banner Creek Science Center will hold a concert.

Signed added and abated order # 211-213.

Commissioner William Elmer talked to Twila White and Nancy Schlodder concerning the sign machine. Nancy is willing to try and learn to use it but would like to work on it after regular hours. Commissioner Janet Zwonitzer will look at the machine and see if she can figure it out.

Recessed for lunch at Noon until 1:00 p.m.

Commissioner Janet Zwonitzer made the motion to reconvene the meeting to order. Commissioner William Elmer seconded and Chairman Kathrens called for a vote. Motion carried. Chairman Kathrens called the meeting to order.

Sheriff Morse questioned if the Road & Bridge Mechanics could check their generator instead of hiring a company to maintain it once or twice a year. The Commissioners agreed to contact Bryson Bain for this service.

The Commission approved an increase in Undersheriff Chapman's salary from \$43,803 to \$45,003 and Jail Captain John Calhoon salaries from \$40,464 to \$44,400 which will come out of the current budget of the Sheriff's Department. The Commission did not approve additional funding to the Sheriff's office to fund these salary increase. This increase will cause a change in the 2013 payroll plan. The Commissioners are also budgeting for a \$50 per month increase for full time employees' wages effective December 24, 2013 and Darrell and John will also receive those increases.

Shawna Miller provided the commission with an accounting estimate for the diversionary fund. She would not have funds available from the diversionary fund to cover the increase the Commissioners were going

to allow her because of the increase amount of time the county attorney's position is requiring. Shawna stated it would not be proper to fund the County Attorney's salary thru diversions given. The Commissioners will review the request for funding.

Acknowledge a letter from Badger Wahwasuck concerning RWD #3 giving information to tribal housing concerning his water bill. The County Commission has no authority on this issue. The Commission requested that copies of this letter be sent to Brenda Adkins RWD #3 and Tribal Housing.

Commissioner William Elmer made the motion to go into executive session for a period of 5 minutes for attorney client privileges with County Counselor Alex Morrissey also present. Commissioner Janet Zwonitzer seconded and Chairman Kathrens called for a vote. The motion carried. The meeting closed at 1:54 and opened at 1:59 p.m.

Lisa Hyten, Jackson County Advocate for YWCA Center for Safety and Empowerment would like to plant a tree or bush and place a memorial plaque near it on the courthouse ground. The Commission agreed. Lisa is to contact Chad Phillips for the placing and type of tree. Commissioner William Elmer made the motion to appoint Janet Zwonitzer to the NEK-CAP board. Chairman Kathrens seconded and called for a vote. The motion carried.

Commissioner Janet Zwonitzer made the motion to go into executive session for a period of 10 minutes to discuss personnel with County Counselor Alex Morrissey and Jason Claycamp also present. Commissioner William Elmer seconded and Chairman Kathrens called for a vote. Motion carried. The meeting closed at 3:01 and opened at 3:11 p.m.

The Commissioner agreed to allow County Counselor Alex Morrissey to sign up for a webcast for Employment Litigation on November 5, 2013 from 10:00 a.m. to 5:00 p.m. at a cost of \$339.

Signed the following Payroll Change Notices

Name	Department	From	To	Reason
William Wilson	Jail	13.58	13.84	Length of Service
John Calhoon	Corrections	\$40,464 per yr	\$44,400 per yr	Promotion
Darrel Chapman	Sheriff Dept	\$43,803 per yr	\$45,003 per yr	Promotion

Signed the following Purchase Orders.

PO	Dept	Name	For	Amount
6435	Plan	Pinnacle Plotting & Supply	1 Epson T5000 36" 1 roll plotter	\$3,530
6060	Road	Welborn Sales	15 culvers and bands	\$4,843.38
6059	.4%	Welborn Sales	96" x 60 ft culvert and bands	\$11,874.24

Signed the following Petition to occupy County Right of Way.

Company	To	Location	Road
KPL	Replacing primary poles in ROW	19-5-16	206 U Road

The meeting adjourned at 4:30 p.m.

Jackson County, Kansas

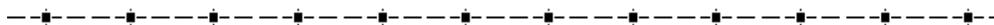
Attest:

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

\_\_\_\_\_  
Chairman, Ed Kathrens

\_\_\_\_\_  
Commissioner, Janet Zwonitzer

\_\_\_\_\_  
Commissioner, William Elmer



## *Minutes of September 9, 2013*

Commissioner Janet Zwonitzer made the motion to call the meeting to order. Commissioner William Elmer second and Chairman Ed Kathrens called for a vote. Motion carried. Chairman Kathrens called the meeting to order. County Clerk Kathy Mick recorded the minutes.

Acknowledged receipt of Salts Masonry detail proposal to repair the Courthouse's exterior. Salts Masonry will have the County rent the lift from White Star for 28 days at a cost of \$2,300. The lift will need to be pick up on Sept 20<sup>th</sup>.

Road and Bridge Representatives met with the Commissioners

- Earl Bahret has the Dura-Patcher rented from Betas, for next week.
- Eric Fritz will modify the tailgate of a county truck to distribute the heydike when using the patcher.
- The County will purchase oil from Shawnee County at 2.15 per gallon. They plan to get the oil daily from Shawnee County instead of renting the storage totes at this time.
- Eric Fritz will be dozing trees on N Rd.
- Eric Fritz is to notify his grader operators not to leave weeds in the roadway when cleaning the ditches.
- Ed Kathrens requested that Bryson bring the truck back to the shop while he is off work.
- Ed Kathrens informed Earl Bahret that when an employee's assigned equipment is being repaired the County will not provide transportation to and from the shop. They will have to drive their personal vehicle.
- Earl Bahret provided a purchase order for 3/8 in haydike. William wants Earl to keep close track of the cost so the Commissioners can determine if purchasing the machine is feasible.
- Bryson provided the figures for a new fuel tank along with the cost to fix the current tank. The estimated life of a fuel tank is 40 years. The County's tank is about 30 years old. All the new safety recommendations and requirements are already plumed into the new one. William wants Bryson to check with Re-Max in Atchison for a storage tank price.
- The Commissioners want the Tommy lift sold separately from the truck.
- Earl Bahret will be finishing up at 166 & X4. (Dan Barrow purchased rock and tube)
- 137 & S on east side looks a lot different
- The City of Denison wants the County's to mow the County's lot in Denison. Earl was informed to keep it mowed.

- Twila White informed the Commissioner that Terry had the City of Holton work on the light at the gas pump. The city replaced the bulb and eye and it still didn't work. The City crew then informed Terry that the light was on County property and that the County needs to hire an electrician.

Commissioner William Elmer made the motion to approve the minutes with corrections. Commissioner Janet Zwonitzer seconded and Chairman Kathrens called for a vote. Motion carried.

Cheryl Hamlin met with the Commissioners to inform them that the back side of the Health Department side has paint that is peeling off. Ed Lutz thought the gutters may be leaking and causing the problem. The building is 100-108 feet in length. The Commissioners instructed Cheryl to check on it when it is raining.

Cheryl Hamlin would also like for the deck to be enclosed underneath. That area could then be used for storage for flower pots and hoses. Cheryl will check with Ed Lutz on the cost.

Cheryl Hamlin reported that the 1999 Ford van is starting to nickel and dime her budget. Recently Cheryl has had to repair the front end for \$400. The sliding door has fallen off several times. The van only has 50,000 miles but it is hard miles stopping and starting constantly. Cheryl was thinking of a used van with about 20,000 miles. The Commissioners agreed to have Cheryl to start looking for a van.

Earl Bahret and Commissioner William Elmer will drive to McPhearson County to meet with Tom Cramer, Road Supervisor on Friday morning. Earl wants to see McPhearson County's process in preparing a road for chip and seal.

Discussed Enterprise Facilitation to see if it is to be funded for 2013 and 2014. It was decided to cut the funding back to \$4,500 for 2013 and 2014. The Commission signed a letter to Northeast Kansas Enterprise Facilitation informing them of the Commissioners decision.

Janet made the motion to go into executive session for a period of 5 minutes to discuss personnel. Commissioner William Elmer seconded and Chairman Kathrens called for a vote. The meeting closed at 10:25 a.m. extended 5 minutes and opened at 10:35 a.m.

Rogette Branam requested permission to put a large Christmas tree in the gazebo. Janet made the motion to allow this. Commissioner William Elmer seconded and Chairman Kathrens called for a vote. The motion carried unanimously.

Commissioner Janet Zwonitzer wants County Counselor Alex Morrissey to draft a letter to the fire boards recommending that they put it in their by-laws that all board members need to be a resident of the fire district and the position of treasurer needs to rotate.

The Commission discussed Court fee with Judge Ireland to see if court costs could be raised to help cover court expenses. Judge Ireland will make a phone call concerning court raising fees.

Dan Robinson met with the Commissioners. Commissioner William Elmer made the motion to go into executive session to discuss personnel with Dan Robinson for 10 minutes. Commissioner Janet Zwonitzer seconded and Chairman Kathrens called for a vote. Motion carried. The meeting closed at 11:18 and opened at 11:28.

Judge Ireland reported back to the Commission that court costs are set by statutes and cannot be raised. Judge Ireland did inform the Commission that the Court budget has enough in reserve funds that for the next several years Clerk of Court Colene Reamer will not request any funds to be transferred to equipment reserve. This would help reduce the mill levy.

Judge Ireland discussed court appointed attorney and the unknown costs at budget time. Pottawatomie County hires two to three attorneys to take care of all the court appointed attorneys regardless of how many hours or cases are worked. This discussion was for the Commission's information only, there are no plans at this time to switch the way court appointed attorneys are assigned.

Alex Morrissey presented a letter for the Commission to sign stating the County will not enter into an agreement for any services of the Rural Development Association of Northeast Kansas for 2014 calendar year.

Alex requested a 4 minutes executive session. Commissioner Janet Zwonitzer made the motion to go into executive session for a period of 4 minutes for attorney client privileges. Commissioner William Elmer seconded and Chairman Kathrens called for a vote. The meeting closed at 11:47 and opened at 11:51 a.m.

Commissioner William Elmer made the motion to adjourn for lunch. Commissioner Janet Zwonitzer seconded and Chairman Kathrens called for a vote. Motion carried. Adjourned for lunch.

Commissioner Janet Zwonitzer made the motion to reconvene the meeting. Commissioner William Elmer seconded. Chairman Kathrens called for the vote. The motion carried. The meeting opened.

Commissioner Janet Zwonitzer made the motion to go into executive session for a period of 10 minutes for attorney client privileges with Alex Morrissey present. Commissioner William Elmer seconded and Chairman Kathrens called for the vote. The motion carried. The meeting closed at 1:03 and opened at 1:13 p.m.

Commissioner Janet Zwonitzer made the motion to go into executive session for 10 minutes to discuss personnel. Commissioner William Elmer seconded and Chairman Kathrens called for a vote. 3/0 The meeting closed at 1:17, extended 5 minutes, extended 5 minutes. The meeting opened at 1:37.

Eric Fritz met with the Commissioners questioning N rd and 222. There is a 4-5 foot berm going around the curve on N and 222. This would make visibility better around the curve from the west and north. The Commission agreed to allow the berm to be cut back.

Eric Fritz would like to clear some trees on 222 Rd going west that are in the county's right of way. The Commissioners wanted to look at the trees before making a decision.

Contractor Edward Lutz submitted a statement for constructing a deck with rails on the back side of the Health Department.

The Commissioners worked on the County's 2014 budget and agreed on a 1.840 increase in the mill levy. This increase will cover the unfunded mandates of Obama Care and Courthouse Security.

Commissioner Janet Zwonitzer made the motion to appoint Susan L. Ryan, Beth Fenske, Dee Olson, Michael J. Henry and Jerry Harter to the Hoyt Fire #3 Board. Commissioner William Elmer seconded and the motion carried unanimously.

Signed the following Payroll Change Notices

Name	Department	From	To	Reason
Suzane Booth	Sheriff	13.37	13.62	Length of Service
Travis DeBarge	Sheriff	15.76	16.07	Length of Service
Chris Miller	Sheriff	15.17	15.76	Length of Service

Signed the following Purchase Orders.

PO	Dept	Name	For	Amount
6061	Road	Buildex Inc	48 cu. Yards haydite	\$2,164.80

The meeting adjourned at 4:30 p.m.

Board of County Commissioners  
Jackson County, Kansas

\_\_\_\_\_  
Chairman, Ed Kathrens

Attest:

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

\_\_\_\_\_  
Commissioner, Janet Zwonitzer

\_\_\_\_\_  
Commissioner, William Elmer

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## *Minutes of September 16, 2013*

Commission William Elmer made the motion to call the meeting to order. Commissioner Janet Zwonitzer second and Chairman Ed Kathrens called for a vote. The motion carried. Chairman Ed Kathrens called the meeting to order. County Clerk Kathy Mick recorded the minutes.

Road and Bridge reported;

- Will be using the rented dura patcher this week.
- Barrel bed parts have been ordered.
- Eric reported that Gary Zibell doesn't want the County to take any more dirt off the slope at N & 230.
- Twila provided the contact sheet
- Bryson priced a fuel tank from We-Mac for \$9,716.00. The commission agreed to go with prior bid from Unified in the amount of \$12,620.00 that includes the installation.
- The Yard light at fuel tank has been fixed.

Commissioner Janet Zwonitzer made the motion to go into executive session to discuss personnel for 15 minutes to review a draft job description. Commissioner William Elmer seconded and the motion carried unanimously. County Counselor Alex Morrissey and County Clerk Kathy Mick were also present. The meeting closed at 9:35 and opened at 9:50 a.m.

Commissioner Janet Zwonitzer made the motion to go into executive for 15 minutes to discuss personnel with County Counselor Alex Morrissey, Foreman Earl Bahret, Foreman Eric Fritz and County Clerk Kathy Mick also present. Commissioner William Elmer seconded and Chairman Kathrens called for a vote. Motion carried. The meeting closed at 9:55 a.m. , extended 10 minutes and opened at 10:20.

County Counselor Alex Morrissey requested the Commission to go into executive session for a period of 20 minutes to discuss attorney client privileges concerning Mayetta Fire Dist #1, 150<sup>th</sup> overpass and FLSA exempt positions. Commissioner William Elmer made this motion. Commissioner Janet Zwonitzer seconded and Chairman Kathrens called for a vote. Motion carried. County Counselor Alex Morrissey and County Clerk Kathy Mick were also present. The meeting closed at 10:26 and extended 5 minutes. The meeting opened at 10:51.

Dan Robison had nothing to report.

Commissioner Janet Zwonitzer made the motion to go into executive session for 15 minutes with Terry Mick to discuss personnel. Commissioner William Elmer seconded and Chairman Kathrens called for a vote. The motion carried. The meeting closed at 11:01 opened at 11:16.

Commissioner William Elmer discussed the controlled burn procedure with Emergency Preparedness Director Pat Korte when individuals call in a fire and whether or not a fire district has to respond regardless if is a controlled burn or not. Pat stated that the protocol is to call Holton PD and check if it is a controlled burn.

12:00 Recessed for lunch.

Approved the 16<sup>th</sup> bills for payment.

Larry Reynolds met with the Commissioners

Thursday night he had a meeting with the Planning & Zoning Commission and the Appeals Board. The Planning Commission would have liked to do an exception to operate on a limited basis They would have like something like a special use permit for this owner only. Larry will talk to County Counselor Alex Morrissey. Regardless the landowners would need to be notified again. The planning board would like to expand the board to a 7 member board. That is a decision of the Commissioners. Larry checked to see If video conferencing would be allowed to have a quorum at the meeting. The open meetings act does allow this type of meeting.

Sheriff Morse and Captain John Calhoun met with the Commissioners concerning Correctional Health Care. Provides on call Doctors to answer calls, Training for employees, nurse to set up medications and paper work. Looking at the numbers it is about a wash but the level of service would increase. Alex has already reviewed for content. If the Commissioners are in agreement the tentative start date would be around November 1, 2013. The Sheriff would have input on the nurse that is hired. The Commissioners signed the Contract.

Eric Fritz and Earl Bahret met with the Commissioners. Commissioner Janet Zwonitzer made the motion to go into executive session for a period of 20 minutes. Commissioner William Elmer seconded and Chairman Kathrens called for a vote. Motion carried. The meeting closed at 3:09 and opened at 3:31 p.m.

Commissioner Janet Zwonitzer made the motion to approve the minutes after correcting typos. Commissioner William Elmer seconded and the motion carried unanimously.

Commissioner William Elmer made the motion to appoint Earl Bahret and Eric Fritz as Road and Bridge Co-Director with a six months probation period. Terry Mick has been given a new title as Bridge & Special Project Manager. Terry Mick will not have a probation period. Commissioner Janet Zwonitzer seconded and the motion carried unanimously.

Signed a letter to Pitney Bowes Inc. giving notification that Jackson County will not be renewing the contract for a postage machine.

Signed a letter to Jackson County Chamber of Commerce giving notification that Jackson County will not be allocating funds for performing the functions of being the Rural Development Association of Northeast Kansas contact for Jackson County. Effective December 31, 2013.

Adjourn for the day at 4:00 p.m.

Signed the following Payroll Change Notices

Name	Department	From	To	Reason
Heath Delany	Sheriff	15.76	16.51	Promoted

Mail:

- Janet and William signed up for the KAC October Conference.
- Approved the Courthouse use request for Holton Main Street for Downtown Lighting and Santa on November 29 from 4-9. Holton Main Streets request for Veterans Day Parade & Activities on November 11, 2013 from 9:00 a.m. to 6:00 p.m. Holton/Jackson County Chamber of Commerce Fall fest on October 11 and 12 9-6 and 9-4.
- 

The meeting adjourned at 4:00 p.m.



notify Randal Allen at KAC concerning their plan for raising the \$1,000. Commissioner Janet Zwonitzer will contact Randal Allen. The Commissioners will contact their schools for a fund raiser drive for the Jackson county map on the state house rotunda floor. It was the intent of the legislatures to get community and children involved in this project, so that when the people/kids go to the Capital they can say they were part of this project. Janet may also do something at Fall Feast.

The Road and Bridge Co-Administrators met with the following:

- Commissioner Elmer is concerned with the tube that was installed north of Mayetta. He is concerned that it may erode.
- The Administrators stated that the "Dura Patcher" worked good last week. They are currently working on the Netawaka cut off. Commissioner Elmer would like a couple of streets in Mayetta patched before the equipment is returned.
- Commissioner Janet Zwonitzer stated that it was reported to her that a "No Commercial Traffic" sign was falling down at the intersection of 198 & 75 Hwy. She also stated that maybe a better location for the sign would be on the old hwy.
- Commissioner Elmer would like to have a sign placed at 110 & Q to notify traffic coming from the west of the turn off into the Hoyt Cemetery.
- Working on getting the Circleville road signed correctly.
- Eric Bahret stated they are still working on the WRAPS project on the County line.
- Bridge Manager Terry Mick is working on a tube on 310<sup>th</sup> road north of Netawaka.
- Earl Bahret is rebuilding and re-cutting the ditches on 110<sup>th</sup> road between L2 & L3.
- Earl Bahret will be stock piling dirt to build up an intersection.
- Eric Fritz could use dirt 1 mile south and back east of Soldier.
- Eric Fritz informed the Commission that Terry Mick said that the law is that speed limit signs are required on each end of the speed zone on the Circleville Road and that additional ones could be added at major intersections.

The Commission agreed to allow the Dillner family to have a trail ride at Banner Creek Reservoir to raise funds for a building, the Dillner family would like to build at Banner Creek. The trail ride will not be allowed in the campgrounds and boat ramp areas.

Earl & Eric and Twila met to discuss the 4% sales tax balance for this year.

Commissioner William Elmer reported to the Co-Supervisors that he wants 118 to 126 on S road repaired before it is chip and sealed again. The center of the road has an edge that can cause problems when driving. William would like for this issue to be addressed before winter and icy roads. There is also wash boarding in several places. William would like for a grader to scrap the ridge with a motor grader blade before winter. Eric would like to try the "vibrator roller" on a warmer day to see if they can help the problem.

Earl Bahret informed the Commission that fly ash is \$40 a ton delivered from Jefferies. So it would cost \$96,000 to do a mile of road, plus the cost of a tiller to re-build a road using a method used in another County. Compared to Jackson County using 3" rock at a cost of \$45,000 per mile.

Janet left the meeting to obtain economic development information from the City of Holton.

Co-Road Supervisor Earl Bahret met with the Commissioners to discuss the fuel tank. Chairman Ed Kathrens signed the bid from Unified in the amount of \$12,620 for the new tank plus \$800.00 to clean and remove the existing tank.

Banner Creek Reservoir Director Larry Holliday has sent out the hay lease contracts for 2014, for the same price as 2013.

Chairman Ed Kathrens signed the Hay Land Rental agreement with Charles Kennedy in the amount of \$607.50 for approximately 27 acres.

Janet made the motion to approve the minutes of September 16, 2013. Commissioner William Elmer seconded and Chairman Kathrens called for a vote. Motion carried.

The Commissioners agreed to purchase flags for the VFW for the grave stones for Memorial Day.

The Commissioners signed Resolution 2013-20 that expresses the property taxation policy of the Board of Jackson County Commission with respect to financing the annual budget for 2014.

12:00 Recessed for lunch. 1:00 p.m. Reconvened

Lyle Peterson met with the Commissioners to discuss possibilities for Economic Development. Lyle asked the Commission what they would consider Economic Development. William thinks bringing in industry would be economic development. Inventory needs to be taken on what type in industry would be right for Jackson County, taking into consideration electric, water, land availability and roads. List the limiting factors and see if those limits could be fixed. The needs of the current business need to be provided with adequate services before searching for more companies. Create a group to determine the goals in economic development. Funding would need to include office space and personnel for economic development. Janet discussed the Economic Development Corporation and how it was organized. It is still in existence but many people didn't feel it was meeting the County's needs. Lyle would like for the city to be involved and focus on having one point of contact for all entities. Lyle suggested improving our web-site so when companies are searching they see that Jackson County has what they need. Companies want all the utilities there and ready to go. Lyle also suggested a community wide analyst to determine the direction to take.

Commissioner Janet Zwonitzer made the motion to go into executive session for 15 minutes to discuss personnel. Commissioner William Elmer seconded and Chairman Kathrens called for a vote. The motion carried unanimously. Earl Bahret and Eric Fritz were also present during the executive session. The meeting closed at 2:37 p.m., extended 10 minutes and opened at 3:02p.m. No decision was made.

Signed the following Petition to occupy County Right of Way.

Company	To	Location	Road	
United Telephone	Bury Cable	14 & 23-8-15	R Road	
Ja Co RWD No3	Bore M Road for New meter	11-7-14	M Road	
Ja Co RWD No3	Bore new main	9-7-14	222 <sup>nd</sup> Road	
United Telephone	Telephone Service	26/27-8-15	R Road	

Acknowledged receipt of Cheryl Larson’s intent to retire on December 24, 2013.

The meeting adjourned at 3:10p.m.

Board of County Commissioners  
Jackson County, Kansas

\_\_\_\_\_  
Chairman, Ed Kathrens

\_\_\_\_\_  
Commissioner, Janet Zwonitzer

\_\_\_\_\_  
Commissioner, William Elmer

Attest:

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



## *Minutes of September 30, 2013*

Janet Zwonitzer made the motion at 9:00 a.m. to open the meeting, William Elmer seconded and the motion carried unanimously. Chairman Ed Kathrens called the meeting to order. County Clerk Kathy Mick recorded the minutes.

Commissioner Janet Zwonitzer made the motion to go into executive session for 10 minutes to discuss personnel. Commissioner William Elmer seconded and Chairman Kathrens called for a vote. The motion carried unanimously. The meeting closed at 9:03 and opened at 9:13. No decision was made.

Janet made the motion to approve the minutes as corrected. William seconded and the motion carried unanimously.

Road and Bridge Clerk, Nancy Schlodder met with fuel bids for 5,000 Gallons of Diesel and 3,000 gallons of unleaded.

- Jackson Farmers Coop \$27,092.00
- Haag Oil \$26,317.8
- Commissioner Janet Zwonitzer made the motion to accept the low bid from Haag Oil. Commissioner William Elmer seconded and Chairman Ed Kathrens called for a vote. Motion carried.

Road & Bridge Co-Director Earl Bahret and Bridge Manager Terry Mick for their weekly report:

- Will start widening N Road this week.
- Stockpiling dirt from 134 & T to 134 & S.
- Commissioner Janet Zwonitzer requested that some dirt be hauled to the science center for landscaping.
- Earl Bahret discussed the 'Dura Patcher' machine that was rented. He would still like to try using chip rock in place of haydite. Earl would like to get a machine from the dealer that needs to be refurbished and give the chip rock a try.
- Compared the cost of the 'Dura Patcher', haydite and oil at the cost \$1,460 to oil to 3 loads of asphalt.
- Earl reported that they ran out of time before they finished at Mayetta.
- The Commission wants to see how this patching process holds up.
- Terry 's crew is a 310 & R4 putting fence back
- 126 & S2 the edge of a tube is broke. Called in locate
- 254 & U1 replace and extend a tube for Chase Bontrager
- Terry reported that he used 3 yards of concrete will be at 206 & B4, because varmints were digging into the back wall.
- Terry contacted Ed Lewis from KDOT concerning an email stating that one of our bridges (P.4 & 106) was not inspected. Checked the files to verify it was and contacted the engineering company to resubmit the paper work.
- Entrance on 110 and another location needs a cross road sign with advisory speed limit.
- O4 North of 110<sup>th</sup> by Dale Bausch 9' by 100' tube, wants Commissioners to look to see if they want to repair the tube.
- Informed Earl to get a crew and clean up the Bender's (Stewart/Pt. Pleasant) cemetery.
- Terry requested permission to purchase 15 tubes in the amount of approximately \$3,500.

The County will rent a temporary tank from Knotty Pine for 2-3 weeks during the installation of the new tank.

Emergency Manager Pat Korte informed the Commissioner that it is mandatory that she update her mitigation plan that includes all the cities and school district. Pat would like to use part of the states funds that she receives to hire a company to update. The cost is estimated at \$10,500. The Commission agreed to allow the expenditure.

Auditor Mike Peroo met with the Commission to give the audit report and statistics. There were no findings in the audit.

Commissioner William Elmer made the motion to go into executive session for 10 minutes for Attorney Client privileges. Commissioner Janet Zwonitzer seconded and Chairman Kathrens called for a vote. The motion carried unanimously. County Counselor Alex Morrissey was also present during the executive session. The meeting closed at 11:17 and opened at 11:29. No decision was made.

Commissioner William Elmer made the motion to go into executive session for 10 minutes for Attorney Client privileges. Commissioner Janet Zwonitzer seconded and Chairman Kathrens called for a vote. The motion carried unanimously. County Counselor Alex Morrissey, Emergency Manager Pat Korte and County Clerk Kathy Mick were also present during the executive session. The meeting closed at 11:35, extended for 20 minutes and opened at 12:07. No decision was made.

The Commissioners signed the "First Supplement To Amended Cooperative Agreement between the Prairie Band Potawatomi Nation and Jackson County, Kansas" concerning the funding to construct the interchange at US Highway 75 and 150<sup>th</sup> Road. With the expressed desire to promote intergovernmental cooperation between the County and the Nation and to close the project U.S. Highway 75 and 150<sup>th</sup> Road System Enhancement project, the Nation agrees to contribute the sum of \$75,000 to the County towards the total final project cost and outstanding balance owing to the State of Kansas; and the County agrees to pay the additional sum of \$25,000 to the State of Kansas. This agreement was then mailed to the Nation for their approval.

Recessed for lunch at 12:07. Reconvened at 1:00 p.m.

Gary Salts discussed the Courthouse chimney. It has water damage, loose stones and bulging. The chimney is no longer used. Gary Salts will give the Commission cost on different options. Re point as is, remove part of the chimney or remove to the roof top and cap off.

Chad Phillips is still trying to locate the wiring to the outside courthouse lighting that had not been working for a long time. The Commissioners would like to fix the lighting if possible while renting the lift. Chad plans on attaching a device that will send out a pulse the electric line to help trace where the line go. Chad will have an electrician submit an estimate to repair the lights.

Chad Phillips also reported the need to repair some benches in the courtroom and hallway. It will cost approximately \$250-\$300 to refinish and repair the benches. The Commission agreed to the expenditure.

Chad Phillips received permission to remove the obsolete equipment from the roof of the Courthouse while the County is renting the lift.

Earl and Eric will test the economizer material that they can get for free from Jeffery Energy Center.

Bruce Hinkle is willing to sell his seeding equipment to the county. The Commission asked for a price. Bruce is willing to rent the equipment to the county as long as he is allowed to run the equipment.

Eric reported that Strube has a seeder and is willing to seed the construction area if the county will provide the tractor. The commission agreed.

Earl Bahret reported that it will cost approximately \$20,000 to recap 4 sets of grader tires and purchase some new truck tires.

Larry provided costs for new aerial maps in a higher resolution. The cost would be between \$45,620 and \$62,000. Larry will check with other entities to see if they can share the cost Janet wants to look at conditional and special uses for economic development. Larry doesn't want to re-write the regulations in patchwork. A planner would probably need to be hired.

Tammy reported that old land office documents are not assessable to surveyor because they are downstairs. The surveyors would like for them to be more assessable, like in her office. Statute says filed with County Surveyor or Road & Bridge Engineer. There are 8 books that would need to be maintained. The Commissioners agreed to allow Tammy to place the records in her office.

Janet will be the KAC and KWOC voting delegate.

Commissioner Janet Zwonitzer made the motion to go into executive session for 10 minutes to discuss personnel with Earl Bahret. Commissioner William Elmer seconded and Chairman Kathrens called for a vote. The motion carried unanimously. Earl Bahret was also present during the executive session. The meeting closed at 1:45. Earl left and Eric Fritz joined the meeting. The meeting opened at 2:00 p.m. No decision was made.

The Commission approved the bills for October 20, 2013.

Signed the following purchase order.

PO#	DEPT	FROM	FOR	AMOUNT	DATE
6062	Road	Welborn Sales	15 tubes	\$3,555.42	

Signed the following payroll change notices:

Dept	Name	From	To	Reason	Date
Corrections	John Calhoon	Full-Time	\$21.63 part-time	Resigned to part time as needed	
Corrections	Brian Anthony Swenson	12.89	13.33	Training Completed	
Corrections	Steve Buck	17.96		Rehire	
Corrections	Brittany Marie Clarke	12.89		Hired	

Received a bid to enclose the area under the health dept porch in the amount of \$675.00. The Commissioners accepted this proposal. Chairman Kathrens called Ed Lutz.

Invitation to the Commission to attend a Community Tree dedication and memorial on Oct 15 from 5:30 to 6:30.

Signed added and abateds.216-217

Received notice that the Division of Water Resources that they have determined the inspection and report for Banner Creek Reservoir is acceptable.

Jackson County Fair Board Report

Request from O'Shea Memorial Clinic concerning Unsustainable Federal Spending and Debt. The Commission took no action

Signed off on Payroll.

Received notice of appointment to the Local Emergency Planning Committee (LEPC) from the Kansas Adjutant General's Department of Emergency Management & Homeland Security. Chairperson: Pat Korte, Local Official: Janet Zwonitzer, Law Enforcement: Tim Morse and Gale Gakle, Emergency Management: Pat Korte, Firefighting: Corky Milroy, Emergency Medical Services: Con Olson, Health: Angie Reith, Local Environmental Group: Angie Reith and Dan Robinson, Hospital: Loretta Fitzgerald, Broadcast Media: Pat Korte, Community Group: Cheryl Hamlin, Facility Owners/Operators: Ben Thompson and David Klahr, Information Coordinator: Pat Korte.

The meeting adjourned at 4:27.

Board of County Commissioners  
Jackson County, Kansas

\_\_\_\_\_  
Chairman, Ed Kathrens

\_\_\_\_\_  
Commissioner, Janet Zwonitzer

\_\_\_\_\_  
Commissioner, William Elmer

Attest:

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



## *Minutes of October 7, 2013*

Commission William Elmer made the motion to call the meeting to order. Commissioner Janet Zwonitzer second and Chairman Ed Kathrens called for a vote. The motion carried. Chairman Ed Kathrens called the meeting to order. County Clerk Kathy Mick recorded the minutes.

The Co-Directors Eric Fritz and Earl Bahret along with Administrative Assistant Twila White gave the weekly report for Road and Bridge.

- Eric Fritz's crew is working on N road.
- Ed Kathrens request that some ditch work be done on P road and 248<sup>th</sup>.
- Discussed the WRAPS program on the north county line. The contractor is still moving dirt and the county crew is leveling it out and shaping the road.
- Twila will type up a resolution for 45 mph speed limit on the Circleville Rd from Circleville to Highway 75.

Received notice that Kansas Department of Transportation's Off-System Bridge Program that Jackson County's project located at 1.7 miles North of Netawaka did not make this round of funding. (R Rd & 324)

Signed Resolution 2013-21 establishing a 45 mph speed limit on 254 between K and P4.

Gary Salts with Salts Masonry bid the tuck pointing of the Courthouse Chimney at a cost of \$1,500 or taking the chimney down would cost \$2,000. The Commission agreed to repair the chimney.

Commissioner William Elmer made the motion to approve the minutes of September 30 as corrected. Commissioner Janet Zwonitzer seconded and the motion carried unanimously.

10:00 Commissioner William Elmer made the motion to call the 2014 Budget Hearing to order. Commissioner Janet Zwonitzer seconded and Chairman Ed Kathrens called for a vote, motion carried. The budget hearing was held with no constituents attending. The Commissioners unanimously agreed to adopt the 2014 budget as published. Commissioner Janet Zwonitzer made the motion to return to regular session. Commissioner Janet Zwonitzer seconded and Chairman Ed Kathrens called for a vote. Motion carried.

Chad Phillips

- Discussed the lift rental. White Star is unable to obtain a 65 foot lift. Bob Jacobs will call Later.
- Still trying to locate electric connections for the soffit lighting.
- Tree dedication next Thursdays night. Chad will plant a Ginko tree

Commissioner William Elmer made the motion to go into executive session for 10 minutes for Attorney Client privileges. Commissioner Janet Zwonitzer seconded and Chairman Kathrens called for a vote. The motion carried unanimously. County Counselor Alex Morrissey and County Clerk Kathy Mick were also present during the executive session. The meeting closed at 11:02 a.m. and opened at 11:12 a.m.. No decision was made.

12:00 Recessed for lunch.

Viewed the chimney on the courthouse.

12:45 p.m.

Commissioner Janet Zwonitzer made the motion to go into executive session for 15 minutes for security purposes concerning a Fire District. Commissioner William Elmer seconded and Chairman Kathrens called for a vote. The motion carried unanimously. County Clerk Kathy Mick and Bob Gay were also present during the executive session. The meeting closed at 12:45 and opened at 1:05. No decision was made.

An individual met with the Commissioners concerning the Van Swerigen Needy Funds. Commissioner Janet Zwonitzer referred the individual on to Kansas Gas Assistance.

Bob Jacobs met with the Commissioners concerning a 65 ft lift. White Star had one but it sold. White star will not charge anything for the 45 ft lift for 2 weeks. Bob has located a 65 ft lift a Foley at \$980 per weekly rate. Bob also check with United Rental \$1,400-1,450 per weekly rate. Bob will need to call Dave back at Cat concerning the rental. No decision was made at this time.

The Commissioners left the Chambers to go see a County Employee in the hospital, view Cedar Grove Cemetery and check on lift rentals.

Commissioner William Elmer called Foley for a monthly rate (weekly x 3=monthly). The Commissioners agreed to rent the lift for one month.

Pat Korte requested that the Commission sign an agreement with AMEC to update the County's Emergency Operations Plan for a cost of \$10,500. Pat will use the funds provided by the state to cover the cost.

Signed the following Payroll Change Notices

Name	Department	From	To	Reason
Jamie Guerrero	Sheriff		12.89	Temporary
Brenda Schlegal	Youth Services	14.66 & stipend		Resignation
Kim Clark	Youth Services	12.79 stipend		Hired

Signed added and abated orders 218-221

The meeting adjourned at 4:30 p.m.

Board of County Commissioners  
Jackson County, Kansas

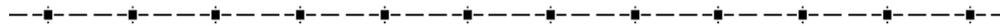
\_\_\_\_\_  
Chairman, Ed Kathrens

\_\_\_\_\_  
Commissioner, Janet Zwonitzer

\_\_\_\_\_  
Commissioner, William Elmer

Attest:

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



## *Minutes of October 15, 2013*

Commission William Elmer made the motion to call the meeting to order. Commissioner Janet Zwonitzer second and Chairman Ed Kathrens called for a vote. The motion carried. Chairman Ed Kathrens called the meeting to order. County Clerk Kathy Mick recorded the minutes.

Custodian Chad Phillips informed the Commission that Gary Salts is making good progress on re-pointing the Courthouse. The 65 foot lift is working well. Chad has located the wiring for the soffit lights and will have an electrician supply a new power source to the junction box to see if the fixtures work.

Chad was also instructed to write a job description for the position that will be open.

Commissioner William Elmer attended the Hoyt Senior Citizen lunch on Monday and heard nothing but good comments concerning Road and Bridge.

The Commissioners will not be attending the RDA meeting.

Co-Director Eric Fritz discussed the following:

- Working on N road. Finished with the dirt work and now will begin rocking the road.
- Discussed the trucks that will be sold on Purple Wave. It was decided that the Blue Ford and Red Chevy trucks would be put up for sale.
- Reported that John Strawn was involved in an accident on Friday while driving on Highway 75 an individual pulled out and hit the rock truck in the tires.
- Stated that the Cab-over springs are broke and cannot be used. The estimated cost to repair is \$3,000.

Co-Director Earl Bahret discussed the following:

- Employee Bruce Hinkle will seed N road with his personnel equipment. County Counselor Alex Morrissey has an agreement for Bruce to sign. The rental cost is \$800 and the County will supply the hay and seed.
- Requested an executive session for a period of 15 minutes. Commissioner Janet Zwonitzer made the motion to go into executive session for 15 minutes to discuss personnel. Commissioner William Elmer seconded and Chairman Kathrens called for a vote. The motion carried unanimously. Earl and Eric were also present during the executive session. The meeting closed at 9:38 a.m. and opened at 9:45. No decision was made.
- Received permission to purchase a "State" truck on Purple Wave if the price is low enough.

Chairman Ed Kathrens stated that the City of Whiting would like to use the County's smooth drum roller. The Co-Directors stated that the roller will be needed on N road for the next 2-3 weeks.

Joe Hurla with 360 Energy Engineers met with the Commission to introduce himself and would like for the County to keep him in mind if they are looking for improving buildings and reducing utility costs.

Larry Holliday met with the Commissioners to have Hayland Rental Agreements signed with Gary W. Zibell for 72 acres of brome plus 57 acres of hayland and D. D. Griffiths for 51 acres.

The Commission also agreed to rent 21 acres to Larry Holliday that he has been haying for an individual that does not want to renew his hay lease.

Larry Holliday requested permission to purchase a UTV to replace the ATV. The Commission agreed to allow Larry to solicit bids.

12:00 Recessed for lunch.

Commissioner Janet Zwonitzer made the motion to approve the minutes of October 7, 2013. Commissioner William Elmer seconded and motion carried.



and mounting on the White Truck be removed and sold on Purple Wave. The other Commissioners agreed.

Twila White gave the Commission a copy of projects that Terry Mick and crew did with the .4% Sales Tax. Only the "Material Cost" is paid from Sales Tax Funds

Project	Labor	Material –Sales Tax	Equipment	Total
210 T6	\$2,994.53	\$12,603.91	\$3956.12	\$19,554.56
R 166	\$1,271.45	\$6,376.32	\$2,158.28	\$9,806.05
N 268	\$1,836.28	\$13,806.00	\$4,194.66	\$19,836.94

Road and Bridge Co-Director Earl Bahret reported the following:

- Will be done mulching N Road this week
- Will be done hauling 2 ½" rock on N Road this week.
- The Commissioners will view the state trucks that are on sale on Purple Wave.
- Discussed the budget.
- Earl plans on burning off the Stewart/Pt Pleasant cemetery whenever the fire department is available.
- Janet provided Earl with information about Luke Cochran’s concern.

County Counselor Alex Morrissey informed the Commission of her plans to meet with each Fire District Board to review and adopt by-laws.

Commissioner William Elmer made the motion to go into executive session for 5 minutes to discuss personnel. Commissioner Janet Zwonitzer seconded and Chairman Kathrens called for a vote. The motion carried unanimously. County Counselor Alex Morrissey and County Clerk Kathy Mick were also present during the executive session. Extended 10 minutes. The meeting closed at 10:09 and opened at 10:24 a.m.. No decision was made.

10:30 KANZA Mental Health Director David Elsbury met with the Commissioners to request that a proclamation be signed. October is Mental Health Awareness Month.

- Invited the Commission to their annual meeting on November 7<sup>th</sup> at 6:30. Janet and William will attend.
- Janet made the motion to proclaim October as Jackson County as Mental Health Awareness. Commissioner William Elmer seconded and Commissioner Ed Kathrens called for a vote. The motion carried unanimously.

<p><b>PROCLAMATION FOR KANZA 50<sup>TH</sup> ANNIVERSARY AND MENTAL ILLNESS AWARENESS MONTH</b></p> <p><b>WHEREAS</b>, serious mental illness such as major depression, bipolar disorder, schizophrenia, sever anxiety disorders, borderline personality disorder, and posttraumatic stress disorders affect one I every four people annually;  <b>WHEREAS</b>, serious mental illness is a highly treatable medical illness of the brain posing the same concern as cancer, heart disease, diabetes and other illnesses;</p>
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**WHEREAS**, scientific research is constantly working toward breakthroughs in the understanding of mental illness, resulting in more effective treatments to allow people to reclaim full and productive lives,  
**WHEREAS**, misunderstandings exist about mental illness and social culture often wrongly imposes a stigma on mental illness;  
**WHEREAS**, every citizen and community can make a difference in helping to improve the lives of individuals and families affected by mental illness; and  
**WHEREAS**, Kanza Mental Health and Guidance Center has been providing behavioral health services since 1963 to the citizens of Northeast Kansas;  
**NOW, THEREFORE BE IT RESOLVED**, the Jackson County Commissions of Jackson County Kansas do hereby proclaim October 2013 as Mental Illness Awareness Month to increase public awareness of mental illness, to promote treatment and recovery and to recognize the 50 years of service by Kanza Mental Health and Guidance Center to its citizens.  
**/S/ Ed Kathrens                      /s/ Janet Zwonitzer                      /a/ William Elmer**  
October 21, 2013

11:00 a.m. Noxious Weed Supervisor Dan Robinson met with the Commissioners to discuss the following:

- Chairman Ed Kathrens questioned if there is a program to check the chemical inventory with the dollar amount sold. Dan informed the Commissioners the Star Program keeps track of chemical inventory. Dan is working on a safeguard with Star Program to prevent an employee from changing the program or an alert system, if invoices are changed.
- KDHE likes to use Jackson County as a site for training new HHW Administrators
- Noxious Weed Director's quarterly meeting will be November 13th at the Red Rock Ranch. The Commissioners are invited to attend. The meeting starts at 9:45 a.m.
- The Star Program developer will be at the meeting.

11:30 a.m. Banner Creek Reservoir Director Larry Holliday met with the Commissioners concerning:

- Bids for UTV.
  - Concordia Tractor Inc. - John Deere \$11,615.74
  - KanEquip Inc. – Kubota \$11,500 (Demo Machine)
    - The Commissioners signed a Purchase order authorizing the purchase from Concordia Tractor Inc.

12:00 Recessed for lunch. The meeting reconvened at 1:00 p.m.

1:00 a.m. Custodian Chad Phillips presented a job description for the custodial position that will be available in January. The Commissioners approved the job description.

The Commissioners left the Chamber to drive to Topeka to look at two dump trucks that are listed on Purple Wave.

Signed the Rental Agreement with Foley Rental for the 65 foot lift in the amount of \$2,700. The machine will need to be returned on November 4<sup>th</sup>.

Received notice of the Grand Opening of the Zwonitzer Health & Fitness Facility on October 26, 2013.



Commissioner William Elmer made the motion to go into executive session for 10 minutes for Attorney Client privileges. Commissioner Janet Zwonitzer seconded and Chairman Kathrens called for a vote. The motion carried unanimously. County Counselor Alex Morrissey and County Clerk Kathy Mick were also present during the executive session. The meeting closed at 9:10 and opened at 9:15. No decision was made.

Road and Bridge Representatives met with the following:

- Earl Bahret informed the Commission that he purchased a 1999 International Truck on the Purple Wave auction for \$12,650. This truck will need walking beam bushings. A wire transfer will be made today for the purchase.
- Terry Mick reported that he received an e-mail from KDOT concerning 6 bridges that KDOT wants to be inspected annually, but they were not inspected this year. The Commissioners decided to include these bridges in the by-annual inspection process next year and at the same time have the companies bid on inspecting these 6 bridges in both 2014 and 2015.
- Commissioner William Elmer asked Terry about the Low Water Crossing at 158 & A6. Terry stated it is planned for next year using the bridge package that is in inventory. Terry will be working on the stream permits and property easements.
- Eric Fritz reported that he plans on being done with hauling the 1 ¼ inch rock this week.

Commissioner Janet Zwonitzer made the motion to go into executive session for 15 minutes for Attorney Client privileges. Commissioner William Elmer seconded and Chairman Kathrens called for a vote. The motion carried unanimously. County Attorney Shawna Miller was also present during the executive session. The meeting closed at 9:38 a.m. and opened at 9:46 a.m. No decision was made.

Opened the following Fuel Bids for 6,500 gallons #2 Diesel:

- Haag Oil \$21,088.60
- Jackson Farmers \$21,937.50
- Knotty Pine \$21,326.50
  - The Commission accepted the low bid from Haag Oil.

Commissioner Ed Kathrens requested County Clerk Kathy Mick to e-mail the Fair Association and inform them that their request for increased funding for 2014 was denied. Their budget will remain the same as 2013 at a rate of \$38,024.

Barby Kroening met with the Commissioners to discuss stipend pay for on call employees.

Barby also discussed the possibilities of contracting with an agency for guarantee bed space for Jackson County's Juveniles that need to go to a Detention Center. She will gather more information to see if it would be a cost savings.

Larry Holiday presented a hay lease between Banner Creek Reservoir and A. K. Farms for 12 acres of brome grass or other hay land or grassland located in the South Half of the Southwest Quarter of Section 8, Township 7 South, Range 15, Jackson County, Kansas. Chairman Kathrens signed the agreement.

12:00 Recessed for lunch.

1:30 p.m. Holton Main Street representatives; Bob Carlson, Brenda Adkins and Cindy Hower met to talk about the 5<sup>th</sup> year pledge of \$10,000. Main Street wants to keep the downtown strong. Together with funds from the City, County, Memberships and Event income they can continue to meet their goals. Bob Carlson informed the Commission that without the County's Funding, Main Street would cease to exist. The program recommends that 1/3 of their funding comes from Events, 1/3 thru Memberships and 1/3 thru the City and County's contribution. Holton Main Streets yearly budget is \$65,000. Cindy Hower thanked the Commission also for the support of "Jazz on the Square" and the new speaker system. Bob Carlson also informed the Commission of the 1<sup>st</sup> annual Veterans Parade. The Commissioners table any decision at this time to check finances to determine if there is funding available.

Earl Bahret met with the Commissioner to discuss the following.

- Used Earl Bahrets old lawnmower to mow a project site. County purchased a new battery for the mower. The Commission told Earl just to keep the battery.
- Received permission to purchase salt spreader chains.
- Received permission to have one set of grader tires retreaded.
- The County's equipment is now posted on Purple Wave.
- The 312 Back-hoe has a vibration and they have done several things to try to fix it. If it is the motor it will cost 10,000-15,000 to repair. Chairman Kathrens wants someone from Foley to help trouble shoot the problem.
- Reported that the truck that was just purchased will need a set of front tires. Chairman Kathrens want the walking beam bushings fixed first.
- Provided the Commission with pictures of Stewart/Point Pleasant Cemetery that the County crew has cleaned up. The County will now request that the Steward/Muddy Creek Cemetery District take over the maintenance.

Signed the following Payroll Change Notices

Name	Department	From	To	Reason
Brooke Smith	Juv Intake	0	200/mo	Stipend

Signed the following Purchase Orders.

PO	Dept	Name	For	Amount
6437	Atty	Justice Systems	Full Case CMS License and maintenance/support	\$2,495.00
6438	Sp Mach	Purple Wave, Inc.	1999 International 4900 dump truck	\$12,650

The meeting adjourned at 2:30 p.m.

Board of County Commissioners  
Jackson County, Kansas

\_\_\_\_\_  
Chairman, Ed Kathrens

\_\_\_\_\_  
Commissioner, Janet Zwonitzer

\_\_\_\_\_  
Commissioner, William Elmer

Attest:

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



## *Minutes of November 4, 2013*

Commission William Elmer made the motion to call the meeting to order. Commissioner Janet Zwonitzer seconded and Chairman Ed Kathrens called for a vote. The motion carried. Chairman Ed Kathrens called the meeting to order. County Clerk Kathy Mick recorded the minutes.

Chad Phillips informed the Commissioners that the exterior lights are working. Janet would like for him to fix the lower globe lights to match the brighter LED lights. The Commissioners thanked Chad for doing a great job.

The Commissioners signed Supplemental Agreement No. 1 with the Secretary of Transportation that revised the original Agreement concerning the construction interchange at US-75 and county road 150<sup>th</sup> to add a new paragraph c, that reads as follows:

c. Final Payment and Satisfaction of Outstanding Project Costs. The County agrees to pay \$100,000.00 in a lump sum to the Secretary within Thirty days of execution of this Supplemental Agreement No. 1 in satisfaction of all outstanding Project costs, and the Secretary agrees to accept this payment as payment in full under this Agreement.

County Counselor Alex Morrissey drafted a letter for Chairman Ed Kathrens to sign to Ms. Pam Anderson, Bureau of Fiscal Services concerning the signed agreement and the check for \$100,000.00. Issued a check to the Kansas Department of Transportation for the remainder of the cost of the 150<sup>th</sup> overpass. The Prairie Band Tribe provided \$75,000 and the County \$25,000 for a total of \$100,000.

Chairman Ed Kathrens signed the letter and the agreement and check was mailed.

The Co-Directors met with the Commissioners for the weekly Road and Bridge report.

The Commissioners instructed the Co-Directors to contact the Kansas Secretary of Transportation concerning being part of the states contracts for fuel/oil and salt and sand. Each entity would receive the amount needed for the negotiated price.

The Commissioners also instructed the Co-Directors to attend a meeting in Manhattan on November 12<sup>th</sup>. Chairman Ed Kathrens will also attend.

Ed Kathrens requested a road closing at C -214 West 922 feet.

Signed added and abated orders 1-37.

Signed off on the early payment to the Security National Bank in the amount of \$50,000 to avoid \$1,625 in interest and financial fees. The County is now debt free.

Received notification of the WRAPS Field Tour re-scheduled for November 20, 2013 at 9:00 a.m.

The Commission upon request agreed to donate \$750 to the Royal Valley post prom.

Commissioner Janet Zwonitzer made the motion to approve the minutes of October 28<sup>th</sup> with corrections. Commissioner William Elmer seconded and Chairman Ed Kathrens called for a vote that carried unanimously.

Emergency Management Director Pat Korte discussed the letters concerning Soldier and Whiting Fire departments and the Fireman's Relief funds and reports. Pat is working with both fire departments to correct the reporting issue.

Barby Kroening met with the Commissioners to submit new job descriptions and requested that an employee receive a pay increase because she does addition work, she provided the job descriptions for Assessment Workers, but stated that the employee has additional job duties. After reviewing the employees current rate of pay, Barby withdrew her request.

Signed a Hay land Rental Agreement with Gregg Watkins for 22 acres of brome grass.

12:00 Recessed for lunch.

Twila White met with the commissioners to provide a fuel report.

Commissioner William Elmer made the motion to go into executive session for 20 minutes to discuss personnel. Commissioner Janet Zwonitzer seconded and Chairman Kathrens called for a vote. The motion carried unanimously. Sheriff Morse and Undersheriff Darrel Chapman and County Clerk Kathy Mick were also present during the executive session. The meeting closed at 2:09, extended 10 minutes, extended 10 minutes, extended 10 minutes and opened at 3:00. No decision was made.

Commissioner Janet Zwonitzer will fix up boxes for contributions to the Jackson County Ministerial Alliance Christmas Bureau.

Commissioner Janet Zwonitzer received permission to make a Facebook page.

Emergency Management Director Pat Korte requested that the Commissioners sign the following "Emergency Vehicle Designation Applications". Chairman Ed Kathrens signed the applications.

Name	Year	Type	Appt For
Stephen A. Banaka	2005	Dodge Pick-up	Netawaka Rural Fire

Signed the following Petition to occupy County Right of Way.

Company	To	Location	Road
Kansas Gas Service	Install ground bed & rectifiers	22-05-15	R & 310

The meeting adjourned at 3:30 p.m.

Board of County Commissioners  
Jackson County, Kansas

Attest:

Kathy Mick  
Jackson County Clerk

Chairman, Ed Kathrens

Commissioner, Janet Zwonitzer

Commissioner, William Elmer

## Minutes of November 12, 2013

Commissioner Janet Zwonitzer was late to the meeting, because of a gas leak at the Community Hospital and helping Emergency Management Director Pat Korte set up the EUM Church area to transport patients to.

The meeting in Manhattan was canceled for Road and Bridge Co-Directors and Chairman Ed Kathrens.

Pat Korte met with the Commissioners to have the following appointed to the Netawaka Fire District #6 Board. The Commissioners appointed the following:

Wendy Edwards	Chairperson
Loren Edwards	Vice Chair
Jon Banaka	Treasurer
Steve Banaka	Secretary
Louis Edwards	Member
Richard Fields	Member

Held the canvass of the votes cast in the November 5, 2013 Holton Sale's Tax Election. The Commissioners reviewed the Polling place tally sheet and the advance vote tally sheet. No discrepancies were found. The Commissioners determined that one of the two provisional ballots needed to be counted. That envelope was opened and it added one Yes vote.

City of Holton Sales Tax Questions	Type of Voter	YES	NO	TOTAL VOTES
	Early Voting	63	18	81
	Polling Place	142	50	192
	Provisional	1		1
		<b>206</b>	<b>68</b>	<b>274</b>
Registered Voters	2,149			

The Road and Bridge Co-Directors and Twila White met for the weekly report:

- Reviewed the Contact sheet.
- Terry Mick and crew started on the tube on 150<sup>th</sup> West of Highway 75 this morning.
- William Elmer wants something done with the bridges on the curve north of 110 & Q Rd. One is really narrow and eating out on the side, the asphalt didn't hold. The one box is narrow and needs

to be replaced with a tube. The other maybe fixed by put a railing on it. There is a 10-12 foot deep ditch.

- Eric Fritz reported that he is cutting down on rock hauling to cut rock and fuel costs. He plans to only fix places as needed. His employees will be cutting brush from the road right of ways.
- Ed Kathrens reported that he saw a county truck hauling snow plows and sander on a trailer with 2 foot hanging over the driver's side with no warning flags. It was reported that it was Terry Mick's crew hauling the equipment.
- Twila questioned if the cost of the seeder, rented from Bruce Hinkle for N Road project, should be paid out of the .4% Sales Tax. Also the county purchased a part for the seeder that broke. The Commission agreed that both expenses should be paid out of .4% Sales Tax. The part cost between \$40-\$50 dollars.
- Twila and Nancy would like to attend a class on the Star Program in Harper, Kansas. The Commissioners agreed
- Eric reported that two employees got a letter from the department of revenue that their physical cards need to be renewed. Earl Bahret thought they were exempt. The County will take care of the cost of the physicals if needed.
- William wants to get with Earl to look at the bridges.

Civic Plus representative Dustin Brinkman gave a presentation concerning a new web page. The following were present: Tammy Moulden, Betty Estes, Linda Gerhardt, Twila White & Pat Korte. Dustin informed the Commissioners and employees present of all the functionality of their program. The website initial cost ranges \$30,000-\$40,000 depending on the options. The annual maintenance fee is \$4,000 per year. Commissioner Janet Zwonitzer joined the meeting.

County Counselor Alex Morrissey along with Appraiser Larry Reynolds discussed possible updates to zoning regulations. Nuisances need defined and general updates. Would give the County/Prosecutor more force in cleaning up properties. Need regulations on improving a road first before issuing a building permit along with a 911 address.

Appraiser Larry Reynolds received permission to request quotes from companies that write Planning and Zoning regulations.

Signed Change order 35-43.

Approved the \$50,000 Bond payment and the \$500.00 Snow plow/sander purchase.

The Commissioners agreed to purchase hams for the County Employees from Ron's IGA.

JJA Director Barby Kroening met with the Commissioners. The Commissioners expressed interest in contracting with the juvenile facility in Topeka to save on transportation cost. Barby stated that Topeka does not contract with anyone. Barby will check in with contracting with several locations. Barby stated that there have been changes in the Topeka administration so maybe they will be willing to contract.

Banner Creek Reservoir Director Larry Holliday met to have two Hay land Rental Agreements signed. Larry Holiday for 70 acres and Greg Young for 45.94 acres.

Commissioner William Elmer made the motion to go into executive session for 15 minutes to discuss personnel. Commissioner Janet Zwonitzer seconded and Chairman Kathrens called for a vote. The motion carried unanimously. The meeting closed at 1:42 and opened at 1:52. No decision was made.

Commissioner Janet Zwonitzer made the motion to go into executive session for 15 minutes for Security purposes. Commissioner William Elmer seconded and Chairman Kathrens called for a vote. The motion carried unanimously. County Counselor Alex Morrissey was also present during the executive session. The meeting closed at 2:30 and opened at 2:45. No decision was made.

Commissioner Janet Zwonitzer made the motion to go into executive session for 15 minutes to discuss personnel. Commissioner William Elmer seconded and Chairman Kathrens called for a vote. The motion carried unanimously. County Counselor Alex Morrissey, Sheriff Tim Morse, Undersheriff Darrell Chapman and County Clerk Kathy Mick were also present during the executive session. The meeting closed at 2:45, extended 10, extended 10, extended 10 and opened at 3:16. No decision was made.

Bridge Supervisor Terry Mick called to inform the Commission that 150<sup>th</sup> and Q will be closed longer than anticipated because the back-hoe broke down.

Tammy Moulden met with the Commissioners to discuss the Mortgage Registration fees and the legislative concern that it may be done away with. The commissioners are against eliminating the fees. The loss of these fees would mean an increase in property taxes or reduction in services.

Commissioner William Elmer made the motion to adopt the submitted Holiday Schedule for 2014 with a change to the Christmas Holiday to be Thursday and Friday. This is different from the State's schedule that includes ½ on Wednesday. Janet seconded and Chairman Kathrens called for a vote that carried unanimously.

2014 HOLIDAY SCHEDULE	COURTHOUSE/RDBR/ JUV INT/ BCRK/SR CITIZENS/SHERIFF DEPT.	NOX WEED HHW/RECYCLE/LANDFILL
NEW YEAR'S DAY	Wednesday, January 1	Wednesday, January 1
MARTIN LUTHER KING, JR DAY	Monday, January 20	Tuesday, January 21
PRESIDENT'S DAY	Monday, February 17	Tuesday, February 18
MEMORIAL DAY	Monday, May 26	Saturday, May 24
INDEPENDENCE DAY	Friday, July 4	Friday, July 4
LABOR DAY	Monday, September 1	Saturday, August 30
COLUMBUS DAY	Monday, October 13	Tuesday, October 12
VETERANS DAY	Tuesday, November 11	Tuesday, November 11
THANKSGIVING	Thursday, November 27	Thursday, November 27
THANKSGIVING	Friday, November 28	Friday, November 28
CHRISTMAS DAY	Thursday, December 25	Thursday, December 25
DAY AFTER CHRISTMAS	Friday, December 26	Friday, December 26
DISCRETIONARY DAY-qualifying employees	Must be used <i>before</i> December 25	Must be used <i>before</i> December 25
EMPLOYEE'S BIRTHDAY-qualifying employees	Actual Day Of	Actual Day of
NEW YEAR'S DAY 2015	Thursday, January 1, 2015	Thursday, January 1, 2015

Bill made the motion to approve the minutes of Nov 4 as written, Janet seconded and the motion carried unanimously.

Commissioner Janet Zwonitzer made the motion to go into executive session for 5 minutes to discuss personnel. Commissioner William Elmer seconded and Chairman Kathrens called for a vote. The motion carried unanimously. County Counselor Alex Morrissey and County Clerk Kathy Mick were also present during the executive session. The meeting closed at 3:35 p.m. and opened at 3:40 p.m.

County Counselor Alex Morrissey was instructed to amend the Head Custodian job description to change from “assist with the hiring and firing” to “has the authority to hire and fire” employees. The Custodian job description shall state that the Custodian is under the authority of the Head Custodian.

The meeting adjourned at 4:11 p.m.

Board of County Commissioners  
Jackson County, Kansas

\_\_\_\_\_  
Chairman, Ed Kathrens

\_\_\_\_\_  
Commissioner, Janet Zwonitzer

\_\_\_\_\_  
Commissioner, William Elmer

Attest:

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



## *Minutes of November 15, 2013*

Commissioner Janet Zwonitzer made the motion to call the meeting to order. Commissioner William Elmer seconded and Chairman Ed Kathrens called for a vote. The motion carried. Chairman Ed Kathrens called the meeting to order. County Clerk Kathy Mick recorded the minutes.

Approved the minutes of August 29<sup>th</sup> 2013. This set of minutes was missed in September for approval.

Commissioner Janet Zwonitzer made the motion to go into executive session for 10 minutes to discuss personnel at Chairman Kathrens request. Commissioner William Elmer seconded and Chairman Kathrens called for a vote. The motion carried unanimously. The meeting closed at 10:15 and opened at 10:25. No decision was made.

Sheriff Morse met with the Commissioners upon their request.

Commissioner Janet Zwonitzer made the motion to go into executive session for 15 minutes to discuss personnel. Commissioner William Elmer seconded and Chairman Kathrens called for a vote. The motion carried unanimously. The meeting closed at 10:30a.m., extended 10 minutes, extended 10 minutes. The meeting opened at 11:10 a.m. No decision was made.

The meeting adjourned at 11:20 a.m.

Board of County Commissioners  
Jackson County, Kansas

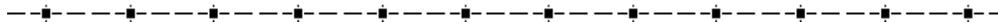
\_\_\_\_\_  
Chairman, Ed Kathrens

Attest:

\_\_\_\_\_  
Commissioner, Janet Zwonitzer

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

\_\_\_\_\_  
Commissioner, William Elmer



## *Minutes of November 18, 2013*

Commission William Elmer made the motion to call the meeting to order. Commissioner Janet Zwonitzer seconded and Chairman Ed Kathrens called for a vote. The motion carried. Chairman Ed Kathrens called the meeting to order. County Clerk Kathy Mick recorded the minutes.

Commissioner Janet Zwonitzer made the motion to approve the minutes of November 12<sup>th</sup> & 15<sup>th</sup> with corrections. Commissioner William Elmer seconded and the motion carried unanimously.

Road and Bridge weekly report:

- Earl reported that the trailer they looked at last week didn't have a good frame. Earl has now found a trailer in Hays he is interested in. It has a load rated at 80,000. Earl will go look at it.
- Janet requested that Earl go with the Commissioners this afternoon to look at a possible second entrance to the clinic/hospital.
- Salt bids

Central Salt LLC	55.90 per ton delivered
Independent Salt Company	52.63 per ton delivered
Cargill	50.89 per ton delivered

Commissioner Janet Zwonitzer made the motion to accept the low bid from Cargill. Commissioner William Elmer seconded and the motion carried unanimously.

- Twila has a document concerning the Federal Funds exchanged. The Commissioners want to bank the money at this time. County Counselor Alex Morrissey will review the document before signing.

- Everything on Purple Wave has sold. The County received \$14,716.75 from the sale.

Head Janitor Chad Phillips discussed the following:

- Cheryl is retiring and the courthouse is having a party on Wednesday. Requested the Commissioners be present at 10:00 a.m.
- Chad is ready to make an employment offer for the custodian position.
- Courthouse exterior lights are permanently wired now and on a photo cell sensor to turn the lights on and off.
- Fire alarm is switched over to Heartland Alarm. Chad will notify Simplex Grinnell of the switch.
- Chad reported that McElroys performed the system's annual maintenance. The actuators in the units are going bad. They are made of plastic and are sheering off. Can't switch actuators only, you would have to switch the valves in each unit. Each unit has two actuators and two valves. The total cost has not been determined.

Janet would like to join the National Association of Counties. Membership Benefits would include Prescription Discount Card Program, Grants Clearing house, U.S. Communities Government Purchasing Alliance, provided access to nationally bid contract in order to provide savings and NACo Dental Discount Program. County Clerk Kathy Mick will call for the annual amount.

Signed change orders 44-48

Commissioner William Elmer made the motion to go into executive session for 15 minutes to discuss personnel. Commissioner Janet Zwonitzer seconded and Chairman Kathrens called for a vote. The motion carried unanimously. County Counselor Alex Morrissey and County Clerk Kathy Mick were also present during the executive session. The meeting closed at 10:52 and opened at 11:18. No decision was made.

Dan Robinson met with the Commissioners for a vacation request.

Janet made the motion to join the National Association of Counties organization. Commissioner William Elmer seconded and the motion carried. The annual dues are \$450.

Larry Holliday met with the Commissioners and he had nothing to report on Banner Creek Reservoir.

Signed off on the November 15<sup>th</sup> payroll.

12:00 Recessed for lunch.

Jason Claycamp met with the Commissioners concerning Planning Board members. Jason was instructed to advertise for individuals that would be willing to serve on the Planning board. The board meets every 2<sup>nd</sup> Thursday of the month.

Sheriff Tim Morse met with the Commission concerning additional Court Security. Tim was wondering if it will be a full time position. Tim stated that on non court days the employee could help serve warrants, transports, etc... This position would require them to be a certified law enforcement officer. The Commissioners agreed to allow Tim to start the hiring process.

Cindy Hower, Insurance representative reviewed renewal documents with the Commissioners.

Cindy Hower also discussed concerns of the relationship that is being created between the County and the Volunteer Fire Departments, concerning the dishonesty portion of the County's policy. If a relationship is proven and insurance money is collected for the Fire Department off of the County's policy, it will also have created a relationship that would allow the County to be responsible if the Fire Districts ever have a claim against them. If the claim is approved it will affect the County's experience rating which will then cause an increase in premiums.

The Board of County Commissioners requested to view the applications for the Janitor's position that were received when Chad Phillips was hired. Deputy Sally Alley provided the applications.

Left the Chambers at 3:00 p.m. to meet with Co-Director Eric Fritz at the property owned by Frank Gilliland concerning the possibility of a second entrance to the clinic/hospital.

Signed the following Payroll Change Notices

Name	Department	From	To	Reason
Letha Buskirk-Brown	Senior Services	10.75	11.335	Introductory Period Complete

The meeting adjourned at 3:30 p.m.

Board of County Commissioners  
Jackson County, Kansas

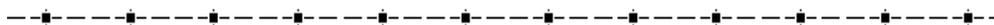
Attest:

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

\_\_\_\_\_  
Chairman, Ed Kathrens

\_\_\_\_\_  
Commissioner, Janet Zwonitzer

\_\_\_\_\_  
Commissioner, William Elmer



## *Minutes of November 25, 2013*

Commission William Elmer made the motion to call the meeting to order. Commissioner Janet Zwonitzer seconded and Chairman Ed Kathrens called for a vote. The motion carried. Chairman Ed Kathrens called the meeting to order. County Clerk Kathy Mick recorded the minutes.

Frank Gilliland met with the Commissioners to propose the creation of a new county road that would provide a second entrance to the Holton Hospital and medical facilities. Frank owns the land and will deed it to the Hospital and then the Commissioners would work with the Hospital. The Commissions unanimously agreed that they would create this new road. There are fiber optic cables near the tree line. The Commissioners stated it was a very generous offer for Mr. Gilliland to donate the land.

An individual met with the Commissioner to request assistance with her electric bill. The Commissioner agreed to provide \$50 to assist with her \$173.74 electric bill. Commissioner Janet Zwonitzer informed the individual and Holton City Hall of the decision.

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

- Earl provided a proposal for a trailer for the skid steer loader that he had found. He stated that he needs a second trailer since the skid loader is going to different locations. The Commissioners decided not to purchase the proposed trailer.
- Earl also has found a rock hauling trailer in Hayes. The Commissioners agreed to purchase this trailer for \$30,900.
- The Co-Directors informed the Commission that it would cost approximately \$120,000 to rebuild a Cat Motor Grader. The rebuilt motor grader will have a 5 year warranty for motor and transmission. A new grader cost approximately \$225,000. Commissioner William Elmer informed the Directors that he has contacted Dean at Foley to bring up a grader to demonstrate. Eric stated he could find someplace to try the demo out.
- Eric asked if the Commission had any more information about the possible new road. The Commissioners informed him that Frank Gilliland was in and they had agreed to the project. Ed

Kathrens wants the road base built like that of a chip and seal road because they may chip and seal it in the future.

- Commissioner William Elmer stated that the county needs to pay for a survey on Maurice Koch property on 102<sup>nd</sup> road where the county accidentally removed the stake indicating the corner of the property. Earl will contact a surveyor.
- The new gas storage tank has been installed.

Jerry Nelson met with the Commissioners for the road closing. Commissioner Janet Zwonitzer made the motion to open the road hearing on 214 and C Road. Commissioner William Elmer seconded and the motion carried unanimously. No one was present to protest the closing. Janet made the motion to close the hearing. Commissioner William Elmer seconded and the motion carried. Janet made the motion to adopt Resolution 2013-22 vacation of a portion of 214 & C Road. Commissioner William Elmer seconded and the motion carried unanimously. Later the Commissioners were notified that the legal description was wrong.

Commissioner William Elmer made the motion to go into executive session for 10 minutes for Attorney Client privileges. Commissioner Janet Zwonitzer seconded and Chairman Kathrens called for a vote. The motion carried unanimously. County Counselor Alex Morrissey and County Clerk Kathy Mick were also present during the executive session. The meeting closed at 10:18 extended 5 minutes, extended 10 minutes, extended 10 minutes and opened at 10:53. No decision was made.

Dan Robinson informed the Commissioners that he has hired Mixie Schafer for the full time position at the Noxious Weed Department.

County Counselor Alex Morrissey informed the Commissioners that she has filed the proper paperwork concerning the default judgment of Leonard Allen Riley, et al., to Intrust Bank.

Register of Deeds Tammy Moulden received permission to purchase a new copier, scanner & fax combination machine for \$7,710 from Salina Blue Print.

Register of Deeds Tammy Moulden also asked to have a latch installed on her vault door so it could be latched in case of an emergency.

Banner Creek Reservoir Director Larry Holiday and District Fisheries Biologist Kirk Tjelmeland requested that the Commission sign a new agreement for the grant that provides a reimbursement to the County

for not charging fishing fees at Banner Creek Reservoir. The Commissioners signed the agreement for four years at the rate of \$38,767.14 per year.

Signed Change Orders 49-57

Commissioner William Elmer made the motion to give Rossville after Prom program \$250. Commissioner Janet Zwonitzer seconded and the motion carried unanimously.

12:00 Recessed for lunch.

Commissioner William Elmer would like to have the parking stall at the west entrance be for a compact car only, do to larger vehicles blocking the view from the south. Janet contacted the city concerning the parking stall.

The Historical Society will receive the same funding for 2014 that they received for 2013 in the amount of \$2,901 from the Parks & Recreation fund.

Commissioner William Elmer made the motion to approve the minutes of November 18, 2013 with one correction. Commissioner Janet Zwonitzer seconded and the motion carried.

Commissioner William Elmer made the motion to go into executive session for 15 minutes to discuss personnel. Commissioner Janet Zwonitzer seconded and Chairman Kathrens called for a vote. The motion carried unanimously. County Counselor Alex Morrissey and County Clerk Kathy Mick were also present during the executive session. The meeting closed at 2:10 and opened at 2:26. No decision was made.

Commissioner William Elmer made the motion to go into executive session for 10 minutes to discuss personnel. Commissioner Janet Zwonitzer seconded and Chairman Kathrens called for a vote. The motion carried unanimously. The meeting closed at 2:25 and opened at 2:40. No decision was made.

Under Sheriff Darrell Chapman presented a new computer program called DIES (Danger In Every Step) , also included is, goggles and other equipment that would assist him in his presentations to the local school district for drug and alcohol prevention. Commissioner Janet Zwonitzer made the motion approved the \$1,750 expenditure out of the Alcohol prevention fund. Commissioner William Elmer seconded and the motion carried.

Commissioner William Elmer made the motion to go into executive session for 15 minutes to discuss personnel. Commissioner Janet Zwonitzer seconded and Chairman Kathrens called for a vote. The motion carried unanimously. Sheriff Tim Morse, Undersheriff Darrell Chapman, County Counselor Alex Morrissey and County Clerk Kathy Mick were also present during the executive session. The meeting closed at 2:53, extended 15, extended 15 and opened at 3:36. No decision was made.

Approved the end of the month expenditures.

Signed the following Payroll Change Notices

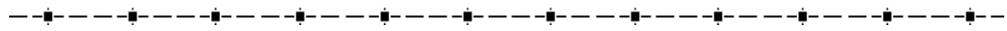
Name	Department	From	To	Reason
Mixie B. Schafer	Noxious Weed	12.61	12.61	Full Time hire

Signed the following Purchase Orders.

PO	Dept	Name	For	Amount
6440	RegD	Saline Blue Print	Canon Color Printer, Scanner & Copier	\$7,710.00
6439	Sp Mach	Bruckner Truck Sales-Hays	Ranco Bottom Dump Trailer	\$30,900.00

The meeting adjourned at 4:20 p.m.

<p>Attest:</p> <p>Kathy Mick Jackson County Clerk</p>	<p>Board of County Commissioners Jackson County, Kansas</p> <p>Chairman, Ed Kathrens</p> <p>Commissioner, Janet Zwonitzer</p> <p>Commissioner, William Elmer</p>
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## *Minutes of December 2, 2013*

Commissioner Janet Zwonitzer made the motion to call the meeting to order. Commissioner William Elmer seconded and Chairman Ed Kathrens called for a vote. The motion carried. Chairman Ed Kathrens called the meeting to order. County Clerk Kathy Mick recorded the minutes.

Road and Bridge Co-Directors Eric Fritz and Earl Bahret has their crews clearing brush from the right of ways.

Bryson Bain requested an executive session.

Commissioner Janet Zwonitzer made the motion to go into executive session for 10 minutes to discuss personnel. Commissioner William Elmer seconded and Chairman Kathrens called for a vote. The motion carried unanimously. Eric Fritz, Bryson Bain and Earl Bahret were also present during the executive session. The meeting closed at 9:25 and opened at 9:35. No decision was made.

Earl Bahret has found a dura-patcher on Purple Wave located in Indiana. The Commissioners agreed to allow Earl to bid up to \$5,000 on this dura-patcher.

Jackson County is to be exempt from Physical cards for the CDL License. The County employees have signed a document stating their CDL is for Government use only. Twila sent the forms in on Friday.

Jon Banaka discussed his concerns of the Netawaka Fire Board. His opinion is that the department has been spinning their wheels. There is a lot of tension in the department and changes need to be made. He believes the Fire Board needs to be different individuals than the firefighters. It is hard for the Fire Chief to tell the firemen what to do when those people are also the Fire Chief's boss. Jon stated that it will be discussed at the Netawaka Fire Board meeting on December 7<sup>th</sup> of who will be on the board. The Commissioners informed Jon that they had made the appointments to the board on November 12<sup>th</sup>. Since the suggested reappointments to the board had not been voted on by the fire board, Janet made the motion to rescind the appointments of the Netawaka Fire Board. Commissioner William Elmer seconded and the motion carried unanimously. The County Commissioners and County Clerk will attend the Netawaka Fire District meeting on December 7<sup>th</sup> at 9:00a.m.

Commissioner William Elmer made the motion to go into executive session for 15 minutes to discuss personnel. Commissioner Janet Zwonitzer seconded and Chairman Kathrens called for a vote. The motion carried unanimously. Jackie Lundin was also present during the executive session. The meeting closed at 10:31 and opened at 10:38. No decision was made.

Commissioner William Elmer called the contact number for the dura-patcher machine that Earl Bahret was interested in bidding on. William learned that the person selling it is a broker and knows no information about the machine except that it will start. William informed Earl to no longer bid on this piece of equipment.

Commissioner William Elmer made the motion to accept the minutes of November 25<sup>th</sup> as written.

Signed the November 27<sup>th</sup> payroll.

Signed a letter to SimplexGrannel stating that Jackson County would no longer be using their service.

The meeting adjourned at noon.

Board of County Commissioners  
Jackson County, Kansas

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Chairman, Ed Kathrens

Attest:

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Commissioner, Janet Zwonitzer

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Kathy Mick  
Jackson County Clerk

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Commissioner, William Elmer

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## *Minutes of December 16, 2013*

Commission William Elmer made the motion to call the meeting to order. Commissioner Janet Zwonitzer seconded and Chairman Ed Kathrens called for a vote. The motion carried. Chairman Ed Kathrens called the meeting to order at 9:00 a.m. County Clerk Kathy Mick recorded the minutes.

Co-Director Earl Bahret met with the Commissioners.

Opened fuel bids for 2,500 gallons unleaded (no alcohol) and 5500 gallons winterized diesel clear (low sulfur 60/40 blend.

Haag Oil	23,524.30
Knotty Pine	26,369.50
Jackson Farmers	26,616.00

Commissioner William Elmer made the motion to accept the low bid from Haag Oil. Commissioner Janet Zwonitzer seconded and the motion carried.

Signed Change Orders 2013 64-68.

County Clerk Kathy Mick informed the Commissioners that an open records request was sent to Delia Fire #5.

Approved the December 16<sup>th</sup> expenditures.

Approved the December 14<sup>th</sup> Payroll.

Received a request from Circleville Recreation Club requested funds to build a new fence and new equipment.

Chairman Ed Kathrens signed the Elevator Hydraulic annual testing in the amount of \$500.00 with ThyssenKrupp Elevator Americas.

Commissioner Janet Zwonitzer made the motion to give Circleville, Delia, Holton, Netawaka and Whiting Ball Associations \$2,500 each. The Royal Valley Recreation Associations that represents Hoyt and Mayetta will receive \$5,000. Denison City will receive \$2,500 for their park. The American Legion Post 44 will receive \$1,500. Accompanying these checks will be a letter stating that in the future you will have to request funding annually along with a detail description of what they will use the funds on.

County Counselor Alex Morrissey provided the Commission with Juvenile Intake Director's Barby Kroening's official notice of her retirement date of December 29, 2013.

Commissioner William Elmer made the motion to go into executive session for 10 minutes for Attorney Client privileges. Commissioner Janet Zwonitzer seconded and Chairman Kathrens called for a vote. The motion carried unanimously. County Counselor Alex Morrissey and County Clerk Kathy Mick were also present during the executive session. The meeting closed at 10:54 and opened at 11:02. No decision was made.

Noxious Weed Supervisor Dan Robinson met with the Commissioners. He had nothing to report.

County Clerk Kathy Mick discussed the current FMLA policy and the changes that have been made over the years.

Banner Creek Reservoir Director Larry Holliday is still checking on prices on sewer pumps.

Appraiser Larry Reynolds met with the Commissioners to inform them the Planning and Zoning meeting was cancelled again.

Appraiser Larry Reynolds informed the Commission that the Arial Photography proposal 2014 has been reduced in price. But the price is still unaffordable. Larry will see about partnering up with other counties.

12:00 Recessed for lunch.

The Commissioners signed a letter informing Holton Main Street that the County will pay the final payment of their agreement, but due to the economy and budget concerns the Commission wanted to let Main Street know that next year, the funding will be cut to some degree.

Commissioner William Elmer made the motion to go into executive session for 5 minutes to discuss personnel. Commissioner Janet Zwonitzer seconded and Chairman Kathrens called for a vote. The motion carried unanimously. Sheriff Tim Morse was part of the executive session by way of a conference call. The meeting closed at 1:50 and opened at 1:55. No decision was made.

Chairman Ed Kathrens signed a 2014 services agreement for consultant dietitian between Gerwick & Associates, LLC and Jackson Count Senior Citizens. Gerwick & Associates will provide Dietitians that will help develop menus that meet the Service for the Elderly standards. This will be at the rate of \$45.00 per hour and they estimated 8 hours annually.

Signed the following Payroll Change Notices

Name	Department	From	To	Reason
Todd Hurt	Sheriff	0	15.47	Hired
Mark Wohlin	Sheriff	14.76	15.47	Promotion
Charlene Butchee	Elderly Services	0	11.35	Temporary

Commissioner William Elmer made the motion to adjourn. Commissioner Janet Zwonitzer seconded and the motion carried.

The meeting adjourned at 4:00 p.m.

Board of County Commissioners  
Jackson County, Kansas

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Chairman, Ed Kathrens

Attest:

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Kathy Mick  
Jackson County Clerk

Commissioner, Janet Zwonitzer

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Commissioner, William Elmer

## *Minutes of December 23, 2013*

Commission William Elmer made the motion to call the meeting to order. Commissioner Janet Zwonitzer seconded and Chairman Ed Kathrens called for a vote. The motion carried. Chairman Ed Kathrens called the meeting to order. County Clerk Kathy Mick recorded the minutes.

Commissioner William Elmer made the motion to go into executive session for 5 minutes to discuss personnel. Commissioner Janet Zwonitzer seconded and Chairman Kathrens called for a vote. The motion carried unanimously. The meeting closed at 9:01 and opened at 9:05. No decision was made.

Commissioner William Elmer made the motion to go into executive session for 15 minutes to discuss personnel. Commissioner Janet Zwonitzer seconded and Chairman Kathrens called for a vote. The motion carried unanimously. Co-Directors Earl Bahret and Eric Fritz were also present during the executive session. The meeting closed at 9:21 and opened at 9:26. No decision was made.

Chairman Kathrens informed the Co-Directors that when requesting fuel bids in the future there needs to be a statement included on the bid sheet that at the time of delivery, a bill of lading shall be presented for verification of the type of fuel being delivered.

Gary Bowles met with the Commissioners to video some of their comments concerning the county being debt free and their plans for Economic Development.

Received a note left by Cecil Spetter I stating that himself and Jeff Bahner would like to fill the open positions on the Delia Fire Board, due to the resignation of Joe Conley and Charlie Dugan. No appointment was made at this time.

Rex Larrison met with the Commissioners concerning property that use to be the railroad right of way, which is in litigation. Rex provided the Commissioners with a summary of his accomplishments that have added to the increased taxable valuation of properties he owns. There has been a survey that has been requested. Rex asked the Commission to withdraw from the litigations concerning this property and let the sale of land go through.

Dan Robinson reported that the Recycling Center has been receiving unwanted items including human feces and urine at the Recycling Center. These items are dropped off when the center is closed. Dan after receiving several of these item, decided to turn it over to the Sheriff's department. The next day someone removed some lug nuts from Dan's personal vehicle, while parked at the Recycling Center and loosened the rest. When he pulled out on the Hwy 16 the tire fell off. The lug nuts were found on Hwy 16 and where his vehicle was parked. Dan informed the Commissioners he is checking on options for security cameras.

Commissioner William Elmer made the motion to accept the minutes as presented. Commissioner Janet Zwonitzer seconded and the motion carried unanimously.

Cindy Hower met with the Commissioners concerning the premiums for 2014 liability insurance. The insurance increased from the original premium of \$233,104 and had additions that raised the premiums to \$252,961 for 2013. The proposed premiums for 2014 is \$261,020 with less coverage.

The Commissioners signed the deed, accepting the land for a road, as a back entrance to the Holton Hospital and Medical Clinic that was donated by Frank & Helen Gillilan; Joseph & Karrie Gilliland.

Cindy Hower also thanked the Commissioners for their support of Main Street.

Larry Holiday again discussed the cost of sewer pumps. He is still checking out the options.

Commissioner Janet Zwonitzer made the motion to go into executive session for 10 minutes for Attorney Client privileges. Commissioner William Elmer seconded and Chairman Kathrens called for a vote. The motion carried unanimously. County Counselor Alex Morrissey was also present during the executive session. The meeting closed at 11:56 and opened at 12:21. No decision was made.

Recessed for lunch

Commissioner Janet Zwonitzer made the motion to go into executive session for 10 minutes for Attorney Client privileges. Commissioner William Elmer seconded and Chairman Kathrens called for a vote. The motion carried unanimously. County Counselor Alex Morrissey was also present during the executive session. The meeting closed at 2:38 and opened at 2:48. No decision was made.

Signed the following Payroll Change Notices

Name	Department	From	To	Reason
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Commissioner Janet Zwonitzer requested that when Road and Bridge removes snow from the Service for the Elderly's parking lot that they be careful and not put snow on the drain in the alley.

Dave Dugan met with the Commissioners concerning his court date for excessive noise and the County's Planning and Zoning Regulations. The Commissioners agreed that the document setting out procedure for testing noise decibels is found in the Planning and Zoning Regulations.

Anna Wilhelm met with the Commissioners.

- As a member of the Jackson County Chamber of Commerce. She informed the Commissioners the Chamber will actively be searching for a Chamber Director. She also informed the Commissioners that the Hall of Fame will be February 6, 2014.
- As a member of the Jackson County Tourism Board, in the absence of President Zac Lancaster who was unable to attend. She reported the income from the "Bed Tax" was down in 2013. The Tourism Board received approximately \$27,000 in funding per year and appropriates \$10,000 of it to the Jackson County Chamber of Commerce.

Ed Kathrens called Rex Larrison to inform him concerning his request last week that Rex's attorney needs to contact County Counselor Alex Morrissey .

Commissioner Janet Zwonitzer made the motion to approve the minutes of December 23 as written. Commissioner William Elmer seconded and the motion carried unanimously.

10:33 Commissioner Janet Zwonitzer made the motion to open the Budget Hearing. Commissioner William Elmer seconded and the motion carried unanimously. No one was present for the hearing. Commissioner William Elmer made the motion to close the hearing. Commissioner Janet Zwonitzer seconded and the motion carried unanimously. The meeting opened. Commissioner Janet Zwonitzer made the motion to amend the General, Road & Bridge and Noxious Weed 2013 Budgets as published. Commissioner William Elmer seconded and the motion carried unanimously.

11:13 Cindy Hower met with the Commissioners to explain the insurance renewal. The Courthouse has been changed to "actual cash value" opposed to "replacement cost". The insurance increased from the original 2013 premium of \$233,104, then with the additions or changes in equipment and vehicles the 2013 premium raised to \$252,961. The proposed premiums for 2014 are \$261,020 with less coverage. Cindy will work with the One Beacon because they have changed several county building to "actual cash value". Cindy wants to have them back on as "replacement costs". The Commissioners expressed concern about the proposed insurance.

Road and Bridge Co-Directors Eric Fritz and Earl Bahret informed the Commission that they would like to transfer any funds left over in Road & Bridge to the Special Equipment Fund. The Commissioners agreed.

Signed Change Order 2013-95

12:00 Recessed for lunch.

Chairman Ed Kathrens received a request for funding letter from Soldier Ball in the amount of \$3,500. Ed stated that the Soldier Ball Association can use the money just appropriated in the amount of \$2,500 and the 2014 payment to cover this request.

Commissioner William Elmer made the motion to go into executive session for 2 minutes for Attorney Client privileges. Commissioner Janet Zwonitzer seconded and Chairman Kathrens called for a vote. The motion carried unanimously. County Counselor Alex Morrissey was also present during the executive session. The meeting closed at 1:25 and opened at 1:27. No decision was made.

Commissioner William Elmer made the motion to go into executive session for 30 minutes to discuss personnel. Commissioner Janet Zwonitzer seconded and Chairman Kathrens called for a vote. The motion carried unanimously. County Counselor Alex Morrissey and Brooke Smith were also present during the executive session. The meeting closed at 1:52 p.m. and opened at 2:18.

Commissioner Janet Zwonitzer made the motion to appoint Brooke M. Smith as the 2<sup>nd</sup> Judicial District, Juvenile Services Interim Program Director until a new Program Director can be hired. Commissioner William Elmer seconded and the motion carried unanimously.

Commissioner William Elmer made the motion to raise Brooke Smith's pay up to \$16.07 per hour for the time she is acting as interim program director. Commissioner Janet Zwonitzer seconded and the motion carried unanimously.

Commissioner Janet Zwonitzer made the motion to adopt Resolution 2013-24 implementing a change in Jackson County Policy Manual pertaining to employees possessing a weapon in the course of their work duties. No employee will be allowed to have a firearm in a county vehicle, excluding law enforcement.

Received notice from Chief Judge Gary L. Nafziger that he has appointed James D. Cyphers, Chief Court Services Officer to serve on the JCAB Advisory Board for the 2<sup>nd</sup> District.

Acknowledged receipt of a letter from Daniel Whiteman who is a member of the Mayetta City Council, Taxpayer of the Mayetta Fire District and a member of the Mayetta Volunteer Fire Department. Daniel is concerned with the requested by-laws that are to state how members are appointed to the board. He makes the statement that “by law, the County Commission decides who is appointed to the board – and only the County Commission . Currently the Fire Chief has been making recommendations to the Commissioners for appointment. Daniel feels that this takes away the checks and balances, and allow the Fire Chief to select people that will go along with what he wants.

Received a public notice from the Kansas Department of Health & Environment that comments need to be received by February 1, 2014 concerning the existing facility of George W. Phillips, Phillips Family Dairy located at 21763 W4 Road, Holton Ks.

Signed a document giving the Appraiser’s office permission to combine the two tracts of land that were donated by Frank & Helen Gilliland; Joseph & Karrie Gilliland into one parcel.

Approved the expenditures of December 31 accounts payable and payroll as submitted.

Signed the following Payroll Change Notices

Name	Department	From	To	Reason
Rose Jennings	Elderly Services	11.35	0	
Susan Rollins	Banner Creek Res	9.12	9.40	
David Fiedler	Banner Creek Res	9.12	9.40	
Brook M. Smith	JIAS	14.08	16.07	Interim Director

The Commissioners also agreed to increase Dianne Levick’s Banner Creek Reservoir Park Host contract by \$292 (\$48.66 monthly increase for 6 months) for the 2014 season.

Signed the following Purchase Orders.

PO	Dept	Name	For	Amount
6443	RegD	Capital Outlay	Equipment/Books	1,980
6447	Nox Wd		Security Camers	Approx. \$3,500
6449	B Crk		Sewer pumps	2,400
6448	Nox Wd	Capital Outlay	Equipment	25,000
6451	Sheriff	Capital Outlay	Equipment/Building Maint.	70,600

6446	Eld Services	Capital Improvement/Vehicle Replacmenet	Equipment/Building Maint.	15,566
6450	General	Capital Outlay	Equipment	316,862
6452	Corrections	Capital Outlay	Equipment/Building Maint.	163,500
6442	Clerk/Elec	Manatron	Laptop with Microsoft Office	1,814.87
6445	Road	Special Equipment	Equipment	134,000

The meeting adjourned at 4:41 p.m.

Board of County Commissioners  
Jackson County, Kansas

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Chairman, Ed Kathrens

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Commissioner, Janet Zwonitzer

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Commissioner, William Elmer

Attest:

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Kathy Mick  
Jackson County Clerk