

2016 Jackson County Commissioners' Minutes

Minutes of January 4, 2016

The Board of County Commissioners met in regular session on Monday, January 4, 2016 at 9 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

Bill advised the other Commissioners of his conversation with County Attorney Shawna Miller about her absence this morning per her court schedule and the absence of the assistant county attorney.

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

- Earl stated Chris Gross would like to submit a proposal for replacing the panels and skylights in the new Road and Bridge shop.
- Eric discussed the proper prep work for the newly purchased building before it can be painted.
- Eric asked for any suggestions on who to contact for bids for the paint job.
- The Commission suggested the directors discuss the job with Undersheriff Darrel Chapman because he has spearheaded the paint projects at the jail.
- The Commission discussed whether they would like to have a type of awning or weather protectant gutters on the building to protect the windows and window frames. Currently, the water runs from the top of the roof directly onto the window frames, which will eventually begin to cause severe damage.
- Road and Bridge secretary Nancy Schlotter presented the single bid she received for fuel:
 - Haag Oil for a total of \$11,735.80
 - ***A motion was made by Elmer and seconded by Ladner to accept the bid from Haag Oil for fuel in the amount of \$11,735.80. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***
- Janet requested the Directors consider getting started on employee annual evaluations.
- ***A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 10 minutes at 9:37. Earl Bahret and Eric Fritz were present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Extended 10 minutes. Extended 5 minutes. The meeting reopened at 10:04. No decision was made.***
- Bill stated the directors may start hauling rock again.

Emergency Management Director Pat Korte met with the Commission to discuss the invoice from Business M.D. They have been working on the burn permit website since October. Pat stated she emailed the website URL to the Commission so they can look over the website. She also stated she would begin

deleting “old” permits as the first two-year cycle comes to an end. This would be done to discard burn permits that are no longer being used.

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 5 minutes at 10:30. Pat Korte was present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.

Pat gave the Commission an application for lights and sirens for Ed Kester and Sam Schumaker which were approved and signed.

County Clerk Kathy Mick presented a request from Jackson County EMS to host the CPR Hero Challenge in the Courthouse in February. The Commission granted the request.

The Commission left the chambers to view the official swearing in of Norbert Marek, who was chosen to fill the bench vacated by the late Honorable Judge Michael Ireland, as the new 2nd Judicial District Judge.

Banner Creek Reservoir Director John Kennedy discussed the following:

- John has completed installation of the laminate flooring, painting and other maintenance items related to the administrative office remodel at BCR.
- Staff has completed research on building options including solar electrical service and structure options. A complete solar system providing 400 watts of electrical power, enough to power security lighting and equipment for a drink concession, is estimated at \$600. This is a savings of \$1,200 over conventional electrical power.
- After reviewing several building options, staff is recommending a 12’ x 16’ building in the amount of \$3,200. This structure includes a wood floor and eliminates the need to construct a concrete floor. This is a cost of savings of \$1,800.
- Total for project
 - Kayaks, paddle boards and paddle boats \$3,200
 - Building and deck \$5,300
 - **Total** **\$8,500**
- It is anticipated that the new docks will arrive from EZ-Dock in January. Preparation for the new docks includes moving of the existing floating dock to the campground “C” cove and pulling off the other existing docks.

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

Trent Rash from Kansas Secured Title and Barbara and Robert Forrester met with the Commission to close on the sale of the building located at 24569 US Hwy 75. He discussed the process of closing the sale and the final amount of \$350,726.36 that the county owes Kansas Secured Title. He also discussed the commitment for title insurance rights. The deed for the building was signed and the building was officially

purchased by the County commission. The Commission thanked the Forresters for their help and eager cooperation. The Forresters stated they were excited to open a new chapter in their lives.

Senior Center Director Amanda Spalding met with the Commission to discuss the Denison Community Center. She stated the Jackson County Senior Citizen Center purchased the stove and the refrigerator that is currently at the site. She requested the Commission decide whether the center should sell the two items to the Denison Community Center, to leave it at the site as a donation or bring it back to the main center to use at the Holton site. Janet stated she would like to leave the refrigerator and the stove for the community center in Denison. The other Commissioners agreed.

The Commission left the Chambers to view the newly purchased Road and Bridge shop.

Sheriff Tim Morse joined the meeting.

Art Rose from Advanced Correctional Healthcare met with the Commission to discuss proposing a bid for drug and alcohol abuse counseling and mental healthcare for the Jackson County prisoners.

Rose initially started with the current contract with the county for general inmate health. He then stated the current contract dollar amount for the fifteen hours/week is for \$64,225.22 with an increase of \$8,750.21 to \$72,975.43 for the increase of 5 hours/week. Both the increase of hours and price are good until next November.

In regard to drug and alcohol abuse, a qualified alcohol/substance abuse mental health professional would be subcontracted by Advanced Correctional Healthcare at a master's degree level that would come into the jail and perform counseling. The Commission stated they want it specified that the Commission requires that the qualified health professional reserve a block of time for drug/alcohol abuse counseling so that the prisoners would have access to them once a week, every week. Rose gave them a proposal with a bid of 3 hours/week at a cost of \$7,709.12. The Commission stated they would have their county attorney review the contract and that they would be in touch with them. Commissioners want the \$7,000 of the Alcohol Tax Fund that has been allocated to KANZA in the past, used to provide actual alcohol substance abuse treatment.

The Commission reviewed and signed the Amendment to the Agreement for the Provision of Inmate Health Services. **C2016-01**.

Mike Peroo, CPA, met with the Commission to discuss the audit of the county budget. He stated the overall cash position for the county is in a healthy growth position. He stated based on the county's position, the county could continue to operate for 187 days. The minimum a county can be comfortable in cash is 90 days.

The meeting adjourned at 4:30 p.m. The next Commission meeting will be Tuesday, January 5th, 2016.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District



Minutes of January 5, 2016

The Board of County Commissioners met in regular session on Tuesday, January 05, 2016 at 9 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Deputy Kasie Robbins recorded the minutes.

The Commission discussed the discounted prices on the tables, lawyer bookshelves and chairs they were offered from Kevin Cook.

Sheriff Tim Morse and Undersheriff Darrel Chapman met with the Commission. They stated they would like to see the old Road and Bridge shop, which the Commission will allow the Sheriff's Department to use as a County impound lot for the vehicles that the county seizes each year. The Commission left the Chambers to view the old Road and Bridge shop.

The Commission returned to the Chambers briefly and left again to view the Recycling Center to view the baler and discuss how to replace it. The current baler is in poor condition, experiencing frequent breakdowns and is in need of repairs every other week. After viewing the machine in operation, they discussed the possibility of purchasing a used one with fewer hours. Recycling Center Director Dan Robinson stated he was doing research to find the County a baler for a good price.

The Commission returned to the Chambers.

Road and Bridge Co-Director Eric Fritz discussed obtaining the paint bids with the Commission. He wanted stipulations on how the paint companies would bid the job. He discussed covering the floors with plastic, not painting the beams and purlins, and painting the large rolling doors, white. The Commission agreed.

Recessed at 12:40. The next Commission meeting will be Monday, January 11th, 2016.

Signed the following Purchase Orders:

Department	PO #	To	For	Amount
Commission/Road and Bridge	6501	Kansas Fencing	Fence around property at 24569 US Hwy 75	\$42,900

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District



Minutes of January 11, 2016

The Board of County Commissioners met in regular session on Monday, January 11, 2016 at 9 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

The Commission left the Chambers to attend the KCAMP Claim Filing meeting in the first floor Meeting Room.

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

- Call-Log of Requests
- Last week’s rain causing damage to some of the county roads.
- Eric discussed having to remove trees from Deer Run.
- The directors discussed purchasing shelving for inventory for the new shop. Earl is suggesting looking at ten foot shelving to make sure they can bolt each shelf to the ceiling to avoid the mobilization of each shelving unit.
- Eric stated he requested paint bids for the shop to be in for opening by the 19th of January.
- Eric stated he has two people interested in replacing a small portion of the roof of the new Road and Bridge shop and is in need of one other bidder.
- Eric stated that there is a plank bridge on D, south of 286th road. He has stated he has found some paperwork on the closing of the south half of the mile but the north half has no documentation. Road and Bridge hasn’t done any maintenance on the bridge for thirty years. County Clerk Kathy Mick asked if the Commission had considered vacating the road. Eric stated that two farmers are

using it and that the equipment is so big, the bridge will eventually collapse under the weight. Eric requested the Commission consider going to look at it. County Clerk Kathy Mick stated that vacating this road would not generate a land locking situation. The Commission decided that due to the condition of the bridge on D road, south of 286th, the Commission will need to close the bridge until further notice.

- The Directors discussed the new Road and Bridge shop having some inventory that is of no use to the county. The Commission stated they would be out to look at it on Tuesday and a final decision could be made then.
- The Commission discussed picking up miscellaneous, used furniture items to purchase tomorrow, Tuesday, for various county departments.
- Earl stated a sales representative from Whitestar will be here on January 19th, at 9:00 a.m. to discuss with the Commission a lease program for a skid steer. The Commission stated they would then need to give the other dealers a chance to present a bid for a similar skid steer.
- Bill stated that the county would be losing a blade operator in the Hoyt area and that the position will need to be filled.
- ***A motion was made by Ladner and seconded by Elmer to go into executive session to discuss personnel for a period of 15 minutes at 10:15. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 10:32. No decision was made.***

Colleen Reamer and Judge Norbert Marek met with the Commission to discuss changes and renovations to the third floor, especially the courtroom. Judge Marek asked whether the Commission had heard of the Heritage Trust Grants funded by fees collected by the Register of Deeds. He stated the Heritage Trust Grants are essentially for infrastructure, repair, and remodel of older buildings. He stated he believes the maximum grants is worth roughly \$90,000. He stated the grants are usually awarded to cities and counties.

- Judge Marek stated he would like to look into making the second courtroom larger so as to accommodate the overcrowding that the third floor sees every week. Colleen mentioned that because of the water and air pipes that are run through each room, the transcriber has a difficult time taking statements and documenting the trial, which can prove a nuisance in the future when looking back at the case/transcripts. Judge Marek requested the Commission consider letting him contact an architect to gather more information regarding structural issues. Judge Marek stated he believes the appearance of the courtroom in our county can be an indication of whether or not the public respects the judicial system in the Second District.
- Judge Marek also stated he would like to update the Jury Room. He stated he would like to make it feel as though the jurors are welcome and appreciated. He stated he is only requesting a fresh paint job, possibly the replacement or removing of the carpet, and a new table.
- Colleen stated that the clerk's area attached to the bench is being built to match the rest of the bench by Eubanks this year.
- Judge Marek stated a short term project to look into is to make the separation wall between the clerk's office and the courtroom look a little more modern and to better match the rest of the

courtroom. Judge Marek stated there is a newer type of painting style and material that you could put on this wall that would make it look much nicer.

- Marek stated the court reporter's desk should be considered to be replaced to match the judge's beautiful bench in the courtroom. He stated the podium could be replaced for practicality reasons. He gives these ideas to the Commission, simply as suggestions. He believes some are necessary to improve the Business of the court and would also give the courthouse a better, more beautiful look so as to be representative of the judicial system in Jackson County and the 2nd District.
- Colleen stated the need for an upgrade to the current televideo system.
- Judge Marek stated he would like the Commission to consider creating contracts with the area attorneys in which they are held to a certain billable amount each year, which may keep the budget for attorney fees at a reasonable amount and create some consistency in the county court and for the attorneys.

Recycling Director Dan Robinson discussed the following:

- Presented a contract with the Department of Transportation for spraying the highway road right of ways. Requested the Commission to review, approve, and sign the contract. ***A motion was made by Elmer and seconded by Ladner to enter into a contract with the State of Kansas, Bureau of Maintenance for chemical spraying of highway road right of ways. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. C2016-02.***
- ***A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 15 minutes at 11:15. Dan Robinson was present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 11:24. No decision was made.***
- Dan stated he is still searching for a good price on a new, lightly used baler for the Recycling center.

Banner Creek Reservoir Director John Kennedy discussed the following:

- Hayland rental agreements
- ***A motion was made by Elmer and seconded by Ladner to accept the two hayland rental agreements with D.D. Griffiths for \$1,147.50 total. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. C2016-03. C2016-04.***
- ***A motion was made by Ladner and seconded by Elmer to change the fee structure to Banner Creek Reservoir with changes noted for 2016. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The Day Use Shelter House Rental for Shelters 1 and 5 are now \$40. A 10 pound bag of ice is now \$1.50.***

Recessed for lunch at 12:06. Reconvened at 1:00.

The Commission left to view the courtroom and third floor offices at 1:02. They returned at 1:32.

Sheriff Tim Morse met with the Commission to discuss the 2015 Year End Annual Report. He stated 20,247 incidents were handled this year. He also stated that 17,962 calls were specifically related to his department. The Sheriff believes that the casino's influence on traffic through the county could contribute to the number of crimes committed and caught within the county by the Jackson County Sheriff's Department. We now have three deputies who are certified fire investigators.

Sheriff Morse stated the correctional center has received a plumbing upgrade. He stated they used to have an issue with inmates flooding cells and wasting water, and consequently wasting money. He upgraded this system so that an inmate can only flush twice in five minutes time until it totally shuts off to his cell. The water will not come back on for an hour unless it is unlocked for them. He stated they have had a good relationship with KDOC for the housing contract to house inmates for the State of Kansas. He also stated that KDOC has opened their 5-week training academy to Jackson County for our corrections officers at no cost to the county.

Sheriff Morse and Undersheriff Chapman stated they are wanting to provide the G.R.E.A.T (Gang Resistance Education and Training) program for each of the three home school districts in the county. The G.R.E.A.T program is used in schools to educate children on gangs, violence, and drugs and alcohol. Sheriff Morse requested the Commission help supplement the program by allocating Alcohol Tax fund money to the bill for items that are given to the children. The Commission discussed how to budget the money for the program. ***A motion was made by Ladner and seconded by Elmer to pay Invoice Number 022920 to Best Expression for \$3,309.32 out of the Alcohol Tax Fund for the G.R.E.A.T. program. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***

County Attorney Shawna Miller met with the Commission. The Commission requested for her to write a letter stating that a person recently placed on a fire board in the county was not first approved by the Commission. They are requesting Shawna write a cease and desist to have him removed from the board immediately. They requested she suggest the board find another candidate for the position. They then gave Miller a contract written by Advanced Correctional Healthcare for a qualified mental health professional to help counsel inmates with drug and alcohol abuse issues. Miller stated she would review the contract further and be in contact with them by the end of the week.

A motion was made by Elmer and seconded by Ladner to close the bridge on the north half mile of D road south of 286th road because of its condition. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Road and Bridge Department has placed the sign and barricades closing the bridge.

The Commission then discussed the issue of the fence viewing at O road from 254th to 258th. The Commission requested that Miller write a letter to the landowner to the east on the south end of the north half of O road between 254th and 258th road about moving his gate off of the road right of way.

County Attorney Miller requested that the Commission give their approval for her to pay \$3,000 out of the diversion fund to pay for the Attorney General to handle appeals for her. The Commission agreed.

Shawna also inquired how far back on Ed Dunn’s legal paperwork for the county would the Commissioners would like to retain for informational purposes. The Commissioners expressed that all legal files and paperwork pertaining to Jackson County should be transferred to the Courthouse.

Chairwoman Zwonitzer discussed the reappointment of Commissioner Ladner to the NEK-CAP Board. ***A motion was made by Zwonitzer and seconded by Elmer to appoint Rob Ladner to the NEK-CAP Board for 2016. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***

The Commission commenced with annual Reorganization for the County.

A motion was made by Ladner and seconded by Elmer to approve Resolution 2016-01 regarding Cash Basis Accounting Practices. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.

A motion was made by Elmer and seconded by Ladner to pass Resolution 2016-02 to appoint Gerard National State Bank, Denison State Bank, and Farmers State Bank as of the official banking institutions for the County. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.

A motion was made by Ladner and seconded by Elmer to approve Resolution 2016-03 that makes The Holton Recorder the official newspaper for Jackson County. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.

A motion was made by Elmer and seconded by Ladner to adopt resolution 2016-04 Cancelling Outstanding Warrants and Checks. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.

DATE	CHECK #	PAYEE NAME	AMOUNT
10/31/2013	20745	J. RICHARD LAKE	\$ 1,386.90
9/30/2013	20490	JUDITH WILLIAMS	\$ 10.00
8/30/2013	20222	JAMES ONEILL	\$ 23.44
8/30/2013	20191	ASCHELY LEVIER	\$ 10.00
8/30/2013	20190	CAROLYN SEYMOUR	\$ 28.03
7/31/2013	19914	CHRISTINE THARPE	\$ 61.98
6/28/2013	19753	MARY KAY WILHELM	\$ 20.55
3/29/2013	18747	LAWRENCE COLLINS	\$ 10.00
3/29/2013	18745	LAURA FARMER	\$ 23.20
3/29/2013	18723	SUSAN METZLER	\$ 10.00
3/29/2013	18683	BRENDA D. BILLINGS	\$ 20.00
2/28/2013	18423	KANSAS STATE UNIVERSITY VETERINARY SCHOOL	\$ 149.21
2/28/2013	18401	LUKE DILLON	\$ 51.00
1/31/2013	18064	RHONDA SAWYER	\$ 21.00
1/31/2013	18060	NIKKI RINKES	\$ 43.30
1/31/2013	18052	KIPP SHUPE	\$ 10.00
1/31/2013	18046	JAMES LONGHOFER	\$ 10.00

A motion was made by Ladner and seconded by Elmer to enter into contract with KANZA Mental Health for the year 2016 in the amount of \$64,974. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. C2016-07.

County Clerk Deputy Kasie Robbins gave the Commission the official letter from Mary Jo Fernkopf announcing her retirement from the County Senior Citizen Site Director effective April 9th, 2016.

Chairwoman Zwonitzer opened a Public Notice Concerning Kansas/Federal Water Pollution Control Permits and Applications from the Kansas Department of Health regarding a facility in Delia. This is a renewal permit for an existing facility with a maximum capacity of 2,000 head (800 animal units) of swine more than 55 pounds and 150 head (75 animal units) of cattle 700 pounds or less, for a total of 875 animal units. There is no change in the permitted animal units.

It was noted that the motion was made on December 31st, 2015 that Chairwoman Zwonitzer would remain the Chairperson for the year of 2016.

A motion was made by Elmer and seconded by Ladner to reappoint David G. Allen to the Judicial Nominating Commission as a Non-Lawyer member. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.

The Commissioners viewed the minutes of the most recent meeting for the Soldier Fire Board. The minutes listed the members and their term expirations.

Frank Gray	12/31/2018
Leon Freel	12/31/2017
Larry J. Savage	12/31/2016
Dale Reed	12/31/2017
Konrad Coe	12/31/2016
Mark Strathman	12/31/2017
LeRoy Rieschick	12/31/2017

A motion was made by Elmer and seconded by Ladner to approve the minutes of December 28th, 2015 as corrected.

Motion carried 3/0.

Signed the following payroll change notices:

Department	Name	From	To	Reason	Date
Road and Bridge	Dale Bausch		0.00	Resignation	/ / 1/11/16
Jail	Nancy Cattrell	14.30	14.56	Service Length Increase	1/11/16

Dispatch Attorney	Amy Purcell Tim Liesman	47,880	0.00 48,480	Resignation Annual increase	1/11/16 1/11/16
Attorney	Susan Kennedy	11.06	11.35	Annual Increase	1/11/16

The meeting adjourned at 4:45 p.m. The next Commission meeting will be Tuesday, January 12, 2016.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District



Minutes of January 12, 2016

The Board of County Commissioners met in regular session on Tuesday, January 12, 2016 at 1 p.m. Chairwoman Zwonitzer and Commissioner Ladner were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

Mary Anne Reiderer and Rick LaJuerrne from Washburn University met with the Commission to discuss the Tri-County Challenge that the Commission supported last year. Rick stated that this year it will be called "Be Ready". This year the students will be able to work on their ideas over the summer for their business presentations in the fall. Rick stated he would like to return to discuss this next year's financial support from the County. Commissioner Ladner asked how many students participated last year. Rick stated that there were over 40 students to submit applications. He stated there were 14 finalists, with the winner, Corrine Haverkamp of Wetmore, receiving a \$2,500 scholarship for her business idea.

Commissioner Elmer joined the meeting.

The Commission viewed the purchased used furniture from a legal office and used file cabinets from a vendor in Topeka.

Joe Kennedy met with the Commission to discuss the rock material purchased from Atchison County. He stated he didn't think there was much "rock" in the material purchased. He stated he believed that the material from Atchison County gets slick after it rains and then rolls up on the tires. Joe stated there are 6 bus routes on G road which can contribute to the quality of the road. The Commission thanked him for his thoughts and would be able to take a look at it in the near future.

The Commission signed a letter to the Fire Boards in the County requesting a roster and their term limits to be returned to the Commission by February 15th, 2016.

The meeting adjourned at 3:30 p.m. The next Commission meeting will be Friday, January 15th, 2016.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District



Minutes of January 15, 2016

The Board of County Commissioners met in regular session on Friday, January 15, 2016 at 9:45 a.m. Chairwoman Zwonitzer and Commissioner Ladner were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

Custodian Chad Phillips joined the meeting. The Commission discussed courthouse/lawn renovation projects for 2016. They discussed a bid from Kellie Long Lighting Studio for lighting the Conference and Jury rooms. ***A motion was made by Ladner and seconded by Zwonitzer to accept the bid from Long Lighting for the lighting in the conference room and jury room, less the ceiling fans, in the amount of \$5,869.92. Chairwoman Zwonitzer called for a vote. Motion carried 2/0.***

The Commission received a Thank You for donating to the Donald Askren Memorial Fund from Sally Jo (Askren) Alley and Holton Community Hospital and a letter from Holton High School Post Prom requesting a donation for Post Prom.

The Commission reviewed bills and payroll.

A motion was made by Ladner and seconded by Zwonitzer to approve the bills and payroll of 1/15/16. Chairwoman Zwonitzer called for a vote. Motion carried 2/0.

Recessed for lunch at 12:00.

Reconvened at 2:20.

Commissioner Elmer joined the meeting.

A motion was made by Ladner and seconded by Elmer to approve the minutes of December 31st, 2015, January 4th, 2016 and January 5th, 2016 as corrected. Motion carried 3/0.

A motion was made by Ladner and seconded by Elmer to begin meeting at 8:00 a.m. on Mondays for purposes of reading and approving the minutes and other administrative business. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.

The Commission discussed Local Government Day on January 27th, 2016 at the Capital Plaza. They registered for the event.

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 15 minutes at 2:43. Co-Directors Earl Bahret and Eric Fritz were present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Extended 10 minutes. Opened at 3:10. No decision was made.

Commissioner Elmer called Randy Carmen at Kansas Tire and Auto about the possibility of purchasing a tire machine.

The Commission agreed to meet at the new shop building at 1:00 on Thursday, January 21st, 2016 to discuss inventory.

The Commission signed added and abated orders number 2015-81 through 2015-87.

A motion was made by Elmer and seconded by Ladner to approve the minutes of January 11th, 2016 as amended. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.

A motion was made by Elmer and seconded by Ladner to approve the minutes of January 12th, 2016 as amended. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.

The Commission left the chambers to view the fourth floor.

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 15 minutes at 4:15. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.

The meeting adjourned at 4:30 p.m. The next Commission meeting will be Tuesday, January 19th, 2016.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District



Minutes of January 19, 2016

The Board of County Commissioners met in regular session on Tuesday, January 19, 2016 at 8 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

The Commission discussed a request to view the condition of R road near 318th.

Commissioner Elmer stated that Randy Carmen from Kansas Tire and Auto offered the county a discounted price of \$6,800 for the tire machine because the county's was the only interest shown on craigslist.

A motion was made by Elmer and seconded by Ladner to approve the minutes of January 15th, 2016 as corrected.

Motion carried 3/0.

A motion was made by Elmer and seconded by Ladner to donate \$1,000 to Holton High School Post Prom. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.

A motion was made by Elmer and seconded by Ladner to appropriate \$250 to St. Mary's Post Prom Chairwoman Zwonitzer called for a vote. Motion carried 3/0. (This decision was made in error)

Chairwoman Zwonitzer discussed a letter from the NEK-Multi County Health Department Board of Directors to reappoint Dr. Jeffrey Warner to the board for another three year term. ***A motion was made by Elmer and seconded by Ladner to reappoint Dr. Jeffrey Warner to the NEK-Multi County Health Department Board of Directors for another three year term. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***

The Commission discussed offering a \$200 scholarship from the Van Sweringen Scholarship Fund for 2016. This scholarship is available to those attending or planning to attend Kansas State University, per the scholarship stipulations. They opted to offer one \$200 scholarship to one Jackson County student.

County Clerk employee Sally Alley reported Workers' Compensation comments from an incident that occurred last week with Road and Bridge personnel. .

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

- Bob Jacobs with Whitestar Machinery met with the Commission to present a machine rental program for a skid steer. He discussed a new program in which Whitestar gives the county an opportunity to enter into a long-term, year by year, rental agreement which would allow the county to "upgrade" to a new machine every year. Bob stated the county currently has a T200 and a T320. He stated he has a skid steer that he would put a bucket and a planer on that is roughly equal to a T320 to rent for one year for \$8,500 as opposed to renting a machine on an as needed basis for \$7,200/month. Bob stated the only fees that would be required outside of the initial rental fee would be to cover the cost of proven abuse or neglect. He stated there is nothing currently in writing describing what Whitestar constitutes as abuse and neglect. He stated the county would be responsible for maintenance like oil and air filter changes. The machine would be covered under breakdown, if it goes down under warranty, he would bring a replacement machine at no cost to the county. He stated the county is at will when deciding which attachment they would change from year to year, if they were to consider the renting of the skid steer. The county purchased a used T300 in 2008. The county has accrued roughly 4,000 hours in 7 years. The Commission is concerned the county would use the skid steer for more than 500 hours/year. Chairwoman Zwonitzer asked what the price of a skid steer with a bucket and planer would be outright for the county. Bob stated the skid steer is priced at \$79,523.43. Bob stated a planer can be rented for roughly \$2,700 a month. He stated they can discuss a long term municipality rent without the planer, which would save the county roughly \$1,000 on the agreement. Bob stated he thinks his company would consider keeping prices the same if the county would consider doing a two year rental with them. Bob stated that Bobcat has one of the highest resale values on the track loader market. The Commission thanked him for his presentation. They did not make a decision and instructed the Directors to open this for bids.
- Call log of requests
- Earl stated he received information from Armstrong Tire for a brand new tire machine for \$3,950 with a two year warranty.

- ***A motion was made by Ladner and seconded by Elmer to go into executive session to discuss personnel for a period of 20 minutes at 10:11. Co-Directors Earl Bahret and Eric Fritz and County Clerk Kathy Mick were present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 10:32. No decision was made.***

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 10 minutes at 10:58. County Clerk Kathy Mick was present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 11:06. No decision was made.

Co-Director Eric Fritz requested that the Commission allow the motor grader operators to remove the digital cameras purchased last year for proof of disaster areas from their grader cabs. The Commission stated unless the operator has a cell phone that can take a picture, for emergency situations or proof of disaster areas, road issues, or other related items for road and bridge use, they should keep a camera in their cab. The camera should be placed in a bag to avoid exposure to dust and to avoid wear and tear.

The Commission would like the Road and Bridge department to create a system with the local rock quarries that the county does business with. This system would include daily contact made about how much and what type of rock is being hauled.

Custodian Chad Phillips met with the Commission to present paint color swatches for the first floor Meeting Room.

Banner Creek Reservoir Director John Kennedy discussed the following:

- Revenue for the week of January 10th through January 16th is \$100
- A Kid's Fishing Derby is tentatively planned for Saturday, June 18th at Shelter House #3 at Banner Creek Reservoir. This will be in cooperation with Kansas Department of Wildlife, Parks and Tourism. Kirk Tjelmeland, other KDWP&T staff and John will be in attendance to help assist for this event. The event will be free and prizes for biggest fish, smallest fish and most fish will be awarded to the different age groups. More information will be made available as the Derby approaches.
- BCR Mission statement. John has completed the rewrite of the proposed Banner Creek Reservoir Mission Statement: "Provide the best outdoor recreation opportunities to enhance the quality of life for residents and visitors to Jackson County"
- John stated there will be more fish habitat covering put into the reservoir by KDWP&T.
- Next week John will be looking at three different styles of cabins from various state parks.

Recessed for lunch at 12:10. Reconvened at 1:00.

Appraiser Jason Claycamp met with the Commission.

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 15 minutes at 1:07. Appraiser Jason Claycamp was present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 1:13. No decision was made.

Road and Bridge employee Scott Hewitt joined the meeting.

A motion was made by Ladner and seconded by Elmer to go into executive session to discuss personnel for a period of 20 minutes at 1:30. County Clerk Kathy Mick and Scott Hewitt were present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Extended 10 minutes. Extended 10 minutes. The meeting reopened at 2:10. No decision was made.

Road and Bridge Co-Director Eric Fritz and Bridge Manager Terry Mick met with the Commission to discuss:

- Bridge at U and 195th at Birmingham will be closed on Friday, January 22nd. King Construction is tearing it out and starting on the building of the new bridge on Monday. The Commission requested Terry put a note in the paper stating it will be closed.
- Bridge at Q.4 and 275th road. The Historical Society has furnished the bid request advertisements for the Holton Recorder for anyone interested in purchasing and paying for the cost of removal of the historic bridge. Terry stated it has been put in the newspaper. It should start this week and must run for three weeks.
- Terry stated he has viewed the plank bridge at D and 286th road. He stated he called Norm Bowers at the Kansas Association of Counties and his opinion was that the county would be acting in the best interest of the county residents to close or abandon the road. Terry stated he estimated that it would take two nine foot pipes to replace the bridge if it was torn out. He also estimated that it would cost roughly \$16,000 for the pipe and materials. Terry stated if they were interested in closing the road but still interested in leaving the plank bridge, he could take off the deck and strengthen the stringers with more metal. He stated again that Norm recommended closing it. Terry stated he would put heavy plank back on it if he were to. Terry stated that if the landowners agree to it, he would suggest closing or abandoning of the road.
- Paint bids for the painting of interior, ceiling, and walls of the new Road and Bridge shop:
 - Ken Eck cancelled his bid this morning.
 - Tom Jellison bid \$5,100.00.
 - Clint's Painting bid \$14,800.00.
- ***A motion was made by Ladner and seconded by Elmer to accept the paint bid from Tom Jellison Painting in the amount of \$5,100.00 for the new Road and Bridge Shop. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***

County Attorney Shawna Miller met with the Commission to discuss the letter she wrote regarding the fireboard issue in Delia and the road right of way issue on O road between 254th and 258th. She also discussed that she reviewed the Advanced Correctional Healthcare agreement for the alcohol/substance abuse counseling paid for with a portion of the Alcohol Tax Funds of the county, previously allocated to KANZA who, at this time, does not have an alcohol/substance abuse counselor. She stated that she didn't

find anything in the contract that was worth disputing. She noted that the county should be aware that they do require payment by the tenth of the month.

Chairwoman Zwonitzer requested that Miller write a letter informing a county resident refrain from maintaining a county road as this is an act of criminal damage to property.

The Commission requested Miller write a letter requesting all information regarding the courthouse from the Kansas State Fire Marshall for reasons of moving and removal of storage and the rearrangement of offices in the courthouse.

The Commission requested Miller write a new policy requiring county residents to leave a deposit to rent a weed sprayer from the Noxious Weed Department. Rob suggested \$50 for a deposit which would be fully refunded if the sprayer was returned in the same condition as it was in when it was initially rented.

Signed the following payroll change notices:

Department	Name	From	To	Reason	Date / /
Appraiser	Janelle Welliver	14.87	15.94	Added responsibilities	1/19/16
Appraiser	Kate Immenschuh	14.87	15.94	Promotion to Deputy Appraiser	1/19/16

Signed the following Purchase Orders:

Department	PO #	To	For	Amount
Bridge	6098	Welborn Sales, Inc	74 culverts	\$15,502.24

The meeting adjourned at 4:30 p.m. The next Commission meeting will be Thursday, January 21st, 2016 at 1:00 at the new Road and Bridge shop.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District



Minutes of January 21, 2016

Special Meeting at the recently purchased Road and Bridge Shop

The meeting was called to order at 1:19 p.m. by Chairperson Zwonitzer. Also present was Commissioner Ladner and Commissioner Elmer. Road and Bridge Employees Earl Bahret, Eric Fritz, Terry Mick and Bryson Bain were also present. County Clerk Kathy Mick recorded the minutes.

Discussed that decisions had already been made to have Kansas Fencing, Inc install 2,440 feet of 6 foot tall commercial perimeter fence and gates with 3 strands of barbed wire for a cost of \$42,900. Tom Jellison Painting will clean/prepare the insulation on the ceiling and upper section of walls to be painted. The Commission discussed having Mr. Jellison mask off beams and cover floor as they are not to be painted. Prime insulation, overhead doors, and skylights and paint 1 coat white. Using Sherwin Williams brand paint for a cost of \$5,100.00.

Commissioner Elmer reported that he has been in contact with the K-Mart that is closing in North Topeka concerning purchasing shelving for the parts room. Commissioner Elmer will have more information next week on the time frame to look at the shelving.

Eric Fritz has a bid request ready to go out for building a double sloped roof on the northern section of the building and extending the building out even with the shop section for a tire shop. Metal framing would be preferred over wood; this will be a tin roof. The extended addition will have a 10x10 roll up door. The County crew will pour the cement floor and build the walls. Eric wants to have the tire shop completely sealed off from the rest of the shop to prevent dust and dirt from entering the parts area. Eric does not want the vehicles in the tire shop. They will put the tires on and off in the shop area but will break them down and repair them in the tire shop area. Bill wanted the truck/equipment that needed tire repair to also be in the tire shop area. Extra skylights will be purchased for this roof also.

Eric plans on putting a 30 foot gate as the entrance to the asphalt area and to keep the heavy trucks and equipment off of the asphalt area. They will be required to enter farther to the west at a larger gate entrance.

It will cost \$1,500 to replace the sky light panels in the bay area.

Locations for the offices will be the co-directors in the back office; Shop Foreman Bryson Bain will occupy the office in the shop area that has a window to the lobby area. The clerical office will be located north of the lobby with a window to the lobby. The public will use the east door to the lobby. It was not determined what walls if will be removed to make the office space.

Earl will remove the wall behind the counter to the parts area; extend the parts area to the counter and put windows to the lobby area. The office in that area will have a door put in towards the lobby. All parts inventory will be scanned in and out from this office. Only certain people will have access to the parts department. There will be a second exit door in the back for fire safety that will remain locked.

Earl wants to hire a janitor and parts runner. At this time a new position was not budgeted for. Rob stated that the employees, 10 minutes before quitting time need to stop working, sweep and put all the tools away and keep the shop clean and picked up.

The Commissioners unanimously agreed to purchase a new tire machine from Armstrong Tire in the amount of \$4,000.

The Forrester Truck sign will be removed and Eric has plans of making a Road and Bridge Department sign out of a large slab of limestone.

It is the plan to move into the shop and offices by mid-March.

Discussed the current sewer system. They will hire a plumber to put a camera down the lines to determine the actual problem. A lagoon will require for a wash bay and a grease trap/separator tank would also be needed. The laterals are not working on the current system and the septic tank will need to be pumped until repairs/new system is installed. Janet is on the Environmental Services board and will check on all the requirements and if a county worker could be licensed to install the system.

The meeting adjourned at 3:50 p.m.

Minutes of January 25, 2016

The Board of County Commissioners met in regular session on Monday, January 25, 2016 at 8 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

The Commission reviewed last week's minutes.

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 10 minutes at 8:53. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Extended 5 minutes. No decision was made.

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

- Earl stated they went to Topeka on Friday to K-Mart, who is going out of business and selling their old shelving and other items at a discounted price. Earl stated they were not interested in the shelving.
- Took parts wall down behind counter
 - The previously placed plywood is too narrow and virtually not reusable.
 - The trim was brittle and shattered as it was being removed.
- The directors would like to sheetrock the west lobby wall from the counter tops to the ceiling, with the inserted windows because they are unable to match up the paneling. The Commissioners agreed to purchase two 3x3ft windows and two steel doors for the 'Parts Room'. The windows quote was from Sutherlands for \$90 apiece and the doors are \$250 each.
- Janet discussed building something to protect our machinery that sits in the weather and where to place it. Eric stated he was waiting for the roof bids.

- KDOT returned with an answer to our request to put in a lower drive for the building. He stated KDOT is not able to place a driveway with highway access with less than 900 feet clearance from the closest driveway. Currently, the two driveways leading to 75 highway are only 600+ feet apart.
- Eric requested the Commission take some time to view the bridge at D and 286th.
- Earl discussed purchasing a two post, vehicle lift for 10,000 lb. vehicles or less for the shop. He will start looking for one.
- Eric stated that the base radio will be moved from the court house. A tower will run approximately \$139 per 20 foot. The County crew will install the base with cement and put in the first section. They will need three sections, total. Eric stated that an antenna will cost anywhere from \$1,200 to \$1,300 range.
- Commissioners Elmer and Ladner discussed not sending the previously discussed cease and desist letter that was refraining anyone other than county personnel to do maintenance on county roads until details on this particular situation were investigated.

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 5 minutes at 9:35. Co-Directors Eric Fritz and Earl Bahret were present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Extended 5 minutes. Extended 5 minutes. The meeting reopened at 9:50. No decision was made.

Rick LeJuerne from Washburn University met with the Commission to discuss “Be Ready,” an entrepreneurship program in which regional students develop and pitch an idea to a board of judges. If they are chosen to move on to the next round of the competition, they are given \$500 to implement their idea. Rick stated he visits all of the local high schools and gives this speech to the students of these schools who are eligible for the competition. The winning entrepreneurs are awarded with a scholarship to attend Washburn University. The highest scholarship amount is \$2,500 and the lowest is \$500. ***A motion was made by Ladner and seconded by Elmer to support the Be Ready program for the 2016 calendar year with \$500 each for any finalists chosen from Jackson County. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***

The Commission received an invitation for the Jackson County Conservation District’s Annual Meeting on Wednesday, February 17th, 2016 at 6:00 p.m. and a Livestock Workshop on Thursday, February 18th, 2016 from 10:00 to 3:00.

The Commission called Bridge Manager Terry Mick to discuss selling old beams on Purple Wave.

Recycling Director Dan Robinson discussed the following:

- Baler bids:
 - CRAM-A-LOT bid \$70,843.00
 - Dimensions are much larger than the building is currently equipped for
 - MAX-PAK bid \$83,718.00
 - Includes delivery fee, hookup fee, and training

- Maren bid \$86,000.00
- The Commission decided to request if MAX-PAK offers any type of governmental lease program.
- The Commission agreed to purchase the MAX-PAK baler and are currently awaiting information on whether they can pay for ½ of the cost this year and split up the other half into two more payments.
- Dan stated the figures for tons of recycled waste raises steadily every year.
 - Recycling for 2014 totaled to 373.34 tons.
 - Recycling for 2015 totaled to 404.37 tons.

The Commission received a Thank You from the American Legion Riders Post 44 for their contribution to the Purple Heart Monument Project. They also received a response from Delia and Mayetta Fire Boards listing their current members and their terms. Requests for these lists were sent to verify whether the Commission had made all of the necessary board appointments.

The Commission also received a request for donation from the Jackson Heights Post Prom Committee. ***A motion was made by Elmer and seconded by Ladner to donate \$1,000 to Jackson Heights Post Prom. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***

Banner Creek Reservoir Director John Kennedy discussed the following:

- Revenues for week of January 17th through January 23rd
 - \$50 Kayak Fishing Tournament and \$80 shelter reservations.
- John has completed and signed the E-Grant application for the reimbursement of funds for the storm damage that occurred during the May 4th through June 21st 2015 time period. Funds in the amount of \$21,522.45 have been made available. 75% of this funding total is federal, 10% state and 15% County. The final documents have been included for your review.
- John will be attending the annual Kansas Recreation and Parks Conference in Dodge City February 1st through 4th. This trip was made possible by a \$750 grant from KRPA. John will be available by phone during the trip.
- A new group of 11 Ameri-Corp kids have graced our community and started their volunteer service. John will be hosting a picnic to get to know the volunteers this Friday at 11:30 at Shelter #3 at the Reservoir. The Commissioners are invited to attend the meet and greet.
- BCR was approved with FEMA for \$21,522.00. It was unclear whether he would have to complete all of the projects first before the county would receive any reimbursements from FEMA.

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

Elise McLeod from the Chamber and Anna Wilhelm from the Tourism board met with the Commission to discuss 2016 expenditures. The 2015 fourth quarter's revenue of \$12,966.44 were reported and discussed. Anna noted that the current construction projects could be the reason for the large increase of revenue at the end of 2015. Anna, on behalf of the board, requested the Commission approve the expenditures of \$2,500 to the Chamber for the first quarter 2016 administrative duties which is funded

through the Tourism/Transient Guest Tax fund, \$250 to Kansas Sampler for the Winfield festival May 7-8, and \$1,000 to Jackson County Historical Society for a donation for the 2016 Barn Tours on September 1st and October 2nd. ***A motion was made by Elmer and seconded by Ladner to approve the expenditures for the Jackson County Tourism Council as requested. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***

Anna also asked if it would be permissible for Elise to drive the county van to the Kansas Sampler at Winfield as she will be representing Tourism on behalf of Jackson County. She will be promoting tourism in Jackson County. Her car is not large enough to haul all of the promotional material. Elise noted that she is fully insured and that any unforeseen events could be covered under her insurance policy. The Commission agreed to this request as tourism is an official county program. County Clerk Kathy Mick reserved the vehicle.

Anna stated that the grant follow-up reports were received and approved by the Tourism Council. The grants supports events like the Calico Gardens Quilt Guild, a June event, where there were over 600 in attendance, the Jackson County Arts Festival, three events in 2015, where there were over 500 in attendance and the Jackson County Historical Society's Peterson Brothers event which had over 150 in attendance.

Anna stated that \$30,000 in funds will be transferred to the County Tourism account once the State of Kansas grant is finished, roughly February.

Anna gave the Commission the board terms of all members of the Tourism Council:

2014-2016: Marje Cochren (government), Larry Holliday (at large), Lori Ford (lodging)

2015-2017: Mary Pfeiler (retail), Suzette McCord-Rogers (attraction)

2016-2018: Anna Wilhelm (at large)

No term limits: John Kennedy (Banner Creek Reservoir)

A motion was made by Ladner and seconded by Elmer to accept the Tourism Council Board Positions as requested. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.

Anna stated there were several major changes in the bylaws of the Tourism Council which would be made and given to the Commission for the County Attorney to look over before they are completely accepted as the official bylaws of the council.

Elise mentioned she believes that the reason there have been so many chamber directors in the last several years is because they tend to work many hours over the allotted amount and are required to "wear many hats."

County Clerk Kathy Mick requested the Commission decide on whether the County Attorney has to pay the filing fee of 1% of her salary, and whether it must include her county counselor salary. It was noted

that, by state statute, if the Commission does not hire specifically for the county counselor position, the county attorney is required to act as the Commission's council. The Commission decided that if/when Shawna files for County Attorney, she must pay the 1% of both her attorney and counselor salaries. The Commission made this decision in relationship with the state statute.

Bret Bauer, City Manager of Holton, met with the Commission to discuss P road, north of K-116, and that the city would like to partner with the County to include Deer Run's entrance. He also discussed the city of Holton replacing the curb and gutters on the east side of the courthouse yard entrance in the spring.

The Commission left the chambers to view the plank bridge at D and 286th at 2:45. They returned at 4:05.

A motion was made by Elmer and seconded by Ladner to approve the minutes of January 19th, 2016 as corrected.

Motion carried 3/0.

A motion was made by Ladner and seconded by Elmer to rescind the motion made in the January 19th, 2016 minutes to give St. Mary's Post Prom \$250. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.

It was discussed to have County Clerk Kathy Mick and County Attorney Shawna Miller conduct research on how to appropriate the duties of the township boards to the Commission. Currently, the township boards are only called upon to act if a liquor license needs to be issued. If said event should happen in their township, they are required to give a recommendation to the Commission on whether they approve of the building of such establishment. Due to the lack of participation/persons running for such boards, the Clerk would like to discontinue the separation of the township boards of the county. It is to be noted that each township will retain their separate identities. Removing a board only puts their responsibilities of a liquor license recommendation on the Commission.

A motion was made by Elmer and seconded by Ladner to approve the minutes of January 21st, 2016 as corrected.

Motion carried 3/0.

Signed the following payroll change notices:

Department	Name	From	To	Reason	Date / /
Election	Kristie Richter	14.87	15.94	Length of service increase	1/25/16
County Clerk	Kasie Robbins	13.84	14.36	Length of service increase	1/25/16

The meeting adjourned at 4:46 p.m. The next Commission meeting will be Tuesday, January 26th, 2016.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District



Minutes of January 26, 2016

The Board of County Commissioners met in regular session on Tuesday, January 26, 2016 at 9 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

Bridge Manager Terry Mick discussed the following:

- Bridge at G-205. He stated the bridge was given to the tribe in 2004. Terry stated he was aware that the Tribe was going to request Terry's help with some part of the renovation of the bridge. Terry stated he would be in contact with the Tribe.
- Terry asked the Commission what they had decided about the bridge at D and 286th. Bill stated they want to save the bridge. Terry offered to strengthen the stringers with metal. Bill stated he wanted to open the bridge and the road back up.

Recycling Director Dan Robinson discussed the following:

- Revenues from selling recycling.
 - In 2014 the Recycling Center took in \$43,623.85
 - In 2015 the Recycling Center took in \$47,238.36
- Signing and discussion of purchasing baler

A motion was made by Ladner and seconded by Elmer to go into executive session to discuss personnel for a period of 60 minutes at 9:50. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 10:50. No decision was made.

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

- Earl stated they are ready for sheetrock for the new shop building.
- New door locks and handles are in.
- ***A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 15 minutes at 10:54. Earl and Eric were present. Chairwoman Zwonitzer***

called for a vote. Motion carried 3/0. Extended 10 minutes. Extended 5 minutes. Extended 5 minutes. The meeting was reopened at 11:09. No decision was made.

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 20 minutes at 11:40. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 12:00. No decision was made.

Recessed for lunch at 12:00. Reconvened at 1:10.

A motion was made by Ladner and seconded by Elmer to go into executive session to discuss personnel for a period of 50 minutes at 1:10. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 2:00. No decision was made.

Commissioner Ladner left the meeting at 2:00.

Signed the following Purchase Orders:

Department	Name	From	To	Reason	Date
Youth Services	Gina Durkes	0	0	No longer on call	/ / 1/26/16

The meeting adjourned at 4:05 p.m. The next Commission meeting will be Friday, January 29th, 2016.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District

Minutes of January 29, 2016

The Board of County Commissioners met in regular session on Friday, January 29, 2016 at 10 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

The Commission discussed a stop sign and whether it is the County's responsibility to replace and maintain it at Jackson Heights. More research will be done on this issue.

The Commission reviewed bills.

County Attorney Shawna Miller met with the Commission.

They discussed the Jackson Heights road, Appraiser's Oath, Township Officers duties and Straight Creek Drainage.

They discussed letters sent to the Delia Fire board that came back undeliverable.

The Commission then discussed Advanced Correctional Healthcare's mental health care contract and changing the appropriation from once a month to twice a year. They also discussed the stop sign at Jackson Heights and whether the County owns any of the access roads to Jackson Heights.

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

Road and Bridge Co-Director Earl Bahret joined the meeting.

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 10 minutes at 1:10. Earl Bahret was present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Extended 5 minutes. The meeting reopened at 1:25. No decision was made.

Road and Bridge Co-Director Eric Fritz joined the meeting.

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 15 minutes at 1:25. Earl Bahret and Eric Fritz were present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Extended 15 minutes. Reopened at 1:55. No decision was made.

Zwonitzer stated that on February 16th from 11:00 a.m. to 2:00 p.m. the Prairie Band Potawatomi Tribe is celebrating the 75th anniversary of the WPA project building of a rock building.

The Commission unanimously agreed and signed the contract with Advanced Correctional Healthcare for providing Jackson County inmates with a qualified mental health professional for drug and alcohol abuse counseling for three hours a week, every week.

The Commission signed bills and payroll.

Signed the following payroll change notices:

Department	Name	From	To	Reason	Date
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Patrol	Tyler Caudle	18.94	16.84	Resignation/Kept as part time	/ / 1/27/16
Patrol Attorney	Brittany Clarke Hannah Schroeller	0.00	0.00 40,000.00	Resigned Hired	1/27/16 1/27/16

The meeting adjourned at 3:30 p.m. The next Commission meeting will be Monday, February 1st, 2016.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District

Minutes of February 1, 2016

The Board of County Commissioners met in regular session on Monday, February 01, 2016 at 8 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

The Commission reviewed the minutes.

Bridge Manager Terry Mick and the Commissioners asked him about the stop sign located at 266th and Q entrance to Jackson heights and whether it is the county's responsibility. Terry stated that the county probably provided the stop sign. It was further discussed the possibility of opening the road as it is not currently an open road.

The Commission discussed the proposed amendment to the tax lid bill that the Kansas State Legislature passed last year. This amendment would require city and county governments to hold a local election to approve the use of property tax revenue that exceeds the Consumer Price Index.

Bret Bauer and Kerwin McKee met with the Commission to discuss Representative Jerry Moran's visit later today to the Courthouse. They also discussed the inadequacy of the timeline of the amended tax lid bill

passed by the state legislature. The proposed amendment has made budgets nearly impossible for counties and municipalities.

The commission left the chamber to view the swearing in of Erich Campbell as the new 2nd Judicial District Magistrate Judge in Westmoreland at 9:40. They returned at 1:23.

Anna Wilhelm with Tourism met with the Commission to discuss expenditures including a \$3,000 appropriation to the Chamber for digital sign advertising in exchange for Tourism Council providing ad copy for regular advertising about county tourism activities. This expense is contingent on the Chamber Board's approval. ***A motion was made by Ladner and seconded by Elmer to approve the expenditure of the Tourism Board of \$3,000 to the Chamber for purposes of digital sign advertising. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***

Anna stated that the Tourism Board would like to begin meeting in the first floor meeting room the third Wednesday of each month at 2:00 p.m. The Commission approved.

Anna stated the job description regarding tourism for the Chamber Director is still in progress.

She then stated that the Kansas White Way Car Run will be on May 21st. It will run through Whiting and Netawaka. The run starts in either Concordia or Atchison and ends in the latter. The Commission looks forward to the event.

Andrew Allen and Jeff Stopple of Benefits Direct and Jackson County payroll/insurance clerk Sally Alley met with the Commission to discuss optional insurances. They search the marketplace on behalf of their customers in order to bring the best of the various products for each different type of coverage that is available. This includes a wide range of insurance companies that are thoroughly examined for financial security, customer service, and claims paying reputation. Sally and County Clerk Kathy Mick mentioned that their current sales representatives of the benefits that county employees voluntarily sign up for have been very accommodating to the county for many years and that they hesitate change. This will be continued to be looked into.

Mike McManigal met with the Commission as a representative of the Banner Creek Reservoir Science Center and Observatory. Mike stated that the center had a successful 2015. He discussed many events at the Science Center and how the surrounding communities benefitted from these events. Mike stated the Center would like to request economic development monetary support from the County. The Center feels as though they are directly related to economic development. He stated that the Center is working to develop an alliance with the Science Discovery Center in Topeka to better utilize the assets of the science center. Mike showed the Commission a promotional video that was filed and produced by students. Commissioner Ladner stated he would like to add a link for BCSC to the County website so that they may get more exposure.

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

- Bill requested information regarding where the \$10,000 in rock on the last invoice went to.
- Rock down south come from Midstates
- Bill stated he doesn't believe the rock is going to his side of the county and what is, isn't as good as some of rock we are getting.
 - Eric stated it is difficult to justify hauling rock from Midstates all the way to whiting
 - Loves the rock from Atchison but can't afford it
- Bill wanted to know why we're rocking roads in the winter.
 - Eric stated he is putting rock in mud-holes and pot-holes.
- The ground isn't frozen and mud holes are appearing on roads.
- Janet asked if the 1st and third districts could share rock coming from Atchison
 - We would need to seriously justify purchasing the rock at nearly \$12/ton compared to \$6.30/ton from Midstates
- Bob Jacobs from Whitestar joined the meeting for the opening of the skid steer lease bids.
- The Commission opened bids for rental of skid steers:
 - Foley's Caterpillar
 - 2016 299D2 Track Loader
 - \$7,500 for machine/year
 - \$1,000 a month for planer – 2016 CAT PC310B 40" Mill
 - Lease period not to exceed 12 months
 - Limit 500 hours. \$15/hour over that.
 - Customer responsible for tire track wear, if they don't renew the lease tire and tracks must be deemed 50% or greater useful, prorated amount of replacement, damage parts not considered normal wear, broken glass, broken windshield wipers, resp. for daily maintenance, customer may choose to exercise purchase option
 - Purchase price for planer would be \$26,000 after one year.
 - \$ - no purchase price after year of rental was offered as part of the Bid
 - Whitestar
 - Option 1 - \$8,900/year
 - With planer, bucket, grapple
 - Option 2 - \$7,500/year
 - With bucket and grapple
 - He reiterated that the county is responsible for insurance
 - Replacement set of tracks for t770 is right at \$4,000
 - Bob offered to do quarterly inspections to give reports on whether the county is using the machine to their specifications.
 - Bob offers replacement under the warranty period. If the machine breaks down under the lease program, Whitestar will pick up the machine and drop off another similar machine until the rental is repaired.

- The equipment is purchased by Whitestar under a loan program with a third party finance company. Under the lease agreements, the county gets first rights for the purchase of the equipment
 - Purchase price after one year rental is \$59,226.00
 - The commission stated we would save \$10,000 if we rented the planer with Whitestar
- The Commission discussed the two older skid steers that the county currently owns and what to do with them.
- The commission discussed one skid steer going to Banner Creek Reservoir.
 - No decision was made on the other skid steer.
 - Bill wants to sell the 320T skid steer outright.
- Handed out the call-log of requests.
- Eric presented the quote on the tire machine. The commission stated they already approved the purchase from Tech Supply.
- Eric was told to get several quotes for a new tower and radio system for the shop.
- Chairwoman Zwonitzer entertained a motion for the entering of a lease program with skid steer. ***A motion was made by Ladner and seconded by Elmer to accept the bid from Whitestar to lease two skid steers for \$7,500 each year and single planer for \$1,400/year. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***
- Bill stated that the Commission would like the directors to request from KDOT to open a new southern gate and close the driveway closest to the intersection off of 75 highway.

A motion was made by Ladner and seconded by Elmer to approve the minutes of January 25th, 2016 as corrected.

Motion carried 3/0.

A motion was made by Elmer and seconded by Ladner to approve the minutes of January 26th, 2016 as corrected.

Motion carried 3/0.

The Commission discussed the call-log of requests.

The Commission reviewed letter from Lisa Jones, Director of Strategies of Kansas Health Communications Institute, and a Thank You from the family of Rita Jenkins for the donation on behalf of the Commission to her memorial. The Commission also received notification from the Department of Agriculture that the Banner Creek Reservoir Dam Safety Inspection needs to be done **by April 30th, 2016.**

Chairwoman Zwonitzer filed the property tax exemption for the new road and bridge shop at 24569 Us 75 Hwy with the Register of Deeds. *(For further information, property tax on the property at 24569 US 75 Highway was currently \$8,000 annually. Had the county built a new shop, at an estimated highest end construction cost of \$800,000, not only would the County be back into debt, the cost of the yearly payments would have been \$67,000 for 15 years. Total cost with interest would have been approximately*

\$1,005,198.97. The Commissioners weighed the cost analysis and decided, in this instance, it was in the best interest of the county to purchase the building and seven acres.)

A motion was made by Ladner and seconded by Elmer to approve the minutes of January 29th, 2016 as submitted.

Motion carried 3/0.

The meeting adjourned at 4:30 p.m. The next Commission meeting will be Tuesday, February 2nd, 2016.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District

Minutes of February 2, 2016

The Board of County Commissioners met in regular session on Tuesday, February 02, 2016 at 9:15 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

A motion was made by Ladner and seconded by Elmer to go into executive session to discuss personnel for a period of 15 minutes at 9:15. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Extended 15 minutes. The meeting reopened at 9:45. No decision was made.

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

- Bob Jacobs from Whitestar met with the Commission to sign for the lease agreement for the skid steers.
- The following bids for review for two new pickups were reviewed. No decision was made.
 - Foster Ford
 - 2016 F250 Super Cab 4x4 for \$28,858.00
 - Price for two trucks with our two trade ins is \$23,591.00
 - Crew Cab 4X4 for \$30,275.00
 - Price for two with our two trade ins is \$26,425.00

- Trade in values
 - \$34,125.00 for the county's two vehicles
 - Clark Chevrolet
 - ¾ Ton 4Door Crew Cab 4WD \$31,982.00
 - Two ¾ ton 4D Crew Cab with trade in of our trucks would be \$27,390.00
 - ¾ ton 4Door Double Cab \$29,595.00
 - Two ¾ ton 4D Double Cab with trade in of our trucks would be \$29,595.00
 - Total allowance for two trucks \$31,800.00
- Twila White and Nancy Schlotter from the Road and Bridge office met with the Commission. ***A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 30 minutes at 10:40. Earl Bahret, Eric Fritz, Nancy Schlotter, and Twila White were present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Extended 15 minutes. The meeting reopened at 11:25. No decision was made.***

Appraiser Jason Claycamp met with the Commission to discuss Willard "Willy" Wilson being appointed to the Planning Commission. There is still one position open for Board of Appeals and Planning Commission. ***A motion was made by Elmer and seconded by Ladner to approve the appointment of Willard Wilson to the Planning Commission. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***

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

The Commission discussed the bids received from Foster Ford and Clark Chevrolet. It was discussed briefly to hang onto the trucks they put up to trade, and possibly get rid of some of the oldest trucks in the fleet. No decision was made.

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 30 minutes at 1:32. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Extended 25 minutes. No decision was made.

Signed the following payroll change notices:

Department	Name	From	To	Reason	Date / /
Attorney	Timothy Liesman	48,480	0.00	Resigned	1/24/16

Signed the following Purchase Orders:

Department	PO #	To	For	Amount
Road and Bridge	6512	Bobcat	1 track loader for rent/lease for one year	\$7,500
Road and Bridge	6511	Bobcat	1 track loader and planer for rent/lease for one year	\$8,900

The meeting adjourned at 2:35 p.m. The next Commission meeting will be Monday, February 8th, 2016.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District



Minutes of February 8, 2016

The Board of County Commissioners met in regular session on Monday, February 08, 2016 at 8 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

The Commission reviewed the minutes.

Chris Gordon from Delia Fire Board called about fireboard issues.

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

- Acknowledged receipt of a sale flyer from NAPA from Bob Lamberson. He wanted the Commission to know that he also sells tire machines. The Commissioners noted that they were unaware that anyone local sold tire machines. The Commission has already signed a purchase order for a Coats RC45A tire machine from Tech Supply at a cost of \$3,940. Armstrong Tire had given the Co-Directors the company's name where they purchase tire machines.
- Janet stated that Mr. Cochran contacted her about the condition of X road. It was noted that this portion of X road, near the parallel, is a minimum maintenance road. Eric stated the ditches need cleaned out so the water will not pool on the road.
- Bill stated that on 142nd road, west of highway 75, where the chip and seal ends at the top of the hill, a Road and Bridge employee dug a ditch. However, there is no tube in the next driveway for the water to get away and it is currently full of standing water. Earl stated he would check it.
- Earl had information on camera cases and asked the Commission to choose the protective cases they preferred to keep the dust and dirt off of the camera. Earl will order one to see how it fits.

- Bill showed Earl and Eric pictures of shelving he has found for sale. It is 4 ft. sections in 12, 18, or 24 inches depth.
- Earl presented a quote from Kriz-Davis in Topeka for LED recessed lighting at \$135 per light. They are guaranteed to last twenty five years. There are 23 lights in the office and lobby area. No decision was made on the lights. ***The Commission requested the directors to get quotes on the cost to install new lights.***
- The wall will be removed between the largest and the middle office to accommodate the two Road and Bridge office employees.
- Earl discussed moving the cold air returns up toward the heat ducts. Bill stated he did not think that was going to keep the room heated and advised against it.
- Earl asked about additional outside window in the office.
- Kansas Fencing will start on the fence next week.
- Eric informed the Commissioners that the county cannot cancel the special ordered sixty foot gate. The County was considering an additional entrance farther south from the cross road, but KDOT denied the county's request.
- The bids for placing a new roof structure over the office and parts room were due today. No bids have been received.
- The Mack truck will not be sold on Purple Wave. It will be kept and used for parts.
- Nancy brought one fuel bid. ***A motion was made by Elmer and seconded by Ladner to accept Haag Oil's bid for fuel for \$11,246.25. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***

County Attorney Shawna Miller joined the meeting. ***A motion was made by Elmer and seconded by Ladner to go into executive session to discuss client/attorney privileges for a period of 10 minutes at 9:46. County Attorney Shawna Miller was present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Extended 5 minutes. Extended 5 minutes. The meeting reopened at 10:16. No decision was made.***

It was noted that at 10:00 the bids to purchase and remove the historical bridge on the old highway were to be opened. No bids were received.

Janet discussed not selling the T320 skid loader. She questioned whether it could be used on the courtyard work this spring. She would like to see the better loader go out to Banner instead of selling it. The Commission discussed having Banner creek pay for the skid steer.

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 15 minutes at 10:31. Juvenile Director Brooke Smith was present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Extended 15 minutes. The meeting reopened at 11:01. No decision was made.

Banner Creek Reservoir Director John Kennedy discussed the following:

- John has received correspondence from the Kansas Department of Agriculture informing the County that a licensed professional engineer is required to perform a dam safety inspection and report. The engineer must be contracted with by April 30, 2016. The inspection report is due to KDA 60 days from the date of the inspection. King and Associates Engineering did the inspection in 2013 for \$2,500. ***The Commission requested that John contact King and Associates for a quote.***
- Janet stated she received a message from Mary Ann Reiderer about a company in Seneca that is building tiny houses. Mary Ann stated that the houses would be something to look into since maybe the man would give the Commission a deal since the county would be showcasing his homes instead of actual “cabins” for the Reservoir. They are going to visit with him on February 17th. Janet requested that John go with them to view the homes.
- John attended the Annual Kansas Recreation and Parks Conference that was held in Dodge City this past week. He received a \$750 grant to pay for the conference.
- The steering went out in the county truck on the way to Dodge City. It was temporarily fixed for \$140. John stated it was discovered that the frame of the truck is severely bent on the passenger side. He stated it would cost roughly \$1,700 to renew steering parts and other front end parts but they are unable to replace these parts because of the severity of the bent frame. The Commission requested that John check with local body shops to see if they can fix it.

The Commission reviewed a letter from David Elsbury, CEO of KANZA, requesting that the Commission review the proposal of 3 hours per week for mental health counseling for inmates of Jackson County. He stated in the letter that he would be in to visit with the Commission soon.

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

Custodian Chad Phillips and Bridge Manager Terry Mick met with the Commission to discuss how the county would go about repairing the driveway in connection with Holton City repairing the curb east of the Courtyard. The north drive of the circle driveway is 20 feet wide whereas the south drive is only 12 feet wide and is severely sloped. A significant area of the driveway curb south of the narrow drive is busted up from years of wear and tear. Terry and Chad will meet with Rex Cameron later in the week. Once the height of the new curb is determined by the City the County will slope the East yard and driveway to match up with it.

Chad then discussed a gentleman by the name of Matthew Asher who approached him about repairing the large, ornate clock in the second floor lobby. He requested permission from the Commission to have the clock fixed. **The Commissioners agreed and will allow Mr. Asher to remove the clock from the Courthouse.**

Chad then discussed placing glass cabinets in the meeting room for the old tax roll and assessment books. They would be under lock and key but available for research purposes.

Commissioner Elmer discussed with Terry the leasing of two new skid loaders for Road and Bridge and are contemplating what they want to do with the two that the county currently owns. Bill asked Terry how often he uses a skid steer. Terry stated he would use a skid steer more often for his projects if he knew there was an extra one available. There have been times in the past in which Terry was unable to use one because the two owned by the county were in use by others in the Road and Bridge department, but has never been a real problem. He stated he would make use of one if he always had one at his disposal.

Bridge Manager Terry Mick discussed ordering 6 new pipes at roughly \$40,000 in cost. Still have 3 (106th & N, E.6 & 118th and X & 274th) left from last year. Bill mentioned a call he had received from Mr. Katina about replacing the tube near his house. Terry stated it was one of the 6 pipes he was requesting permission to order.

Terry stated that Welborn Sales is honoring the prices that the sales representative gave to Terry last year for 2016 tube prices.

A motion was made by Ladner and seconded by Elmer to approve the minutes of February 1st, 2016 as corrected.

Motion carried 3/0.

The Commission left the chambers at 2:15 to view the paint job at the new shop building. They returned at 4:10.

The Commission decided to move the Road and Bridge Administrative office to the new shop. They felt that moving the office to the new location on the highway would be a better fit for the Road and Bridge employees, would prove to provide easier access to the office and improve communication, making for a more cohesive and efficient department over all.

A motion was made by Ladner and seconded by Elmer to approve the minutes of February 2nd, 2016 as corrected.

Motion carried 3/0.

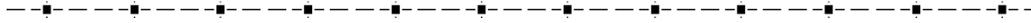
The meeting adjourned at 4:30 p.m. The next Commission meeting will be Tuesday, February 9th, 2016 at 8:00 a.m.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District



Minutes of February 9, 2016

The Board of County Commissioners met in regular session on Tuesday, February 09, 2016 at 9 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

The Commission discussed Delia Fire Board issues. Reviewed K.S.A. Chapter 19 Articles 36 and Attorney General's Opinion No 2001-51. The Commissioners also reviewed multiple fire district expense reports.

Eric suggested that the Commissioners forward any road complaints to the Co-Directors.

Earl questioned if the quote for new pick-ups had been discussed. It had not.

Approved the following remodels at the new Road and Bridge Shop.

- New linoleum flooring and toilets for all three bathrooms, one will have handicap appliances. Two of the restrooms will be sheet rocked and painted. Two on demand hot water heaters will be installed in the bathrooms. (One water heater will service both lobby restrooms. Estimated \$250 for water heater).
- The Clerical Office will be sheet rocked, new linoleum and new ceiling tiles.
- The north wall of the lobby will also be sheet rocked.
- The Commission instructed the directors to check at Holton Carpet Center to purchase and install the linoleum.
- Particle Board (OSB) will be installed on the ceiling of the parts room and painted.
- Eric will call about the construction bids for the roof. If no bids are received, Commissioner Elmer suggested that he contact Darrel Chapman for a list of other contractors. Eric also received permission to check on purchasing framing material for the addition to the shop. (Red Iron)

Bridge Manager Terry Mick had the Commissioners sign a purchase order for the following tubes that are scheduled .4% sales tax projects for 2016 for a total cost of \$34,329.20.

- 262 W3 \$9,120
- 310 S4 \$12,300
- 231 G \$3,565
- 236 M \$3,565
- 110 J \$5084.00
- 108" Band \$419.20

Noxious Weed/HHW/Recycling Director Dan Robinson:

- Submitted the County's annual noxious weed eradication report for the Commissioners signatures. He will file the report with the Kansas Department of Agriculture.
- The recycling baler broke down last week and it took two days to tear apart. The county mechanic is working on welding parts so it can continue to be used until the new baler arrives which is estimated to be roughly 12 weeks from now.

A motion was made by Elmer and seconded by Ladner to appoint Victoria Gilliland to the Planning Commission. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.

Recessed for lunch at 12:10. Reconvened at 1:00.

A motion was made by Ladner and seconded by Elmer to enter into executive session to do annual evaluations of appointed department heads for 1 hour at 1:35. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened early at 2:07. No decision was made.

County Attorney Shawna Miller joined the meeting. A motion was made by Elmer and seconded by Ladner to enter into executive session to discuss client/attorney privileges for 30 minutes at 2:08. County Attorney Shawna Miller and County Clerk Kathy Mick were present. Extended 15 minutes. Extended 10 minutes. The meeting reopened at 3:15. No decision was made.

A motion was made by Ladner and seconded by Elmer to enter into executive session to discuss client/attorney privileges for 10 minutes at 3:15. County Attorney Shawna Miller and County Clerk Kathy Mick were present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Extended for 10 minutes. Reopened at 3:30. Elmer called Chris Gordon concerning the Delia Fire District and informed him the Commissioners have not changed their minds concerning their early agreement to not appoint a person to the fire board. The Commissioners will meet with the Delia Fire Board at the March 8th meeting to discuss some concerns. County Attorney Shawna Miller will also attend the meeting.

The Commissioners will meet with Mary Ann Riederer, John Kennedy, Kathy Mick, Gary Satter and Bob Carson will be going on February 17th at 9:00 a.m. to view the "Mod Home" manufacturer in Seneca.

The Sharron Jenkins appeal to the 'State of Kansas Court of Appeals' was affirmed February 5, 2016; the Court of Appeals upholds the decision of the late District Court Judge, Michael A. Ireland. This appeal concerns property that was once owned by the Chicago Pacific Corporation that reverted back to adjoining landowners.

A motion was made by Ladner and seconded by Elmer to enter into executive session to discuss matters of personnel until 4:30 at 3:47. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.

Signed the following Purchase Orders:

Department	PO #	To	For	Amount
Bridges	6099	Welborn Sales	6 tubes	\$34,329.20

The meeting adjourned at 4:30 p.m. The next Commission meeting will be Tuesday February 16, 2016.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District



Minutes of February 16, 2016

The Board of County Commissioners met in regular session on Tuesday, February 16, 2016 at 8 a.m. Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

Chairwoman Zwonitzer joined the meeting at 8:37.

County Clerk Kathy Mick showed the Commission a copy of old pictures provided by Verlin Wichman. The Commission discussed their interest in pictures of the towns in Jackson County.

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

- Call log of requests.
- Estimate from Ray's Glass & Screen to place a sliding glass window in the Road and Bridge office of the new building. He also estimated putting a 3x5 foot window in the outside wall to let some light in into the office.
- Eric stated that Kansas Fence Inc. started building the fence at the new Road and Bridge shop yesterday.
 - Eric stated that a decisions need to be made concerning the east fence. The gas company has a three foot right of way on their gas lines. Eric suggested moving the fence to the inside of the gas line (3 feet) because if it were to be put on the outside of the gas line

then the fence company would have to dig holes by hand and would have to eventually cross a pressured line.

- Earl stated a salvage dealer is willing to sell the county red iron to be used as a building frame. This frame would be added to the back section of the new road and bridge shop as the designated tire area. **The commission approved of the purchase of the red iron in the amount of approximately \$640.**
- The K-Mart in North Topeka is closing. The Commission has discussed purchasing several items including shelving for multiple departments. Bill stated he thinks there is a total of
 - 218 sections of used pallet racking
 - 4 foot by 18 inch – ten foot high
 - 4 foot by 12 inch
 - 4 foot by 24 inch
 - 4 foot by 48 inch
 - Throwing in coat rack for free
 - Two wheeling carts
 - Five sets of lockers
 - Tables, chairs and booths for the shop lunch room
 - 4 ladders on wheels
 - Total cost = \$7,700
 - ***A motion was made by Elmer and seconded by Ladner to approve the purchase from K-Mart for the aforementioned miscellaneous items for \$7,700. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***
- Earl stated he received a price estimate from Clay Heine of American Equipment Sales, Inc. of \$3,000 for a metal container (40 feet by roughly 8 to 10 feet) and the transportation of the items from K-Mart to the new shop. The county will then use the container for storage of seeding equipment and straw.

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 10 minutes at 9:42. Eric Fritz and Earl Bahret were present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Extended 5 minutes. The meeting reopened at 9:59. The Directors decided to place an advertisement in the paper for a full-time position with Road and Bridge.

The Commission left the chambers at 10:15 to view the fence/gas line issue at the new road and bridge shop. They then left the shop to attend the Prairie Band Pottawatomi Tribe's celebration of the 75th Anniversary of the Community building.

The Commission returned at 1:00.

The Commission stated they agreed to move the eastern fence line in 3 feet to avoid the gas company right of way.

Custodian Chad Phillips met with the Commission to report on the discussion he had with Rex Cameron from the City of Holton. He stated that the city plans to start the curb project on the east side of the courthouse square by the first of March. It was stated that Bridge Manager Terry Mick would tear up and haul off the cement of the southern/exit drive of the current driveway. The Commission requested bids for the pouring of the concrete of the new driveway. It is tentatively planned to widen the southern/exit side of the driveway from 12 feet to 20 feet.

Chad then discussed the cabinets to be placed in the first floor meeting room that will accommodate the large, personal property/census books from the 1800 and 1900s.

A motion was made by Elmer and seconded by Ladner to approve the minutes of February 8th, 2016 as corrected.

Motion carried 3/0.

A motion was made by Elmer and seconded by Ladner to approve the minutes of February 9th, 2016 as corrected.

Motion carried 3/0.

The Commission discussed the security system at the new road and bridge shop.

Signed the following payroll change notices:

Department	Name	From	To	Reason	Date / /
Sheriff Patrol	Mike Boswell	0.00	17.14	Hired at 17 years of experience	02/03/16
Sheriff Patrol	Kimberly Muther	0.00	15.74	Deputy full time w/ experience	02/10/16
Sheriff Dispatch	Kimberly Bayless Edgett	0.00	13.85	Hired	02/10/16
Senior Citizen	Judy R. Olson	0.00	13.84	Hired	02/10/16

Signed the following Purchase Orders:

Department	PO #	To	For	Amount
Road and Bridge	6373	J.J. Keller and Associates, Inc.	500 3-Ply Vehicle Inspection Book	\$1,651.12

The meeting adjourned at 4:30 p.m. The next Commission meeting will be Thursday, February 17th, 2016.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District

Minutes of February 17, 2016

The Board of County Commissioners met in regular session on Wednesday, February 17, 2016 at 9 a.m. Chairwoman Zwonitzer, Commissioner Ladner, Banner Creek Director John Kennedy were present. County Clerk Kathy Mick recorded the minutes.

Marry Ann Riederer of Washburn University Kansas Small Business Development Center and Executive Director Gary Satter of Glacial Hills met the Commission, Kathy and John in Wetmore. They then proceeded to the Seneca area to visit Mr. Boeding, the owner of Mod Homes by Steve Boeding Design Build. Mr. Boeding designs and builds “small houses” which has piqued the interest of the Commissioners. The Commission has previously considered cabins and other types of permanent fixtures for the Reservoir to possibly increase tourism and participation by all visitors. The Commission was invited to view these homes so they can have more options if they were to choose to build permanent sites.

The Commission stopped to view the bridge at Q.4 and 275th to look at the fence, owned by Steve Patterson, and the need to purchase the permanent easement before the new bridge construction can begin.

Banner Creek Reservoir Director John Kennedy discussed the following:

- Estimates for straightening the frame of the Ford F-150 have been received by (2) two local body shops. John is recommending the estimate of Lovvorn Brothers Body Shop in the amount of \$310. Additional work may be required, but total cost should be less than \$500. ***The Commissioners agreed to Lovvorn do the work.***
- John is requesting the formal transfer of the John Deere 6620 tractor from the current inventory of the Noxious Weed Department to Banner Creek. If this transfer is approved, John would also like to request to place the tractor for sale. No decision was made.
- John has ordered seeds for wildflower plantings, wildlife feed plots and milk weed seed balls to be planted along the roadway natural areas at Banner Creek. It will take 2-3 years for these plantings to get established. Total cost of seeds for approximately 12 acres of park property is \$460.

The Commission returned to the Courthouse at 1:45 and adjourned.

Minutes of February 18, 2016

The Board of County Commissioners met in regular session on Thursday, February 18, 2016 at 9 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 60 minutes at 9:17. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Extended 30 minutes. Extended 10 minutes. Reopened at 11:00. No decision was made.

Appraiser Jason Claycamp joined the meeting. ***A motion was made by Elmer and seconded by Ladner to go into executive session to discuss his employee evaluation for a period of 15 minutes at 11:02. Jason Claycamp was present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 11:10.***

Youth Services Director Brooke Smith joined the meeting. ***A motion was made by Elmer and seconded by Ladner to go into executive session to discuss her employee evaluation for a period of 15 minutes at 11:12. Brooke Smith was present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 11:27.***

Emergency Management Director Pat Korte joined the meeting. ***A motion was made by Elmer and seconded by Ladner to go into executive session to discuss her employee evaluation for a period of 15 minutes at 11:30. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Extended for 10 minutes. The meeting reopened at 11:56.***

Recessed for lunch at 12:03. Reconvened at 1:00.

Recycling Center Director Dan Robinson joined the meeting. ***A motion was made by Ladner and seconded by Elmer to go into executive session to discuss personnel for a period of 15 minutes at 1:03. Dan was present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Extended 5 minutes. The meeting reopened at 1:24.***

Banner Creek Reservoir Director John Kennedy joined the meeting. ***A motion was made by Ladner and seconded by Elmer to go into executive session to discuss his employee evaluation for a period of 15 minutes at 1:25. John was present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***

Senior Citizens Director Amanda Spalding joined the meeting. ***A motion was made by Elmer and seconded by Ladner to go into executive session to discuss her employee evaluation for a period of 15 minutes at 1:44. Amanda was present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 1:51.***

Terry Mick joined the meeting. ***A motion was made by Ladner and seconded by Elmer to go into executive session to discuss employee evaluation for a period of 15 minutes at 2:12. Terry was present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 2:28.***

Road and Bridge Co-Director Eric Fritz joined the meeting. ***A motion was made by Elmer and seconded by Ladner to go into executive session to discuss his employee evaluation for a period of 30 minutes at 2:31. Eric was present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 3:03.***

Road and Bridge Co-Director Earl Bahret joined the meeting. ***A motion was made by Ladner and seconded by Elmer to go into executive session to discuss his employee evaluation for a period of 30 minutes at 3:06. Earl was present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 3:37.***

The meeting adjourned at 3:42 p.m. The next Commission meeting will be Monday, February 22nd, 2016.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District

Minutes of February 22, 2016

The Board of County Commissioners met in regular session on Monday, February 22, 2016 at 8:22 a.m. Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

Road and Bridge Co-Director Eric Fritz met with the Commission to discuss the following:

- Call-log of requests
- Placing an antenna at the future road and bridge shop

- Bill stated he's been told that the county wouldn't need a tower for the radio system that the road and bridge employees use to keep in contact with each other for general and emergency situations.
- Bill stated he believes the county only needs an antenna that bounces off of the repeater.
- Bill stated that he would be at a meeting about radio communications Wednesday night and would have more information for the Monday, February 29th meeting.
- Eric stated that they are currently stockpiling 2-inch rock at the future road and bridge shop.
- He is only fixing bad spots until after the snow season has subsided.
- Eric stated that he is going to begin a dirt project roughly 600 feet long in which he is pushing the bank in. He stated it should take two days with a grader. The Commission agreed to the dirt project.
- Bill wanted to discuss the items at K-Mart that the county is purchasing. He requested the road and bridge employees haul what they currently can take and go get the rest of the items later. Eric stated he thought everything was going in the 40 foot container.
- Bill stated that the Commission and the Co-Directors were going to meet sometime this week about repairing the roof of the new road and bridge office. Bill wants to meet with Darrel Chapman who has experience in roofing and would be able to provide the county with a reputable individual/company who could bid the roof for much less than a large corporation might.
- ***A motion was made by Elmer and seconded by Ladner to enter into executive session for matters of security for a period of 15 minutes at 10:00. Co-Director Eric Fritz was present. Commissioner Elmer called for a vote. Motion carried 2/0. The meeting reopened at 10:15. A decision was made to update the existing security system at the new Road and Bridge shop.***

Verlin Wichman met with the Commission to discuss photographs for the courthouse. He gave the Commission 8 photographs. **The Commission bought all of them, several framed, for \$290.** The Commission discussed rotating the pictures throughout the courthouse so that those visiting will have a chance to see all of them.

A motion was made by Elmer and seconded by Ladner to approve the bid from King and Associates Engineering for the 2016 dam inspection of Banner Creek Reservoir in the amount of \$2,700. Commissioner Elmer called for a vote. Motion carried 2/0.

A motion was made by Ladner and seconded by Elmer to approve the minutes of February 16th, 2016 as corrected. Motion carried 2/0.

A motion was made by Ladner and seconded by Elmer to approve the minutes of February 17th, 2016 as read. Motion carried 2/0.

A motion was made by Ladner and seconded by Elmer to approve the minutes of February 18th, 2016 as read.

Motion carried 2/0.

Banner Creek Reservoir Director John Kennedy discussed the following:

- Revenues for week of February 14th through the 20th were \$529.65
- Estimates for straightening the frame of the Ford F-150 have been received by (2) two local body shops. John is recommending the estimate of Lovvorn Brothers Body Shop in the amount of \$310.00. Additional work may be required, but total cost should be less than \$500.00
- John is requesting the formal transfer of the John Deere 6620 tractor from the current inventory of the Noxious Weed Department to Banner Creek. If this transfer is approved, John would also like to request to place the tractor for sale. ***A motion was made by Elmer and seconded by Ladner to transfer the John Deere 6620 tractor from the Noxious Weed Department inventory to the Banner Creek Reservoir inventory as of February 22nd, 2016. Commissioner Ladner called for a vote. Motion carried 2/0.***
- John has ordered seeds from Premier Farm and Home for wildflower plantings, wildlife feed plots and milk weed seed balls to be planted along the roadway natural areas at BCR. It will take 2-3 years for these plantings to get established. Total cost of the seeds for approximately 12 acres of park property is \$460.00. Grant funds in the amount of \$500.00 have been requested from the local chapter of Quail Forever for this project.
- A benefit for Special Olympics this event will be Saturday, February 27th at 1:00 PM at the BCR.
- John has completed research into costs associated with utilities charged to BCR.
- Water and sewer
 - BCR is not charged for water usage from the City of Holton
 - BCR is charged a fee for sewer from the City of Holton. The formula for sewer fees is attached for your review. This fee was charged March through September of 2015 for a total amount of \$1,147.50.
 - BCR is charged for water from Jackson County Rural Water District No. 3. The Rural Water District has two meters located at BCR. One on the north and one on the south side of the lake. A letter to Joe Kennedy refers to the terms for bulk rate users of \$2.30 (now \$6.36) per 1,000 gallons. This letter is attached for your review.
- Electricity
 - The City of Holton charges BCR for electricity. The 2015 total for electricity was \$13,900.45.

Recessed for lunch at 12:04. Reconvened at 1:04.

Chairwoman Zwonitzer joined the meeting.

Anna Wilhelm from the Tourism Board and Director of the Chamber of Commerce Elise McLeod met with the Commission to discuss the Tourism budget.

Anna stated that the Chamber Board agreed to the two ads for \$3,000 to run on the digital advertising board on the highway.

Anna wanted to add that there were 600 people in two days in attendance for the Circleville Saddle Club rodeo and over 1,250 people attended Prairie Pickers at Prairie Lake in three days.

The Tourism budget was expressed as:

- \$10,000 staff support (Chamber) – made in quarterly payments
- \$24,000 grants
- \$2,000 travel (Kansas sampler)
- \$2,000 Lodging advertising support
- \$700 music license
- Total **\$38,700**

Elise McLeod stated that she received three bids for website services. She recommends the lowest bid of \$7,200 by Gary Piland. Elise stated he would begin a major update to the website which would include things like being able to pay online with a credit card for the many events held in Jackson County, an interactive calendar and a tab for tourism. ***A motion was made by Ladner and seconded by Elmer to accept the low bid for the update/revamp of the Chamber website with Gary Piland in the amount of \$7,200. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***

There were \$7,900 in grant monies requested and approved by the Tourism Board for events in Jackson County. These events include the Hall of Fame, Spring and Fall Garage Sales, Glory Days, Fall Fest, Christmas Homes Tour, CSC Rodeo, Prairie Lake Pickin' Party, Art Walk, a storybook exhibit, a photography exhibit, Quilts in the Courtyard, and Netawaka and Whiting lodging and promotion. ***A motion was made by Ladner and seconded by Elmer to approve of the \$7,900 in grant monies to Jackson County held events. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***

Anna stated the Tourism Board is requesting the permission to appropriate \$500 to each of the four lodging establishments that meet pay the collected guest tax in Jackson County to promote tourism. ***A motion was made by Ladner and seconded by Elmer to approve the Tourism Board's expense of \$2,000 in appropriations for the four lodging establishments in Jackson County to promote tourism. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***

Anna also stated the Tourism board is interested in knowing where visitors are traveling from.

The Commission discussed implementing a contract between the Tourism Board and the Holton/Jackson County Chamber. Currently, the two are interconnected and it is sometimes unable to be deciphered who exactly is in charge of what. The contract would state what the Tourism Board expects from the Chamber and how much they will pay to have these services.

Elise met with the Commission to discuss the Jazz on the Square event. She discussed the Chamber Board's desire to have alcohol on the Courthouse lawn during the event to possibly gain more revenue for the event and entice more attendance. The Commission stated they would have to check with the insurance company to see if they would cover event insurance.

Roy Calhoun met with the Commission to discuss his road conditions. He stated he stopped in the Road and Bridge office in December, again in January, and again today. He lives between X and Y on 222nd road. He stated that Terry Mick sent the grader out to his road. He stated he received a letter from KCAMP denying his claim for damage done to his vehicle from traveling a county road. KCAMP claimed that all persons traveling on gravel/unpaved roads take the risk of incurring damage of said roads and his particular incident was at no fault of the county's.

Kerwin McKee and Bret Bauer met with the Commission to discuss the conversation with Banner Creek Reservoir Director John Kennedy. They discussed the current agreement between the City of Holton and the Reservoir set in 1998 about waste water rates. It was discussed that the city had not raised the rates for the county in years and that the county would begin paying the higher rate this year.

Verlin Wichman brought the Commission several framed 11 x 14 photographs for purchase for the public meeting room on the first floor.

The Commission reviewed mail received the prior week. They were invited to the Blue and Gold Banquet on February 28th, 2016 at 2:30 p.m. at the Evangel United Methodist Church. They were also invited to attend the Brownfield Resource Workshop on Tuesday, March 1, 2016 at the Remington Nature Center at 9:00 am. They received a public notice regarding a proposed Kansas Water Pollution Control Permit for the Public Wholesale Water Supply District No. 18.

The Commission approved the issuance of a check to KBS Constructors, Inc. for jail doors.

The Commission agreed to purchase three of the 11 x 14 photographs that Verlin provided. They cost a total of \$75.

The Commission left the chambers to view the meeting room with salesperson Jan from Carpet One to discuss purchasing new blinds for the county offices in the future. They returned to the Chambers.

Custodian Chad Phillips joined the meeting.

A motion was made by Ladner and seconded by Elmer to enter into executive session for Chad's employee evaluation for 15 minutes at 3:41. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 3:56.

The Commission decided that a hearing concerning the road alteration of opening a 40 foot road “right of way” commencing at the Southwest Corner of Section 15, Township 6 S, Range 15 E, thence North on said section line 1320 feet to point of beginning, thence continuing North on said section line 420 feet, will be held on the 14th day of March, 2016 at 10:00 a.m.

It was discussed that Road and Bridge Co-Director Eric Fritz and County Clerk Kathy Mick would be meeting with an A1 Alarm Systems representative on Thursday to inspect and update the security system at the future Road and Bridge shop.

Signed the following payroll change notices:

Department	Name	From	To	Reason	Date / /
Sheriff Patrol	Brittany Clarke			Notified Sally she had changed her mind about leaving	01/27/16
Recycling	Paul M. Wilcox Jr	0.00	14.69	Hired	2/19/16
Sheriff Patrol	Mark Wohlin	16.84	17.14	Length of service increase	12/10/15
Road and Bridge	Wade Cormier	0.00	14.69	Hired	2/22/16

Signed the following Purchase Orders:

Department	PO #	To	For	Amount
Commission and Rd and Bridge	6513	Carpet One – Topeka	8 Macro blinds with tapes	\$2,936.00
Clerk	6374	Logan	1 Sharp MX – M316N	\$4,399.00

The meeting adjourned at 4:30 p.m. The next Commission meeting will be Tuesday, February 23rd, 2016.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District



Minutes of February 23, 2016

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

Custodian Chad Phillips met with the Commission to discuss the rearranging of the parking stalls in the west parking lot on the courthouse lawn. The vacationing of the two Meadowlark Extension spots has sparked the interest of rearranging the stalls for security reasons. It was requested of the Commission by Courthouse security personnel that two spots be available for a more fluid transportation of prisoners in and out of the jail. **It was agreed upon by the Commission to accept Chad’s proposal.**

Chad also stated he received an email from the Chamber with Lawn Use requests for the Glory Days Festival and Car Show on May 28th from 7:00 am to 4:00 pm, the Easter Egg Hunt on March 26th from Noon to 4:00 pm, and the Fireworks show on July 2nd from 4:00 pm to 11:00 pm. **The Commission approved the requests.**

The Commission received a letter from KCAMP stating that for a fee of \$300, they will come to Jackson County and do a “reproduction cost” analysis on any building that the Commission deems historic of nature and would consider replacing the building to its original state if a disaster were to damage the building. **The Commission agreed to the analysis of the courthouse.**

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss economic development for a period of 30 minutes at 10:56. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Extended 10 minutes. The meeting reopened at 11:37. No decision was made.

The Commission recessed for lunch at 11:37. They reconvened at 12:22.

Dick Snavelly from Whiting met with the Commission to discuss the conditions of W and 286th road. He stated he is unhappy with the grading of this road. He doesn’t think the grader maintains his road as well as they should. He believed that the rock laid down was too large. Eric stated the rock laid on his road is the 2-inch rock from Atchison. Eric also stated that 286th was on the list to be rebuilt.

The Commission left the Chambers at 1:00 to view the roof at the future Road and Bridge shop. The Commission returned to the Chambers at 2:45. It was decided to receive bids to replace the tin and create a better guttering system for the edge of the primary building so that it is better equipped to remove excess water off of the roof.

Signed the following payroll change notices:

Department	Name	From	To	Reason	Date / /

Sheriff- Jail	Paul Marsh			Discharge	2/22/16
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The meeting adjourned at 4:30 p.m. The next Commission meeting will be Monday, February 29th, 2016.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District



Minutes of February 29, 2016

The Board of County Commissioners met in regular session on Monday, February 29, 2016 at 8:20 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

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

- Bill asked whether the directors had received bids or not for the road and bridge shop's tower/antenna work
 - Ka-Comm
 - \$3016.14
 - TBS
 - \$3054.95. ***A motion was made by Ladner and seconded by Elmer to accept the bid from TBS in the amount of \$3054.95 to move the antenna from the courthouse to the future road and bridge shop. The bid includes the purchase of a tower and the necessary equipment for the antenna. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 15 minutes at 9:40. Co-Directors Earl Bahret and Eric Fritz were present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 9:55. No decision was made.

County Clerk Kathy Mick stated that when she and Road and Bridge Co-Director Earl Bahret met with the A1 Alarm Systems representative on Thursday to update the system. The representative needed a signature on the contract that day before he could update the system. The Commission approved of Earl signing the contract as it was necessary to update the system.

Senior Citizen Center Director Amanda Spalding met with the Commission to discuss bids received for replacement of a Senior Center vehicle:

- Foster Ford - Transit Connect 2015 with 14,000 miles – \$20,100
- Clark Chevrolet - Equinox 2016 - \$22,650

The Commission suggested Amanda request warranty information on the Ford Transit Connect. The Commission also stated they would like for Amanda to see what the County could get for a trade-in for the Ford Windstar van the county currently owns.

Appraiser Jason Claycamp met with the Commission to discuss a zoning change requested by a Michael Area at S and 166th road. It was noted that he was wanting to put in a couple of rental cabins. The Planning Commission Board recommended to change the zoning of 2.5 acres to B4 regulations to put the cabins on. Jason stated it was passed by a vote of 4-2. The main opposition of the change was the inability to restrict future uses of the property because once the zoning is changed it cannot be taken away. Jason stated that he doesn't foresee any major changes in use of the land because space is limited because of a creek running through the land. Being changed to a B4. Bill requested further discussion before making a decision on the change.

He also discussed a change in zoning at 8561 254th to a subdivision, or an RR regulations. The Planning Commission Board voted 6-0 for the recommendation to the Commission. Jason states the only thing he deems important is that the current property has several inoperable vehicles on the property that need to be cleaned up if it is changed to a subdivision. Otherwise, it meets all the requirements. ***A motion was made by Ladner and seconded by Elmer to accept the rezoning of the Cattrell property at 8561 254th road to an RR subdivision. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Resolution No. 2016-05.***

Larry Savage met with the Commission to discuss his decision to resign from the board of Jackson County Rural Fire District #2 as of June 1st, 2016. Mr. Tyrel McClintock has already agreed to replace Larry as Treasurer. ***A motion was made by Ladner and seconded by Elmer to accept the request submitted to appoint Tyrell McClintock to the secretary/treasurer position to the Jackson County Rural Fire District #2 board as of June 1st, 2016. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***

Banner Creek Reservoir Director John Kennedy discussed the following:

- At the February 22nd meeting the Commission approved transfer of the John Deere 6620 Tractor from the Noxious Weed Department to BCR. John has received an offer of \$38,000 for the tractor and front loader. The Commission stated he would need to place an advertisement in the paper

to solicit closed bids for purchase of the tractor. John requested the language for the advertisement.

- For your review, John has attached the 2016 legislative platform from the Kansas Recreation and Parks Association.
- A representative from Easy Dock has informed John that the new docks will be delivered by the 2nd week in March. Installation is still yet to be scheduled, but is expected to be completed by April 15th. John stated he would pour the concrete if time allows.
- Steve from SBDB Homes has provided a video of the two proposed cabin designs for the Commission review.
- John would like to have a controlled burn for the dam. He has spoken with the fire department about the precautions. John offered to write a letter to the partners/those associated with the reservoir about his plans to burn off the dam and how that will help maintain it to pass inspection.

The Commission signed the payroll register.

Recessed for lunch at 12:00. Reconvened at 1:50.

Sheriff Tim Morse, Sheriff's office Administrative Assistant Sherri Ladner, Fire Chief of Rural Fire #2 Kevin Ingels, Assistant Fire Chief of Hoyt Randy Smith, Hoyt Fireboard member Mike Henry, and Brent Teeter from EMS met with the Commission to discuss the Firecom communications needing updated.

Brent stated that between the two options of doing half of the system upgrade now for \$60,000 to do the dire things versus paying around \$120,000 to redo the whole system, which the county needs badly, he would recommend replacing the whole system because of the costs likely to incur over time for various reasons like weather and natural disasters. One of the problems with waiting on that is if they come back and do these one component over time. It may cost more over the long haul if you do one at a time.

Tim stated that he thinks the total bill would be closer to \$109,000.

Bill stated he has problems with Ka-Comm because in the past that specific things need to be replaced even though they were just here and updating our system 15 months ago. Sherri stated that Ka-Comm didn't replace the links that TBS originally did when the system was installed. Sherri stated that TBS had the settings wrong on the links. Ka-Comm simply fixed the settings so that they would work better. Sherri requested funds from the county generated fund so that the 911 Fund isn't completely depleted. This fund only generates money by a tax placed on landline and cellular telephones, which is currently cut in half by the Statewide 911 Coordinating Council. There is roughly \$153,000 in 911 Funding.

Brent Teter from EMS thanked the Commission for letting them use the first floor for the CPR Hero Challenge.

Beth McManigal and Elise McLeod from the Chamber met with the Commission to discuss the job description for a chamber director. She compares that description with her idea of what a tourism executive director's job would be. She claims that the two are not the same but that they could work cohesively together. Elise said that 3,100 Chamber employee hours are spent annually on tourism.

Elise also went over several figures in the budget that Elise and the Board deems tourism functions and operating expenses that total \$84,870.00.

Elise stated that bottom line, she feels like she needs more help. She stated that the president of the Chamber Board says that the chamber director is not hired for tourism purposes. The Commissioners explained how the tourism council functions through the County Commission.

Bridge Manager Terry Mick discussed the following:

- Sign bids
 - Midwest Service and Sales
 - \$26,104.89
 - National Sign Company, Inc.
 - \$14,071.84.
 - ***A motion was made by Elmer and seconded by Ladner to accept the bid from National Sign Company, Inc. for \$14,071.84. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***
- Bill requested information about the replacement of the bridge at G and 205th. Janet is worried about the safety of the bridge. Terry stated the County hasn't inspected the bridge at G and 205th since 2004 when the County turned maintenance and inspections over to the Potawatomi Tribe. Terry offered to have the bridge inspected separately from the inspections we are already scheduling. The 2004 transfer of maintenance and inspections was re-documented as agreement number 2015-A55. The Commission want an inspection done for safety precautions, however, the county does not assume any responsibility for the bridge.

The Commission signed a lawn use request for the Lifetime Fitness Center on April 9th and August 13th for the Color Run from 4:00 p.m. to 7:00 p.m.

The Commission also reviewed the inventory of each of the Jackson County departments and stated they believed it to be a true inventory for each department.

Appraiser Jason Claycamp met with the Commission to discuss the zoning issue for Mike Area again on S and 166th. Bill stated that there are no regulations on what can be placed on that land in the future and that worries him. County regulations define a cabin as a motel or a hotel. In the progression of zoning regulations, there are no regulations before B4 that allow such a dwelling. Commissioner Ladner asked whether they could put restrictions on zoning changes. Jason stated that restrictions cannot be put on zoning changes, they are only allowed on special use permits. Bill does not believe that it would be in the county's best interest to allow the zoning change. The inability of the county to take away a zoning

classification on a piece of land, is what worried two of the Planning Commission Board members and Commissioner Elmer.

Sheriff Tim Morse and Administrative Assistant Sherri Ladner met with the Commission to fill out a request for a charitable contribution from the Potawatomi Tribe to see if they would be willing to help upgrade the communications used by all fire departments and EMS, including the tribal fire department.

A motion was made by Elmer and seconded by Ladner to approve the minutes of February 22nd, 2016 as corrected.

Motion carried 3/0.

A motion was made by Elmer and seconded by Ladner to approve the minutes of February 23rd, 2016 as corrected.

Motion carried 3/0.

Signed the following payroll change notices:

Department	Name	From	To	Reason	Date / /
Bridge Crew	Todd Robbins	0.00	14.95	Hire	02/29/16

Signed the following Purchase Orders:

Department	PO #	To	For	Amount
Bridge	6410	National Sign Company	Signs	\$14,071.84

The meeting adjourned at 4:30 p.m. The next Commission meeting will be March 1st, 2016.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District



Minutes of March 1st, 2016

The Board of County Commissioners met in regular session on Tuesday, March 1st, 2016 at 9 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick recorded the minutes.

911 Coordinator Sherri Ladner and Sherriff Tim Morse met with the Commissioners to have a grant application signed. The application will be submitted to the Prairie Band Potawatomi Nation – Charitable Contributions Committee. The request is for 15% of the cost of upgrading communications system for all emergency services within Jackson County. This upgrade of equipment would also improve communications for the Tribal Fire Department when they are assisting or being assisted by other Fire Departments on and off of the Prairie Band Potawatomi Reservation. The cost of the project is approximately \$120,000. The majority of this cost will be paid out of 911 tax fund. Zwonitzer signed the document and Sheriff Morse will deliver the document today to the Tribe.

Bill discussed the proposed zoning application for cabins to be constructed at 16740 S road. The Planning board has recommended a zoning change to a B4. Bill is concerned about future business that can be under the same zoning class. The Commissioners discussed past zoning issues. Jason met with the Commissioner to discuss the Highway Corridor Plan and the Land Use Map. No decision was made.

Signed Purchase Order #6100 to TBS for antenna and equipment and labor for the future shop in the amount of \$3,054.95. To be paid out of County General

The Commissioners stated that the tractor that was transferred from Noxious Weed to Banner Creek Reservoir will be sold on Purple wave.

John stated he would be replacing the old docks at the end of the month. Gary Keehn with USD 335 wants one of the old docks for the school pond. The Commissioners agreed to this transfer of property to another taxing entity.

Devern Pagel and wife met with the Commissioners with concerns about U.4 road north of 118th road. They are concerned about the chuck holes and the grader cutting the brome out of the ditches.

A motion was made by Elmer and seconded by Ladner to accept the quote from Ka-Comm, Inc. to fix and upgrade the current radio system for fire communications in the amount of \$104,648.90. This does not include equipment or pricing for Delia. They will evaluate coverage for Delia after installation of the new voting system. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The majority of the cost will be paid out of 911 funds.

Dan Robison met with the Commissioners and informed them that the bailer has been repaired and he provided a list of individuals who have dropped material off at the HHW and other collections he has received in February.

Appraiser Jason Claycamp met with the Commissioners to discuss the valuation trend for this year (17% on crop 7% on grass). Crop land has gone up for the last 5 years. The State sets these rates. Previous Appraiser Larry Reynolds just kept rolling over the previous year values instead of letting it fluctuate

with the sales models. The formula is in the constitution 8 year average but it is a weighted 8 year average.

Jennifer Shaw, Chamber Board President, met at the Commissioners request to discuss Chamber of Commerce and Tourism issues and the funding for the different events throughout the year. The Commissioners are unclear on who the Chamber thinks should fund and organize the events after the meeting with Elise and Beth. The Commissioners have been reviewing the newly drafted job description of a Tourism Executive Director, written by Elise McLeod.

The Commissioners approved invoices that need to be paid.

Signed Abatement order 2015-98

The meeting adjourned at 4:00 p.m. The next Commission meeting will be March 7th, 2016.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District

Minutes of March 7, 2016

The Board of County Commissioners met in regular session on Monday, March 7, 2016 at 8:15 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

Chairwoman Zwonitzer discussed the zoning change request for Michael Area on S and 166th road. The 2.5 acres were requested to be changed to a B4 classification. **A motion was made by Elmer and seconded by Ladner to approve the recommendation from the Planning Commission Board to change the zoning of the 2.5 acres at S and 166th road to a B4 classification. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. 2016-06.**

Randy Robinson visited the Commission to discuss 158th road and X.4. He stated that the ditch needs a cross pipe to keep the water from washing across the road. It would still be a concern that the tube would fill with dirt and mud when it rains. The Commission stated they would have Bridge Manager Terry Mick look into it.

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

- Eric stated he has spoken with Giant Communications. They will run a new internet and phone fiber to the shop.
- Discussed 158th and X.4. Earl stated he would have Terry Mick look at the road to put a cross-tube in to help with drainage.
- Earl discussed placing spray foam insulation in the north wall of the future road and bridge shop. He stated it would be roughly \$750 for 620 square feet.
- Bids on electricians
 - Mark Thompson total bid \$17,300.00
 - Montgomery Electric total bid of \$12,120.00
 - Riley Electric for a bid of \$13,847.00.
 - ***A motion was made by Ladner and seconded by Elmer to accept the bid from Montgomery Electric for \$12,120.00. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***

The March 1st, 2016 Holton City Primary Election Canvas was opened at 10:00 a.m. The Commission reviewed the original canvass results and no errors were found. The one provisional ballot was added to the count.

COUNCILMEMBER #2	TOTAL	PROVISIONAL	ADVANCE	PRECINCT
Cobler, Christina	29		2	27
Meerpohl, Mike	103	1	34	68
Miller, Rodney S.	59		19	40
Murphy, Christina	40		6	34
TOTAL REGISTERED VOTERS				
	2033			
TOTAL VOTED	231	1	61	169
PERCENT	11%			

The March 1st, 2016 Holton City Primary Election Canvas closed at 10:10 a.m.

Bridge Manager Terry Mick discussed the following:

- Bids for 2016 Routine Biannual Bridge Inspections
 - Schwab Eaton
 - \$92/per bridge
 - 1 inventory bridge inspection included in figure above

- Two annual bridges for \$500
 - Total bid of \$17,336.00
 - Cook Flatt & Strobel
 - \$70/bridge
 - \$85 - 1 inventory bridge inspection
 - Two annual bridges for \$500
 - Total bid of \$13,395.00
 - Elite Engineering Services
 - \$67.50/bridge
 - \$100 - 1 new inventory bridge inspection
 - Two annual bridges for \$250
 - Total bid of \$12,702.50
 - BG Consultants
 - \$78/bridge
 - \$300 – 1 inventory bridge inspection
 - Two annual bridges for \$900
 - Total bid of \$15,474.00
 - ***A motion was made by Elmer and seconded by Ladner to accept the low bid from Elite Engineering Services for the 2016 biannual bridge inspections for \$12,702.50. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. C2016-10.***
- Terry stated he is in need of steel decking. He stated he is five sheets short from being able to rebuild the bridge at 134th and D.1. He would also like to keep an extra 20 sheets in the yard for backup supplies.
 - Terry stated the current budget for this item does not cover purchasing 20 sheets but that the bridge department can make up the difference with the recently sold items on Purple Wave.

Recycling Director Dan Robinson discussed the following:

- Circleville and Holton Community Hospital requested recycling trailers
 - The Commission requested he gathers bids for small and large recycling trailers.
- Dan stated he would need a mower for the landfill at least once a year per KDHE regulations. The Commission stated they saw the need for the landfill to be mowed and that they would further discuss it.

Head Custodian Chad Phillips met with the Commission to discuss bids received for the pouring of the concrete for the south end of the east driveway on the courthouse lawn. The bids were rejected. Chad stated that the companies were not given specifications on the project so all of the bids encompass different materials and driveway builds. The Commission suggested Chad gather specifications for the project so that the companies may bid for the more strict specifications. Once specifications have been received, requests for bids will be sent again.

A motion was made by Elmer and seconded by Ladner to approve a liquor license for the Fire Keeper Golf Course Inc. and a license for the Prairie Band Casino and Resort. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.

Banner Creek Reservoir Director John Kennedy discussed the following:

- Revenues for the week of February 28th through March 5th were \$568.
- John has received a proposal for pest control for the administration office and restroom/shower houses. The proposal from Grass Roots Pest Control is for the amount of \$95.00 per month for the months of May through October. The Commission approved the proposal. Signed Contract **2016-11.**
- John submitted the 2015 year-end report.
- John has received a second bid on upgrading the electrical service to shelter house #4. The scope of work would include the installation of a new electrical pedestal at the shelter, direct burial line to the existing electrical transformer, all additional materials needed, and labor. The bid from Riley Electric is **\$1,761.51**. The previous bid from Montgomery Electric was \$3,400.00. John recommends acceptance of the bid from Riley Electric. ***A motion was made by Ladner and seconded by Elmer to approve the bid submitted by Riley Electric for the above mentioned work on shelter house #4 for the amount of \$1,761.51. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***
- John attached a letter notifying the cooperative partners of Banner Creek Reservoir of the intent to conduct a controlled burn in designated areas at BCR. A map of the areas selected for the controlled burn has also been included for Commissioner's review.
- The Commission requested that the selling of the John Deere tractor be put on hold for the time being.

Recessed for lunch at 12:06. Reconvened at 1:02.

County Treasurer Linda Gerhardt met with the Commission to discuss the County's next tax sale. Linda stated there are currently 80 pieces of property with at least three years of delinquent tax. She stated County Attorney Shawna Miller would need to write up a resolution calling for a county tax sale.

Senior Citizen Center Director Amanda Spalding met with the Commission to discuss the warranty information she collected on the Ford Transit Connect. She opened the original bid for the Connect last Monday from Foster Ford. She stated that the county would receive the remainder of the factory warranty that ends on July 3, 2018 or 36,000 miles, whichever comes first, and a powertrain warranty that ends on July 3, 2020 or 60,000 miles, whichever comes first. Amanda stated that Foster Ford would give the county a trade in value for the 1999 Windstar van of \$800. The Commission discussed putting the Windstar on Purple Wave. The Commission told Amanda to proceed with the purchase of the Foster Ford Transit Connect per the lower bid received last week.

Youth Services Director Brooke Smith met with the Commission to discuss placing an advertisement for a recent job opening within her department. She stated that County Clerk Deputy Kasie Robbins would place her department and job opening information on the county website. Brooke also discussed budgeting time and purchasing another car for the next hired employee because she believes that the county saves money by allowing the purchase of the vehicle instead of paying the employee for mileage. The funds for this vehicle purchase would come from the grant monies she receives every year, not from county tax dollars.

County Attorney Shawna Miller met with the Commission to discuss several items. The Commission related to Shawna that she would need to write up a resolution calling for a tax sale for the 80 properties that have been delinquent on their taxes for 3 years. She was given the Elite Engineering Services contract to review. She stated it was a standard contract.

The Commission also discussed with Shawna the fire associations worker's compensation insurance.

The Commission discussed possibly asking Shawna to draw up a contract between tourism and the Chamber.

Road and Bridge Co-Directors Earl Bahret and Eric Fritz met with the Commission to discuss "chip and seal" projects this year. There are 16.5 miles of maintenance on existing "chip and seal" tentatively planned for 2016.

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 15 minutes at 4:00. County Clerk Kathy Mick and County Attorney Shawna Miller were present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 4:16. No decision was made.

A motion was made by Elmer and seconded by Ladner to approve the minutes of February 29th, 2016 as corrected.

Motion carried 3/0.

A motion was made by Elmer and seconded by Ladner to approve the minutes of March 1st, 2016 as corrected.

Motion carried 3/0.

The meeting adjourned at 4:38 p.m. The next Commission meeting will be Monday, March 14th, at 8:00. The Commissioners will attend the hearing on the SB 316 and HB 2609. The next meeting will be Monday.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District



Minutes of March 14, 2016

The Board of County Commissioners met in regular session on Monday, March 14, 2016 at 8:17 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

Bob Jacobs with Whitestar Machinery met with the Commission to discuss the lease agreement with the county for the two skid steers and bucket attachments. County Attorney Shawna Miller had stated previously to County Clerk Kathy Mick that she didn't think the language of the contract was written in the county's best interest. She provided Kathy with a memorandum to supplement the contract. Bob stated he would speak with the KS State Bank, the bank through which the lease agreement is going through, and that they would have their attorney look at Shawna's suggestions and get back with the County as soon as they knew something.

The Commission reviewed last week's minutes.

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

- Fuel bids
 - Haag Oil – \$13,434.50
 - Knotty Pine - \$13,436.00
 - ***A motion was made by Elmer and seconded by Ladner to accept the fuel bid from Knotty Pine in the amount of \$13,436.00. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***
- The skylights in the future road and bridge shop have been replaced and are letting in a lot of natural light in the shop area.

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 10 minutes at 9:36. County Clerk Kathy Mick was present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Extended five minutes. The meeting reopened at 9:53. No decision was made.

The Commission signed added and abated 2015-99 through 2015-148.

A motion was made by Elmer and seconded by Ladner to adopt Resolution 2016-07 which opens a forty foot road right of way at Jackson Heights Schools commencing at the Southwest Corner Section 15, Township 6 S, Range 15 E, thence North on said section line 1320 feet to point of beginning, thence continuing north on said section line 420 feet. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.

Register of Deeds Tammy Moulden met with the Commission to discuss renewing her Peopleware Software program. She is requesting the Commission review the contract for \$8,410.00 which is paid for out of her Technology Fund. The Commission agreed to the renewal. **C2016-12.**

Dennis Foster and Phillip Dean with Northeast Kansas Environmental Services met with the Commission to discuss NEKES's annual report. Dennis stated they are currently operating with no full time employees. Dennis stated that wastewater evaluations are done in the surrounding counties only if buyer or lending agency has requested it. In Jackson County these evaluations are mandatory. He stated in Atchison County he had 10, Brown County had 3, Doniphan County had none and Jackson County had 76. He also stated they gave 37 permits for new waste water systems in Jackson County. Dennis stated he is impressed with the Jackson County Conservation District because they do a cost-share program for those who are replacing waste water systems. With the summation of the annual report, Dennis requested that the Commission continue to consider appropriating financial support for their agency. The Commission stated they would continue to appropriate money to NEKES.

The Commission received an invitation by mail to join the Kansas Department of Agriculture to celebrate Kansas agriculture by endorsing the Neighbor to Neighbor program.

They also received a request by letter to accept the appointment of John Gwartney to sit on the Delia Rural Fire District #5 Fire Board. ***A motion was made by Ladner and seconded by Elmer to accept the appointment of John Gwartney to the Delia Rural Fire District #5 Fire Board for a three year term. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***

They also received a Thank You letter from Welliever Construction Company for the removal of two big cedar trees and stumps and filling in the holes. The letter was directed to Road and Bridge Co-Directors Eric Fritz and Earl Bahret.

Emergency Management Director Pat Korte met with the Commission to discuss fireboard bylaws.

Banner Creek Reservoir Director John Kennedy discussed the following:

- John will be pulling the existing docks in preparation for the arrival of the new docks on Wednesday, March 16th. Installation of the new docks will be scheduled this week. The current dock located at the east boat ramp will be towed to its new location at campground “C.”
- John attached a proposal from Steve Boeding Design Build LLC for the construction of two cabins at BCR.
- A second attachment reflects cost estimates for other related items to cabin construction.
- John included cabin project financing options
 - Municipal bonding
 - Revenue bonds
 - Advertising rights
 - BCR Capital Improvement Funds
 - Jackson County Reserve Funds
- Chairwoman Zwonitzer stated that at this time she was not in favor of purchasing any cabins because they were unable to give other groups their requested funding, Jackson County EMS for instance requested more funding than we felt comfortable with spending, that she sees other immediate needs within the county. The Commission stated that John was more than welcome to find sponsors for the cabins. The sponsors would need to offer enough money to purchase the cabin. The Commission would consider allowing John to fund the septic tanks and electrical and water service from Banner Creek funds if he were able to find a sponsor.

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

KANZA CEO David Elsbury, KANZA Board President Bob Wayman, KANZA Director of Business Operations Virginia Freese, KANZA Clinical Director Margi Ross, and Kansas Department of Commerce Business and Community Development leader Lyle Peterson met with the Commission to discuss an update on behalf of Kanza Mental Health. David stated they have increased outpatient hours on Idaho Street to 47.5 hours a week. He stated Community Services staff on the north side of the Moser building is open five days a week. There is staff available 8:00-6:00 Monday-Friday. David stated that the numbers of peoples serviced increased by 103 people in FY 2015 compared to FY 2014.

David stated that the Moser building was paid with cash. This purchase was supplemented with money that was half from the KANZA foundation and half from the Mental Health Center. David stated that their plans are to renovate the remainder of the building with a space that adequately meets the needs of Jackson County Youth Services. The Jackson County Challenge was started in efforts to raise money for the remodel. They raised \$32,000 during the challenge.

David stated that a few years ago he had Kellerman’s Real Estate give him an estimate on the market value of the KANZA building on Idaho Street in Holton and they gave him the estimate of \$120,000 to \$150,000.

Chairwoman Zwonitzer asked how the foundation is funded. David stated that the KANZA Foundation is funded through donations and it has a 501-C3 status.

Chairwoman Zwonitzer then requested that Mr. Peterson give the Commission more information regarding the Community Development Block Grant. The CDB Grant would require KANZA to obtain a governmental entity to back them on the application and implementation. Lyle stated that the County would not be financially responsible for repaying the grant even if KANZA were to default on the loan. The only way the county could be responsible in any part of the grant process is if there were incidents of fraud committed on behalf of the KANZA Board when filling out the grant application. Lyle stated that the application could be done by a grant administrator and that the KANZA Board would simply be requesting the grant through the county's government status. **A motion was made by Ladner and seconded by Elmer to agree to let KANZA apply through the county's government status for the Community Development Block Grant for the maximum amount of \$400,000 for renovation purposes of the Moser building. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.**

Bret Bauer and Kerwin McKee met with the Commission to discuss the project on the circle drive.

Steve Spade from KBS met with the Commission to discuss whether the county was in need of a general contractor. The Commission stated that they decided to purchase a building for the new Road and Bridge shop rather than build one. They would not be in need of KBS's services at this time.

The Commission left the Chambers at 2:30 for a road viewing and to view the future road and bridge shop. Steve Spade from KBS arrived at the shop and requested to give a bid for the repair of the road and bridge shop roof. They returned at 4:25.

A motion was made by Elmer and seconded by Ladner to approve the minutes of March 7th, 2016 as corrected.

Motion carried 3/0.

Signed the following payroll change notices:

Department	Name	From	To	Reason	Date / /
Attorney	Jessica Jurgens	0.00	10.00	Hire	02/18/16

The meeting adjourned at 4:30 p.m. The next Commission meeting will be Tuesday, March 15th, 2016 at 9:00 a.m.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District



Minutes of March 15, 2016

The Board of County Commissioners met in regular session on Tuesday, March 15, 2016 at 9 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

The Commission signed payroll and bills.

The Commission met briefly with a representative from Mission Electronics, Inc. to receive a proposal for a media system in the meeting room on the first floor for the public's use.

The meeting adjourned at 12:00 p.m. The next Commission meeting will be Monday, March 21st, 2016 at 8:00 a.m.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District



Minutes of March 21, 2016

The Board of County Commissioners met in regular session on Monday, March 21, 2016 at 8 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

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

- Annual cost report

- Call log of requests

The Commission received “Thank you” notes from KANZA CEO David Elsbury for agreeing to be a part of the CDBG application process.

The Commission also received a letter from the Jackson County Conservation District about the event on March 31st, 2016 from 5:00 to 8:00 p.m. called Women in Agriculture. They also received a lawn request form from LifeCare Fitness Center for the Danny J. Peterson Memorial Run on June 4th, 2016 from 8:00 a.m. to 11:00 a.m.

Banner Creek Reservoir Director John Kennedy discussed the following:

- Revenues for the week of March 13th through March 19th were \$1,101.40
- Half of the docks and gangways have been delivered. Installation is tentatively scheduled for April 4th and 5th.
- List of new events in 2016:
 - Kid’s Fishing Derby – June 17th
 - Car Show – June 12th
 - Mini Mudder – July 16th
- John stated he will begin opening facilities on April 3rd.
- John stated he has cut down many trees on Campground C and will leave them piled there until they are dry and he is able to burn them.

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

Anna Wilhelm of the Tourism Board met with the Commission to give the board’s monthly expense report. The Board canceled their registration with the Kansas Sampler and received a full refund. Anna discussed that she is now in charge of getting the Chamber website revamped. Anna requested that the Commission allow the Tourism Board to reimburse the Chamber for their expense of \$199.15 paid to Elise McLeod who claimed the expense on a mileage report to the Big Rural Brainstorm event in Newton Kansas on March 7th. ***A motion was made by Elmer and seconded by Ladner to reimburse the Chamber for \$199.15 for the mileage of Elise McLeod to the Big Rural Brainstorm session at Newton on March 7th. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***

Anna stated the Tourism board approved the grant appropriation of \$200 to Mayetta Pioneer Days for September 10th. She also stated that Netawaka Fitness Center was awarded the one time grant of \$400 for KNZA advertising in conjunction with Kansas White Way Run on May 21st. These appropriations are contingent on the Commission’s approval. ***A motion was made by Elmer and seconded by Ladner to approve the appropriation of grant money to Netawaka Fitness Center and Mayetta Pioneer Days as stated. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***

Bridge Manager Terry Mick met with the Commission to discuss:

- Bridge N-304 on the Jackson/Nemaha county line. Terry stated the bridge crews are just waiting to put the end guard rails on. BG Consultants has approved the payment of \$192,500.00 to Reece Construction. The County would then present a voucher to K-DOT for the construction of the bridge. The state would award us the \$120,000 and the county would bill Nemaha County for their portion.
- ***A motion was made by Elmer and seconded by Ladner to go into executive session to discuss real estate for a period of 30 minutes at 1:45. County Clerk Kathy Mick and Terry Mick were present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 1:56. No decision was made.***
- A moving company is wanting to move a house on 254th and W to around the corner across Straight Creek. Terry stated he discussed it with a representative from Elite Engineering and they said that the moving company would have to put another spread axle fourteen feet in front of the home. The gentleman from the moving company stated if he had the extra axle he would not be able to turn the rig. Terry stated he was waiting to hear back from the moving company on what they would like to do.
- Need to buy tube to replace small arch bridge at T and 299th. He stated it would be an 87" by 45" tube for \$5,700. County Clerk Kathy Mick stated that the tube budget still has \$39,000.00.

The Commission left the Chambers at 2:15 to view the bridge on Q4 and 275th road. They returned at 3:14. The Commission decided to refer easement issue to the County Counselor.

County Attorney Shawna Miller joined the meeting.

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss real estate for a period of 20 minutes at 3:17. County Attorney Shawna Miller, County Clerk Kathy Mick and Bridge Manager Terry Mick were present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 3:35. Shawna was instructed to proceed with obtaining the right of way.

A motion was made by Elmer and seconded by Ladner to approve the minutes of March 14th as corrected.

Motion carried 3/0.

A motion was made by Elmer and seconded by Ladner to approve the minutes of March 15th as written.

Motion carried 3/0.

A motion was made by Elmer and seconded by Ladner to proclaim March 21st as Jackson County Agriculture Day and March as Agriculture Month. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.

A motion was made by Ladner and seconded by Elmer to allow the Banner Creek Reservoir to purchase up to \$8,500 in supplies including kayaks, paddle boards, paddle boats, the building and deck. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.

The Commission received the Holton Rural Fire District #4 Bylaws.

Signed the following Purchase Orders:

Department	PO #	To	For	Amount
Bridge	6375	Welborn Sales	1 84" x 45"	\$5,719.50

Signed the following payroll change notices:

Department	Name	From	To	Reason	Date / /
Road and Bridge	Russell Lambert	14.69	15.22	Length of service increase	03/25/16

The meeting adjourned at 4:34 p.m. The next Commission meeting will be Monday, March 28th, 2016 at 8:00 a.m.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District

Minutes of March 22nd, 2016

Noxious Weed Director Dan Robinson opened chemical bids in the Clerk's office:

- Van Diest Supply Company - \$196,067.77
- CPS Bernie Devlin – Crop Productions- \$192,481.76
- Red River Specialties- \$210,952.50

The Commission decided on Monday the 21st that they would choose the lowest bid, as long as the amount and type of chemicals matched the bid specifications that Dan had given them.

Minutes of March 23, 2016

Special Meeting of the Jackson County Board of Commissioners

The following met at the Holton Industrial Park to discuss the possibility of a new city street to connect with Gilliland Lane a county road: Clinic Owner and Land donator for Gilliland Lane Frank Gilliland, Owner of King and Associates Bruce Rinkes, Hospital Representatives Carrie Saia and Bart Kenton, Industrial Park Business Owner Brett Fletcher, Rodney Miller, City Commissioners Tim Morris, Mike Meerpohl, Dan Brenner and Twila White, City Manager Bret Bauer, Zoning Administrator Kerwin McKee, City Clerk Teresa Riley, County Commissioners Janet Zwonitzer and Rob Ladner, County Clerk Kathy Mick, Road & Bridge Co-Directors Eric Fritz and Earl Bahret and Holton Recorder Reporter Brian Sanders.

The meeting began at 3:10

Bruce Rinkes explain the two options his engineering firm could design, both would have a 60' right of way, the city portion would have curb and guttering. One design was farther north in the Holton industrial park and would angle across the hillside to match up with the County Road called Gilliland Lane.

Currently there is a tube that may need to be replaced by the County to accommodate the weight of some of the loads that would be hauled across it.

The second option was down next to the drainage ditch. The land is not in a flood plain. This road would follow the curve of the drainage area and then make a 90 degree entrance into the Industrial Park.

There is a possibility also of the Hospital having access to this new road.

The meeting adjourned at 3:40 p.m.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District



Minutes of March 28, 2016

The Board of County Commissioners met in regular session on Monday, March 28, 2016 at 8:25 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

A motion was made by Ladner and seconded by Elmer to accept the low bid of \$192,481.76 from CPS for chemicals for the Noxious Weed Department. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.

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

- Discussed proposed chip and seal overlay/maintenance projects this year
- ***A motion was made by Elmer and seconded by Ladner to approve the proposed 16.5 mile chip and seal maintenance schedule for the year of 2016. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***
- The need to make a description and position title for the parts runner/janitorial/inventory position.
- Dean Stous of ADS Distributing, Inc. and Randy Morris and Adam Schulz from Midwest Coating met with the Commission to discuss two bids for seal coating the shop roof:
 - ADS – Spray foam coating - \$25,644.75
 - Midwest Coating – more of a fastening system – \$24,987.06

The Commission left the Chambers to attend Road and Bridge employee Bryson Bain's mother Betty Bain's funeral at Chapel Oaks Funeral Home at 9:44. The Commission returned at 11:00.

Custodian Chad Phillips met with the Commission to discuss a bookcase to be built in the Community Room on the first floor for historical record books frequently used by the public for genealogy research.

Ed Kester from the Hoyt Fire Department gave the Commission a list of calls for each year that the department has been called out on since 2013.

Banner Creek Reservoir Director John Kennedy discussed the following:

- Revenues for the reservoir for the week of March 20th through March 26th were \$482.00
- Straightening of the F-150 truck by Lovvorn Brothers was not successful. There was no charge for this attempt to straighten the frame. In discussions with Clark Chevrolet, Foster Ford, Kirk's Body Shop and Lovvorn Brother's Body Shop it has been determined that the right front corner of the truck needs to be removed and replaced. The following are estimates for this work:
 - Kirk's \$3,800
 - Foster's does not do body work
 - Clark's takes frame work to Kirk's
 - Lovvorn's \$1,400
- John recommends accepting the estimate of \$1,400 from Lovvorn Brother's Body Shop. The Commission agreed to let Lovvorn's do the replacement of the front, right corner of the truck.

- Banner Creek Reservoir is currently accepting bids for firewood. The firewood is bundled by John and sold to the public within the Reservoir for campfires. The advertisement will be in the Holton Recorder and is attached for Commissioner's review.
- The design for the new kayak, paddleboards and canoe rental boat concession to be located north of the east boat ramp is complete. John is currently soliciting quotes for the structure to house the boats and boards and the equipment itself. The sidewalk, concrete deck and landscaping will be completed by BCR staff. The goal will be to have the facility completed by mid-May. Fees, hours of operation, and staffing are yet to be determined.
- The first draft of the new brochure. The draft does not have the map of the reservoir like the final product will.
- The Commission discussed renting a loader for Banner Creek Reservoir. John stated he would be unable to pay the Road and Bridge department the \$20,000 that the department was told the loader was worth that amount by a local equipment company.

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

KANZA CEO David Elsbury met with the Commission to discuss KANZA's Annual Report. The expenditures were much higher at roughly 3.2 million for 2015 compared to expenditures in 2014. Increased services overall by 103 individuals compared to prior year. David stated that KANZA specialists are reaching more individuals in terms of unduplicated persons. He stated that having an increase in those served represents what they're doing as an organization to provide more services and serve more individuals. The recently hired marriage and family therapist will be present four days a week in Holton starting in May. The new hire is a licensed psychotherapist. David stated that he will be attending the Benevon Model for Training Seminar in Lawrence on April 14th.

David stated he also came to visit with the Commission to discuss the CDBG application and grant writing/administration process. David asked whether the Commission felt that they would be in charge on deciding who, out of the applicants, would be chosen to be the grant writer/administrator for the CDBG. The Commission agreed that if KANZA pays for the grant administration then they are responsible for picking the grant administrator that they see most qualified for the job.

Road and Bridge Co-Director Eric Fritz met with the Commission to discuss two other bids for the roof replacement. These bids are:

- Schulz Construction - \$35,500 – with the building addition
- A-Lert Roof Systems division - \$116,000

Commission requested that Schulz Construction break out the roof only, separate from the building addition.

County Appraiser Jason Claycamp met with the Commission to discuss an employee resigning from his office.

Jason also had the Commission sign a plat book for the Cattrell Subdivision near Circleville.

Road and Bridge Co-Director Eric Fritz and Eric Schulz with Schultz Construction met with the Commission to discuss his bid for roofing of the new Road and Bridge Shop. The bid for the main building roof was \$30,000. The bubble, skin and roof for the 20 x 54 foot addition would be \$5,200. He stated that if hired, he would be unable to begin work on the roof until the end of May.

No decision was made on the roof bids.

Road and Bridge Co-Director Earl Bahret joined the meeting. The job description for the newly created position at the Road and Bridge shop was discussed.

The Commission received a letter from Prairie Band Potawatomi Nation Government Center stating that the County's request for a charitable contribution for the cost of replacement of the 911 system was denied. The county applied for a charitable contribution because a fair portion of the new system would benefit the reservation.

The Commission also received a letter from Northeast Kansas Environmental Services about their inability to award the certificate for a permit for a lagoon because the individual in question was unable to meet the stipulations to receive such permit.

A motion was made by Elmer and seconded by Ladner to approve the minutes of March 28, 2016 as corrected.

Motion carried 3/0.

Signed the following payroll change notices:

Department	Name	From	To	Reason	Date / /
Appraiser	Janelle Welliver	15.94	0.00	Resignation	04/01/2016

The meeting adjourned at 4:30 p.m. The next Commission meeting will be Wednesday, March 30th, 2016.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District

Minutes of March 30, 2016

The Board of County Commissioners met in regular session on Tuesday, March 30, 2016 at 8 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

The Commission met to pay bills and payroll.

Recycling Center Director Dan Robinson met with the Commission to discuss pricings for recycling trailers.

- Pro-Tainer bid
 - \$6,412.00 per 11 cubic yard trailer
 - \$9,616.00 20.5 per cubic yard trailer
 - Total delivered \$31,516.00
- National Recycling Trailers bid
 - \$6,500 with \$1,100 delivery fee for 11 cubic yard per trailer
 - \$8,800 with \$1,100 delivery for a 20.2 cubic yard per trailer
 - Total delivered bid of \$35,000.00
- The Commission did not make a decision at this time.

The meeting adjourned at 9:45 a.m. The next Commission meeting will be Monday, April 4th, 2016.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District

Minutes of April 4, 2016

The Board of County Commissioners met in regular session on Monday, April 4, 2016 at 8 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

Dan Brenner met with the Commission to discuss the proposed road that would connect the industrial park to Gilliland Lane. Dan stated he has received negative feedback about the proposal. The Commission stated they were not in favor of the project, either. Dan stated he would like to see discussion on placing speed bumps in the hospital parking lot. He also stated he would discuss at the Holton City Meeting that the Commissioners are not interested in this project. He stated many people have called him requesting that the city allocate the money to “areas in more need of work.”

Dan also briefly discussed the state changing regulations on when to hold city elections.

The Commission discussed the roofing bids presented last week.

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

- Eric Shulz met with the Commission.
 - Eric came to explain a different roofing technique to the Commission.
 - He gave the Commission a different estimate for the roofing of the main shop building and the future tire-room addition. The bid was for \$44,500.00. It included building a cricket on the south slope, building a hip on the east end, installing a 26ga PBR, and placing a new gutter on the east end and removing the gutter between buildings.
 - The Commission said they would look at the budget for this year and get back to him later.
- Earl gave the Commission a traffic report on 240th and P.4. He noted that Friday was the day with the most traffic.
 - The Commission requested that Earl give them a report with the average speed driven on this road. They stated they had a suggestion from Dan Brenner that the city place speed bumps in the parking lot. County Clerk Kathy Mick suggested the Commission might consider placing a stop sign at the end of the county road so that travelers have to stop before they enter hospital property.
- Eric stated he has requested bids for the concrete and rebar for the tire room addition to the new Road and Bridge shop. He stated it is roughly thirty yards of concrete. The bids are due on Friday, April the 15th.

The Commission received in the mail:

- Public Notice Concerning Kansas/Federal Water Pollution Control Permits and Applications.
 - Matt Dohrman with DF & WC Cattle Co, LLC in Delia.

Jackson County Treasurer Linda Gerhardt met with the Commission to discuss the resolution for the County Tax Sale for the 3-year delinquent properties.

Landfill Director Dan Robinson discussed the following:

- The landfill is supposed to have 150-300 loads of dirt on hand at all time, per state regulations. He stated he had spoken with Road and Bridge Co-Director Earl Bahret. Earl brought some dirt to him, however, every 120 days they have to spread a foot of dirt of cover over the debris. Currently they have roughly 5 loads, which is the lowest they've ever been on dirt. Dan stated the State of Kansas will charge counties for not being up to regulation and they just fined several counties near Jackson County. Dan stated the county has received dirt from the Potawatomi Tribe in the past. The Commission stated they would see to it that the landfill receive some dirt.
- Dan also discussed K road being worked over by Circleville north to 286th. He stated he has ruined 3 tires in 3 weeks on this road. He believes that the rocks are very sharp. Janet stated she has had a few calls about the rock between 270th and 278th. Commissioner Elmer stated Dan would have to follow the protocol by filling out a claims report and send it to KCamp, the County's liability insurance.

Bridge Manager Terry Mick met with the Commission to discuss:

- Requesting dirt from the Tribe
- Discussed that there may be dirt from the U and 194th road bridge replacement
- Still discussing the house that is wanting to be moved across Straight Creek Bridge. Terry stated that he is still in discussion with Elite Engineering on whether the house could be moved across the bridge. He stated the home owners would be responsible for any damaged incurred on the bridge at the time that they are crossing it.
- Discussed requesting the federal exchange monies for this year.
- Asked if Shawna was still working on the permanent easement for the bridge on Q.4 and 275th.
- Discussed with County Clerk Kathy Mick about the current costs of the N-304 Bridge on the Nemaha/Jackson county line.

Road and Bridge Co-Director Eric Fritz met with the Commission to discuss Dean Burns' request to use a portion of the road at F road north of 182th.

Emergency management Director Pat Korte gave the Commission Holton Fire's run report for the last three years.

A motion was made by Elmer and seconded by Ladner to approve the minutes of March 28th, 2016 as corrected.

Motion carried 3/0.

A motion was made by Elmer and seconded by Ladner to approve the minutes of March 30th, 2016 as read.

Motion carried 3/0.

A motion was made by Ladner and seconded by Zwonitzer to approve the special minutes of March 23rd, 2016 as read.

Motion carried 3/0.

The Commission left to view the new blinds in the Community Room on the first floor at 11:28. They returned at 11:35.

Banner Creek Reservoir Director John Kennedy discussed the following:

- Revenue for the week of March 27th through April 3rd was \$1044.00
- John would like to request to spend funds in the amount of \$750 to have Marketing Concepts develop and maintain a website for BCR. This would be a high quality interactive website that could be updated and have programs and projects changed or added to the website from the BCR office.
- The new BCR brochure has been completed and is ready for printing. John is currently getting quotes for the printing of 5,000 brochures. Funds in the amount of \$2,000 have been budgeted from the Jackson County Tourism Committee towards the new brochure.
- Plans for the boat, kayak, paddleboard and canoe concession for the site have been completed and will be presented to the Commissioners at the next meeting.
- Janet asked what John had planned to do about the recently cut pile of trees near campground "C." John stated that he would wait until next fall to burn them, once they are no longer green. He said moving them would be quite a job. Janet stated she has had some complaints about the pile of trees and the nesting of animals in the trees.

The Commission signed abatement 2015-152-154.

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

County Attorney Shawna Miller met with the commission to discuss:

- Resolution for tax sale is finished.
- ***A motion was made by Elmer and seconded by Ladner to go into executive session to discuss client/attorney privileges for a period of 15 minutes at 1:17. County Attorney Shawna Miler was present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 1:25. No decision was made.***
- She is concerned that there isn't enough space on the fourth floor for her office staff and whenever Lisa Hyten has a client that cannot be seen by the alleged perpetrator for legal and emotional reasons. The space questions brought her to her next point.
- Shawna stated she is in need of another assistant attorney because her case load is too heavy for herself, her assistant attorney and her three staff members. However, hiring another person is currently out of her budget reach. The attorney has a set budget, like other departments and since it was not budgeted for 2016, she does not have much money to work with.

County Appraiser Jason Claycamp met with the Commission to discuss a statute passed in 2012 that states the county may give a tax rebate to any person whose home has been burned between January 1st and August 15th. It was stated that any person that has fallen victim to such a circumstance would have to send a letter to the Commission along with circumstantial documentation and evidence from the state Fire Marshall indicating the legitimacy of the “accidental” fire.

Sheriff’s Department secretary Sherri Ladner met with the Commission to discuss:

- 911 data system
- ***A motion was made by Ladner and seconded by Elmer to go into executive session to discuss personnel for a period of 15 minutes at 2:32. Sherri Ladner was present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting was reopened at 2:48. No decision was made.***
- County Appraiser Jason Claycamp joined the meeting.
 - Sherri stated that she is requesting that the Commission consider allowing R&S to take over the 911 mapping system.
- Sherri stated she would like to have a representative from R&S visit with the Commission on April 18th, 2016 to further discuss the services they could provide for the County 911 mapping system.

Dan Barrow met with the Commission to that he is unhappy with the grading of his roads. He requests that the Commission make a trip to see the roads in his area. The Commission stated they would be looking at them soon.

A motion was made by Ladner and seconded by Elmer to accept the roof bid from Schulz Construction for the new Road and Bridge shop building in the amount of \$44,500.00. This will change the slope of the south side of the original building that will eliminate the gutter between the original building and the newer portion of the building. Motion carried 3/0.

A motion was made by Elmer and seconded by Ladner to adopt resolution 2016-08 authorizing the Delinquent Tax Sale. Motion carried 3/0.

The Commissioners reviewed the VanSweringen Scholarship applications that were received. The deadline was April 1, 2016.

Signed the following payroll change notices:

Department	Name	From	To	Reason	Date
Banner Creek	Nancy Jones	0.00	\$9.00	Hire	/ / 4/4/16

The meeting adjourned at 4:30 p.m. The next Commission meeting will be Monday, April 11th, 2016 at 8:00 a.m.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District

Minutes of April 11, 2016

The Board of County Commissioners met in regular session on Monday, April 11, 2016 at 9 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

Bridge Manager Terry Mick discussed the following:

- The house on 254th and U will be moved east a mile down to X road and then up north to 270th by Valley Moving LLC to bypass the bridge on W road, due to the weight limit.
- Terry stated the Road and Bridge department received a suggestion from Dale Clements about the tress bridge at Q4 and 275th road. Dale wants the county to repurpose the bridge to preserve history, for example, by displaying it at Banner Creek Reservoir.
- Signed the paperwork from County Attorney Shawna Miller on the Permanent Easement with Stephen D. Patterson and Donna M. Patterson.
- The pipe at H and 102 has been placed.
- Signed the revised federal exchange money application.
- ***A motion was made by Elmer and seconded by Ladner to apply for the federal exchange monies from the State of Kansas. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***

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

- Chip and seal oil bids
 - Vance Brothers
 - RS1M- \$1.45/gallon
 - No pump charge
 - RS1H plus alternate bid - \$1.45/gallon
 - \$.08/gallon freight
 - Unloading charges \$70/hour after initial 1.5 free hours
 - Ergon Asphalt
 - RS1M - \$1.80/gallon
 - Pump charge \$60

- Demurrage \$80/hour after initial 2.0 free hours
- **A motion was made by Elmer and seconded by Ladner to accept the low bid from Vance Brothers at \$1.45/gallon for chip and seal oil. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.**
- Interviews will begin this week for the newly created inventory position
- Earl stated that Bob Forrester, previous owner of what is now the new Road and Bridge shop, had used Waste Management as his previous waste pick-up service. Bob received a bill from Waste Management requesting payment for services from the beginning of 2016. Bob Forrester stated to Earl that he had not authorized the trash service and made several attempts to discontinue the service in December of last year. That county did not continue the services with Waste Management. They contracted from Martin’s Trash Service, Effingham since January 1st, 2016.

Elderly Holton city resident Hoyt Driver requested money from the Commission for groceries. The Commission stated they would discuss it further and call him.

A motion was made by Ladner and seconded by Elmer to appropriate a \$50 food card to Mr. Hoyt Driver for groceries. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.

The Holton City General Election Canvass was opened at 10:00.

CANVASS HELD 4/11/2016

HOLTON CITY GENERAL Tuesday, April 5, 2016 Holton City Council #2 3 Yr Term	TOTAL	PROVISIONAL	ADVANCE	PRECINCT
Meerpohl, Mike	145	3	49	93
Miller, Rodney S.	83		27	56
HOLTON CITY COUNCIL #4 3 Yr Term				
Brenner, Dan	194	3	60	131
write-in Chris Miller	1		1	
write-in Ashley Holthaus	1		1	
write-in Christina Murphy	1			1
write-in Dave Snyder	2			2
write-in Christina Cobler	1			1
write-in Merriam Langdon	1			1
TOTAL REGISTERED VOTERS	2029			
TOTAL VOTED	231		77	154
PERCENT	11%			

The Holton City General Election Canvass was closed at 10:05.

A motion was made by Elmer and seconded by Ladner to approve John Motto to Fire District #4 Fireboard. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.

Sheriff Tim Morse and dispatchers Cassie Wohlin and Kylie Matney met with the Commission to discuss passing a proclamation for National Public Safety Telecommunications Week. ***A motion was made by Ladner and seconded by Elmer to proclaim April 10th-16th, 2016 week National Public Safety Telecommunications week in Jackson County. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***

Judge Marek met with the Commission to discuss renovations to the small court room on the third floor. He stated he had Bruce Wrightsman, an architect, look at the room to see if he could give suggestions for renovation. He proposed that 8 hours of work between him and the contractor would be estimated at \$840. He would contract with Kelly Construction. The Commission agreed to the consultation.

Road and Bridge Co-Directors Eric Fritz and Earl Bahret met with the Commission to discuss the hauling budget. It was discussed that \$10,000 would be transferred from the fuel budget to the hauling budget.

Head Custodian Chad Phillips met with the Commission to discuss the new driveway specifications being nearly complete.

Banner Creek Reservoir Director John Kennedy discussed the following:

- Revenues for the week of April 3rd to April 9th were \$1,116.00
- The current sliding door to the south entrance of BCR maintenance shop has become almost completely inoperable. In discussion with door companies to fix the doors it would be necessary to remove the door and completely rebuild it. John is recommending that a replacement overhead door be installed. Scope of the project includes removal of the two existing doors, building an enclosure for the new door and installing a new 12' x 14' insulated steel door with opener. John has received three bids from overhead door companies.
 - Overhead Door Company of Northeast Kansas \$8,179.00
 - D & L Overhead Door Company \$3,950.00
 - BT's Overhead Door Company \$4,972.00
- John recommends the low bid from D & L Overhead Door Company in the amount of \$3,950. Funding for this project is recommended from the BCR Capital Improvement Fund.
- Kayak, Paddle Boat, Paddle board, Canoe Concession Structure
- John has received quotes from three portable building manufacturers. The building requested is a 12' x 16' garage with 8' sidewalls. The structure has a side entry door, an overhead door on the end, metal roof and a wood floor. The structure also includes a permanent 10' x 16' awning that is attached to the building. The structure includes delivery and set-up by the vendor.
 - Backyard Portable Buildings LLC \$5,715.00
 - Cedar Hollow Buildings \$5,300.00
 - Sturdi Built Buildings \$8,805.00

- John is recommending acceptance of the low bid from Cedar Hollow Buildings in the amount of \$5,300. Funding for this project is budgeted from the BCR Capital Improvement Fund. He decided to rebid the door.
- ***A motion was made by Ladner and seconded by Elmer to accept the bid from Cedar Hollow Buildings for a 12' x 16' storage garage for \$5,300 for the kayak, canoe, and paddleboard concessions. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***

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

The Commission left the chambers to view a road vacation request at F and 182nd. The Commission returned at 3:10. The Commission agreed to the vacation of a portion of the road because the condition and location of the road makes it nearly impossible to be traveled. It was stated County Attorney Shawna Miller will need to write the proper resolution for the vacation of a portion of the road.

Cindy Hower of Kellerman’s Insurance, Ron Klobnak of Adkins Insurance, Emergency Management Director Pat Korte, and County Attorney Shawna Miller met with the Commission to discuss volunteer firemen workers compensation benefits. There was discussion regarding volunteer firemen, in some rural departments, who receive stipends for each fire run. The Commissioners want to be sure that all firemen in the county can remain on, and are covered by, the workers compensation insurance policy. Workers compensation statutes were reviewed and Mr. Klobnak will attend the next countywide firefighters meeting in June to explain his findings and discuss possibly changing ratings on the county’s current policy. Cindy Hower has previously been contacted by both Hoyt Fire and Soldier Fire with questions regarding workers compensation insurance.

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss client/attorney privileges for a period of 10 minutes at 4:08. County Attorney Shawna Miller was present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 4:20. No decision was made.

***A motion was made by Elmer and seconded by Ladner to approve the minutes of April 4th, 2016 as corrected.
Motion carried 3/0.***

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 10 minutes at 4:21. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 4:31. No decision was made.

Signed the following Occupy County Right of Way petitions:

Company	To	Sec/Twp/Rng	Address	Date
JACO RWD #1	Install PVC waterline	34, 9S, 16E	120 E 5 th , Hoyt	4/11/16

Giant Communication	Bore 246 th rd east of 75	33 and 18, 6S, 15E	246 th east of 75 hwy	4/11/16
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Signed the following payroll change notices:

Department	Name	From	To	Reason	Date / /
Dispatch	Megan Shea	13.85	14.38	Length serv inc	4/11/16
Dispatch	Brandy Davidson	14.38	0.00	Discharged	4/11/16
Corrections	Brian Swenson	14.85	0.00	Resignation	4/11/16

The meeting adjourned at 4:30 p.m. The next Commission meeting will be Friday, April 15th, 2016 at 9:00.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District

Minutes of April 15, 2016

The Board of County Commissioners met in regular session on Friday, April 15, 2016 at 9 a.m. Chairwoman Zwonitzer and Commissioner Ladner were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

The Commission left the Chambers to view excess, used furniture, filing cabinets, etc. Janet requested a desk, chair, and filing cabinets be loaned to the Jackson County Health Department for a Northeast Kansas Environmental Services office.

Emergency Management Director Pat Korte met with the Commission for signatures for emergency personnel. Applications signed were for Chris and Lindsey Boyer, Caleb Hill, and Lance Clark Coe.

HHW Director Dan Robinson discussed the following:

- There are four water wells at the landfill that need inspected by KDHE to make sure the landfill isn't leaking into the local water systems. This inspection needs to be done next month. Dan

presented a bid by Associated Environmental, Inc. for the inspection. **The Commission accepted the bid of \$2,460.00.**

- Discussed still needing dirt for the landfill.

Register of Deeds Tammy Moulden met with the Commission to discuss a bid she received for repairing books in her office. She stated that the repairs to the books are guaranteed to last a lifetime. The bid for repairing a single book (500 pages or so) is roughly \$1,000. There is a guaranteed 10% off of any order over \$10,000. Tammy stated she has enough funds to cover the purchase in her Capital Outlay fund. **The Commission agreed to the \$10,000 purchase as it is necessary to preserve historic county books.**

Signed a potential contract for a donation of soil from Prairie Band Potawatomi Nation. C2016-15.

Signed a vacation request.

Signed addeds and abateds.

Signed a lawn use request form for Jackson County Community Band for June 12th at 7:00, June 25th at 7:00, July 2nd for fireworks, July 23rd at 7:00 and perhaps in conjunction with the Quilt of Valor event.

The meeting adjourned at 10:47 a.m. The next Commission meeting will be Monday, April 18th, 2016 at 9:00.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Janet Zwonitzer, 2nd District

William Elmer, 3rd District

Attest:

Kathy Mick
Jackson County Clerk



Minutes of April 18, 2016

The Board of County Commissioners met in regular session on Monday, April 18, 2016 at 9 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 10 minutes at 9:20. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 9:31. No decision was made.

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

- Call-log of Requests
- Fuel bids
 - Haag Oil
 - \$13,504.10
 - Knotty Pine
 - \$13,234.00
 - ***A motion was made by Elmer and seconded by Ladner to accept the low bid from Knotty Pine for an amount of \$13,234.00. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***
- Concrete work bids for the “tire room” extension on the new Road and Bridge shop
 - Mark Sullivan
 - \$8,960.00
 - KC Concrete
 - \$14,450.00
 - Eisenbarth Construction
 - \$8,993.31
 - Lamberson Construction
 - \$15,451.85
 - Frontier Concrete
 - \$12,389.00
 - ***A motion was made by Ladner and seconded by Elmer to approve the low bid from Sullivan Concrete for \$8,960.00. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***

A motion was made by Ladner and seconded by Elmer to go into executive session to discuss personnel for a period of 10 minutes at 9:41. Road and Bridge Co-Directors Eric Fritz and Earl Bahret were present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Extended 10 minutes. Extended 5 minutes. Extended 10 minutes. The meeting reopened at 10:16. No decision was made.

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 5 minutes at 10:20. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 10:25. No decision was made.

Holton Recorder Reporter Ali Holcomb joined the meeting.

Sheriff Tim Morse and Undersheriff Darrel Chapman met with the Commission to discuss funding another position in the county attorney's office until the first of the year, where she would be in the position to budget another person. The Commissioners asked if the Sheriff would fund the position from revenues from housing out of county prisoners through the end of 2016. Tim and County Attorney Shawna Miller had already discussed this issue and Tim had agreed to the funding. The Commissioners would then budget to cover the additional position in the 2017 budget.

Recycling Director Dan Robinson discussed the following:

- Max-Pak sent the invoice for the newly designed baler for the Recycling Center. The price has been lowered to \$62,604.00 from the original amount of \$83,718.00 after the approval of the redesign. The current invoice is for 30% of the total amount. The amount of \$18,781.20 will be paid out of the Recycling Center Capital Outlay funds so that Max-Pak may begin building the baler.

Road and Bridge Co-Director Earl Bahret brought a single bid for the re-plumbing of the bathrooms from Bell Plumbing for \$2,995.00. Advertisements for bid requests were ran in the Holton Recorder for two weeks prior to today's date. A single bid was received. ***A motion was made by Elmer and seconded by Ladner to accept the bid from Bell Plumbing for \$2,995.00. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***

Banner Creek Reservoir Director John Kennedy discussed the following:

- Revenues for the week of April 10th through April 16th were \$1,969.00. This includes 25 RVs and 9 tent campers.
- The current sliding door to the south entrance of the BCR maintenance shop has to be open with a crow bar. In discussion with door companies to fix the doors it would be necessary to remove the door and completely rebuild it. John is recommending that a replacement overhead door be installed. Scope of the project includes removal of the two existing doors, building an enclosure for the new door, installing a new 12' x 14' insulated overhead steel door with an automatic opener. John has received four bids from overhead door companies:
 - Overhead Door Company of Northeast Kansas - \$8,179.00
 - D & L Overhead Door Company - \$3,950.00
 - BT's Overhead Door Company - \$4,972.00
 - Mark's Overhead Door – No bid
 - John is recommending the low bid from D&L Overhead Door Company in the amount of \$3,950.00. Funding for this project is recommended from the BCR Capital Improvement Fund.
 - ***A motion was made by Ladner and seconded by Elmer to approve the bid for the shop overhead door replacement from D&L Over. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***
- John has received quotes from three portable building manufacturers. The building requested is a 12' x 16' garage with 8' sidewalls. The structure has a side entry door, an overhead door on the

end, metal roof and a wood floor. The structure also includes a permanent 10' x 16' awning that is attached to the building. The structure includes delivery and set-up by the vendor.

- Mill Iron V - \$4,996.00
- Cedar Hollow Buildings - \$5,300.00
- Sturdi Built Buildings - \$8,805.00
- John is recommending acceptance of the low bid from Mill Iron V in the amount of \$4,996.00. Funding for this project is budgeted from the BCR Capital Improvement Fund.
- It was discussed that the Commission could not accept any late bids. The approval of last week's bid stands.
- John has received three quotes for 10,000 of the new Banner Creek Reservoir brochures
 - Fed Ex/Kinko's - \$1,812.00
 - UPS - \$15,500.00
 - Marketing Concepts - \$1,800.00
 - John recommends accepting the low bid of \$1,800.00 from Marketing Concepts. Funding is budgeted from Jackson County Tourism Committee.
 - ***A motion was made by Elmer and seconded by Ladner to accept the low bid from Marketing Concepts at \$1,800.00. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***
- Other items
 - Bathroom/shower houses are open on the North side
 - New master lock system has been completed
 - John is replacing regulatory and directional signage
 - North side has been sprayed for broadleaf weeds and fertilized
 - New docks will be completed this week
 - New website is under construction
- Janet stated she has been asked to request information on having a Wi-Fi internet connection at the Reservoir. John was asked to check availability cost from Giant.
- It was discussed that the south side of the reservoir will be open on April 29th.

A motion was made by Elmer and seconded by Ladner to approve the minutes of April 11th, 2016 as corrected.

Motion carried 3/0.

A motion was made by Elmer and seconded by Ladner to approve the minutes of April 15th, 2016 as corrected.

Motion carried 3/0.

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

Bruce Hardesty from R&S Digital Services out of Great Bend, Kansas met with the Commission to discuss the County's GIS and 911 Data Systems. Bruce was requested by Sherri Ladner to present to the

Commission the work he would do and for what price. It was noted that it would be cheaper in the long run to let a professional company work with the county's data, run the splits and organize the 911 data points for the state 911 system. It was stated that a 911 contract would be separate from the contract of services for the GIS data system. The estimated yearly cost for R&S Digital to maintain GIS Jackson County for roughly \$6,979.00 and \$8,365.00 for subsequent years. The bid for the data maintenance service for the 911 database/web portal would cost \$4,900.00 for the first year and \$3,700 for subsequent years.

A motion was made by Ladner and seconded by Elmer to enter into agreement with R&S digital Services for their services on the GIS maintenance system. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.

A motion was made by Ladner and seconded by Elmer to enter into agreement with R&S Digital Systems for the bid of \$4,900 for the first year which includes website development with subsequent years cost of \$3,700. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.

County Clerk Kathy Mick discussed with the Commission about making several changes to the current employee manual. They also discussed ordering the county plat books from Farm & Home Publishers. The Clerk's office sells these books to individuals for \$23.

Holton Recorder Editor David Powls joined the meeting.

The Commission discussed insurance rates rising.

The Commission received a Thank You from Holton Post Prom for the Commissioner's \$1,000 donation to the post prom events.

Signed the following payroll change notices:

Department	Name	From	To	Reason	Date / /
County Attorney	Brian J. Yearout	0.00	12.00	Intern hire	4/15/16
Sheriff	Cassandra Wohlin	15.44	15.87	Promotion	4/15/16
Dispatch	Kylie Matney	14.90	15.58	Promotion	4/15/16
Youth Services	Eric Coleman	12.79	13.00	Training ended	4/12/16

Signed the following Purchase Orders:

Department	PO #	To	For	Amount
Banner Creek	6377	D&L Overhead Door	Overhead garage door with power opener	\$3,9950.00
Banner Creek	6376	Cedar Hollow Buildings	Storage garage 12' x 14' and 10'x14' awning	\$5,300.00

The meeting adjourned at 4:30 p.m. The next Commission meeting will be Tuesday, April 19th, 2016.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District

Minutes of April 19, 2016

The Board of County Commissioners met in regular session on Tuesday, April 19, 2016 at 9 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

The Commission viewed scholarship applications for the VanSweringen Scholarship. The recipient of the \$300 Van Sweringen Scholarship for the spring of 2016 is Marley Wareham of Jackson Heights High School.

The Commission left the Chambers at 9:30 to meet with Sean Ruth from Redi Systems to discuss having a projector and sound hookup in the meeting room on the first floor.

The Commission signed utilities abatements numbers 2016-159 through 2016-275.

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

Road and Bridge Shop Foreman Bryson Bain met with the Commission.

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 15 minutes at 1:03. Bryson Bain was present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Extended 10 minutes. Extended 10 minutes. The meeting reopened at 1:38. No decision was made.

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 15 minutes at 1:45. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Extended 10 minutes. Reopened at 2:10. No decision was made.

Signed the following Purchase Orders:

Department	PO #	To	For	Amount
BCR	6378	Marketing Concepts	10,000 brochures	\$1,800.00

The meeting adjourned at 3:00 p.m. The next Commission meeting will be Monday, April 25th, 2016.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District

Minutes of April 25, 2016

The Board of County Commissioners met in regular session on Monday, April 25, 2016 at 9:10 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

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

- A letter received from FEMA denying \$174,711.65 of the \$420,625.72 requested for rock that was placed, machinery, and labor to repair damages incurred by the heavy rains the county received last spring. FEMA's calculations differ from the stats sent in from the State of Kansas.
- Call log of requests
- Discussed recent renovations to the new road and bridge shop
- Eric discussed the possibility of the Road and Bridge department looking into a commercial floor sweeper. They discussed Custodian Chad Phillips having a similar machine. Chad joined the meeting and discussed a commercial floor scrubber/vacuum he purchased to clean the courthouse floors. The Road and Bridge Co-Directors are interested in purchasing one for the new road and bridge shop. Chad stated the scrubber he bought was roughly \$3,000.
- The Commission discussed the daily vehicle and new equipment logs that each Road and Bridge employee will begin filling out as soon as they are trained to use them correctly. These logs will

serve to keep all Road and Bridge employees accountable for having repairs and/or maintenance done on each vehicle and/or piece of equipment they operate. Keeping a daily record of such maintenance will insure that problems are fixed immediately and efficiently.

Head Custodian Chad Phillips and Undersheriff Darrel Chapman met with the Commission to discuss the finished first draft of the specifications for the replacement of the courthouse circle driveway project. The Commission looked over the specifications and approved them. The request for bids to replace the south end of the circle drive will be in the Holton Recorder.

Virginia Freese with KANZA Mental Health and Guidance met with the Commission to view the two bids received for a grant administrator for the CDB Grant:

- Governmental Assistance Services of Lawrence
 - \$8,950.00
- Molly McGovern Consulting
 - \$26,000.00
 - \$6,000 for the preparation of the grant application
 - \$20,000 for the administration of the grant

The Commission does not make the ultimate decision between the two bids. These services will be paid for by KANZA Mental Health and the KANZA Mental Health Board makes the bid selection.

Comyn Eigenman came to discuss the tube at 166th and R road at Mayetta. He stated he thought that the area's grader operator dropped his blade on the discharge end of the tube. Comyn said that the tube is now damaged. The Commission stated they would have one of the Road and Bridge men to take care of it.

Jackson County Appraiser Jason Claycamp met with the Commission to discuss the GIS contract he received from R&S Digital Services for GIS mapping. The contract states that the county will owe \$13,470.00 for the initial setup and prorated first year. It will cost the county \$8,365.00/year to maintain the GIS mapping system versus hiring a full time mapper that could cost the County \$60,000/year with payroll and benefits.

The Commission received the resignation of Shawna Miller as the Commission's personal County Counselor. She will continue to serve as Jackson County Attorney.

The Commission signed a check issuance for \$2,885.76 for the jail concerning an inmate account.

Banner Creek Reservoir Director John Kennedy discussed the following:

- Revenues for the week of April 17th through April 23rd were \$2,908.30
- The local Cub Scout Pack will be planting trees at BCR this Wednesday at 5:00 PM in honor of the Kansas Arbor Day Celebration.

- The south side of BCR will be open this week. With the absence of a camp host, John will do his best to monitor the camping areas during the daylight hours. John requests that the Jackson County Sheriff's department run through the campgrounds as time allows during the hours between 8:00 PM and 6:00 AM.
- Installation of the new docks is now complete. There are adjustments that will need to be made by the vendor, but they are secured and ready for public use. The old docks will be advertised in the Holton Recorder for sale. Closed bids will be received at the Banner Creek Reservoir office until Monday, May 9th at 12:00 PM.
- FEMA funds in the amount of \$18,294.09 have been received for reimbursement for the May/June 2015 storm damage that occurred at BCR. John will continue to complete repairs to roads, trails, bridges, sand beach areas and other damages that resulted from this significant storm event.

City Manager Bret Bauer and Kerwin McKee met with the Commission to discuss any requests that the Commission may have for the city. The Commission did not have any requests at this time. They discussed the decision of the city of Holton not to chip and seal Gilliland Lane by the industrial park.

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

Tourism representative Anna Wilhelm met with the Commission to discuss the monthly Tourism report. The bed tax income in the first quarter of 2016 was \$12,122.71. Cash on hand is \$35,528.30. Grant requests approved by the Council include Holton/Jackson County Chamber of Commerce (Second Saturdays Committee) for \$850 for six months of advertising from July through December, Holton/Jackson County Chamber of Commerce for \$750 for cruise night for August 5th, Holton Community Hospital for \$400 for the Health Fair and 5K Run on May 28th. The Tourism Board reimbursed Super 8 Motel for the Lodging Coupons. The Commission agreed to all expenditures brought to them by the Tourism Council. Anna also discussed the distribution and printing of Chamber brochures with an approximate total of \$1,100.00. **A motion was made by Ladner and seconded by Elmer to approve the listed grant requests for Holton/Jackson County and the Holton Community Hospital. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. A motion was made by Elmer and seconded by Ladner to approve the distribution services and printing of brochures in an amount up to \$1,100. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.**

House of Representative Becky Hutchins met with the Commission to discuss the proposed amendment to the tax lid and how the bill makes it impossible to meet County Clerk election, budget, and tax laws.

Victims of Crime Advocate Coordinator Lisa Hyten met with the Commission to discuss quarterly stats on the VOCA program that is provided in Jackson County for victims of violent crimes. It was stated their goal for the year of 2016 was to serve 100 people and as of April 25th they have serviced 63 people. Lisa stated she thinks the program has been very successful.

Senior Center Director Amanda Spalding met with the Commission to discuss a payroll change. She also requested the Commission's decision about the senior center van that was replaced earlier this year. They stated it has to be ran either on Purple Wave or by advertisement for bid in the paper.

Sheriff's Office secretary Sherri Ladner met with the Commission to discuss the receiving of the contract with R&S for the remainder of the year. **A motion was made by Elmer and seconded by Ladner to enter into contract with R&S for the year of 2016 for the 911 GIS Mapping out of the 911 funds for \$3,366.00. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. C2016-16.**

Road and Bridge Co-Directors Earl Bahret and Eric Fritz, Road and Bridge Secretary Twila White and Shop Foreman Bryson Bain met with the Commission to discuss how to properly list current inventory to move to the new shop.

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 15 minutes at 3:15. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Extended 10 minutes. The meeting reopened at 3:40. No decision was made.

The Commission discussed the resignation of William Thomas and Deb Goodwin from the Whiting Fire Board.

County Clerk Kathy Mick stated that the auditor from Jefferson County will do the County's audit for less money than the current auditor does and will have it down in a timely matter. **A motion was made by Ladner and seconded by Elmer to accept the proposal for audit services from Mize Houser and Company Practicing Accounts in the amount of \$13,500 and if we require a single audit, it will be an additional \$2,000.00. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. C2016-19.**

Commissioner Ladner stated he had spoken with CEO of KCAMP David Luke about the inability of the County to be able to cover by insurance, an employee that is able to conceal and carry in or on county property.

A motion was made by Elmer and seconded by Ladner to approve the minutes of April 18th, 2016 as amended.

Motion carried 3/0.

A motion was made by Elmer and seconded by Ladner to approve the minutes of April 19th, 2016 as written.

Motion carried 3/0.

Signed the following payroll change notices:

Department	Name	From	To	Reason	Date / /

Senior Center	Judy Olson	13.86	14.36	Length of Service increase	04/25/16
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The meeting adjourned at 4:40 p.m. The next Commission meeting will be Friday, April 29th, 2016.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District



Minutes of April 29, 2016

The Board of County Commissioners met in regular session on Friday, April 29, 2016 at 9 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

Chairwoman Zwonitzer signed the certificate for the Van Sweringen Scholarship.

Road and Bridge Secretary Twila White met with the Commission to discuss the FEMA letter previously discussed on Monday, April 25th. The Commission is considering an appeal.

The Commission reviewed payroll and bills.

Noxious Weed Director Dan Robinson discussed the following:

- Annual Noxious Weed Management Plan. He has written his management plan for 2016. The Commission approved Dan the plan and will submit it to the Kansas Department of Agriculture.

Custodian Chad Philips met with the Commission to discuss a bid from Eubanks Cabinets for new cabinets to be built in the Community Room.

A motion was made by Elmer and seconded by Ladner to accept the bid from Eubanks Construction for a bid of \$4,800. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 15 minutes at 12:02. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Extended five minutes. Meeting reopened at 12:24. No decision was made.

The meeting adjourned at 12:24 p.m. The next Commission meeting will be Monday, May 2nd, 2016 at 9:00 a.m.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District

Minutes of May 2, 2016

The Board of County Commissioners met in regular session on Monday, May 2, 2016 at 9 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

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

- Tube blocked north of Albright's on K road is blocked.
- Flooding on old 75 highway caused a vehicle to leave the road.
- Starz inventory and road maintenance program. Kathy, Starz programmer, will meet with Road and Bridge secretaries Twila White and Nancy Schlodder to update the program and download the latest version to the new laptops for the new shop.

The Commission discussed several items for auction from the statehouse. The State is auctioning off old desks, doors, bannisters, brass spindles, and other miscellaneous items after their recent remodel.

Representative Becky Hutchins met briefly with the Commission and discussed that the State legislature passed the tax-lid at 2:30 a.m. on May 2nd by a vote of 112 – 5. They also discussed the questions that the Commission should ask at the Kansas Association of Counties Meeting in Manhattan, starting Tuesday.

The Commission discussed the current inventory for Road and Bridge and about a replacement plan for each piece.

Banner Creek Reservoir Director John Kennedy discussed the following:

- Revenues for the week of April 24th through April 30th were \$749.50
- New electrical work for Shelter #4 has been completed. A new pedestal has been installed at the shelter with new underground service to the pedestal. This will provide adequate electrical power for any event hosted at this shelter.
- BCR will be hosting a 5K Run/Walk on the south side of the lake. Lifetime Fitness is sponsoring the May 14th event. Race information and online registration can be made at <https://runsignup.com/Race/KS/Holton/TrailRun15>
- Banner Creek is now selling firewood for \$3.00 a bundle and ice for \$1.50 for a 6 lb. bag and \$3.00 for a 20 lb. bag. A bundle of firewood consists of 5 to 6 pieces of split hardwood that is wrapped in plastic. Bundles may be purchased from the Camp Host.
- Request to go into executive session to discuss personnel matters.
- ***A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 15 minutes at 11:25. John was present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 11:41. A motion was made by Elmer and seconded by Ladner to raise Robin and Diane Levick camp host salary to \$750.00 a month from April 15th through October 15th. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***
- Requesting bids for companies that would come and mulch the trees recently cut down around the reservoir.

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

The Jackson County Communities that Care Coalition met with the Commission to present their annual report. Jackson Heights Superintendent Clerk Sherri Dibbern, Royal Valley Super Intendent John Rundle, Meadowlark Extension Home Economic Agent Nancy Nelson, Holton Schools Super-Intendant Dennis Stones, Holton High School Principal Rod Wittmer, Chase Gigstad of Jackson Heights, Quinn Holaday of Holton High, Blake Harris of Holton High, Maggie Pruett of Holton High, and Edward Mandala from Jackson Heights were present. Blake discussed that S.A.F.E (Seatbelts Are For Everyone) has had several events at Holton High School. At these events are discussions about facts about seatbelt safety, alcohol and drug awareness. Blake went to a KDOT conference that discussed better safety procedures and stated he enjoyed it and that he learned many new things to take back to his school prevention programs. Quinn stated that in October, the J.C.Y.C. (Jackson County Youth Coalition) and S.A.D.D. (Students Against Destructive Decisions) students went to Central Elementary to discuss anti-bullying and drug awareness with the 3rd and 4th graders. She stated they went into extensive detail about anti-bullying because kids at this age are very impressionable and should be able to feel comfortable discussing issues such as those. They did several exercises with the kids that show that once you have said something you can never take those words back. They also invited Javier Sanchez, a motivational speaker, to the high school. Maggie

stated that students will better get out the message about anti-bullying because students generally listen to their peers instead of adults. They discussed the event known as “sticker shock” where they go to the local businesses and they put stickers on the alcohol that reminds those of age that it is illegal to provide minors with alcohol. Chase stated that Jackson Heights also did the sticker shock event. She then stated that they put on a county-wide dance that was very successful and was held at a central location, the Jackson County Fairgrounds. She stated a county sheriff’s employee was there with a Breathalyzer test. She and another student went to the KDOT conference also. She stated that there were many speakers there who had personal experiences with texting and driving. She stated the conference was really informative. Chase then stated that at Jackson Heights, they continue to do seatbelt safety checks when they arrive to school in the morning. They also put on Red Ribbon Week where they taught the children about drug and alcohol use and how to stand up to those temptations as they get older. They also did a warm and fuzzy board where anyone could anonymously write a kind note and they would leave it on the Warm and Fuzzy board and that person would find their name and read it for the purpose of making them feel “warm and fuzzy.” Edward stated Jackson Heights had two speakers, Javier Sanchez and Chris Koch. Nancy stated that the J.C.C.T.C.C. is very appreciative of the county’s funding and would appreciate the continued support.

Road and Bridge Secretary Twila White met with the Commission to discuss their decision about FEMA’s appropriation of lesser funds than requested to cover damages incurred by last spring’s heavy rains. The Commission has decided not to appeal the FEMA decision.

Sheriff Tim Morse visited with the Commission about the new X10DR system that will extend the radio reception from their vehicle. Previously, if the deputy walked too far from his vehicle and was not also in close proximity of a tower, he or she would lose signal and be unable to call for back-up or receive and send other messages to and from dispatch.

The Commission, Sheriff Tim Morse and Undersheriff Darrel Chapman left the Chambers to view the proposed area for a tire changing room at the new Road and Bridge shop at 2:12. They then visited the old Road and Bridge shop. They returned at 3:36.

Appraiser Jason Claycamp met with the Commission to discuss a zoning change request at 75 highway and 142nd road. He stated the property would be changing from an A1 (Agriculture) to an RR (Rural Residential) classification so that the property owner may build a new house on the property. It had to be rezoned for a smaller tract of land. ***A motion was made by Elmer and seconded by Ladner to approve the zoning change of 75 highway and 142nd to an RR classification from an A1. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***

A motion was made by Ladner and seconded by Elmer to approve the proposed contract with R&S Digital Services for the first, prorated year of \$13,479.00 with each subsequent year cost to be \$8,365.00. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. C2016-17.

Custodian Chad Phillips met with the Commission to discuss purchasing two large flowerpots to enhance the appearance of the exterior of the courthouse. The Commission stated there are funds placed in the courthouse building budget that are placed there specifically for courthouse beautification.

A motion was made by Elmer and seconded by Ladner to approve the minutes of April 29th, 2016 as amended.

Motion carried 3/0.

The Commission signed a letter requesting the current auditors send the unfinished 2014 audit information to the new auditors.

Signed the following payroll change notices:

Department	Name	From	To	Reason	Date
Appraiser	Brittany DeBarge	0.00	13.84	Hired	/ / 05/2/2016

The meeting adjourned at 4:30 p.m. The next Commission meeting will be Monday, May 9th, 2016.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District

Minutes of May 9, 2016

The Board of County Commissioners met in regular session on Monday, May 9th, 2016 at 9 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

Chad Phillips met with the Commission to discuss allowing Road and Bridge to borrow a courthouse mower to take care of the lawn at the new Road and Bridge shop.

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

- Discussed the lawnmower proposal from Chad.

- The allowance of the directors to transfer \$20,000 from fuel to rock hauling.
- Inventory person has started. The parts room of the shop looks good and so-far, well-maintained.
- Call-log of requests.
- Tire shop area at the new road and bridge shop not being big enough to drive machinery and large trucks into. The Commission stated they would like the tire room to be big enough to park the machine inside the shop as the tire is fixed or replaced.
- Request bids for lean-tos for the machinery to sit under at the new Road and Bridge shop.
- Ricky Huddleston at 142nd and U road met with the Commission to discuss the embankment on his property. He would like to see it shaved down. He has a roughly 90 degree angle embankment on his land connected to the county road. He also stated that there are several stumps on the embankment that need to be taken care of because they were cut too tall.
- Dianna and Douglass Keith of 206th and X met with the Commission to discuss their road having very slick spots. They would like the Commission to come out to look at it. Dianna also discussed 198th road chip and seal being rough and having many patches that need to be filled. It was discussed that large equipment and semis use the chip and seal road which deteriorates the road faster.

HHW/Recycling Director Dan Robinson discussed the following:

- Selling 2 loads of cardboard this week. He still has roughly 7 loads on the ground which he will sell as soon as the rates for cardboard go up.
- Howie's Recycling out of Manhattan will now take our e-waste.
- Have had several city-wide clean-ups recently in multiple cities in Jackson County. There will be more held in the near future.

Bids for the replacement of the bridge at Q.4 and 275th were opened at 10:00 a.m.:

- Bridges, Inc. - \$407,468.72
- Ebert Construction - \$440,981.20
- King Construction Company - \$399,541.12
- Reece Construction Co, Inc. - \$413,154.97

Bridge Manager Terry Mick met with the Commission to discuss the Q.4 and 275th bridge:

- Engineering on the bridge at \$90,000
- Design and inspection on this bridge:
 - Already paid \$55,000
 - Only have to pay inspection which should be like \$35,000
- Discussed Terry's job description.
 - It was stated that County Clerk Kathy Mick received an open records request for a job description for each different position in the Road and Bridge department.

Banner Creek Reservoir Director John Kennedy discussed the following:

- Revenues for the week of May 1st through May 7th were \$4,472.00

- 2016 Camp Host Contracts
 - The 2016 Camp Host contract has been reviewed and signed by Diane and Bob Levick. Changes to the 2016 contract are:
 - Dates
 - Rate of monthly contract amount
 - Two original copies of the contract have been provided for review and action by the Commission. **C2016-18.**
- The NRCS Water Festival is scheduled for this Wednesday, May 11th, at BCR. The event starts at 8:30 and includes 10 stations this year. Over 350 youth are estimated to be in attendance.
- BCR will be hosting a 5K Trail Run/Walk this Saturday, May 14th. The event is sponsored by LifeCare Fitness. Registration can be made online, at the fitness center or on site the day of the event.
- John will start the process of installing the twenty new fire rings this week in campground "A." The project includes excavation of the site, boring and pouring concrete for the fire ring anchors, placing gravel for a base and setting the rings.
- Has an open position for a mower. Had an employee resign due to health conditions.

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

- Job descriptions for the directors
- Hauling rock

The Commission signed a Courthouse Lawn Use Request by Jackson County Arts for an event on the Courthouse lawn on August 13th.

Recessed for lunch at 12:12. Reconvened at 1:10.

Pam Brown with Delaware Valley Center for Independent Living met with the Commission to introduce herself as the new director of the center. She is centrally located in Horton. They serve Jackson, Brown, Atchison, and Doniphan counties. They offer 4 systems: advocacy, independent living skills training, peer counseling, and information and referral. They also help with deinstitutionalization. She stated that coming soon, the center will have weekend transportation available to those who are in need. After July 1st, the office will be located in Holton.

Laura Golden with Developmental Services of Jackson County met with the Commission to introduce herself as the new Director of DSJC. A home that is being remodeled will be completed by July 1st so that two new DSJC consumers may use it. There will be extensive work done in the facility itself. They still have a contract with the hospital so that the consumers may do laundry and receive payment. Janet discussed the possibility of having a contract with DSJC to have a few of her clients work with the Recycling center. They have almost thirty employees and 28 consumers.

Sheriff Tim Morse and Undersheriff Darrel Chapman met with the Commission to discuss a preliminary proposed draft budget for next year. Morse proposed creating a new position that may act as a building

and vehicle maintenance person. It is thought that the Sheriff's Department may save money by hiring someone full time to keep the building and vehicles in working condition. The Commission agreed to the creation of the position.

The Commission left the chambers at 2:20 p.m. to view the old Road and Bridge shop. The Commission returned at 3:30.

The Commission reviewed an email from County Attorney Shawna Miller pertaining to a future road vacation and burn permits issued in Pottawatomie Nation territories.

The Commission received a letter from the Kansas Department of Health and Environmental Services that states that the county landfill will need to renew the landfill permit before July 1st.

Emergency Management Director Pat Korte met with the Commission to discuss the requests of the Pottawatomie Tribal Nation for the County to recognize their burn permits. The Commission stated they had no issues with those on the reservation burning as long as they follow the same guidelines as other County residents. Korte stated she would contact a representative of the PBPN to make sure that they are compliant with county regulations.

County Attorney Shawna Miller met with the Commission to discuss writing a letter to the auditor currently doing the 2014 budget year to order a cease and desist and to forward on the appropriate information on to the new auditor, Mize Houser & Company, P.A. They also discussed closing F road from 182nd to 186th.

A motion was made by Elmer and seconded by Ladner to approve the minutes of April 25, 2016 as corrected. Motion carried 3/0.

A motion was made by Elmer and seconded by Ladner to approve the minutes of May 2, 2016 as corrected. Motion carried 3/0.

Signed the following payroll change notices:

Department	Name	From	To	Reason	Date / /
Sheriff	Brian Roush	18.62	19.32	Promoted to sergeant	05/03/2016

The meeting adjourned at 4:52 p.m. The next Commission meeting will be May 16th, 2016.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District

Minutes of May 16, 2016

The Board of County Commissioners met in regular session on Monday, May 16, 2016 at 9 a.m. Chairwoman Zwonitzer and Commissioner Elmer were present. County Clerk Deputy Kasie Robbins recorded the minutes.

Dan Brenner met with the Commission to discuss the drafting of a letter to KDOT about reducing the speed north of the city of Holton from 65 mph to 45 mph from approximately 9th and Arizona to the industrial park at mile marker 189 to 190. ***A motion was made by Elmer and seconded by Zwonitzer to join the petition with the City of Holton and the Holton Municipal Hospital to reduce the speed limit north of Holton from 65 mph to 45 mph. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***

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

- Fuel bid:
 - Haag oil - \$14,407.60
 - ***A motion was made by Elmer and seconded by Zwonitzer to accept the bid from Haag Oil for \$14,407.60. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***
- Shop Foreman Bryson Bain stated that the “shop” has officially been moved to the new building.
- Earl stated he wanted the Commission to reconsider a lean-to. He was considering having a pole-barn built to hold machinery. He requested the opinion of the Commission. The Commission requested the expertise of Appraiser Jason Claycamp. He stated the pole barn would need to be at least 25 feet from the edge of the property line. The Commission were concerned that this pole-barn would be in an inconvenient spot if it had to be 25 feet away from the property line. The Commission were not in favor of the pole-barn building. However, a “lean-to” would have to be 25 feet from the property line, also.
- ***A motion was made by Elmer and seconded by Zwonitzer to go into executive session to discuss personnel for a period of 5 minutes at 9:30. Earl Bahret and Eric Fritz were present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 9:35. No decision was made.***

William Conley, Dennis Smith, Henry Hill, Roberta Spencer and Jarrod Bowser with the Jackson County Conservation District met with the Commission to discuss their annual budget report and 2017 budget request. Roberta stated that they have “three accounts”: operations, enterprise and a grant. Money from

Jackson County goes into the operations account. State of Kansas matches up to a certain amount, last year they gave \$21,975.00. Roberta stated where they do not know the state's budget or intentions to allocate this year, they simply rounded the county's previous year allocation for the budget year 2017 appropriations request. The Conservation District is requesting \$62,000 for the BY 2017. An increase of \$446.

The Commission signed addends and abatements.

The Commission received two letters of concern about the tax payers' money and where it is spent throughout the year. They also received a Thank You from Rossville High School After Prom for the Commission's donation.

Brent Teeter and Jay Watkins of the Jackson County Emergency Medical Services met with the Commission to discuss their annual report and their 2017 budget request. Brent stated that Jackson County appropriates a little less than half of the funds that similar counties in comparison do to their respective emergency medical service providers. Jackson County EMS is still unable to staff two trucks full time. He also discussed that the EMS would like to increase the length of the county contract because it is contractually holding them back from taking on a loan for things such as vehicles or equipment or other miscellaneous items on behalf of the EMS from financial institutions. He also discussed blood draws and how they are receiving complaints from staff that they are subpoenaed to court and have to take time off of their full time jobs.

Senior Center Citizen Director Amanda Spalding met with the Commission. ***A motion was made by Elmer and seconded by Zwonitzer to go into executive session to discuss personnel for a period of 15 minutes at 10:27. Amanda was present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 10:42. No decision was made.***

Custodian Chad Phillips met with the Commission to discuss the sewage line issues on the second floor. He stated the sink on the third floor doesn't drain. The west women's bathroom stall is always having blockage issues on the second floor. He believes there is a restriction somewhere in the line. He believes that the cast-iron piping has a U formation and cuts off before it opens up to release fluids to the main dumping area which causes backup.

Chad then presented three proposals for the audio-visual project for the Community room. Mission Electronics bid \$6,554 (no sound panels were bid). The next bid is from Redi Systems for \$11,970.76 (the sound panels would make up \$3,143.00 of this total). The third bid is from Kansas Audio Video from Topeka for \$5,239.00 (sound panels included).

Teresa McAnerney with Northeast Kansas Enterprise Facilitation, Lois Pelton, Carolyn McKee, and Mary Anne Reiderer met with the Commission to discuss the facilitation's annual report. Teresa discussed how her service is very useful for surrounding communities' new businesses and existing businesses. She stated that, in comparison to the previous year, her numbers do continue to go up as her facilitation gets out to

the public. She discussed losing funding from the state. She also discussed the very generous donation of a mobile app from Professor Page who has been learning about building and updating apps.

Banner Creek Reservoir Director John Kennedy discussed the following:

- Revenues for the week of May 8 through May 14th were \$2,669.99
- John would like to discuss options for management of the south side of BCR.
- John is currently in the process of replacing traffic, trail and facility signage that is in need of replacement.
- With Commission approval, John would like to burn the cedar trees at campground “C” that were cut down and placed into piles earlier on this year. Attempts to have a tub grinder come to BCR to grind the trees into mulch has not been successful.

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

A motion was made by Zwonitzer and seconded by Elmer to go into executive session to discuss personnel for a period of 10 minutes 1:10. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. County Clerk Deputy Sally Alley joined the meeting. Extended 5 minutes. Extended 5 minutes. The meeting reopened at 1:30. No decision was made.

Holton High School Principal Rod Wittmer, Ian McAsey, Roger McAsey, Jackie McAsey, Olivia McAsey, and Holton Schools Superintendent Dennis Stones, Rick LeJuerrne from Washburn University for “Be Ready” challenge in which a student may choose to present an entrepreneurship interest in young minds. Through the generosity of the county, Ian is allocated \$500 to implement into his business to help him get a step-up in the competition, much like the other finalists in their respective counties.

Ian discussed beginning his business called McAsey & Co in which he performs taxidermy and mounts different animals for customers. Ian stated with the \$500 he will buying equipment and resources for mounting fish and other ideas.

Emergency Management Director Pat Korte met with the Commission to discuss the Whiting Fire Board currently being two people short. John Yingst, secretary, sent a letter regarding the board’s requests for filling in the position of the two vacant places. The board suggest John Roles, Brian Bain and/or Stephen Banaka. The Commission decided to postpone a decision until Commissioner Ladner was able to rejoin them next week.

Pat also gave the Commission a copy of a Prairie Band Potawatomi Nation burn application/permit and their burning regulations.

The Commission left the chambers at 2:45 to view the recently purchased furniture from the statehouse auction and review audio visual equipment proposals for the conference room. They returned at 3:00.

Road and Bridge Co-Director Eric Fritz met with the Commission. **A motion was made by Elmer and seconded by Zwonitzer to go into executive session to discuss personnel for a period of 15 minutes at 3:02. Eric Fritz was present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 3:17. No decision was made.**

The Commission reviewed bill and payroll registers.

Chairwoman Zwonitzer stated she received a letter from the solid-waste superintendent from Lee's Summit, Missouri paying compliments to Jackson County's own landfill director, Dan Robinson.

A motion was made by Elmer and seconded by Zwonitzer to approve the minutes of May 9th, 2016 as amended.

Motion carried 3/0.

Signed the following payroll change notices:

Department	Name	From	To	Reason	Date / /
BCR	Kelli Thompson	0.00	8.54	Hired for summer help	05/16/16
Sheriff	Sandra Campbell	0.00	14.90	Hired for dispatch	05/16/16
Sheriff	Mary Burns	Full time	Part time	Part time	05/16/16
Jail	Daniel Ballenger	15.41	16.09	Promotion	05/16/16
Jail	William Miller	15.41	16.40	Promotion	05/16/16
Jail	Anthony Cooper	0.00	15.41	Hired	05/16/16
Youth Services	Gina Durkes	0.00	13.26	Stipend of \$200	05/16/16

The meeting adjourned at 4:30 p.m. The next Commission meeting will be Monday, May 23rd, 2016 at 9:00 a.m.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District



Minutes of May 23, 2016

The Board of County Commissioners met in regular session on Monday, May 23rd, 2016 at 9 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

A motion was made by Ladner and seconded by Elmer to enter into executive session to discuss personnel for a period of 15 minutes at 9:03. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Extended 5 minutes. Meeting reopened at 9:25. No decision was made.

Road and Bridge Co-Directors Eric Fritz and Earl Bahret, Shop Foreman Bryson Bain and Secretary Twila White met with the Commission to discuss the following:

- Call log of requests.
- Twila presented a bid from Logan Business Machines for a new, color copier for the Road and Bridge office. This copier, minus a trade in value of \$500 for their current copier which was purchased in 2005, would cost the department approximately \$3,900.00. Twila stated Logan Business Machines has always been dependable and would be her first choice in consideration of purchasing a new copier.
- Thoughts on shed/structure for protecting machinery and equipment at the new Road and Bridge shop:
 - Janet would like to see the structure enclosed on three sides if lean-tos are not built.
 - Bill would rather see a lean-to, in contrast to a shed or building structure.
 - Eric stated he was worried about the reliability of the lean-to since it would need to be stair-stepped in order to accommodate for the incline in the yard near the west fence.
- Eric discussed the bids for materials he received for beams and purlins for the building of the frame of the tire shop to the new Road and Bridge shop.
 - \$2,400 for beams = \$200/beam - 4 beams/bay
 - \$1,400 purlins = \$1.60/foot for 8 inch purlin – either C or Z shape - 44 “20 inch purlins” is recommended by Eric
 - The Commission accepted the bids and told the directors to go pick the items up
- Eric stated he is wanting to reuse and recycle the leftover ceiling tiles and trim from the remodel of the office areas inside the shop.

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 5 minutes at 10:07. Eric Fritz and Earl Bahret were present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Extended 5 minutes. Extended 2 minutes. The meeting reopened at 10:21. No decision was made.

Sheriff Tim Morse and Undersheriff Darrel Chapman met with the Commission to discuss a personnel issue.

A motion was made by Zwonitzer and seconded by Ladner to go into executive session to discuss personnel for a period of 15 minutes at 10:22. Sheriff Morse and Undersheriff Chapman were present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 10:37. No decision was made.

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 10 minutes at 10:44. Sheriff Morse and Undersheriff Chapman were present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.

Bridge Manager Terry Mick discussed the following:

- Finalizing payment for reconstruction of Bridge N-304. The contract states that Jackson and Nemaha County would pay 47.5% and 52.5%, respectively, for the costs of the replacement of the bridge.

Custodian Chad Phillips met with the Commission to discuss the sewage issues in the courthouse.

Chad presented 5 bids for the replacement of the southern portion of the courthouse circle driveway:

- Eisenbarth Construction - \$39,150.00
- Lamberson Construction Concrete by Design- \$29,936.00
- KC Concrete - \$22,500.00
- Mark Sullivan Construction Co- \$37,460.00
- Skyler Mick - \$24,200.00
- The Commission requested that Chad take time to look over the bids to meet specifications.

Chad also discussed the projector bids he presented to the Commission last week

Landfill Director Dan Robinson discussed the following:

- The Commission gave Dan the copy of the letter from the solid waste superintendent of Lee's Summit, Missouri which gave a glowing compliment of Dan and the Jackson County Recycling Center.

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 10 minutes at 11:05. Dan Robinson was present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.

Tourism secretary Anna Wilhelm met with the Commission to discuss expenditure approvals. ***A motion was made by Ladner and seconded by Elmer to approve of the Topeka Capital Journal advertisement for \$385.00 for the Jackson County June events and it will include a \$10 coupon for a hotel reservation. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***

Anna then gave them a mileage reimbursement request. ***A motion was made by Elmer and seconded by Ladner to approve the mileage reimbursement of \$165.24 for herself and \$42.12 for Suzette McCord-Rogers. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***

Anna requested to store the signs recently made for the Kansas White Way car run last weekend. The Commission stated they would have Custodian Chad Phillips find a place to store the signs.

Banner Creek Reservoir Director John Kennedy discussed the following:

- Revenues for week of May 15th through May 22nd - \$5,389.00 fees and \$29,075.36 CFAP grant
- John would like to discuss options for management of the south side of Banner Creek Reservoir.
 - Bill is not in favor of providing a camper for the south side park host. Currently, one of the stipulations of the employment is that the employee must possess a camper to be able to be the south side park host.
- Seasonal maintenance staff includes:
 - Dalton Chartier
 - Trey Binkley
 - Kyrstie Miller
 - Keri Miller
 - Susan Rhule
 - Kelli Thompson
 - Becca Gibson
- John is requesting the kayak, paddle board, canoe and paddle board facility be located at the boat ramp in campground "A". The following is justification for this location:
 - More protection from the wind
 - Less boater traffic
 - Campers will provide more business for rentals
- Request to go into executive session to discuss personnel matters.

Road and Bridge Co-Director Eric Fritz and Greg Hermesch met with the Commission to discuss a road that needs serious maintenance at N and 242nd. Greg was wanting the maintenance done so that he may sell a small portion of the land, which is owned at the end of a road that has not been maintained for many years. The Commissioners will view the request.

Youth Services Director Brooke Smith met with the Commission to discuss the grant conditions for the Juvenile Justice Comprehensive Plan State Block Grant.

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

KANZA Mental Health and Guidance CEO David Elsbury met with the Commission to discuss signing a service agreement between the county and the grant administration agency, Governmental Assistance

Services. David discussed the contract for services in which KANZA will pay \$8,950.00 for the grant writing services. If awarded the grant, then the Governmental Assistance Services company may charge KANZA the \$89.50/hour, not to exceed \$18,000.00, for these services. In addition, the county will be charged a one-time fee of \$2,000 for completion of the Environmental Assessment to acquire the release of funds. The Commissioners were concerned that the contract written up by KANZA's attorney may have been misworded. The contract should state that any bills from contractors, such as carpenters or Governmental Assistance Services, received by the county will be directly forwarded on to KANZA Mental Health who will either pay those bills directly or supply the county with the necessary funds to relieve such bills. No tax money will be involved in this matter. KANZA will pay the \$2,000 one-time fee. The contracts were not signed and will be given to the County Counselor for review.

A motion was made by Ladner and seconded by Elmer to approve the Governmental Assistance Services out of Lawrence Kansas as the grant writer and administrator as requested by KANZA Mental Health and Guidance Center for the Community Development Block Grant. This grant is being applied for by KANZA Mental Health to help fund the previously proposed renovations to the Moser Building, of which KANZA has purchased and gained ownership of. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.

The Commission reviewed incoming mail. They received a letter from Northeast Kansas Environmental Services for their 2017 budget request.

County Clerk Kathy Mick and Emergency Director Pat Korte resigned from the "Shared Leave Committee", effective today.

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 5 minutes at 2:20. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Extended 5 minutes. The meeting reopened at 2:30. No decision was made.

The Commission left the Chambers at 2:31 to view the new Road and Bridge shop. The Commission returned to the chambers at 3:40.

The Commission viewed the prior week's minutes.

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 10 minutes at 4:03. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 4:13. No decision was made.

A motion was made by Elmer and seconded by Ladner to approve the minutes of May 16th, 2016 as amended.

Motion carried 3/0.

Signed the following payroll change notices:

Department	Name	From	To	Reason	Date / /
Sheriff – Patrol	Brian Roush	19.32	0.00	Resignation	05/20/2016
Sheriff – Dispatch	Dolly Simpson	0.00	15.44		05/20/2016
Sheriff – Service and Maintenance Road and Bridge	Kendall Holt	0.00	17.50	Hired	05/20/2016
	Jeanie Elder			Hired	05/20/2016
Sheriff	Brittany Clarke	16.84	0.00	Resignation	05/20/2016
Recycle	Paul Wilcox	14.69	15.22	Length of ser. inc.	5/20/2016

The meeting adjourned at 4:30 p.m. The next Commission meeting will be Tuesday, May 24th, 2016.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District

Minutes of May 24, 2016

The Board of County Commissioners met in regular session on Tuesday, May 24, 2016 at 9:15 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

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

- The Commission discussed the current rock budget balance. Earl stated the budget was somewhere around \$120,000-\$150,000, depending on if a few bills had come in that morning or not. Janet stated the county is waiting to receive FEMA reimbursement for the county fixing damages incurred from last spring's storms. These funds would be placed back in the rock budget to cover the expenditures of hauling rock to the worse sites in the county.
- Commissioner Elmer stated that 134th road east of US Highway 75 needs worked over badly. There are lots of potholes because of the slow rains the county has seen recently.

- Earl suggested building a lean-to on the south side of the shop about 8 stalls long with each stall being 12 foot wide. He then stated they could also place a lean-to on the west fence that would be roughly 100-120 foot long.
- There was discussion regarding the size and use of the tire shop addition at the new Road and Bridge shop.
- Eric discussed the stop sign at N and 218th road. The road has been altered into a curve, with the old portion of the T no longer in use and now the stop sign is irrelevant. It stops the traffic from the east. It was discussed a resolution may need to be passed to remove the stop sign.
- Stop sign at 134th and Y is T-intersection. The directors feel the Commissioners need to pass a resolution to remove it.

Recycling Director Dan Robinson and employee Don Dillner joined the meeting. Dan submitted his employment resignation from the county, effective July 9th, 2016. ***A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 10 minutes at 9:55. Dan Robinson and Don Dillner were present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 9:59. No decision was made. A motion was made by Ladner and seconded by Elmer to accept Dan Robinson's formal resignation of employment as of July 9th, 2016. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***

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

- Considering removing a stop sign at 94th and I road. It was stated that it is a dirt road that curves where previously, there was another road finishing the "T" section. The other road is no longer in use. The Directors would like to remove the stop sign and place a dead end sign.
- Janet requested a cost estimate on the lean-tos.

A motion was made by Zwonitzer and seconded by Ladner to go into executive session to discuss personnel for a period of 5 minutes at 10:13. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.

Phil Dean from Northeast Kansas Environmental Services met with the Commission to discuss a request for appeal on a ruling on a county resident's septic tank replacement. The resident has filed an appeal and now it is up to the Commission to place a hearing in which they hear the resident's appeal. The Commission make the ultimate decision on whether the septic tank should be replaced or not. The Jackson County code was established in 1997. The septic tank was placed before the code exists so it is at least 20 years old. The resident believes he can replace only a portion of the tank and it will suffice as a proper way to solve the issue. Phil believes that only a replacement of the tank will suffice as a proper solution. The Commission requested that Phil set up the hearing at a reasonable date and time on any Monday within the next several weeks. Current codes were approved September 2nd of 2003.

Road and Bridge Co-Directors Earl Bahret and Eric Fritz met with the Commission and Phil Dean on placing a lagoon at the new shop. They discussed information regarding a trap in place to catch the sediment that would potentially wash off of the Road and Bridge equipment.

Custodian Chad Phillips met with the Commission to discuss several items:

- Lawn mower is worth roughly \$2,200.00
- A new lawn mower is roughly \$7,604.00 (with the deck, bagger is more)

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 15 minutes at 11:17. Sheriff Deputy Cecil Mercer, Sheriff Tim Morse and Undersheriff Darrel Chapman were present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting extended 15 minutes. The meeting extended 5 minutes. The meeting reopened at 11:55. No decision was made.

Recessed for lunch at 12:00. Reconvened at 1:25.

Custodian Chad Phillips met with the Commission to discuss the audio-visual updates to the community room. ***A motion was made by Elmer and seconded by Ladner to accept the bid from Kansas Audio Video for \$7,239.00 for the audio visual setup in the Community Room complete with the 80 inch television, sound bar and acoustic foam blocks for sound absorbing purposes. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***

A motion was made by Elmer and seconded by Ladner to accept the bid from K.C. Concrete for \$22,000.00 for the replacement of the southern portion of the courthouse circle driveway. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.

The Commission reviewed the request for payment from OneBeacon Insurance Group on a prior claim. The amount due is \$1,861.05. The Commission stated it would be paid for by the jail's funds.

Appraiser Jason Claycamp met with the Commission.

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 10 minutes at 2:10. Jason Claycamp was present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 2:20. No decision was made.

Road and Bridge Co-Director Earl Bahret and Bridge Manager Terry Mick met with the Commission to discuss crossroad tubes and regulations for such tubes.

Michael Bednar visited with the Commission to discuss return to work in the future.

Noxious Weed/Landfill Director Dan Robinson met with the Commission to submit his job description. **A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 10 minutes at 3:28. Dan Robinson was present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 3:38. No decision was made.**

The Commission discussed and approved Roger Chartier’s shared leave request.

County Attorney Shawna Miller met with the Commission to discuss the tax sale, road closing issues with Pottawatomie Tribe, and the contracts between Governmental Assistance Services, the County and KANZA Mental Health and Guidance.

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss client/attorney privileges for a period of 5 minutes at 4:23. Shawna Miller was present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.

Register of Deeds Tammy Moulden met with the Commission to discuss personnel issues.

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 10 minutes at 4:36. Tammy Moulden was present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Meeting reopened at 4:43. No decision was made.

Signed the following payroll change notices:

Department	Name	From	To	Reason	Date / /
Juvenile	Lisa Blaha	0	13.26	Year increase	05/24/2016
BCR	Becca Gibson	0	8.54	Summer hire	05/24/2016
BCR	Kyrstie Miller	0.00	8.54	Summer hire	05/24/2016
BCR	Keri Miller	0.00	8.54	Summer hire	05/24/2016
BCR	Susan Rhule	0.00	8.54	Summer hire	05/24/2016
BCR	Joseph Binkley	0.00	8.54	Summer hire	05/24/2016
BCR	Dalton Chartier	0.00	8.54	Summer hire	05/24/2016

Signed the following Purchase Orders:

Department	PO #	To	For	Amount
Building	6379	Kansas Audio Visual	Audio-visual equipment for Community Room	\$7239.00

The meeting adjourned at 4:46 p.m. The next Commission meeting will be Tuesday May 31st, 2016.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District

Minutes of May 31, 2016

The Board of County Commissioners met in regular session on Tuesday, May 31, 2016 at 9 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

Road and Bridge Co-Directors Eric Fritz and Earl Bahret, Bridge Manager Terry Mick and Shop Foreman Bryson Bain met with the Commission to discuss the following:

- Terry stated that the second box west of Conley's at 142nd and D.3 needs to be replaced. It used to be a bridge in 1986 and was replaced by a tube in 1988. He stated it needs to be replaced due to a recent washout. Terry is interested in doing an engineer study on the area on whether a small bridge or large tube is the better choice for the area.
- Earl stated he's received many complaints on the road conditions. It was stated that once the area begins to dry up, it will be easier for the road grader operators to fix the roads.

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 5 minutes at 9:16. County Clerk Kathy Mick, Eric Frits and Earl Bahret were present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Extended 5 minutes. Extended 5 minutes. Extended 15 minutes. Extended 10 minutes. Reopened at 10:04.

The Commission entered into a phone conference hearing with Philip Dean with Northeast Kansas Environmental Services and Joe Gilliland. It is Phil's opinion, based on the Jackson County Sanitary Code, that Mr. Gilliland should replace his entire septic tank because of a crack on the "top" of the tank, which is sealed onto the rest of the tank. Phil is advising that the tank be totally replaced. Joe stated he would rather spend \$300 to see if the replacement, to code, of the top of the tank can fix the failing of the septic system compared to an estimated \$3000 to replace the entire tank. A decision was not made. Janet requested that the Commission have more time to consider the situation and she would call him later on in the afternoon.

Bridge Manager Terry Mick and Moni El-Aasar from BG Consultants met with the Commission to discuss the following:

- Contract for replacement of Bridge Q.4 and 275th. **C2016-20.**
- Moni stated he had received a phone call from KDOT that off-system bridge grant funds will be available again next year. This funding, if received, would be above and on top of any other monies received from KDOT. Moni would like to apply on behalf of Jackson County for replacement of fracture-critical bridges. It would be an 80%-20% bridge through federal funds so the bridge would need to be designed to federal bridge specifications and standards. The County would pay for the design of the bridge. KDOT would pay 80% of bridge replacement and 80% of the bridge inspection. The County would be paying 20% of both construction and inspection of the bridge. A specific detail was noted that the bridge has to be an off-system road bridge.

The Commission discussed the dam inspection for 2016 done by King & Associates Engineering. It was stated that, due to health reasons, the firm will be in need of an extension from the state to file the report for the dam inspection. The inspection must be filed by December 31st, 2016.

Road and Bridge Secretary Twila White met with the Commission to discuss stop sign resolutions. It was stated that the Commission would be leaving the Chambers in the afternoon and would decide then if the signs may be removed.

Sharon Zibell at 14627 198th road requested the Commission have the road fixed at 198th and S. She stated that there is a big patch of chip and seal that is falling apart and that all the asphalt is going down in her ditch. Road and Bridge will be repairing this road soon, weather permitting.

Banner Creek Reservoir Director John Kennedy discussed the following:

- Revenues for Week of May 22nd through May 28th were \$9,316.00.
- John would like to discuss options for management of the south side of Banner Creek Reservoir.
- Edward Galstar has been hired for the seasonal mower operator.
- John is requesting the kayak, canoe, and paddle board facility be located at the boat ramp in campground "A". The following is justification for this location:
 - More protection from the wind.
 - Less boater traffic.
 - Campers will provide more business for rentals.
- Car Show – June 12th
- Kid's Fishing Derby – June 18th
- Request to go into executive session to discuss personnel matters. ***A motion was made by Ladner and seconded by Elmer to go into executive session to discuss personnel for a period of 10 minutes at 11:45. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting opened at 11:50. No decision was made.***

- Janet asked about a pile of recently cut trees at Cedar Cove. She wanted to make sure they were not pushed off into the water because after the recent rains, a portion of the tree pile was in the lake water. The water has raised several feet from the rains.

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 5 minutes at 12:01. Earl Bahret was on the phone. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 12:03.

Recessed for lunch at 12:03. Reconvened at 1:00.

Youth Services Director Brooke Smith met with the Commission to discuss vehicle bids:

- Transferring funds to cover the purchase of a vehicle.

A motion was made by Elmer and seconded by Ladner to approve the 2016 Chevy Malibu for \$18,200.00 paid for by the 2nd Judicial State Block Grant. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.

The Commission left the Chambers at 1:15 to view the Banner Creek Reservoir to discuss where to place the kayak and paddleboat rental, several stop sign removal areas, a road opening request, and an embankment landscaping request. The Commission returned at 3:30. No immediate decision was made.

The Commission visited Register of Deeds Tammy Moulden and viewed her recently repaired books. They signed the Purchase Order for the payment of repairing services.

Appraiser Jason Claycamp met with the Commission to discuss a zoning change south of Holton on Q road. The property is owned by B&P Propane and it will change from an A1 to an A2. ***A motion was made by Ladner and seconded by Elmer to adopt the resolution approving the zoning change from an A1 to an A2 on a 3-acre parcel on Q road about ½ mile north of 214th road. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. 2016-10.***

A motion was made by Ladner and seconded by Elmer to remove the stop sign at N and 218th rd. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. 2016-11.

A motion was made by Ladner and seconded by Elmer to remove the stop sign at 134th and Y rd. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. 2016-12.

A motion was made by Ladner and seconded by Elmer to go into executive session to discuss personnel for a period of 10 minutes at 4:24. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The Commission reopened at 4:32. No decision was made.

The Commission signed Lights and Siren permit for Nathan Edwards of Netawaka Fire Department.

A motion was made by Ladner and seconded by Elmer to approve the ‘Shared Leave Request’ for Scott Hewitt. Allowing employees the opportunity to donate shared leave time to Scott, due to his serious injury, per the County’s policy.

No decision was made on the Joe Gilliland hearing concerning his septic system. Janet requested additional time to research the situation before the Commission gives a decision.

A motion was made by Elmer and seconded by Ladner to approve the minutes of May 23 as amended. Motion carried 3/0.

A motion was made by Elmer and seconded by Ladner to approve the minutes of May 24th as amended. Motion carried 3/0.

Signed the following payroll change notices:

Department	Name	From	To	Reason	Date / /
BCR	Linda Kirkham	0.00	8.54	Summer help	05/31/2016

Signed the following Purchase Orders:

Department	PO #	To	For	Amount
Register of Deeds	6517	Tri-State Binders	Repair Work	\$9,125.00

The meeting adjourned at 5:30 p.m. The next Commission meeting will be June 6th, 2016.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District

Minutes of June 6, 2016

The Board of County Commissioners met in regular session on Monday, June 6, 2016 at 9:17 a.m. Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

Road and Bridge Co-Directors Eric Fritz and Earl Bahret, Shop Foreman Bryson Bain and Secretary Twila White met with the Commission to discuss the following:

- Twila discussed having the Commission sign a purchase order for new computers for the Road and Bridge Office.
- Twila also discussed requesting the County's portion of federal fund exchange money and where to place requested funds if received.
- Eric gave the Commission an estimate for the concrete for the new tire room:
 - Sullivan was already awarded the original bid in the amount of \$8,960.00 for the 20' x 50' building. The Commission requested Sullivan give an estimate for the bigger tire room size that they believe would adequately serve as a tire shop. The new cost for the 50' x 60' tire shop addition and retaining wall will be \$29,585.00.

Chairwoman Zwonitzer joined the meeting.

- Discussed last week's viewing of N and 238th road. The Commission was not in favor of maintaining this portion of N road. It was discussed briefly that N road is open for the majority of the county. The Commission cannot justify spending tax dollars on maintaining a road to be used in conjunction with the sale of only 14 acres.
- Eric has been looking into implementing a hazmat plan, mandated by KDHE, for the fuel barrels at the bridge yard and the new shop. To do a plan for the fuel tanks is \$2,100 and the shop is \$800. The spill plan covers the used oil tanks. However, if we could get them in one location, the county would be in a much better position. Eric stated that the county would need a containment around the oil tanks which is generally a two-foot concrete walls with a concrete floor.
- Twila stated the County received the FEMA reimbursement funds of \$209,027.05 last week for the rock.
- Rob stated that he had a request from Olive Hill Cemetery board to purchase rock from Road and Bridge.
- Rob questioned whether the County had received word back about vacating F road north of 182nd road that is adjoining county land to the reservation and Bureau of Indian Affairs trust land. It was stated that County Attorney Shawna Miller had not yet given an update on the status.
- Bryson Bain updated the Commission on a previous arm injury.

County Clerk Deputy Kasie Robbins gave the Commission a flyer that stated there is a Law Enforcement Appreciation Dinner hosted by Prairie Band Pottawatomie Tribe on June 22nd at 6 p.m.

Recycling Director Dan Robinson discussed the following:

- The new recycling baler should be done soon. He stated he will get in contact with the manufacturing company this week to request an approximate finish date.
- Inquired whether Road and Bridge had hired someone to spray this summer. The Commission stated they had already spoken with Eric and Earl regarding the position.

The Commission received the following:

- Letter from Shawna Miller stating her official resignation as county counselor on July 1st.
- Letter from Dennis A. White bidding abstracting services for the upcoming tax sale.
- Certificates of Authenticity from Webb and Associates for the items purchased from the state-house auction.
- Newsletter from Kansas Pipeline Association.
- Invitation to the Prairie Band Pow Wow June 10th-12th.
- Royal Valley School After Prom Thank You letter.
- Letter requesting help for fundraising efforts for the Holton FFA chapter to compete in the National Conservation Foundation Envirothon in Peterborough, Canada. The letter was sent from Alex Bartel. They requested a \$25 donation.

A motion was made by Ladner and seconded by Elmer to go into executive session to discuss personnel for a period of 15 minutes 10:57. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Extended 5 minutes. Extended 10 minutes. The meeting reopened at 11:28.

Road and Bridge Co-Director Eric Fritz met with the Commission to present two estimates from Schulz Construction for the tire shop addition at the new shop. The roof estimate for the tire shop area would now be \$55,900 for a 60' X 54' extension. The steel frame work is estimated to cost \$9,720.00. Schulz was previously awarded the first bid for the tire shop area, proposed earlier-on this year. The Commission's decision to enlarge the tire shop led to the re-estimate from Schulz. The Commissioner's intent is to make the tire shop addition large enough to pull in county vehicles for tire work, not just to serve as a storage unit for the tires and associated supplies.

Banner Creek Reservoir Director John Kennedy discussed the following:

- Revenues for the week of May 29th through June 4th were \$4,233.00
- Banner Creek Reservoir would like to welcome Will and Danyel Harder as the new Camp Hosts for the south side. The Harders are residents of Holton and are regular campers at BCR. They moved their camper in Sunday evening and will be starting training today. The contract has been signed for Commission review and action.
- The Car Show at Banner Creek Reservoir is this Sunday, June 12th, from 1:00 to 5:00 p.m.
 - The show will include a DJ, barbecue, pin-up girls and some of the most beautiful cars in the area. The entry fee for antique and classic cars is only \$10 with awards presented in several classes. Entry for the general public is free with donations excepted at the gate for the Friends of Banner Creek Foundation. The event is a fund raiser for the Jackson County Humane Society.

- Kayak, Canoe, Paddle Board Rental.
 - John is proposing a fee of \$4 per hour with a minimum of 2 hour rental blocks for each boat or board. Hours of operation initially proposed to be:
 - Thursdays 5:00 – 8:00
 - Fridays 5:00 – 8:00
 - Saturdays 10:00 – 4:00
 - Sundays 1:00 – 6:00
 - The fees and times are initial proposals and will be adjusted as demand is realized. John would like to request clarification of the location of this rental facility. John’s goal is to be open this weekend. Life jackets can/will be provided. The Commission would like Saturdays to at least be open until 6:00. They discussed extending Sunday’s hours, too. There will also be waiver forms to sign before anyone is allowed to use the rental service. It was agreed upon that the rental building for these kayaks, canoes, and paddle boards will be located in Campground A, near the boat ramp.
- Request to go into executive session to discuss personnel matters. ***A motion was made by Ladner and seconded by Elmer to go into executive session to discuss personnel for a period of 5 minutes at 11:56. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 12:01. No decision was made.***

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

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 10 minutes at 1:29. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.

Sheriff Tim Morse and Darrel Chapman met with the Commission to discuss personnel. ***A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 15 minutes at 2:05. Sheriff Tim Morse and Undersheriff Darrel Chapman was present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Extended 15 minutes. Extended 15 minutes. The meeting reopened at 2:46. No decision was made.***

A motion was made by Ladner and seconded by Zwonitzer to rule in Mr. Joe Gilliland’s favor to allow him to repair the lid portion of his septic tank according to the Jackson County Sanitary Waste Code specifications. Chairwoman Zwonitzer called for a vote. Motion carried 2/1. Commissioner Elmer did not vote in favor of the motion.

The Commission called Phillip Dean of Northeast Kansas Environmental Services and Mr. Joe Gilliland to discuss their final decision on the matter.

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 10 minutes at 4:06. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.

A motion was made by Elmer and seconded by Ladner to approve the minutes of May 31st, 2016 as amended.

Motion carried 3/0.

The Commission discussed the estimate for concrete and frame received for tripling the size of the tire shop addition.

The Commission received Soldier Fire District #6's run reports of fire calls since 2013.

The Commission discussed the request for donation to the Holton FFA in hopes they will be able to raise enough funds to attend the North American Envirothon in Peterborough, Canada.

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 5 minutes at 4:30. County Clerk Kathy Mick was present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Extended 5 minutes. The meeting reopened at 4:40.

Signed the following Purchase Orders:

Department	PO #	To	For	Amount
Road and Bridge	6411	Dell Inc	Two computers	1,904.94

The meeting adjourned at 4:45 p.m. The next Commission meeting will be Monday, June 13, 2016.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District

Minutes of June 13, 2016

The Board of County Commissioners met in regular session on Monday, June 13, 2016 at 9 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

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

- Request to haul rock - 2,000 lbs. to Hoyt strip for general road repair and 2,000 lbs. to the new Road and Bridge shop.
 - Take hauling cost out of the rock budget.
- Patching on 254th from Q.4 to S instead of a complete overhaul.
- Bill received many compliments on 246th road during the Prairie Pickers festival this past weekend.

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 10 minutes at 9:29. Eric and Earl were present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 9:39. No decision was made.

Assistant City Manager Kerwin McKee and Bret Bauer of the City of Holton met with the Commission. They discussed their recently purchased storm sirens. They stated the three new sirens will be much louder and have a much farther audio-reaching radius for the City of Holton.

The Commission left to view the new light fixtures in the Meeting Room on the first floor. They now match the other light fixtures of the courthouse.

Custodian Chad Phillips met with the Commission to discuss the requested renovations to the small court room proposed by Judge Marek.

He also requested to discuss the transfer of the 2007 Grasshopper mower from the custodial inventory to the Road and Bridge inventory. ***A motion was made by Elmer and seconded by Ladner to transfer the 2007 Grasshopper mower from the Custodial inventory to the Road and Bridge inventory. Payment of \$2,000 will be transferred from the Road and Bridge Equipment Fund to the Custodial Capital Outlay Fund. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***

Chad stated that Ken Bailey from KC Construction discussed starting the courthouse circle-drive driveway cement renovation on July 10th.

A motion was made by Ladner and seconded by Elmer to go into executive session to discuss personnel for a period of 5 minutes at 10:55. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 11:00. No decision was made.

Recycling Director Dan Robinson discussed the following:

- Currently selling all of the stockpiled cardboard.
- Once the new baler is received, the county will be selling the old baler on Purplewave.

A motion was made by Ladner and seconded by Elmer to go into executive session to discuss personnel for a period of 5 minutes at 11:04. Dan Robinson was present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 11:09. No decision was made.

Sheriff's Office Secretary Sherri Ladner and Victims of Crime Advocate Lisa Hyten met with the Commission to discuss using the first floor meeting room to have criminal personnel training about victims of domestic violence and a new information system for victims so that they may know the status of their offenders at all times. Sherri and Lisa are requesting funding of \$300 to accommodate the food cost to feed approximately 30 law enforcement individuals. Lisa has made some fundraising efforts. ***A motion was made by Ladner and seconded by Elmer to donate \$300 for feeding of roughly 30 individuals for the Kansas Attorney General working with Victims Services Division Program for training for victim services in Jackson County. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***

Banner Creek Reservoir Director John Kennedy discussed the following:

- Revenues for week of June 5th through June 11th were \$6,415.00.
- Current rules and regulations require swimming only at the two designated swim beaches areas at BCR. With the advent of the new docks, John has observed more people using the docks as a swim platform. With this development and other instances of the public swimming in other non-designated areas of the lake, John is recommending that the reservoir be opened for swimming. Discussions have been held with staff from Kansas Department of Wildlife, Parks, and Tourism and it is their recommendation that the policy be changed for open swimming. John would request that this policy be reviewed by the Commissioners. The Commission agreed to open the lake for swimming. There will be a policy amendment that states specifically that the lake is open for swimming. Swimmers and fishermen must not interfere with boats loading and unloading at boat docks.
- The car show held yesterday was very successful. Over 70 cars were in attendance. There was a good crowd to view the vehicles and the Human Society did well in their fundraising effort. The classic car owners really liked the venue and John feels that this event will continue to grow.
- John has received a quote for an entry kiosk to be located at the north entry. The 8' x 8' structure would include:
 - Service window with small awning
 - Sidewalk through door
 - Side window
 - Metal roof
 - Interior/exterior service counter
 - Electrical for lighting and A/C
 - Cost estimate for the structure including delivery and setting is \$1,800.
 - John would be responsible for finishing the interior and pouring a concrete pad.
 - It would also be necessary to run electrical from the camp host electrical pedestal.
- Kids Fishing Derby Saturday June 18th, from 9 a.m. -12:00 p.m. in conjunction with Quail Forever.
- The kayak rental building should be delivered tomorrow.

Jackson County Appraiser Jason Claycamp met with the Commission to discuss personnel. ***A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period***

of 5 minutes at 11:53. Jason Claycamp was present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 11:57. No decision was made.

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

CFO Cindy Cluck and CEO Kristin Watkins from Northeast Kansas Multi-County Health Department met with the Commission to discuss the dismal outlook of state funds and their 5% increase in requested funds from the county. It was reported that they will receive funding on July 1st, the beginning of their fiscal year but have yet to be informed what their state funding will be. It is assumed that they will receive more budget cuts to their state funding.

It was then discussed that the health department to request bids for floor and plumbing replacement of the health department building, owned by Jackson County, so that the current “soft floor” issue in the restroom may be fixed.

Moni Al-Aasar with BG Consultants and Bridge Manager Terry Mick met with the Commission to discuss bridge replacement through the Off System Bridge Fund through the State of Kansas in which they pay 80% and the county pays 20% of such bridge replacement costs. The county pays 20% of construction and inspection cost, where the state pays 80% through this off-system program specifically. Design and right of way acquisition is paid by the county in full. They discussed the structurally compromised bridges in the county that would be good candidates for their application for the Off System Bridge funds. The state views the applications and then makes a decision on whether or not to appropriate the funds to make such replacements. Generally, they will not award a county two years in a row. The county did not receive funding from last year’s request.

The Commission received:

- Printed email from NEK Multi-County Health Department CEO Kristin Watkins giving statistical, factual information about the comparison of money the health department receives from our county to the money appropriated per capita by Coffee County Commission to their county health department.
- Letter from NEK Environmental Services regarding a wastewater Permit to Construct and Operate a Private Wastewater Disposal System being voided as there has been no progress toward building a new wastewater system having been made by a resident in the county.
- Invitation to save the date of October 4-6th for the annual Kansas Solid Waste Management Conference and Operator Training.
- Purchase order in the amount of \$3,820.00 to Computer Doctors for the Attorney’s office.
- Payroll changes.
- Abstract bids for the tax sale.
- Northeast Kansas Area Agency on Aging budget request of \$2,102.00.
- A letter from Hoyt Fireboard requesting monetary donation for the July festival.

The bids were opened for the abstract bid request for the county tax sale:

- Title Abstract Company – Dennis White
 - \$145 per track
- Alpha Title
 - \$90 per track
- Kansas Secured Title
 - \$100 per track

A motion was made by Ladner and seconded by Elmer to accept the low bid of \$90/track for the upcoming county tax sale. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.

KANZA Mental Health and Guidance Center CEO David Elsbury and KANZA Mental Health and Guidance Center Board President Bob Wayman met with the Commission to discuss current budget cuts on behalf of the state for KANZA. He also requested information on whether the Commission had had a chance to look over the proposed contracts for billing responsibility for the fees of the grant writing and administrative process and Moser Building renovations between the County and KANZA. The Commission stated they had not yet received word from their County Attorney on her legal opinion on the subject. Janet stated she would contact Mr. Elsbury when County Attorney Shawna Miller gave them the revised document that better described and directs the relationship between the county and KANZA for the renovation project.

A motion was made by Elmer and seconded by Ladner to donate the Holton FFA Chapter \$25 for their National Conservation Foundation. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.

David Mills from Kansas Audio Video met with the Commission to discuss picking color options for the sound-absorbing foam panels that will be on the walls of the first floor meeting room. The Commission left to view the room at 3:05. The Commission returned at 3:25.

Laura Golden and Beth Nelson from Developmental Services of Jackson County met with the Commission to discuss the possibility of starting a contract service with the consumers of the developmental service. Beth stated they have several high-functioning individuals who would be able to receive recyclable materials from a resident's vehicle and be able to sort the materials into the appropriate piles and bins. It would be simply a contract for services where the county would pay DSJC directly and would not be responsible for providing any benefits to the individuals working under such services. The Commission stated they were in favor of looking into such a contract and would be looking into this coming year's budget to see where they could offer a contractual agreement to DSJC for such services.

A motion was made by Elmer and seconded by Ladner to approve the minutes of June 6th, 2016 as amended.

Motion carried 3/0.

Signed the following payroll change notices:

Department	Name	From	To	Reason	Date / /
Jail	Travis Spiker	17.14	18.28	Promotion to cpl	06/9/16
Attorney Sheriff	Sarah Sweet Tyler Caudle	0.00 16.84	7.25 17.47	Hired Reinstated to full time	6/6/16 6/1/16
Sheriff	Tyler Caudle	17.47	18.94	Promotion/reh ired full time as sergeant	6/1/16

Signed the following Purchase Orders:

Department	PO #	To	For	Amount
Attorney	6518	The Computer Doctors	2 computers, 2 monitors, 1 server computer, 2 gigabit switches, wiring, labor	\$3,820.00

The meeting adjourned at 4:30 p.m. The next Commission meeting will be Wednesday the 15th at 9:00 a.m.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District

Minutes of June 15, 2016

The Board of County Commissioners met in regular session on Wednesday, June 15, 2016 at 9 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

Appraiser Jason Claycamp met with the Commission to discuss the transfer and certification of appraisal rolls for oil and gas lease valuations. They were accepted by the Commission. County Clerk Kathy Mick signed the leases.

The Commission viewed bills and payroll.

Commissioners Ladner and Elmer left the Chambers to view the new Road and Bridge shop.

Jackson County resident Bill Wells visited the Commission to discuss 134th road east of highway 75.

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 10 minutes at 11:40. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 11:50. No decision was made.

Recessed for lunch at 11:51. Reconvened at 1:15.

A motion was made by Elmer and seconded by Ladner to go into executive session to conduct a job interview for a period of 20 minutes at 1:18. County Clerk Kathy Mick was also present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 1:35. No decision was made.

A motion was made by Ladner and seconded by Elmer to go into executive session to discuss personnel for a period of 30 minutes at 1:44. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.

Signed the following payroll change notices:

Department	Name	From	To	Reason	Date / /
Attorney	Korey Sawyer	13.84	14.36	Intro period complete	06/14/16

The meeting adjourned at 4:30 p.m. The next Commission meeting will be Monday, June 20th, 2016.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Janet Zwonitzer, 2nd District

William Elmer, 3rd District

Attest:

Kathy Mick
Jackson County Clerk



Minutes of June 20, 2016

The Board of County Commissioners met in regular session on Monday, June 20, 2016 at 9 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 5 minutes at 9:00. County Clerk Kathy Mick was present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Extended 5 minutes. The meeting reopened at 9:10. No decision was made.

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

- Fuel Bids
 - Jackson Farmers
 - \$15,560.00
 - Knotty Pine
 - \$15,428.00
 - Haag Oil
 - \$15,420.00
 - ***A motion was made by Ladner and seconded by Elmer to accept the low bid from Haag Oil for fuel for \$15,420.00. Chairwoman Zwonitzer called for a vote. Motion carried 2/1. Zwonitzer opposed.***
- Handed out the call-log of requests.
- The Commission requested that the directors speak to Terry about a tube situation at 134th and N.
- Eric and the Commission discussed a company out of Topeka that could provide steel for the new shop addition.
- ***A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 5 minutes at 9:37. Directors Eric and Earl and County Clerk Kathy Mick was present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Extended 5 minutes.***

A motion was made by Elmer and seconded by Ladner to donate \$500 to Hoyt Rural Fire District #3 for their Hoyt City Park Fourth of July. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. This donation would be paid out of the Parks and Recreation fund.

A motion was made by Ladner and seconded by Elmer to donate \$8,000 to the Banner Creek Science Center out of the Economic Development Fund. A portion of the donation will be used for the Sheriff's Kids Camp this summer. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.

The Commission and County Clerk Kathy Mick reviewed the Kansas Department of Labor's New FLSA Rule which updates the salary and compensation levels needed for Executive, Administrative and Professional workers to be exempt. Beginning on December 1st, 2016 the FLSA exempt requirement for salary of an employee will be \$913.00 a week. Currently, the county employs 4 FLSA exempt employees.

Co-Director Eric Fritz met with the Commission to state he had discussed with Northeast Kansas Environmental Services representative Phillip Dean about the future lagoon of the Road and Bridge shop. To save money, a county employee will obtain required certification on behalf of the county to build the shop lagoon.

Custodian Chad Phillips met with the Commission to discuss the circle driveway on the east side of the courtyard. Chad requested that Special Projects Manager Terry Mick slope the dirt/ground along the curb. This leveling of the ground will begin a proper base for a proposed future project of a sidewalk on the perimeter of the courtyard. Chad requested pouring the three sections of the future sidewalk along the east side of the courtyard while the hill is already shaved and leveled. The Commission stated that they do not have the budget to do so at this time.

A motion was made by Zwonitzer and seconded by Elmer to go into executive session to discuss personnel for a period of 15 minutes at 10:50. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 11:05. No decision was made.

Banner Creek Reservoir Director John Kennedy discussed the following:

- Revenues of the week of June 12th through June 19th were \$5,626.98.
- The Reservoir is rapidly approaching the sale of 500 season passes.
- The blue water hydrants that are used to provide water at campsites throughout the park are passing their life expectancy and are being changed out as they wear out. There are approximately 60 hydrants and to date John has replaced 6.
- The electrical breakers are also at the end of their life expectancy. These breakers cost approximately \$80 each. Each camp site pedestal has two breakers. John plans to budget for these in the upcoming budget year. In the interim the plan is to use funds that were received from the FEMA grant to replace the breakers.
- The Fishing Derby held last Saturday went very well with over 20 kids in attendance. Quite a few fish were caught and prizes were awarded for the biggest fish, smallest fish, most fish caught and most overall length of fish caught. The good news is thanks to the generosity of the Sheriff's Department, every participant went home with a new fishing pole. John would also like to thank the local chapter of Quail Forever for volunteering to help with the Derby and providing lunch. Plans are already being made to expand and grow the event for next year.
- July Jubilee will be on Saturday, July 2nd.

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

Jennifer Shaw, President of the Board of Directors of the Holton/Jackson County Chamber of Commerce, and Shannon Schmille, event planner for the Chamber of Commerce, met with the Commission to update them on what the Chamber has been up to, how they stand financially and what events they plan to continue or discontinue. They also wanted to discuss the future resignation of Beth McManigal, the Chamber's Administrative Assistant. Several of the 2016 events in Jackson County have gone well. They plan to have the fireworks display at Banner Creek Reservoir on July 2nd. They will be asking for a free will donation with gates open at 3:00 p.m. On July 9th, a movie night will be held at the courthouse. They are showing "Nanny McPhee." The Holton Fire Department will be setting up a few fun activities for the kids prior to the movie starting from 6:00 – 8:00. Fire truck rides around the square will also be available. Wal-Mart has donated hot dogs for the meal and they are currently finding a group of individuals what would be willing to cook the meal. The new Chamber of Commerce website should be ready this week. This new website will be very user-friendly and provide many options for users looking to look up information about Jackson County. Ultimately, the Chamber requested \$10,000 for financial and administrative support for the budget year 2017.

Commissioner Zwonitzer left the Chambers at 2:20.

A motion was made by Ladner and seconded by Elmer to go into executive session to conduct an interview for a period of 15 minutes at 2:30. Commissioner Elmer called for a vote. Motion carried 2/0. The meeting reopened at 2:42. No decision was made.

A motion was made by Elmer and seconded by Ladner to approve the minutes of June 13th, 2016 as amended.

Motion carried 2/0.

A motion was made by Elmer and seconded by Ladner to approve the minutes of June 15th, 2016 as written.

Motion carried 2/0.

The meeting adjourned at 4:00 p.m. The next Commission meeting will be Friday, June 24th at 9:00 a.m.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District



Minutes of June 24, 2016

The Board of County Commissioners met in regular session on Friday, June 24, 2016 at 9 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss applications for county counselor/matters of personnel for a period of 20 minutes at 9:29. County Clerk Kathy Mick was present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.

A motion was made by Ladner and seconded by Elmer to sign the agreement for reimbursement of grant administration fees with KANZA Mental Health and Guidance Center of Hiawatha.

A motion was made by Ladner and seconded by Elmer to appoint Governmental Assistance Services as the grant administration service contingent upon KANZA being awarded the block grant. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.

A motion was made by Ladner and seconded by Elmer to go into executive session to conduct an interview for a period of 60 minutes at 9:58. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 10:45. No decision was made.

Landfill Director Dan Robinson met with the Commission to discuss signing a letter to Jeff Walker, Environmental Specialist of the State of Kansas stating that Dan will be resigning as chairman of the Jackson County Solid Waste Committee.

A motion was made by Elmer and seconded by Ladner to enter into executive session to conduct an interview for 45 minutes at 11:00. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 11:45. No decision was made.

Recessed for lunch at 12:02. Reconvened at 1:15.

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 15 minutes at 1:16. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 1:19. No decision was made.

A motion was made by Ladner and seconded by Elmer to go into executive session to discuss personnel for a period of 10 minutes at 1:21. Appraiser Jason Claycamp was present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 1:31. No decision was made.

Road and Bridge Co-Director Eric Fritz and Shop Manager Bryson Bain met with the Commission to discuss:

- New iron for 50x60 building
 - Has requested bids from 5 different companies for the building and erecting of a steel frame.
 - Received only one bid :
 - All-Steel Building Systems, LLC.
 - For steel frame, insulation, and sheeting he bid \$15,442.00
 - Steel only - \$9,211.00
 - Insulation only - \$2,907.00
 - Sheeting only - \$3,324.00
- Requested the directors to look into purchasing millings to lay on the loose, dry rock and dirt on the main drive at the Road and Bridge shop to cut the dust down.

A motion was made by Elmer and seconded by Ladner to go into executive session to conduct an interview for a period of 45 minutes at 2:00. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 2:45. No decision was made.

A motion was made by Ladner and seconded by Elmer to go into executive session to discuss personnel for a period of 10 minutes at 2:51. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting extended 5 minutes. The meeting reopened at 3:03. The Commission offered the County Counselor position to J. Richard Lake and he accepted.

The meeting adjourned at 3:30 p.m. The next Commission meeting will be Monday, June 27th, 2016.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District



Minutes of June 27, 2016

The Board of County Commissioners met in regular session on Monday, June 27, 2016 at 9 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 10 minutes at 9:06. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 9:16. No decision was made.

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

- Quote from city for moving power line over or burying it
 - Total cost for underground with trenching - \$4,790.80
 - Total cost for underground without trenching - \$3,338.80
 - Total cost for overhead - \$2,974.20
- Entrance tubes to put in
 - 95th and S rd
 - 214th and R.6 rd

Judge Norbert Marek and District Court Clerk Colleen Reamer met with the Commission to discuss the telecommunications system currently in use for the court. He proposed a purchase of a new system which comes with new equipment. The new equipment would include a larger television and a widespread area reaching camera above it. They requested a bid from the company that placed the system at Wabaunsee County. There were two prices bid. System 1 is the ClearOne Pro 600, a deluxe system built in 4-way multiple sites bridge, that includes microphones in the courtroom that can be hooked up for \$8,032.00. System 2 is a basic ClearOne Pro 300, single site to site system, which comes with a single conference microphone for \$4,432.00. Both systems would come with a 40" LED Color flat panel, 10x pan/tilt/zoom camera, and height adjustable heavy duty cart. The Commission agreed to the purchase. The system would be purchased with the Clerk of the Court's funds.

Emergency Management Director Pat Korte met with the Commission to discuss her Emergency Management Performance Grant funds. She requested Janet's signature on the grant application that Pat submits annually to the state. **C2016-26.**

Pat also stated that she is working on a HAZMAT training exercise with the hospital and Banner Creek Reservoir to implement a county-wide plan.

Pat has also worked on an active shooter policy which would be an addendum to our current emergency action plan.

Road and Bridge Co-Director Eric Fritz, Shop Manager Bryson Bain, and inventory clerk Jeanie Elder met with the Commission to discuss how to connect the inventory process with the finance/budget process. It was discussed that the inventory clerk would run an excel system which would give her an adequate idea of the items she has purchased and funding left in the line items for future purchases.

The Commission discussed with Director Eric Fritz that they would prefer that the city bury the north portion of the electric lines for safety reasons.

A motion was made by Ladner and seconded by Elmer to enter into executive session for matters of personnel for 10 minutes at 11:11. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Extended 5 minutes. Extended 5 minutes. The meeting reopened at 11:36.

Mr. Mike Ford, on behalf of the Banner Creek Observatory and Science Center, is requesting that the Commission allow the center to cut a tree down which is restricting the center's view to the southeast of their telescope. They told Mr. Ford to proceed with finding a company or individual that will cut the tree down. Banner Creek Reservoir John Kennedy stated he would take a look at the tree to see if he would be able to cut it down for them.

Banner Creek Reservoir Director John Kennedy discussed the following:

- Revenues for the week were \$7,788.00.
- John has received two quotes for the construction of a building to be located at the entry to the park on the north side of BCR. The 8' X 8' structure will include a walkthrough door on the north side, a window opposite the entry on the south side and a service window located on the west side. This sliding window will include shelves on the inside and outside where information and payment can be received. The price quote includes delivery and setup.
 - Cedar Hollow Buildings - \$1,825.00.
 - Backyard Storage Buildings - \$2,462.00.
- John is recommending the low bid in the amount of \$1,825.00 from Cedar Hollow Buildings.
 - Only two quotes were received by local vendors due to the fact that this is a custom building.
 - ***A motion was made by Ladner and seconded by Elmer to accept the low bid from Cedar Hollow Buildings in the amount of \$1,825.00 for a kiosk for the north side entry of Banner Creek Reservoir. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The funding will come from BCR capital expenditures.***
- John would like to purchase an additional 12 picnic tables and an additional 20 fire rings to be placed on the north and south sides of BCR. This is a continuation of the program to replace and upgrade site amenities at BCR. Estimated cost for the fire rings is \$3,000 and estimated cost for the picnic tables is \$3,500.00. This price includes delivery. Funding for this project is proposed to be budgeted from the capital expenditure fund. The Commission told John to proceed with the bid process for these items.

- ***A motion was made by Ladner and seconded by Elmer to go into executive session to discuss personnel for a period of 15 minutes at 11:46. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 12:01. No decision was made.***

The Commission offered the Noxious Weed/Recycling/Landfill/Household Hazardous Waste Director position to **Mixie Schafer** and she has **accepted**.

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

Bridge and Special Projects Manager Terry Mick met with the Commission to discuss his opinion on the washout at 142nd and D.3. Mick stated that he would rather build a 30 foot bridge because the size of the tubes needed to sufficiently solve the current size of the washed out area would cost as much as the placement of a new bridge. He stated whereas this area is located on an FAS route, the county would be better off building a 30 foot bridge, to ultimately fix any issues that are associated with washed out tubes. The Commission requested that Terry proceed with the plans to build the bridge.

County Counselor Dick Lake met with the Commission to discuss:

- Tax abatements for real property relief after the property has obtained substantial damage.
- ***A motion was made by Elmer and seconded by Ladner to go into executive session to discuss client/attorney privileges for a period of 15 minutes at 1:25. County Clerk Kathy Mick and County Counselor Dick Lake was present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***

Julie Keehn from Rhino Fitness met with the Commission to discuss offering discounted gym membership rates for full-time and part-time county employees a \$25 monthly fee for a 24 hour membership. County employees may also add dependents to the membership for an additional \$7/per month/per person. Julie requested any ideas that the Commission might have when considering what they think Jackson County residents may need as far as exercise and nutrition. She has already considered an after school nutritional program for kids. The Commission commended her support of healthy living for children and stated they would like to see such a program for kids in Jackson County.

The Commission discussed David Elsbury's term expiring as the General Representative of the Jackson County Board of County Commissioners on the Juvenile Corrections Advisory Board for the 2nd Judicial District. Juvenile Justice Authority Director Brooke Smith has requested that the Commission make a decision on whether or not to reappoint Mr. Elsbury to the board.

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 15 minutes at 3:06. County Clerk Kathy Mick was present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Extended 5 minutes. The meeting reopened at 3:26. No decision was made.

A motion was made by Ladner and seconded by Elmer to go into executive session to discuss personnel for a period of 10 minutes at 3:35. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting extended 5 minutes. Extended five minutes. The meeting reopened at 3:55. No decision was made.

A motion was made by Elmer and seconded by Ladner to approve the minutes of June 20th, 2016 as amended.

Motion carried 3/0.

A motion was made by Elmer and seconded by Ladner to approve the minutes of June 24th, 2016 as read.

Motion carried 3/0.

A motion was made by Elmer and seconded by Ladner to appoint Lisa Hyten to Youth Services Second Judicial District Board as the Jackson County Commission representative for appointment.

Chairwoman Zwonitzer called for a vote. Motion carried 3/0.

Signed the following payroll change notices:

Department	Name	From	To	Reason	Date / /
Sheriff	Todd Hurt	0.00	17.14	Court security	6/25/16

The meeting adjourned at 4:30 p.m. The next Commission meeting will be Thursday, June 30th, 2016.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District

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Minutes of June 30, 2016

The Board of County Commissioners met in regular session on Thursday, June 30, 2016 at 9 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 15 minutes at 9:09. Mixie Schafer was present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Extended 10 minutes. The meeting reopened at 9:36. No decision was made.

The Commission discussed the 2014 audit.

Bridge Manager Terry Mick discussed the following:

- Unbudgeted bridge – 142nd and D.3. This bridge is located on an FAS route and it is imperative that it is fixed soon.

The Commission reviewed at payroll and bills.

Road and Bridge Co-Directors Eric Fritz and Earl Bahret met with the Commission. **A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 15 minutes at 11:22. Eric and earl was present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.**

Signed the following payroll change notices:

Department	Name	From	To	Reason	Date / /
Noxious Weed	Daniel Robinson	19.18	0.00	Resignation	06/30/16
Noxious Weed	Mixie Schafer	14.36	19.18	Promotion – Director	06/30/16
Sheriff	Cassandra Wohlin		0.00	Resignation	06/30/16
Sheriff	Mark Wohlin		0.00	Resignation	06/30/16

Signed the following Purchase Orders:

Department	PO #	To	For	Amount
Road and Bridge	6380	Husker Steel	Steel beam bridge with concrete deck 26'-6" x 30' bridge	63,898.00

The meeting adjourned at 4:30 p.m. The next Commission meeting will be Tuesday, July 5th, 2016.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District

Minutes of July 5, 2016

The Board of County Commissioners met in regular session on Tuesday, July 5, 2016 at 9 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

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

- Earl questioned whether the Commission had decided to allow the purchase the millings for the Road and Bridge parking lot. Earl stated an approximate 2,500 tons would cost the county \$33,875.00 or \$13.55/ton delivered. The Commission agreed to the purchase of millings for the Road and Bridge driveway area.
- 214th road hasn't had any road rock put down lately and has several rock ledges sticking out. Earl stated it was bladed last week.
- Should begin to chip next week, weather permitting.
- Received an email from FEMA citing future, specific guidelines for the reimbursement of funds for natural disaster areas affected in the county. The guidelines are much more restricting.
- Road and Bridge employee Scott Hewitt met with the Commission.
- ***A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 15 minutes at 9:30. Road and Bridge Co-Directors Eric Fritz and Earl Bahret, Road and Bridge employee Scott Hewitt and County Clerk Kathy Mick were present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Extended 10 minutes. The meeting reopened at 9:56. No decision was made.***

A motion was made by Zwonitzer and seconded by Elmer to appoint Commissioner Ladner as voting delegate for the Kansas Association of Counties board. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. A motion was made by Zwonitzer and seconded by Ladner to appoint Commissioner Elmer as first alternate to the Kansas Association of Counties board. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.

The Commission reviewed:

- Letter from KDOT regarding their receipt of the petition the city and county with a request for the lowering of the speed limit on 75 highway north of Holton to the Road and Bridge office to 45 mph.
- KDHE letter serving as the permit renewal for the period of July 1st, 2016 to July 1st, 2017 for the transfer station; Construction/Demolition site.

Noxious Weed/HHW/Recycling/Landfill Director Dan Robinson wishes the best for the County Commission. This will be his last week with Jackson County.

Banner Creek Reservoir Director John Kennedy discussed the following:

- Revenue for the week of June 26th through July 2nd was \$47,382.00.
- John has received the reimbursement for the new docks in the amount of \$40,000 from the State of Kansas. John would like to discuss possible options for this revenue. John is requesting using the reimbursement funds for a purchase of a cabin. The Commission inquired whether John had considered a structure like the ones currently sitting at Trails Café. John stated he is under the impression that the visitors of Banner Creek Reservoir are more interested in actual cabin-type structures for families. No decision on cabins were made.
- The lake is within one inch of being considered “full pool.”
- John has begun working on the 2017 budget.
- A request to go into executive session in order to discuss personnel matters for 10 minutes.
- John stated he would be driving to Nebraska tomorrow to pick up his camper.
- ***A motion was made by Ladner and seconded by Elmer to go into executive session to discuss personnel for a period of 5 minutes at 11:50. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***

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

Scott Misenhelter of 214th road met with the Commission to discuss the current condition of the road. He was under the impression that funds were set aside for 214th road to chip and seal. Chairwoman Zwonitzer stated that this road had been placed on the list of roads to be rebuilt two years ago. Currently, the Commission is only maintaining chip and seal this year. Scott was under the impression that 214 will be upgraded. The Commission explained that due to the state imposed tax lid, all projects that were previously planned for will now need to be reviewed and under scrutiny. Scott stated he believed the Commission made a wise decision purchasing the Road and Bridge shop on the highway. He was appreciative of the Commission’s objective to save the county money.

Road and Bridge Co-Director Eric Fritz met with the Commission to discuss:

- A down payment for the steel for the frame of the tire shop addition.

A motion was made by Ladner and seconded by Elmer to approve the minutes of June 27th, 2016 as read. Motion carried 3/0.

A motion was made by Ladner and seconded by Elmer to approve the minutes of June 30th, 2016 as read. Motion carried 3/0.

Signed the following Occupy County Right of Way petitions:

Company	To	Sec/Twp/Rng	Address	Date
RWD No 3	Trench road for 1 in service	22 SW/7S/15E	25261 Q.4 rd	July 5 th , 2016

RWD No 1	Bore under the road to the W. Tying in on the west side of the road. Going east.	34/8s/15e	142 and Q	July 5 th , 2016
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Signed the following payroll change notices:

Department	Name	From	To	Reason	Date / /
Jail	Derek Tuck	0.00	14.13	Hired	06/27/16

The meeting adjourned at 4:30 p.m. The next Commission meeting will be July 11th, 2016.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District



Minutes of July 11, 2016

The Board of County Commissioners met in regular session on Monday, July 11, 2016 at 9 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

Recycling Director Mixie Schafer discussed the following:

- The old baler has been removed. The new baler is scheduled to arrive on Wednesday, the 13th. The electrical work has already been done for the new baler. Mixie stated a special forklift had to be rented to lift the baler and place it in the recycling building.

Commissioner Ladner discussed:

- A concerned citizen called him inquiring about whether the zoning commission rejected a request for a county citizen to change the zoning code of their land to one that would allow him to have a dog kennel. It was stated that the rejection for the change was handed down two months ago. It was reported that the dogs have not yet been moved. Appraiser Jason Claycamp met with the Commission to discuss the rezoning rejection of the dog kennel on M road. Jason stated the

individual living on the premises is having difficulty finding a place to move them. Jason stated he believed the zoning board gave them 3-4 months to remove the dogs from the premises.

County Clerk Kathy Mick met with the Commission to discuss:

- Notice of acceptance of the bridge at 195th and U
- KAC legislative alert.
- County Counselor Dick Lake approved the wording of the letter to the auditor on behalf of the county.
- HB 280 went into effect July 1st, 2016. This law would allow the county to take personal and commercial property money, if delinquent, for any person or entity that does a service for the county in lieu of payment.

Brenda Adkins of Rural Water District #3 met with the Commission to discuss a bid on the placement of a rural water system at the new Road and Bridge office. The building currently runs on well water. She gave the Commission a water permit application. She also gave the Commission a cost estimate to run a line to the new office. The preliminary estimate of costs total to \$32,375.00. The Commission did not make a decision.

Custodian Chad Phillips met with the Commission. They viewed the jury room and then the first floor community room.

Banner Creek Reservoir Director John Kennedy discussed the following:

- Revenue for the week of July 3rd through July 9th was \$5,992.00.
 - Boat revenue was \$768.00.
- The fireworks display went off without any problems. Total amount of funds spent for this year's show was \$5,700.00. Revenues collected at the gate have not been determined as of this morning. BCR staff collected revenue at the gate on the south side for the Chamber due to a shortage of volunteers from the Chamber.
- John is requesting Thursday and Friday July 14th and 15th off to complete his move to the reservoir.

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

Roy Calhoun met with the Commission to discuss:

- Is unhappy with the grading of his road. He didn't believe that the grader was leaving the right amount of rock along the edges of the road.

The Commission left the Chambers to view the bridge at 195th and U, the Road and Bridge shop and then Denison to view the chip and seal work done in front of the post office.

A motion was made by Elmer and seconded by Ladner to approve the minutes of July 5th, 2016 as amended.

Motion carried 3/0.

Signed the following payroll change notices:

Department	Name	From	To	Reason	Date / /
County Counselor	Shawna Miller	12,000 annual	0.00	Resignation as county counselor	07/1/16
Sr. Center	Mary Jo Fernkopf	0.00	12.51	Temporary part-time	7/11/16
Counselor	J. Richard Lake	0.00	12,000 annual	Hired as county counselor	7/11/16
PT/WB JIAS	Casey Janel Swartz	0.00	15.70	Hired	7/11/16
Jail	Kristopher Pope	14.85	15.13	Length of service	7/11/16
Sheriff	Bryson Wheeler	19.68	0.00	Resignation	7/11/16
Sheriff	Eli Norris	0.00	17.14	Hired	7/11/16
Jail	Misty Herbster	0.00	14.13	Hired	7/11/16

The meeting adjourned at 4:30 p.m. The next Commission meeting will be Tuesday, July 12th, 2016.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District

Minutes of July 12, 2016

The Board of County Commissioners met in regular session on Tuesday, July 12, 2016 at 9 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Deputy Kasie Robbins recorded the minutes.

Sheriff Tim Morse met with the Commission to discuss personnel. **A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 15 minutes at 9:28. Sheriff Tim Morse was present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Extended 15 minutes. Extended 15 minutes. Extended 10 minutes. Extended 15 minutes. The meeting reopened at 10:25. No decision was made.**

The Commission viewed last year's budget in preparation for formulating the 2017 budget.

Head Custodian Chad Phillips met with the Commission to discuss the courthouse circle drive renovation.

Charlie Rickel met with the Commission to discuss the rains affecting his septic tank last year at the end of June or first of July. He received a letter from NEKES regarding the proper functioning of the tank. The Commission stated they would look into it.

Emergency Management Director Pat Korte met with the Commission briefly to discuss the workers compensation for the county firemen.

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

Commissioner Elmer left for the day due to illness.

The Commission visited the Sheriff's office to bid Sheriff's Deputy Bryson Wheeler farewell and best wishes from the County.

Signed the following payroll change notices:

Department	Name	From	To	Reason	Date / /
Sheriff's Dept.	Al Dunn	19.68	0.00	Last day on payroll	07/11/16

The meeting adjourned at 2:20 p.m. The next Commission meeting will be Friday, July 15th, 2016.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District



Minutes of July 15, 2016

The Board of County Commissioners met in regular session on Friday, July 15, 2016 at 9:30 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

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

- Bill said someone dropped a piece of equipment on the new chip and seal at Delia which tore it up a bit.
- Complaint at 98th and V about the roads being muddy.

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 5 minutes at 9:50. Eric and Kathy were present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Extended 5 minutes. The meeting reopened at 10:00. No decision was made.

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 10 minutes at 10:10. Bryson Bain and Eric Fritz were present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Extended 15 minutes. Bain and Fritz left the executive session. Extended 15 minutes. Extended 15 minutes. County Counselor Dick Lake entered the executive session. Extended 15 minutes. The meeting reopened at 11:15. No decision was made.

The meeting adjourned at 12:00 p.m. The next Commission meeting will be Monday, July 18th, 2016.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District



Minutes of July 18, 2016

The Board of County Commissioners met in regular session on Monday, July 18, 2016 at 9 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

Recycling Director Mixie Schafer discussed the following:

- The new recycling baler has been put in.
- Mixie has received her Restricted Use license which allows her employees to spray under her jurisdiction/umbrella.

County Clerk Kathy Mick discussed:

- Received correspondence from David Elsbury stating that he is waiting for a KANZA board to accept the proposed agreement between the County and KANZA concerning the appropriation and the reimbursement of funds by KANZA for payment of fees to Governmental Assistance Services.
- Received correspondence from the Potawatomi Tribe stating their approval of the closing of F and 182nd.
- County Counselor Dick Lake writing a letter concerning the new law, HB 280, that now includes real estate taxes in reference to county contractors. It is stated within the law that the County may now withhold delinquent real estate taxes from total payment to contractors of the County.

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 30 minutes at 9:23. County Clerk Kathy Mick was present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 9:53. No decision was made.

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss client/attorney privileges for a period of 10 minutes at 10:06. County Counselor Dick Lake and County Clerk Kathy Mick were present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Extended 10 minutes. The meeting reopened at 10:26. A decision was made to have Shop Foreman Bryson Bain come back to work on Light Duty. It was instructed that Bryson would need to sign a declaration stating he would abide by the restrictions placed on him by the doctor handling his worker's compensation injury which he incurred on March 15th, 2016.

Received a return call from Bud Cowan. A motion was made by Elmer and Ladner to go into executive session to discuss personnel with the county's KCAMP Attorney Assist at 10:26 for a period of ten minutes. County Clerk Kathy Mick was present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Extended 10 minutes. The meeting reopened at 10:46.

Shop Foreman Bryson Bain met with the Commission to sign a declaration that Bryson will remain working on "light duty" per the stipulations of the worker's compensation guidelines. It was also signed by the Commission, allowing Bryson to work under "light duty" conditions imposed by his doctor.

Banner Creek Reservoir Director John Kennedy discussed the following:

- Revenue for the week of July 10th through July 16th were \$4,248.00. Boat house revenue is \$568.00
- The new entry building for the north side entrance has arrived. The structure will be set this week with a new electrical line installed to the building. This will allow for the building to be operational. Additional work includes the reinstallation of the self-pay box, interior insulation and finishings, and landscape.
- John will pour the final concrete walks and do the design for the parking area for this facility this week. Completion of the retaining wall and landscape are scheduled for the following week. Pricing quotes for replacement paddles have been received. John is still exploring options for the replacement paddle boats.
- John is currently fishing up the proposed BCR 2017 budget. The line item budget is completed. The proposed capital project and equipment budget is waiting on two quotations from vendors. It is expected that these numbers will be available today or tomorrow.

Recessed for lunch at 12:03. Reconvened at 1:00.

The Commission discussed the proposed 2017 budget in detail with County Clerk Kathy Mick.

Emergency Management Pat Korte met with the Commission to discuss worker's compensation for the Jackson County Fire Departments.

A motion was made by Elmer and seconded by Ladner to approve the minutes of July 11th, 2016 as amended.

Motion carried 3/0.

A motion was made by Ladner and seconded by Elmer to approve the minutes of July 12th and 15th as read.

Motion carried 3/0.

Signed the following payroll change notices:

Department	Name	From	To	Reason	Date / /
Jail	William Wilson			Resignation	7/21/16

The meeting adjourned at 4:30 p.m. The next Commission meeting will be July

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District



Minutes of July 19, 2016

The Board of County Commissioners met in regular session on Tuesday, July 19, 2016 at 1:30 p.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

The Commission discussed and worked on the 2017 County Budget.

The meeting adjourned at 4:30 p.m. The next Commission meeting will be Monday, July 25th, 2016.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District



Minutes of July 25, 2016

The Board of County Commissioners met in regular session on Monday, July 25, 2016 at 9 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

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

- Will be starting the rebuild on 214th rd. Earl stated they are still in the process of trying to get some pedestals moved to begin the rebuilding process.
- There are now spill plans for the shop and the bridge yard. This plan covers the fuel tanks and includes any spills within the shop. The plans will be located at the road and bridge office and the shop on the highway.

Michael Bednar met with the Commission. ***A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 10 minutes at 9:40. Co-Directors Earl Bahret and Eric Fritz and County Clerk Kathy Mick were present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 9:50. No decision was made.***

The Commission held a department head meeting in the Community Room. Those present were: Commissioner Bill Elmer, Chairwoman Janet Zwonitzer, Commissioner Rob Ladner, Sheriff Tim Morse, Undersheriff Darrell Chapman, Road and Bridge Co-Directors Eric Fritz and Earl Bahret, Noxious Weed Director Mixie Schafer, Senior Citizens Director Amanda Spalding, Emergency Management Director Pat Korte, Head Custodian Chad Phillips, County Clerk Kathy Mick, Treasurer Linda Gerhardt, Register of Deeds Tammy Moulden, Appraiser Jason Claycamp, Banner Creek Reservoir Director John Kennedy and Youth Services Director Brooke Smith.

The main discussion was over the county's shared leave policy. The county's attorney assist with KCAMP discussed with the Commission about the dangers of the shared leave program. He stated there was a high probability that a discrimination claim could be brought against the county by means of the shared leave program and the implications that can stem from it. There was discussion that the most recent shared leave committee did extensive research on the individual employee and would then make the decision based on their research which included talking to the employee's supervisor and finding out whether the employee was abusing the shared leave policy. It was discussed to eliminate shared leave and discussion was begun about the possibility of extending the employee's insurance benefits for a specified amount of time so that they are not stuck with the burden of paying their insurance while they are without pay. It was a consensus of the group that the county would discontinue shared leave and that no extension of insurance benefits would be granted.

Sally Jo Alley met with the Commission to discuss the probability of an increase in benefits by means of insurance premiums and payments. July 1st, the county's share went up. January 1st, 2017 the employee's share will increase in regard to insurance premiums.

County Clerk Kathy Mick discussed the tax lid imposed on the county by the state and how it is currently restraining the county from making the best decisions, budget-wise. The tax-lid will impose very nearly impossible restrictions on the county clerk's office in which the county will be forced to spend more money to have elections so that the citizens may vote yes or no to a tax increase that would raise more money than the current Consumer Price Index. Currently, the consumer price index would only allow the county to gain roughly \$9,000 in the budget which would actually be a \$107,498 budget cut. Without

adequate funding, the county's services will have to be reduced and/or cut back in order to function on bare bones, which is not in the best interest of county citizens.

Banner Creek Reservoir Director John Kennedy discussed the following:

- Revenues for the week was \$3,285.00
- Entry building is set. He will run the electrical to it.
- Kids' Mud Run is this weekend. He stated that 45 kids have already signed up. John is expecting over 50 children to be in attendance. The age group is for seven years and up. The parents are encouraged to sign up with their kids. It runs from 9:00 a.m. - 12:00 p.m.

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

Roy Calhoun stopped by the Commission's Chambers to thank them for having his road issues fixed.

Appraiser Jason Claycamp met with the Commission to discuss sending a letter to the citizens who were rejected a zoning change to have a dog kennel on their property. The letter gave the citizens 60 days to remove the dogs from the property or further action will be taken.

The Commission left the chambers at 1:13 to view Dean Boyer's property at 16900 R rd. They returned at 2:00.

A motion was made by Elmer and seconded by Ladner to approve the minutes of July 19th, 2016 as read. Motion carried 3/0.

Head Custodian Chad Phillips met with the Commission to discuss his plan to bring the Commission a budgeting proposal.

Road and Bridge Co-Directors Earl Bahret and Eric Fritz met with the Commission and County Clerk Kathy Mick to discuss proposed budgeting for the Road and Bridge department.

Youth Services Director Brooke Smith met with the Commission to sign off for the end of her fiscal year.

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 15 minutes at 4:16. County Clerk Kathy Mick was present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Extended 10 minutes. Extended 10 minutes. The meeting reopened at 3:51. A unanimous decision was made to eliminate the shared leave policy for the county.

A motion was made by Elmer and seconded by Ladner to approve the minutes of July 18th, 2016 as read. Motion carried 3/0.

A motion was made by Elmer and seconded by Ladner to eliminate the shared leave program in the policy manual. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.

Signed the following Occupy County Right of Way petitions:

Company	To	Sec/Twp/Rng	Address	Date
RWD #3	Open cut 234 to put in new 8 in main	32/7s/15e	25261 Q4	07/25/16
RWD #3	Bore new 4 in main with 8 in casing	14/7s/14e	25261 Q4	7/25/16
RWD #3	Bore 3 times with 4 in yellow mine with 8 in	23&24/7s/14E	25261 Q4	7/25/16
RWD #3	Bore 246 th and P with 14 in steel casing	32/6s/15e	25261 Q4	7/25/16

Signed the following payroll change notices:

Department	Name	From	To	Reason	Date / /
Sheriff	Travis Davis	0.00	17.14	Hired	08/08/16
Sheriff	Jackee Kaiser	14.13	0.00	Resigned	07/24/16

The meeting adjourned at 5:00 p.m. The next Commission meeting will be Tuesday, July 26th, 2016.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District

Minutes of July 26, 2016

The Board of County Commissioners met in regular session on Tuesday, July 26, 2016 at 9 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

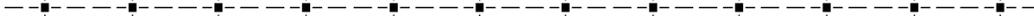
Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District



Minutes of Monday 1st, 2016

The Board of County Commissioners met in regular session on Monday, 1st, 2016 at 8:30 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

The Commission did not open the meeting. The meeting was cancelled in order to attend the funeral services for Mr. Michael Schultz who passed the prior week by a fire truck accident on highway 75. Let it be noted that there were no visitors or phone calls in reference to or with objection to the road closing of F road north of 182nd. See minutes of August 3rd, 2016 concerning the road vacation.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District



Minutes of August 3, 2016

The Board of County Commissioners met in regular session on Wednesday, August 3, 2016 at 9 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

Landfill Director Mixie Schafer discussed the following:

- Announced she has chosen an applicant to fill the open office clerk position. Commissioners approved.
- Selling old pickup from landfill. Does not need to be replaced because there is no need for a pickup, per the landfill operator.
- Need to replace the bucket for the loader at the landfill. Will use the funds from the sale of the pickup at the landfill to supplement the cost of the replacement of the bucket for the loader.

Road and Bridge secretary Nancy Schlodder met with the Commission to present:

- Fuel bids
 - Jackson Farmers - \$14,120.00
 - Haag oil – \$13,728.00
 - ***A motion was made by Ladner and seconded by Elmer to accept the bid from Haag Oil for \$13,728.00. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***
- Salt bids for 150 tons of medium salt for 2016-2017 winter season
 - Central Salt – \$51.04/ton
 - Dale Brothers - \$80.00/ton
 - Cargill – no bid
 - Independent Salt - \$54.45/ton
 - ***A motion was made by Elmer and seconded by Ladner to accept the bid from Central Salt bid for \$51.04/ton. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***

Custodian Chad Phillips visited with the Commission about the driveway project.

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

- Giant is still working on the phones at the shop.
- Discussed a proposal for a bucket replacement for the landfill loader.

Lana Dillner met with the Commission to discuss a request of funding from the Commission for parks and recreation in Hoyt City. She stated that the seesaw at the city park has broken and will not be able to be replaced. She is requesting a total of funding of \$7,000 which would allow the city to purchase an X-Wave2 (seesaw type playground equipment) and a water fountain which could be attached to the bathroom wall. The Commission stated they would discuss it further, in conjunction with the county budget, and let her know.

There was a discussion that there have been community watch meetings presented by the Sheriff's office in several of the communities in Jackson County and there has been a meager turnout. The Commissioners would like to encourage attendance. Commissioners Elmer and Ladner have attended and feel they are excellent presentations.

Banner Creek Reservoir Director John Kennedy discussed the following:

- Revenue for the week of July 24th through July 30th was \$4,192.00.
- The Mini Mud kid's obstacle course race was held this past Saturday at BCR. The event was sponsored by Banner Creek Reservoir and Life Care Fitness Center. Over 70 kids participated along with parents, grandparents, other family members and friends. Everyone had a great time with the giant water slide and climbing wall being the favorites of the (12) twelve obstacles
- John wanted to thank the Road and Bridge Department for bringing out the two large culverts that were used as crawl tubes.
- The Jackson County Sheriff's Camp is this Thursday and Friday, August 4th and 5th. Currently the camp has 220 participants signed up. They will continue to accept sign-ups right up to the day of the camp. This year's camp promises to be bigger and better than ever with more activities and fun things for the kids to do and experience.
- This is the last full week of part time seasonal help. After this week, BCR will be looking for an individual that would be interested in working part time until the weather starts to change. Interested parties can contact the BCR office for more details.

Recessed for lunch at 11:45. Reconvened at 1:00.

Tourism Secretary Anna Wilhelm met with the Commission to discuss the quarterly report from Jackson County Tourism. She gave the Commission a request for Tourism funds by the Holton American Legion Gun Show, Delia Days, Pride of Hoyt Days and the Banner Creek Science Center. She also discussed making the cutoff date for funds requested by December 31st, 2016 for any 2017 events. ***A motion was made by Elmer and seconded by Ladner to award \$500 to the Holton American Legion, \$200 for Delia Days, \$500 for Pride of Hoyt, and \$1,500 for the Banner Creek Science Center. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss real estate for a period of 15 minutes at 1:28. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Extended 10 minutes. The meeting reopened at 1:56. No decision was made.

Road and Bridge Co-Director Earl Bahret met with the Commission to discuss clearing an area of trees in an easement of 214th near R rd.

The Commission viewed the jury room on the third floor.

The Commission worked on budget.

The Commission discussed the requests made by Whiting Fire #7 for board member appointments. ***A motion was made by Ladner and seconded by Elmer to approve John Roles, Brian Bain, and Steven Banaka to fill the three fire board openings to the Whiting Fire #7 Board. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***

A motion was made by Elmer and seconded by Ladner to approve the minutes of July 25th and 26th as amended and 29th as written.

Motion carried 3/0.

Signed the following payroll change notices:

Department	Name	From	To	Reason	Date / /
Noxious Weed	Darlene Selley	0.00	13.84	Hired	08/4/16

The meeting adjourned at 5:30 p.m. The next Commission meeting will be August 8th, 2016.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District

Minutes of August 8, 2016

The Board of County Commissioners met in regular session on Monday, August 08, 2016 at 9 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

Bridge Manager Terry Mick and Shop Foreman Bryson Bain discussed the following:

- Moni El-Aasar from BG Consultants has visited with Terry about starting the replacement project of the bridge on Q.4 on the 29th of August.
- 94th bridge with Shawnee County. The right of ways have been acquired and power poles are moved. Terry thinks that the bridge might be replaced this winter, which would move it up a year from its initial start date.
- Terry stated his crew has put in a 9 foot tube, two 7's and are currently working on placing an 8 foot tube. Terry stated that next month his crew can start on the bridge at 142nd and D.3.
- Bryson Bain stated that there has been development of more roof leaks in shop part of the
 - Patching has been done on skylights.

- ***A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 10 minutes at 9:17. County Clerk Kathy Mick and Bridge and Special Projects Manager Terry Mick were present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 9:24. No decision was made.***

Angie Reith from the Multi-County Health Agency brought the Commission bids to replace the flooring for the health agency building owned by the County. Currently, the floor is quite soft, especially in the bathroom area, and poses as a potential problem for the building if not considered for replacement. The bids included were from:

- Holton Carpet Outlet – Angie stated they will replace flooring and fix the bathroom floor. It also includes a moisture barrier kit and tearing out and preparation - \$12,935.80
- Capital City Flooring – Angie stated they will replace flooring and fix the bathroom floor - \$15,207.50
- Carpet One – will not fix any flooring (bathroom issue) - \$11,292.28. – was immediately rejected because it did not include the reparation of the flooring, which is a key component to the project.
- ***A motion was made by Ladner and seconded by Elmer to accept the bid from Holton Carpet Outlet for \$12,450.08 to address the flooring issue in the Health Department building. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The reparations will be paid out of the County Miscellaneous fund.***

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 15 minutes at 9:45. Sheriff Tim Morse was on the phone. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 10:00. No decision was made.

The 2016 Primary Election Canvass was opened at 10:00.

Judge Marek met with the Commission to discuss his proposal for a small courtroom renovation. The Commission did not make a decision at this time.

The Commission reviewed the election tallying tapes. All of the 19 provisional ballots were counted toward the final tally of the votes cast. The canvass was closed.

Banner Creek Reservoir Director John Kennedy discussed the following:

- Revenue for the week of July 31st through August 6th is \$3,598.00
- In the past years BCR has hosted a Rock-It Fest as a fundraiser for the Banner Creek Science Center. John would like to inquire if there is interest on behalf of the commissioners to host a fall concert at BCR. The Commission did not wish to at this time. Chairwoman Zwonitzer mentioned that the Banner Creek Science Center would not be putting the concert on this fall, but said that discussions have been held with the Chamber about the possibility of holding the concert in conjunction with the July 4th celebration.
- The following are expenditures and revenues to date for the 2016 budget year.

- Expense \$121,441.19
- Revenue \$135,344.00
- Capital fund balance - n/a

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

Custodian Chad Phillips met with the Commission to discuss courthouse circle drive project.

The Commission left the Chambers and recessed to the Court room at 2:00. The Commission returned at 3:51.

Officially signed Resolution No. **2016-13** for the Vacation of F road north of 182nd for 2,640 feet.

The Commission viewed two letters regarding land purchased within the county within the reservation boundaries by the Bureau of Indian Affairs from Willard F. Noland Jr and Hedy M. Noland and Gwendolyn A. Shunatona.

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 15 minutes at 4:04. County Clerk Kathy Mick was present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Extended 15 minutes. The meeting reopened at 4:27. No decision was made.

A motion was made by Ladner and seconded by Elmer to appoint Ron Parrett to the Jackson County Fire District Board #2 in replacement of Frank Gray. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 15 minutes at 4:31. County Clerk Kathy Mick was present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.

A motion was made by Ladner and seconded by Elmer to approve the minutes of August 3, 2016 as amended.

Motion carried 3/0.

Signed the following payroll change notices:

Department	Name	From	To	Reason	Date
Sheriff	Bryson Wheeler	0.00	17.14	Part-time hire	/ / 08/08/16

The meeting adjourned at 4:30 p.m. The next Commission meeting will be Monday, August 15th, 2016.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District



Minutes of August 9, 2016

The Board of County Commissioners met in regular session on Tuesday, August 09, 2016 at 12:32 p.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 30 minutes at 12:35. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Extended 15 minutes. Extended 10 minutes. The meeting reopened at 1:23. No decision was made.

Road and Bridge Co-Directors Eric Fritz and Earl Bahret met with the Commission. ***A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 30 minutes at 1:24. Co-Directors Eric Fritz and Earl Bahret were present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Extended 15 minutes. The meeting reopened at 2:11. No decision was made.***

Sheriff Tim Morse met with the Commission to discuss personnel. ***A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 10 minutes at 2:22. Sheriff Tim Morse was present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Extended 10 minutes. The meeting reopened at 2:44.***

Commissioner Elmer reported on the shop roof. He climbed and inspected to find possible sources of additional roof leaks. The skylights installed are warped and buckling. There also appears to be a few previous repairs that need re-attention. The county will address the past in-house repairs and the contractor will be notified to replace the skylights.

Signed the following Occupy County Right of Way petitions:

Company	To	Sec/Twp/Rng	Address	Date

JACO RWD #3	Bore 250 ft east – new meter	11/8s/15e	25261 Rd	Q4	08/08/16
JACO RWD #3	Bore to old main on rd	34/7s/15e	25261 Rd	Q4	08/08/16
JACO RWD #3	Occupy south side road w/ 2in line	23/8s/16e	25261 Rd	Q4	08/08/16

The meeting adjourned at 4:30 p.m. The next Commission meeting will be August 15th, 2016 at 9:00.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District

Minutes of August 15, 2016

The Board of County Commissioners met in regular session on Monday, August 15, 2016 at 9 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

Bridge and Special Projects Manager Terry Mick met with the Commission. ***A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 15 minutes at 8:57. Terry Mick and County Clerk Kathy Mick were present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Extended 10 minutes. Extended 5 minutes. Extended 10 minutes. The meeting reopened at 9:39. No decision was made.***

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

- Bryson stated that the vehicle lift was delivered last Thursday. The Commission requested to have a third party install the lift.
- Jeannie, the inventory clerk, is still having computer issues at the shop. The county’s IT man will be back this week to ensure that the STARZ road program will be compatible with the windows software on her computer.

- Commissioner Ladner stated he had received a call about a fence viewing from Terrence Hankerson of Soldier. He stated he would like to set up a time with the adjoining landowners to look at the fence and property lines off of 62 highway after these involved are notified.
- Earl stated they are working on 214th road.
- S road needs attention. It has been recently bladed but received substantial rain shortly thereafter.
- Complaint on 134th between T and U of being unable to mow ditches because of ditch being cleared along the roadside and put on back slope.

Recycling Director Mixie Schafer discussed the following:

- Mixie stated that Bryson cut the seam on the hopper on the new baler and added a two by two metal strip. This should solve the problem of the bucket not properly fitting inside the hopper.
- Mixie stated that the small baler will be placed on Purple Wave
- She also stated there was interest in the big baler. The Commission informed her that if there was individual interest in the baler, then the county would have to place a notice in the newspaper to receive bids for the baler.

Victims of Crime Advocate Lisa Hyten met with the Commission to discuss reapplying for the VOCA grant for the 2017 fiscal year. The Commission agreed to let her reapply as they believed she has helped many in the community through her work. Lisa stated that the initial startup costs would again apply to this next year but that all of her expenditures like pay and benefits are reimbursable through the grant, once approved.

The Commission received a request for funds/support for the Sports Complex Improvement Project at Jackson Heights. The Commission viewed the letter and recognized the importance of such a project but would regretfully have to decline the request for sponsorship/support.

Appraiser employee Kate Immenschuh met with the Commission to discuss naming specific locations at Banner Creek Reservoir like the fish cleaning stations and docks. Kate was requested to visit with the Sheriff's office Administrative Assistant Sherri Ladner regarding the 911 system for addressing specific locations at the Reservoir.

The Commission viewed a letter from the Kansas State University Department of Agriculture about the recent population trends of the county.

Banner Creek Reservoir Director John Kennedy discussed the following:

- Revenue for the week of August 7th through August 14th was \$5,442.00
- The 2nd 130th National Guard military personnel and their families held their annual appreciation family picnic this past Sunday at shelter house #5 at BCR. Over 220 people were in attendance.
- Representatives from the Shawnee County Sheriff's Posse have met with staff to request using Banner Creek Reservoir as a training site. The project would include the deputies and their mounts

training in the area of search and rescue. John has recommended that the scout area located on the north side of BCR be a possible training site. With Commission approval, John would continue meeting with the sheriff's posse to work out a date and other details.

Bob Gay met with the Commission to discuss the Mayetta Fire Department. He stated he was updating the Commission on the future project to purchase a new truck for the department. He stated the department is interested into looking for a used truck and that their goal is to not to have to take out a loan to replace the truck.

A motion was made by Zwonitzer and seconded by Elmer to go into executive session to discuss personnel for a period of 10 minutes at 11:40. County Clerk Kathy Mick was present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Extended 5 minutes. The meeting reopened at 11:56. No decision was made.

The Commission received a letter from KWORCC regarding their second quarter financial reports.

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

A motion was made by Ladner and seconded by Elmer to go into executive session to discuss client/attorney privileges for a period of 30 minutes at 1:00. County Counselor Dick Lake and County Clerk Kathy Mick were present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting extended 30 minutes. Extended 30 minutes. Extended 30 minutes. The meeting reopened at 3:00. No decision was made.

Julie Keehn from Rhino Fitness met with the Commission to discuss an After-School Program Plan that she would like to start at the gym. Julie requested support from the county by monetary means in roughly \$8,000 to \$12,000. No action was taken.

A motion was made by Zwonitzer and seconded by Ladner to approve the minutes of August 8th, 2016 as amended.

Motion carried 3/0.

A motion was made by Elmer and seconded by Ladner to approve the minutes of August 9th, 2016 as amended.

Motion carried 3/0.

Signed the following payroll change notices:

Department	Name	From	To	Reason	Date / /
Dispatch	Stephanie Davis	0.00	13.85	Hired	08/09/16
Jail	Micky Whaley	0.00	15.13	Hired	09/01/16
Dispatch	Mary Burns	0.00	14.90	Full time	08/15/16

The meeting adjourned at 4:30 p.m. The next Commission meeting will be Wednesday, August 17th, 2016 at 1:00.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District



Minutes of August 17, 2016

The Board of County Commissioners met in regular session on Wednesday, August 17th, 2016, at 1 p.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

The Commission met to discuss the 2017 budget with County Clerk Kathy Mick. Sheriff Tim Morse joined the meeting briefly.

The meeting adjourned at 4:30 p.m. The next Commission meeting will be Monday, August 22, 2016.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District



Minutes of August 22, 2016

The Board of County Commissioners met in regular session on Monday, August 22nd, 2016 at 9 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

Kenny Senn met with the Commission about the box culvert on 214th and X road not being wide enough for the farming equipment that he runs down it. This is the only available road from his property so he is unable to take his equipment on any other route. He stated that if the culvert goes out on that road, he will be unable to leave his property. The Commission stated they would have Bridge and Special Projects Manager Terry Mick look into it.

Custodian Chad Phillips met with the Commission to state that Ken Bailey of KC Construction said he could start on the courthouse circle drive project by September 12th.

A motion was made by Ladner and seconded by Elmer to go into executive session to discuss personnel for a period of 5 minutes at 9:20. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Extended 5 minutes. Extended 5 minutes. Extended 5 minutes. The meeting reopened at 9:35. No decision was made.

Will McAsey met with the Commission to discuss temporarily closing G rd from 238th to 246th, a partial minimum maintenance road, for his wedding ceremony on October 1st, 2016. The ceremony is on the hayfield which is ¼ mile north (minimum maintenance portion of the road) of Will's house. The Commission stated they would discuss it with their insurance company to ensure that there isn't a reason to object to the temporary closing.

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 10 minutes at 10:46. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 10:56. No decision was made.

Banner Creek Reservoir Director John Kennedy discussed the following:

- This past Saturday, Quail Forever held their second annual event at the Boy Scout area at BCR. Activities included a clay pigeon shoot, air rifle shoot, and an archery target shoot. The event concluded with a lunch. Attendance, considering the early rain in the morning, was very good. The kids (and adults) had a great time and learned about shooting sports and the outdoors. John stated he really like their motto; "No kid left inside."
- Rental of kayaks and paddle boards will continue on the following schedule:
 - Wednesday – Friday 4pm to 8 pm
 - Saturday 10:00 a.m. to 8:00 p.m.
 - Sunday 12:00 p.m. to 6:00 p.m.

- This schedule will continue through Labor Day Weekend. Monday of Labor Day Weekend will also have extended hours.
- Boat House Rentals will be available for groups after Labor Day.
- Trash barrels
 - John has received a donation of 30 steel barrels from McConnell Tennis that will be used for trash receptacles at BCR. He will be picking them up this week in Topeka.

A motion was made by Ladner and seconded by Elmer to go into executive session to discuss personnel for a period of 10 minutes at 11:40. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 11:50. No decision was made.

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

County Attorney Shawna Miller and office personnel Korey Sawyer and Lisa Rose met with the Commission to discuss personnel issues. ***A motion was made by Ladner and seconded by Elmer to go into executive session to discuss personnel for a period of 15 minutes at 1:04. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Extended 15 minutes. Extended 15 minutes. Extended 5 minutes. The meeting reopened at 1:54. No decision was made.***

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

- Purlins on the new shop will be extended to fit the tire shop addition on the west side. The frame of the tire shop addition should be in place this week, if not next.
- Bryson stated he purchased two cans of sealer for the minor leaks caused by warping and/or wear and tear of roof and roof-related structures.

The Commissioners unanimously agreed to hire a Road and Bridge Administrator. The Commissioners have appreciated the hard work of Co-Directors Eric Fritz and Earl Bahret and they will continue in supervisory positions and their salaries will be adjusted accordingly.

The Commissioners called Jerry Green at 3:00 to discuss his request for a road to be opened and maintained/rocked by the county. Mr. Green built his homestead on a minimum maintenance road. It has been county policy that individuals wishing to build on minimum maintenance roads must purchase the rock necessary to reach their land from an adjacent/nearby rocked county road **and** bring the road up to county specifications and standards by building a base and other necessary stable levels and then the county vows to maintain it. The Commission stated they would be looking into it and would give him a call next Monday.

The Commission discussed the county budget.

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 5 minutes at 3:39. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Extended 5 minutes. The meeting reopened at 3:49.

A motion was made by Zwonitzer and seconded by Elmer to approve the minutes of August 15th, 2016 as amended.

Motion carried 3/0.

A motion was made by Elmer and seconded by Ladner to approve the minutes of August 17th, 2016 as written.

Motion carried 3/0.

Signed the following payroll change notices:

Department	Name	From	To	Reason	Date / /
RDBR	Wade Cormier				

The meeting adjourned at 4:30 p.m. The next Commission meeting will be Monday, August 29th, 2016.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District



Minutes of August 29, 2016

The Board of County Commissioners met in regular session Monday, August 29, 2016 at 9:00 a.m. Chairman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick recorded the minutes.

Zwonitzer shared a message she received from Marc Perry concerning water issued that involves a pond's overflow tube after the recent rains. Janet will discuss the issue with Road and Bridge to determine if it a county road issue.

Commissioner Elmer supplied a list of right of way mowing, road grading and rock concerns that he received on Saturday after the Hoyt parade to Nancy Schlotter, Road and Bridge Clerk.

Nancy Schlotter questioned if the Commissioners had heard from Richard Bausch. Commissioner Elmer had heard that Mr. Bausch wants the west ¾ of a mile on 118 between N and O closed. The Commissioners denied the request because others in the area use the road.

Nancy Schlotter presented Fuel bids for 2500 gallons (no alcohol) Unleaded gas and 4400 #2 Diesel (Low Sulfur).

Jackson Farmers	\$15,835.00
Haag Oil	\$16,223.58
Knotty Pine	\$16,060.00

Elmer made the motion to accept the low bid from Jackson Farmers, Ladner seconded and the motion carried 3/0.

Nancy Schlotter informed the Commissioners that Q.4 (Old Highway) between 270-278th Road will be closed for three months to replace the banister bridge.

Building Supervisor Chad Phillips discussed the possibility of working with the school district by allowing a student with special needs to work part time at the Courthouse. There would be a paraprofessional with the student at all times. Chad will call and get more details from the school before the Commissioners will make a decision.

County Health Nurse Angie Reith held a conference call with the Commission to discuss repair issues at the Health Department. Contractor Scott Brown is working on the floor problem in the restroom; the floor giving was not a water leak it had to do with the original construction. The water problem is caused by a damaged sewer vent pipe. **The Commissioners agreed to have Bell Plumbing replace the pipe. The Commissioners also requested that Angie obtain bids to repair the concrete behind the building and to have new gutters installed.**

The Commissioners discussed the Workers Compensation Insurance documents concerning the Hoyt Fire Department Volunteers that were in an accident. The Commission will contact County Counselor Dick Lake and have him meet with Emergency Management Director Pat Korte.

Janet discussed Jackson County Developmental Services regarding a contract that would allow individuals to work part time at the Recycling center. The Commissioners will discuss this with Mixie Schafer the Supervisor of the Recycling Center.

Janet worked on the employment application advertisement for the new Road and Bridge Administrator position.

Signed Designations of Emergency Vehicles

- Ken Hartoebben on a 2012 Dodge Ram 2500
- Christopher & Lindsay Boyer on a 2013 Ford F150
- Jacob Coufal on a 2008 Ford F-150
- Lane J. Slocum on a 2006 Dodge Ram 2500

Received acknowledgement from the Kansas Department of Health & Environments renewing Permit No 0893 for the Jackson County Household Hazardous Waste facility. The permit renewal is for the period of October 30, 2016 to October 29, 2017.

The Commissioners signed the Disaster Relief Determinates for James & Rebecca Galbraith and Dixie Mannell. These individuals had houses that were destroyed by fire in 2016. **The Commissioners agreed to abate, based on the date of the fire, 79% of Galbraith's and 63% of Mannell's taxes for 2016.**

Received the signed statement reiterating work hours for John Kennedy the Director of Banner Creek Reservoir that was written by County Counselor Dick Lake. Mr. Kennedy and family is living at Banner Creek Reservoir in a camper until his house is built. The Commissioners are concerned about overtime laws and John being visible to the public now after work hours. John must document his hours worked if he does work at the lake after the normal working hours and then flexes his time off so to not create overtime hours. No overtime is allowed without written permission of the Commissioners. John is to restrict his work hours to forty (40) hours per week.

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

- Eric discussed what needs to be done to be able to install the vehicle lift in the shop area. The current floor is 5" thick and the recommendation for the lift is 6". Eric stated that the plan is to cut out the current concrete and dig down 4 foot and then fill it back in with reinforce concrete.
- Eric reported that 2 of the 3 sections of the iron building is up and parts of the west wall of the original building will need to be removed to tie the new building to the old. This needs to be timed with the roof contractor.
- Commission Elmer reported that Eric Schultz will not be available to work on the building the 2nd and 3rd week of September. Eric Fritz will contact Eric Schultz to coordinate the time to connect the building and have the roof installed.
- Earl Bahret requested permission to transfer \$100,000 in fuel to rock, due to the road conditions after recent rains. County Clerk Kathy Mick informed the Commissioners that last week she had made the final 2015 FEMA disaster transfers which added \$90,000 to the current rock budget therefore the transfer is not necessary.
- Earl reported that 214th road between Q.4 to R is still closed.

The Commissioners left the chambers to view the south side of Banner Creek Reservoir to view an area that John Kennedy wants to make a group camping area. The area proposed would be between the west road and the water that goes back into the cove. John would like to have electricity and pull through

camping stalls, shelter house and a group camp fire ring. Some of these improvements could be Boy Scout projects. The Commissioners liked the area and told John to obtain prices for them to review.

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

The Commissioners left the chambers to view the Road and Bridge shop. The Commissioners approved the location for the vehicle lift. Eric was instructed to get bids for windows.

Ladner and Zwonitzer discussed the fence viewing with Kent Jepson (June Jepson's son) since he was at the shop. Kent explained that in his opinion the current fence was adequate and that his mother didn't want to pay for a new fence. Kent stated that since they had this discussion he would not be at the fence viewing.

The Commissioners, acting as Fence Viewers, at the request of Terry Hankerson viewed the boundary fence between Hankersons and June Jepson's property. Neither party was present. **The Commissioners determined that the Jepson's fence was adequate according to the fence regulations.** The Commissioners will have County Counselor Dick Lake draw up a document stating their decision. Ladner will contact Hankerson and inform him of the Commissioners' decision.

Bruce Rinkes owner of King and Associates Engineering presented the Banner Creek Reservoir Dam Inspection Report. Bruce reviewed with the Commissioners the following recommendations to address the deficiencies found during the safety inspection, and thus maintain the dam in sound operating condition:

1. The small trees and brush on the embankment and in the rock rip rap need to be killed. Treatment with an approved herbicide is recommended.
2. The seep in the auxiliary spillway outlet ramp should be closely monitored. The willow trees and cat tails should be controlled. The seep does not appear to threaten the stability of the dam embankment, however, if it continues to present a maintenance headache, an underground drainage system could be installed to intercept the seep and carry the water to the principal spillway outlet channel.
3. The small willow trees growing in the inlet area of the auxiliary spillway should be cut down and the stumps chemically killed.
4. The Emergency Action Plan on file with the Kansas Department of Agriculture Division of Water Resources (DWR) is dated February 8, 2013. The Emergency Action Plan should be reviewed and updated and submitted to the DWR.

Bruce Rinkes also reported that his company has merged with Cook, Flatt & Strobel for engineering services.

Jerry Green held a conference call with the Commissioners concerning the minimum maintenance road to his house (182 A-A.4 and 178-182 on A). Janet referred back to February 1994 when the Commission made a policy that the homeowner that builds on a minimum maintenance or dirt road is to pay the cost

of bringing the road up to rock road standard as stated in 1994-05. The Commissioners reiterated that it was Mr. Green's responsibly to pay to bring the road up to rock standards as discussed numerous times before.(K.S.A. 68-115) They discussed the building permit that had been issued July 16, 2008 for a stick house that was not build. Then a zoning change in January 2013 that was made after the trailer house was already moved in. Discussed other issues that he had to comply with to have the trailer house. The road should have been upgraded by Green before he established his residence at the end of a minimum maintenance road. Nancy Schlodder, Road and Bridge Clerk provided the Commissioners with all the previous correspondence that the Road and Bridge Department has had with Mr. Green. Mr. Green discussed what previous Commissioners and a previous Road Administrator had told him. Mr. Green stated that he has letters from other individuals that travel this dead end road. Janet stated that she would like to see those letters. Mr. Green agreed to get a copy to her.

Eric Campbell made a request for the Boy's Scouts for assistance in purchasing an equipment trailer. The trailer cost \$3,300 and they have received \$1,000 from the Prairie Band Tribe and \$500 from a private donation and he is asking the County for \$500.

The Commissioners agreed to allow Will McAsey to close a minimum maintenance road 238th West of G to through traffic on October 1, 2016 when he is having his wedding ceremony in the pasture. Will can pick up 'Road Closed' signs the week before the event.

The Commissioners review and signed off on the end of month bills and payroll..

A motion was made by Elmer and seconded by Ladner to approve the minutes of August 22nd, 2016 as read.

Motion carried 3/0.

Signed the following payroll change notices:

Department	Name	From	To	Reason	Date
Juv Intake	Eric Coleman	13.00	O	Resigned	8/27/2016

Signed the following Purchase Orders:

Department	PO #	To	For	Amount
Atty – Cap Out	6402	Kansas Correctional Industries	1 Desk (3) cubical	\$7,779.14

The meeting adjourned at 5:30 p.m. The next Commission meeting will be September 6th, 2016.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District

Minutes of September 6, 2016

The Board of County Commissioners met in regular session on Tuesday, September 06, 2016 at 9 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

Jim Rickel discussed 126th and M road. He stated the water is running through the road. He stated he has had individuals driving through his pasture to get around the problem area in the road. He's wanting to run a fence this fall and would like the road problems fixed prior to his fence being built.

Recycling Director Mixie Schafer discussed the following:

- Stated she looked into the contract with Developmental Services of Jackson County in which the individuals using the center's services could work for the county on a contractual basis. The developmental center believes that a contract with the county allowing these individuals to work would not only give back to the community but it would also demonstrate a new skill to the individuals that could prove useful:
 - She stated her concern about running heavy machinery/equipment behind the individuals working. She does not feel comfortable running heavy equipment in such close proximity to the workers.
 - She also stated her concern with having the individuals working full time. She would need a day or two break from the contract's obligations in order to run the heavy equipment and baler machine to keep caught up with the recyclables.
 - She also wanted to discuss working conditions with respect to the hottest/coldest days of the year. She doesn't feel it is fair to force anyone out in those types of conditions and would just rather have an alternate plan for those days. The Commission discussed the contract possibly being seasonal where the hottest/coldest days could probably be avoided.
 - Mixie indicated that the individuals would all have to wear gloves for safety.
 - She stated the recycling department sometimes receive sharp items.
 - She recently found some needles in the recycling in containers that were not clearly marked. She then found information online from KDHE stating that

individuals in Kansas just have to throw needles away in non-penetrable containers and write non-recyclable sharps on it.

- The Commission stated they would discuss it further and reflect back on the budget process in regard to the proposed contract.

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

- ***A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 10 minutes at 9:07. Eric, Earl and Bryson were present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Extended 5 minutes. County Clerk Kathy Mick joined the meeting. The meeting reopened at 9:24. No decision was made.***
- Discussed the request from Jim Rickel on 126th and M on the east side of the road on second ¼ mile on the south first mile. People are driving through his property and wants to fence the property this fall so the road issue needs to be fixed so that people quit driving through his property. It was discussed that the individual was wanting it graded and some tubes placed for drainage purposes. The Commission requested the directors look into the problem and see what needs to be done to fix any drainage issues.
- Eric stated he would be clearing brush on the road right of way on N road.
- Discussed a copy of the bill for the covering of the skylights; \$1,114.00.
- Eric discussed what an estimate of placing windows in the overhead doors would be; \$75.00/window.
- The Road and Bridge employees are back to working from 7:00 a.m. to 3:30 p.m.
- Janet discussed an email she had received from Kristin Blair Kelly with KU regarding motor grader training. There would need to be a host county at which the training would take place. She stated there is a morning-classroom, and an afternoon-field demonstration. The host county must provide a motor grader and a location for field operations. Eric stated he would check into it but he believes that the employees have already been trained by this program.
- Discussed having several heavy equipment companies demonstrate an auto-slope for a motor grader. It was stated that an auto-slope helps get a better angle on the roads when grading them.

The 2017 Budget Hearing was opened at 10:00 a.m.

Those present: Commissioner Ladner, Commissioner Elmer, Commissioner Zwonitzer, County Clerk Kathy Mick, Deputy County Clerk Kasie Robbins, Holton Recorder Reporter Ali Holcomb, Roy Hallauer, Harlan Barnett, Verlin Wichman, Roger DeVader, Roger Jameson, Alice Patterson, Lavon Keehn, Dale Clements, Keith Kelly, and John Coleman. Two unidentified individuals joined later in the hearing.

The Commission thanked the participants for attending the budget hearing. They then opened the hearing for public comments:

Roy Hallauer stated that he was upset about the value of his ag-land doubling since he has owned it. The Commission assured him that the valuation of ag-land is found by a formula set by the State of Kansas. Roy stated he believed that the mill increase would increase his taxes by a substantial amount.

Verlin Wichman stated his opposition to the county hiring a private company to haul the county's rock from the out-of-county rock quarries. Verlin also mentioned that senior citizens have to live on minimal funding and can't afford to keep paying an increase in their taxes every year. Verlin asked whether the commission had considered purchasing new equipment to haul the rock rather than spending it on the hauling of the rock into the county. The Commission assured him that they had given that much thought.

Roger DeVader voiced his concern about a lack of rock on his road. He also stated that he believes the Commission should not have put so much money into the new Road and Bridge shop building if they knew that the county share of the employees' insurance premiums were going to be raised significantly.

Roger Jameson stated that he hasn't seen any measures being taken to cut spending. He stated he believes that the Board of County Commissioners are not representing him and their constituents. Janet stated that she didn't want to pay higher taxes either, but the budget was based on county needs for services.

Alice Patterson stated that she, too, was concerned about the raise in taxes because of the fixed income that she lives on.

Lavon Keehn stated that she believed each year the taxes have gone up 20%. She stated that she pays over \$8,000 a year on one of her properties. She then stated that her taxes will go up \$25 per acre with this new tax increase. She stated she was unhappy with the inability of the people to vote on the matter. The Commissioners pointed out that her county taxes had not gone up by 20% and that other taxing entities are included in that total and again explained that Ag values are set by the state's formula, not by the county.

Dale Clements suggested that the county only rock every 1/4 mile. He was unhappy with the amount of money being spent at the new Road and Bridge shop.

Keith Kelly questioned why the Commission picked to raise the mill by 3.78. He stated that it appears that the State is giving the citizens the right to vote on whether they want their taxes raised or not. He stated he believed that the commission wants to nest egg for the next five years so that they do not have to take the increase to a vote. Kelly also stated that commercial business is being hit hard by the tax increases and by the state. He stated that he assumes that the county would want to promote business in the county by offering lower taxes. He then discussed that he believed many citizens were unhappy with the process/steps taken to buy the building on the highway for the Road and Bridge Department. He also stated that many were not pleased with a commercial business being taken off of the tax role. Janet stated that they did look into building on the bridge yard but that the many complications, along with it being in a flood plain, prohibited them from building on that site. Janet then stated that the commercial business located in that building before the county bought it only paid \$8,000 in taxes for the property. Janet then

stated that a bond payment to pay for a newly built building would be much higher than \$8,000. The sheriff is currently using the old Road and Bridge department building. He uses it for impounding vehicles from arrests made and do regular maintenance on the sheriff's department vehicles, which is ultimately saving money in the long run.

John Coleman stated he believed that only 20% of the Road and Bridge budget is going to rock. The other 80% is going to overhead.

The Commission wrapped up the discussion by reiterating many facts about the county's monetary position in regard to the 2017 budget and the four proceeding years' budgets. They discussed having to go drive to another county just to purchase and haul rock from the nearest rock quarry. The county has five trucks and cannot haul as quickly as a private company. Bill stated that when he got on the Board of County Commissioners in 2013 the budget for gravel was at \$500,000. The county began paying for hauling costs out of the rock budget two years later due to the closing of Jackson County quarries. By making a new budget for hauling, the Commission will begin to get the gravel budget back up to where it was previously so that we may again have \$500,000 for gravel. Bill stated that for \$500,000 rock at 800 miles of roads is roughly 3.2 loads per mile per year.

The Commission thanked the concerned citizens for voicing their opinions on the 2017 budget. They stated they would re-evaluate and approve a final budget decision by the end of the day.

The 2017 Budget Hearing ended at 11:15.

Youth Services Director Brooke Smith met with the Commission to discuss an employee. ***A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 10 minutes at 11:21. Brooke Smith was present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 11:27. No decision was made.***

County Counselor J. Richard Lake met with the Commission to discuss a conflict with the Mellenbruch case. Mr. Lake has previously represented Mr. Mellenbruch so he would not be able to represent the county in this particular case.

Banner Creek Reservoir Director John Kennedy discussed the following:

- Revenue for the week of August 21st through August 28th was \$4,204.00.
- There will be a cross country meet this Thursday at BCR. He expects over 100 people to show for the meet. The county won't charge those attending the meets.
- Tour of south side proposed group camping area:
 - Cost estimates
 - Setting of pedestal electrical from City of Holton \$250
 - Electrical to site and setting of master pedestal \$2000
 - Purchase of pedestals for eight sites n/a

- Water line extension to site and setting of eight hydrants \$2500
 - Grading of circle drive and rock for roads (completed by county) n/a
 - Construction of shelter house n/a
- Discussed the email from Bruce Rinkes concerning the dam inspection of Banner Creek Reservoir. He stated there is a wet-spot in the spillway area. He also stated that he received another professional opinion from the gentleman who was on the engineering team when the BCR was built.
- ***A motion was made by Ladner and seconded by Elmer to go into executive session to discuss personnel for a period of 10 minutes at 11:45. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting opened again at 11:56. No decision was made.***

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

A motion was made by Ladner and seconded by Elmer to approve the Liquor License for the Holton Country Club pending the approval of their state license. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.

Commissioner Ladner discussed his previous discussion with the adjoining landowners regarding the fence viewing near Soldier. He discussed receiving permission from one landowner to the other landowner who wishes to replace the fence along the property line.

A motion was made by Ladner and seconded by Elmer to go into executive session to discuss personnel for a period of 5 minutes at 1:10. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.

The Commission then discussed the 2017 budget extensively.

The Commission reviewed and signed the Year End report for the Second Judicial District.

Emergency Management Director Pat Korte met with the Commission to discuss signing an application for Lights and Sirens for Johnathan Bryant.

Pat then discussed Hoyt Firefighter Randy Smith's personal insurance for his injuries sustained in the wreck on the night of the Holton Parade.

Pat then gave the Commission an Active Shooter Plan to add to the Emergency Action Plan for the Courthouse.

The Commission continued to discuss the 2017 budget.

County Appraiser Jason Claycamp met with the Commission to discuss a phone call he had with Mr. Jerry Green about some letters Mr. Green gave former Appraiser Larry Reynolds. Jason stated Mr. Green's file did not contain such letters.

A motion was made by Elmer and seconded by Zwonitzer to adopt the 2017 budget as published. Chairwoman Zwonitzer called for a vote. Motion carried 2/1. Commissioner Ladner opposed. His recommendation was to reduce the budget by \$50,000.

The Commission signed the 2017 budget and the resolution expressing the property taxation policy of the Jackson County Commission with respect to financing the annual budget for 2017. **2016-14.**

County Clerk Kathy Mick stated that Ken Bailey's contract is for \$22,500 and he owes the county \$19,000 which will be deducted from the contract price.

A motion was made by Elmer and seconded by Ladner to give the Jackson County Coalition that Cares Committee \$15,000 in funding for the upcoming 2016-2017 school year; \$5,000 per school district. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. This donation will be paid for out of the Alcohol Prevention/Tax Fund.

County Clerk Kathy Mick discussed Eric Campbell's request on behalf of the Holton Cub Scouts group for monetary support to purchase a trailer. ***A motion was made by Elmer and seconded by Ladner to donate \$500 out of the Parks and Recreation fund to the Holton Cub Scout Pack #3064. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***

The Commission discussed the bill from OneBeacon discussing client/attorney privileges for \$2,960.61 for attorney fees.

A motion was made by Elmer and seconded by Ladner to give \$5,000 to Hoyt Parks and Recreation from the Alcohol Tax/Parks and Recreation Fund. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.

The Commission signed the County Certificate to the Conservation District which simply states that the county has agreed to appropriate \$62,000 for the 2017 calendar year.

A motion was made by Elmer and seconded by Ladner to approve the minutes of August 29th, 2016 as read.

Motion carried 3/0.

The meeting adjourned at 4:30 p.m. The next Commission meeting will be Monday, September 12th, 2016.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District



Minutes of September 12, 2016

The Board of County Commissioners met in regular session on Monday, September 12, 2016 at 9 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

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

- Janet requested a rock report from January to now that would detail where all the rock has been laid.
- Request on 110th and G for rock

Custodian Chad Phillips met with the Commission. They left the Chambers to view the circle drive project. The Commission requested bids for an 8 foot wide 4 inch deep sidewalk on either side of the south end of the circle drive, all south of the sidewalk that splits the east block of the courthouse square. The sidewalk would be paid for out of the Parks and Recreation fund. This fund is generated through tax on alcohol sales within the county. One-third of the money must be used for parks and recreation, one-third for alcohol prevention, and one-third is put into county general. This Parks and Recreation fund process is mandated by the state.

Banner Creek Reservoir Director John Kennedy discussed the following:

- Revenue for the week of August 28th through September 3rd was \$1,108
- Holton High School hosted a cross country meet this past Thursday on the south side of BCR. Over 400 runners participated with another 500+ spectators. Parking vehicles and pressure on bathrooms were a challenge. In talking to coaches and sponsors after the event they were quite happy with the venue and the event. The end of the second semester marks the beginning of viability.
- Two new staff have been hired to complete the remainder of the mowing season. Raymond Korte and Scott Allen will be taking over the mowing duties for the next month.

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

Bridge Manager Terry Mick discussed the past four years of bridge projects expenditures, current expenditures, and any future projects.

The Commission regretfully decline Julie Keehn's request for funds for her Rhino Fitness After School Program.

The Commission discussed the invoice of carpet work done at the Multi-County Health Department Holton office. They planned to view the work next Monday.

Noxious Weed Director Mixie Schafer met with the Commission to discuss the rental of the sprayer. She stated there was an incident recently in which an individual renting the sprayer had someone how managed to flip the sprayer upside down and into a body of water. Mixie stated that the renters are required to sign a waiver stating that they would pay damages incurred to the machine, outside of normal wear and tear of general use. Mixie would like to increase the sprayer rental fee. She would also like to start asking for a deposit. Bill told her to check with NRCS office about equipment rental. The weed department has two 200-gallon sprayers. Mixie would like to increase the sprayer rental to \$35/day and \$50/weekend.

Mixie also wanted to discuss the recycling center and the mess left outside the gates when the center is closed. It was decided that Mixie would place a sign at the center that stated anyone caught dumping would be forced to pay a fine and that surveillance will be on the area at all times.

Goldie Vance met with the Commission to discuss 270th road between B and C. She stated the road isn't wide enough to allow for two lanes of traffic and that it gets very muddy. She also discussed that there is a bridge/box on this road that looks as though someone or something has begun to break off the side of the cement.

The Commission signed a contract allowing Fisher, Patterson, Saylor & Smith to represent the County on two pending legal cases. **C2016-27.**

A motion was made by Ladner and seconded by Elmer to approve the minutes of September 6, 2016 as amended.

Motion carried 3/0.

Signed the following Occupy County Right of Way petitions:

Company	To	Sec/Twp/Rng	Address	Date
Centurylink	Bury fiber cable along JACO roads	See attached	See attached	09/12/16
City of Mayetta	Bore under creek bed south of Linn Beam's	11sw/8s/15e	17566 R Rd, Mayetta	9/12/16

Signed the following payroll change notices:

Department	Name	From	To	Reason	Date
Youth Services	Casey Swartz	15.70	0.00	Last day 9/7	/ / 9/12/16
Jail	Taarna Patterson	16.40	16.70	10 year	9/12/16
Bridge Dept	Todd Robbins	14.95	15.49	Off 6 mo prob.	9/12/16

The meeting adjourned at 4:00 p.m. The next Commission meeting will be Wednesday, September 14th, 2016.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District

Minutes of September 14, 2016

The Board of County Commissioners met in regular session on Wednesday, September 14, 2016, at 9 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Deputy Kasie Robbins recorded the minutes.

The Commission reviewed and approved bills and payroll.

The Commission recessed at 10:00 a.m. to view a webinar about county policies.

The meeting adjourned at 11:45 p.m. The next Commission meeting will be Monday, September 19th, 2016.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District



Minutes of September 19, 2016

The Board of County Commissioners met in regular session on Monday, September 19, 2016 at 9 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

Brenda Adkins, Dale Noel, and Lori Pritchett met with the Commission to discuss O road west of Holton and back North where the pavement ends to Timber Ridge. They were concerned with the recent washouts from the rains. Eric stated that this week they are cleaning the west ditch out. They were also concerned with chip and seal in the future.

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

- Keith Kelly called about a road in the Fuller Addition east of Hoyt. It is within city limits but the county maintains it, per past Commissioners. Earl stated it's not a very wide road. Kelly was concerned with the railings on a tube that is bordered on both sides by a pond. He was concerned that the weight of a school bus would not be held by such railings. Bill stated he had told him that he would need to speak with Bridge and Special projects manager Terry Mick.
- Replacing a water line this week at the new road and bridge shop.
- ***A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 20 minutes at 9:42. Eric, Earl and County Clerk Kathy Mick were present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 9:59. No decision was made.***
- The Commission discussed that the county took over road maintenance from the township system in 1948.

Custodian Chad Phillips met with the Commission to discuss the circle drive project on the east side of the courthouse. They also discussed having a small auction for the many extra items that are of no use to the county departments any longer. He then discussed that an estimate from Mr. Miles Hanzlicek to work on base of the book frame that the Commission bought on auction from the state house would be roughly \$1,500 - \$1,800.

A motion was made by Zwonitzer and seconded by Elmer to go into executive session to discuss personnel for a period of 10 minutes at 10:40. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Extended 15 minutes. The meeting reopened at 11:00. No decision was made.

County Attorney Shawna Miller met with the Commission to discuss the salary increase of an employee and where the funding would come from. It was decided that Brian Yearout, previously hired as an intern, will now be promoted to Assistant Attorney and his salary and benefits will be funded from the diversion funds.

County Appraiser Jason Claycamp met with the Commission to discuss that according to the Jackson County zoning handbook, it is against county zoning regulations to live in a camper in Jackson County for more than 30 days without the following conditions: obtains building and sewage permits and is living on the premises of which the house will be built upon.

Banner Creek Reservoir Director John Kennedy discussed the following:

- Revenue for the week of September 11th through September 17th was \$1,807.00
- John stated that his staff has currently sold 555 annual passes for 2016. This is approximately 150 more than in 2015.
- The following is a listing of projects that John has identified for the winter with the goal of having them completed by the 2017 season.
 - Group camping area design
 - Installation of remaining fire rings
 - Four landscape projects
 - New signage to be located at the entrance to the (4) campgrounds
 - Renovation of the hiker/biker trails signage
 - Paint shop exterior
 - Public art. Murals on buildings and permanent art sculpture.
 - Clearing of some of the trees along the lake at Campground “A”
 - Restroom renovation for Campground “A”
 - Burn brush piles
 - Design of Youth and Adult Archery Range
 - Concrete pad in front of shop
 - Concrete walks and ADA parking for docks
 - Improvements to swim beach areas
 - Boat and trailer parking area on south side
 - Sandblasting and painting of water tank
 - Clean lagoon
- This is not all inclusive list of projects, but a list of projects that are planned by staff. Completion of these projects is dependent on funding, weather and staffing.
- County Appraiser Jason Claycamp met with John and the Commission to discuss the inability of anyone to live in a camper for over 30 days anywhere in the county. This information would

require that John find another place to live shortly. John mentioned he would be looking for a new place to move his camper.

- ***A motion was made by Ladner and seconded by Elmer to go into executive session to discuss personnel for a period of 5 minutes at 11:51. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Extended 5 minutes. The meeting reopened at 12:01. No decision was made.***

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

The Commission agreed to donate \$50 to the Jackson County Friends of Hospice in the name of Dennis McDaniel, a son of a county employee that has recently passed.

County Clerk Kathy Mick discussed the process of obtaining purchase cards for county departments. It was discussed it would not be able to be done through any of the local banks. The Commission did not make a decision because they would like County Counselor Dick Lake to review the contract before approval.

County Clerk Kathy Mick then gave the Commission the request for funding information or help for local Boy Scout Troop #173. The troop is raising money in order to help the Royal Valley Recreation purchase awnings for the Hoyt ball field bleachers. ***A motion was made by Ladner and seconded by Elmer to donate \$500 to Boy Scout Troop #173 for the awning and memorial project. The funding will come from the Parks and Recreation Fund. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***

Bridge and Special Projects Manager Terry Mick met with the Commission to state that Jackson County was not awarded any funds this year for the off-system bridge program through the state. The county applied for two bridges and didn't receive funding for either. The letter from KDOT stated that over 72 applications were requested for \$32.2 million in Federal Funding and KDOT will be able to fund 17 of those requests.

Commissioner Elmer questioned Terry on whether he had had any contact with Mr. Kelly concerning the bridge railings on the road heading east out of Hoyt. Terry stated he had spoken with Mr. Kelly and Norm Bowers of Kansas Association of Counties and that he was waiting on an answer from Mr. Bowers.

Emergency Management Director Pat Korte met with the Commission to give them an emergency vehicle designation application for Jessica McGee for an Optima. **The Commission approved.**

The Commission left the chambers to view 214th road, G road south of 16 highway and the Road and Bridge shop at 3:00. They returned at 4:20.

A motion was made by Elmer and seconded by Ladner to approve the minutes of September 12th, 2016 as amended.

Motion carried 3/0.

A motion was made by Elmer and seconded by Ladner to approve the minutes of September 14th, 2016 as read.

Motion carried 3/0.

Signed the following Occupy County Right of Way petitions:

Company	To	Sec/Twp/Rng	Address	Date
Centurylink	Expose cable for tip up	8/6s/14e	27181 J4 Rd	09/14/16
Rural Water #1	Install a water line	27/4s/15e	10503 O4	09/14/16
Rural Water #1	Bore to connect 2 lines	25/8s/15e	14838 150 th	09/14/16
Centurylink	New e3 in r/w along 110	24/9s/12e	1000 from Delia road on 110	09/13/16

Signed the following payroll change notices:

Department	Name	From	To	Reason	Date / /
Atty	Brian Yearout	\$12.00/hr	\$40,000/yr salary	Promoted	09/19/16

The meeting adjourned at 4:30 p.m. The next Commission meeting will be Monday, September 26th, 2016.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District

Minutes of September 26, 2016

The Board of County Commissioners met in regular session on Monday, September 26, 2016 at 9 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

Road and Bridge Co-Director Eric Fritz and Shop Foreman Bryson Bain met with the Commission to discuss the following:

- Last week's O road group. Eric stated he went out last week and cleaned the ditch and took the roller out to roll out oversized rock and when he left the road looked better. After Saturday's moisture the rain ran over three driveways. He stated that the pipes are clean but the water was running so hard that it still cut over driveways.
- On 250th road and L there is a complaint of large wind-rows along the side of the road.
- On P road near 214th, chip and seal has a large hole. Commissioner Zwonitzer was unsure of the exact cause of the hole, as it is not a pothole.
- Schultz may be here at the end of the week to begin skinning and roofing the tire shop addition and completing some roof repairs at the Road and Bridge shop.
- Before the rain there was a complaint on T road south of 150th. Eric stated he would take care of it.
- Bryson stated that a water line has been placed from the well to the building. However, it is not hooked up yet. We will need a plumber to plumb it inside because he will set the pressure tank. We will finish the lines from the tank to our already placed lines

Recycling Director Mixie Schafer discussed the following:

- Has gotten rid of the old baler
- The other items being sold on Purple Wave have now been documented and will be placed on the auction website shortly.

Jerry Henry, running for State Senate, met with the Commission to discuss several ideas and questions they had regarding recent state legislation. They began by discussing the property tax lid. Henry stated that they had made some exemptions to the law before it was passed. Commissioner Ladner asked why there was a need for the property tax lid. Jerry stated that the lid was placed on cities and counties in order to curb increases in property taxes at the county level. However, Jerry stated that many individuals felt that if the Senate felt they should pass a lid onto the counties, that they also should apply to the state. Jerry believes that there may be a big push coming to rescind the tax lid. He then discussed personal income tax and the difficulty in knowing where to allocate new funds if there is an increase in income taxes on individuals. Henry stated education is a very important aspect of the rural communities. He stated that the framers of the Constitution knew education was important and wrote that a suitable education may be provided for the children of the land. He assured the Commission that if he were to be elected, he would make his best effort to make sure that the counties have someone working hard for them in the Senate. The Commission thanked him for his time.

Recycling Director Mixie Schafer with Laura Golden and Beth Nelson of Developmental Services of Jackson County met with the Commission to discuss employment for the individuals with disabilities to do non-high-skilled tasks. The individuals would work Tuesday-Friday 9:00-2:00 and would be a contracted worker by Jackson County. DSJC would provide and pay the support staff that would be there to help supervise. They would also take care of the transportation of the individuals to and from the recycling center. Mixie's

concern was mostly about using large equipment and keeping caught up with work. She would like to reduce the days from Tuesday-Wednesday 9:00 – 2:00 and Thursday 9:00 – 12:00. She was also concerned about having the individuals working during the harsh weather and didn't want to put any workers through these types of environments. She noted that during this harsh weather, the recycling center's business slows down enough that it wouldn't hurt the county to not have the individuals present on those days. Mixie also requested that the individuals provide their own gloves. Beth stated she has written a grant proposal to Waste Management for charitable giving. They could also place in the agreement that in six months it would be revisited and reevaluated. The Commission agreed with the stipulations discussed. They requested the opportunity to have County Counselor Dick Lake review the information and draw up a contract.

Holton Recorder Reporter Ali Holcomb joined the meeting.

A motion was made by Zwonitzer and seconded by Ladner to appoint Commissioner Elmer to the K-WORCC voting delegate at the Annual Meeting. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. A motion was made by Elmer and seconded by Ladner to appoint Commissioner Zwonitzer as the alternate voting delegate. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.

Road and Bridge Administrative Assistant Twila White discussed the invoice for the floor scrubber for the new road and bridge building. She needed to know the appropriate fund to take the funding from to pay the invoice. The Commission stated to take the funding for the scrubber will come out of Special Equipment.

Custodian Chad Phillips met with the Commission to discuss the new cement poured for the driveway for the circle drive.

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

Bridge and Special Projects Manager Terry Mick met with the Commission to discuss:

- Bridge on Q.4/old 75 hwy is waiting on King Construction to arrive.
- Bridge out south- 142 and B.3 – has piling driven into the wall
- Guardrail question with Norm Bowers regarding a guardrail on the road in the Fuller Addition. Norm stated that the current rails are the standard w-beam guardrail with steel posts. Whether the guardrail would hold a bus is dependent on the trajectory, speed, the angle of approach, size of the bus, and where the guardrail is hit.
- Brush clearing out of the bridges after the big rain.
- All major creeks were full.

The Commission signed an emergency vehicle application for Charles Renfro.

A motion was made by Zwonitzer and seconded by Elmer to appoint Commissioner Ladner to the K-CAMP voting delegate for the Annual Meeting. Chairwoman Zwonitzer called for a vote. Motion

carried 3/0. A motion was made by Elmer and seconded by Ladner to appoint Commissioner Zwonitzer to the secondary voting delegate position. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.

Commissioner Ladner received his award for completion of the requirements for the KAC Institute of Excellence’s certificate *Foundations in County Government* leadership program.

The Commission had a discussion regarding Developmental Services of Jackson County’s proposal for contract employment with the County.

The Commission left the Chambers to view roads and washouts from the weekend rain at 1:50. They returned at 3:53.

Custodian Chad Phillips met with the Commission to discuss that he has received two bids for concrete for the sidewalks but has at least one more that may come in at the end of this week. The Commission stated they would be in on Friday to approve bills and that he may present the bids at that time if he is in receipt of the other bid.

A motion was made by Elmer and seconded by Ladner to approve the minutes of September 19th, 2016 as amended.

Motion carried 3/0.

Signed the following Occupy County Right of Way petitions:

Company	To	Sec/Twp/Rng	Address	Date
Centurylink	Install 1 4"x4"x8" post	32ne/9s/16e		09/22/16
Centurylink	Place new cable	28/ts/14e		09/22/16
Centurylink	Install 1 4"x4"x8" post	27se/9s/16e		09/22/16

Signed the following payroll change notices:

Department	Name	From	To	Reason	Date / /
BCR	Raymond Korte	0.00	8.54	Hired	09/24/16
BCR	Scott Allen	0.00	8.54	Hired	09/24/16
BCR	Jeremy Rollins	0.00	8.54	Hired	09/24/16

The meeting adjourned at 4:30 p.m. The next Commission meeting will be Friday, September 30th, 2016.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District



Minutes of September 30, 2016

The Board of County Commissioners met in regular session on Friday, September 30, 2016 at 9 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

The Commission reviewed current standing in all Road and Bridge funds.

Bridge Manager Terry Mick discussed the following:

- Bridge funds
- Tubes paid for and tubes placed

Road and Bridge Co-Director Eric Fritz met with the Commission to discuss the following:

- Schultz Construction has arrived. They will begin working on the road and bridge building today.

The Commission reviewed and signed payroll and bills and signed off on the Clerk of the Court's 2017 budget.

Juvenile Services Director Brooke Smith met with the Commission. ***A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 10 minutes at 10:23. Brooke Smith was present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. Extended 5 minutes. The meeting reopened at 10:39. No decision was made.***

Commissioner Ladner left the meeting early.

Adjourned at 12:00. The next Commission meeting will be October 3rd, 2016.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District



Minutes of October 3, 2016

The Board of County Commissioners met in regular session on Monday, October 3, 2016 at 9 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

Garret Nordstrom from Governmental Assistance Services and David Elsbury with KANZA met with the Commission to open the hearing for the KANZA Mental Health and Guidance Grant for the Moser Building Renovation project.

A motion was made by Elmer and seconded by Ladner to open the Public Hearing for the KANZA Mental Health and Guidance Center for the purpose of considering an application to be submitted to the Kansas Department of Commerce for Small Cities Community Development Grant funds under the Community Facilities Category. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.

Mr. Nordstrom stated that he would send County Clerk Kathy Mick the resolutions with the “final” architecture numbers. He would have them ready by next week’s commissioner meeting.

Mr. Elsbury then updated the Commission on the guidance center. He stated that KANZA continues to raise funds locally for part of the funding for the Moser Building Renovation Project. Last year the KANZA Mental Health Foundation, Inc. raised \$34,000 with the support of a match donor. This year fundraising will continue and the KANZA Mental Health Foundation and the Center’s Governing Board will be promoting and requesting donations along with another generous match donor for 2016/2017. This year a match donor has offered to match a donor total of \$25,000 – dollar for dollar – and therefore \$25,000 become \$50,000. If the campaign raises \$50,000, the match donor will match that total at the rate of \$2 for each \$1. This gift will multiply the \$50,000 into a total of \$150,000. The Foundation will be working in its entire four county serviced area with past and new donors to take advantage of the generosity of the 2016 match donor. The funding for the Moser Renovation has three major legs – 1) Community Development Block Grant; 2) Fund raising; and 3) proceeds from sale of the current building located at 713 Idaho St.

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

- Call log of requests
- Working on Sherman road
- Nancy presented fuel bids:
 - Haag Oil
 - \$16,072.40
 - Knotty pine
 - \$16,016.00
- ***A motion was made by Ladner and seconded by Elmer to accept the fuel bid from Knotty Pine. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***
- ***A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 10 minutes at 9:35. Eric Fritz and Earl Bahret and Bryson Bain and County Clerk Kathy Mick were present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 9:50. No decision was made.***

Recycling/Landfill Director Mixie Schafer discussed the following:

- Charlie Sedlock with Hamms is trying to make the county pay for the dumpster damage incurred in July.
 - She stated that KCAMP has told her that since it is not the county's fault, the county will not be paying to repair the damages incurred by the fire.
- Kickapoo Nation has purchased a new recycling trailer and will be selling their old one. Mixie stated she is interested in purchasing it for the county recycling center.
- Has an employee with an injury unrelated to work.
- Janet stated they had received a fax from Developmental Services of Jackson County regarding the new information for the contract they propose to have with the county.
- Bill wanted to discuss an individual coming to him with a suggestion for the county to pass a resolution in which they do not go through the state's system in order to take care of noxious weeds. The state system is inefficient for making sure that individuals are actually spraying their noxious weeds and the county could prove to be more successful if we were able to spray without having to go through the state-process first. Mixie was asked to request information from other counties that have already implemented this plan or a similar one.

Head Custodian Chad Phillips met with the Commission to discuss the many activities at the Courthouse this week. There is a health care meeting Tuesday morning at both 8:30 and 10:00. Tuesday evening is Amy's Angels Ending Domestic Violence at 6:00 at the gazebo. Saturday is fall fest. There will be a meet-and-greet on October 22nd at 10:00 a.m. for candidates in the upcoming election.

Chad presented bids for both 4 inch and 6 inch thickness of concrete for the sidewalk:

- Mark Sullivan Construction
 - 4 inch – \$5,760
 - 6 inch – \$7,140

- Lamp post bases included
- KC Concrete
 - 4 inch – \$4,980
 - 6 inch – \$6,042
 - Two lamp post bases – \$400

The Commission discussed the issues of snow being pushed up and piled onto the courthouse lawn and sidewalks in the winter. Bill would like to discuss that with the city. ***A motion was made by Ladner and seconded by Elmer to approve the bid from KC Concrete for the 4 inch deep and 8 foot wide concrete sidewalk portions from the far south corner on the east side of the square to the existing sidewalk and reset two lamp posts for \$5,380. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***

Holton Recorder Reporter Ali Holcomb joined the meeting.

A forum will be held on October 19th, 2016 at 7:00 p.m. at the Community center in Hoyt for candidates in the upcoming election.

Gary Sorenson joined the meeting to discuss a consignment sale for the county. The Commission would like to have a sale to give the county citizens the equal opportunity to bid on it.

The Commission decided that a silent auction would better benefit the county and the county residents. They will host a silent auction on October 20th. Bidding will run from 4:30 to 6:30. Items must be removed by 4:30 on the 21st.

Banner Creek Reservoir Director John Kennedy discussed the following:

- Revenue for the week of September 18th through the 24th - \$1,540
- Revenue for the week of September 25th through October 2nd - \$2,455.50
- John recommends that closing of the south side of Banner Creek be November 1st.
- John will not winterize facilities on the North side of BCR until November 15th. (This is dependent on if the weather dropping below 28 degrees before the 15th.)
- John is recommending approval of the renewal of the hay land rental agreement between Jackson County and D.D. Griffiths in the amount of \$1,147.00. This is for 51 acres at a rate of \$22.50 per acre. ***A motion was made by Elmer and seconded by Ladner to accept the hay ground lease contract with D. D. Griffiths for 51 acres at \$22.50/acre for \$1,147.00. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***
- John would like to request that BCR become a member of the Kansas Trail Council. KTC is a non-profit organization that promotes Kansas Trails. Benefits include state wide recognition of the BCR trails and being included in their newsletter. Cost is \$15 annually. **The Commission agreed.**

The Commission received notice about 3 parcels on the Prairie Band Potawatomi Reservation that were placed into “trust” by the Bureau of Indian Affairs of the United States Department of the Interior.

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

County Counselor Dick Lake met with the Commission to discuss many county contractual questions and obligations. He will research a volunteer fireman claim, the county’s waste management contract, the proposal from Developmental Services of Jackson County and the purchasing card applications with UMB.

Jackson County Tourism secretary Anna Wilhelm met with the Commission to update them on the most recent activities of the group. She stated that the Board decided to grant the Holton Community Theatre \$500 to be used in order to promote tourism. She also discussed having an advertisement in the Kansas Sampler for \$300 and then supplementing that cost with up to \$200 more for the design of the advertisement. **A motion was made by Ladner and seconded by Elmer to approve the allocation of money to the Community Theatre and the advertising/design of advertising for the Kansas Sampler. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.** Anna stated that the Barn Tours went very well. She stated that it rained on Friday night in the area they were in and told the Commission that the Road and Bridge department did a great job working on the roads before the Saturday night.

A motion was made by Elmer and seconded by Ladner to approve the minutes of September 26th and 30th as amended.

Motion carried 3/0.

Appraiser Jason Claycamp met with the Commission to discuss an inquiry by a citizen to obtain another address to the land he owns.

Signed the following payroll change notices:

Department	Name	From	To	Reason	Date / /
Juvenile	Jessica Herzog	0.00	13.83	Hired on full time	10/3/16

The meeting adjourned at 4:30 p.m. The next Commission meeting will be Tuesday, October 11th, 2016.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District



Minutes of October 11, 2016

The Board of County Commissioners met in regular session on Tuesday, October 11, 2016 at 9 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Deputy Kasie Robbins recorded the minutes.

Received a notice from Asplundh Tree Expert Co. about the clearing of trees and brush from the county's right of way. The Commission signed a courthouse lawn use request from Amy's Angels Ending Domestic Violence for 2017. They received an invitation to the KANZA Mental Health Annual Meeting at the Troy Community Building on Thursday, October 27th at 6:00. They also received a Thank You from Troop 64 for the donation toward their purchase of a trailer.

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

- Half of the cricket has been completed on the roof
- Eric believes that the roof should be finished this week
- Replacing the "overhang" on the front. Eric requested the Commission decide how many lights should be placed in order to have the door entry way to the building lit. The Commission figured three lights would suffice, one for each end and at the doorway.
- Water line is going in this morning – will be done by today. New pressure tank in until the offices done – hooking up the water line to the well.
- Asked about billing cities of Denison and Mayetta for the chip and seal work the county did.
- ***A motion was made by Ladner and seconded by Elmer to go into executive session to discuss personnel for a period of 10 minutes at 9:27. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 9:31. No decision was made.***
- Loader bucket for track loader at landfill. It is still available. They want \$4,500 and \$250-\$300 to deliver

The Commission reviewed an opinion from County Counselor Dick Lake regarding the county's current contract with Waste Management. The county can withdrawal from such contract somewhere between 90 days and 180 days prior to the contract date of August 1st, 2016.

Payroll Clerk Sally Alley met with the Commission to discuss payroll issues. She discussed incentive pay, longevity pay, and the possible Road and Bridge Administrator's salary

Mike Henry from Hoyt Fire Board met with the Commission to discuss work-comp, board member appointments, and radios. Mike requested counsel on whether there would be a conflict of interest if an individual wanted to be on the fire board and the city board. The Commission stated that since the city has no control over the fire board that there wouldn't be a conflict of interest. The board wanted to relay to the Commission that their radios have improved immensely. They have intentions of putting a mobile repeater on one of the trucks in order to aid in the southern-southeastern part of the county. The board

ordered a new truck to replace the truck in the accident this last July. It will be ready in roughly nine months. They discussed that the work-comp insurance for the firefighters are not willing to pay benefits for what they deemed a non-work function. However, the Commission believes that the parade is public relations and volunteer service and is part of the job duties of a volunteer firefighter and should be considered for work-comp services.

A motion was made by Elmer and seconded by Ladner to appoint Jerry Harter and Jeffrey Stithem to the Hoyt Rural Fire Department Board. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.

Banner Creek Reservoir Director John Kennedy discussed the following:

- Revenue for the week of October 2nd through October 8th - \$1,647.50
- John met with Appraiser Jason Claycamp to discuss future proposed facility construction projects to determine if flood zones around the reservoir will effect location of these projects.
- John is recommending approval of the renewal of the hay land rental agreement between Jackson County and Charles Kennedy in the amount of \$607.50. This is for 27 acres at a rate of \$22.50/acre.
A motion was made by Ladner and seconded by Zwonitzer to approve the hayland rental agreement with Charles Kennedy for 27 acres of land for \$22.50/acre. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. C2016-30.
- John has included the new maps for Commissioner review of designating areas that hunting is permitted at BCR. These maps will be available in the BCR administrative office.
- Brian Boeckman from Homestead Affordable Housing has informed John that a team of young adults with Ameri-Corp will again be residing in the community November 4th through December 17th. Banner Creek Reservoir will again benefit from this program.

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

Appraiser Jason Claycamp met with the Commission to request moving the zoning meetings from the Senior Center to the new community room downstairs. The Commission agreed to the request.

Register of Deeds Tammy Moulden met with the Commission to discuss replacing a computer purchased in 2002. The purchase will be made from her Technology fund. The Commission agreed.

Sheriff Tim Morse met with the Commission to discuss increasing the incentive step-pay for the sheriff and jail employees that have been with the county for longer than 10 years. Currently, the stair step ends at 10 years. After 11 years the Sheriff department employees will receive longevity pay.

Road and Bridge Co-Director Eric Fritz met with the Commission to present received bids for a roll-up door for the tire shop addition. The bids were:

- Al's Overhead Door
 - \$2,289.00
 - Gasket for bottom of door - \$

- East door existing shop – with bottom seal \$72
- East door existing shop – insulation kit - \$475
- Total - \$2,916.00
- Mark's Overhead Door
 - Install CVC insulated small standard windows in door – standard track - \$2,351.00
 - 1 – 50/11 opener - \$985.00
 - \$3,336.00

The Commission decided not to make a decision regarding the received bids until there was further clarification on the door opener and seals.

The Commission left the Chambers to view the Banner Creek Reservoir and the road and bridge shop at 2:31. They returned at 3:47.

Youth Services Director Brooke Smith met with the Commission to discuss incentive pay.

A motion was made by Elmer and seconded by Ladner to approve the minutes of October 3rd, 2015 as amended.

Motion carried 3/0.

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 20 minutes at 4:08. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.

Signed the following payroll change notices:

Department	Name	From	To	Reason	Date
Dispatch	Stephanie Davis		0.00	Resignation	/ / 10/07/16
Youth Services	Jessica Herzog		\$125/month	Stipend for on-call	10/11/16
Youth	Kellie Hundley		\$125/month	Stipend for on-call	10/11/16

The meeting adjourned at 4:30 p.m. The next Commission meeting will be Monday, October 17th, 2016.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest: _____

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District

Minutes of October 17, 2016

The Board of County Commissioners met in regular session on Monday, October 17, 2016 at 9:00 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick recorded the minutes.

Randy Robinson and wife met with the Commissioners concerning a time delay in calling the fire department last night at 5:00 p.m. when their combine was on fire. The Commissioners referred them to the Sheriff who is in charge of dispatch.

Randy Robinson also reported that the low water crossing at 158 and X.4 is in need of repair. The Commissioners will contact Terry Mick.

Leon Conger contacted Rob Ladner to request ditch work.

A motion was made by Commissioner Elmer and seconded by Commissioner Ladner to go into executive session to discuss personnel for 5 minutes at 9:07. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 9:12. No decision was made.

Road and Bridge Co-Directors Earl Bahret and Eric Fritz joined the meeting.

- Commissioner Elmer instructed Earl to purchase 4 – 60 ft. metal light poles from Bob Ehrhart for the shop yard.
- Commissioner Elmer requested the traffic counter be placed at K Road and 106/110.
- Earl Bahret informed the Commissioners that the auger attachment they made has been working great to clean out silted in culverts.
- Rob Ladner questioned if the city of Soldier could have their street signs made by the county. Eric replied that the sign machine letter quality does not hold up for a long period of time. The City would also like to join together with the County to get a discount on sign posts and brackets.
- Darrell Smith contacted Eric concerning an old gravel pit the county used. The County has agreed to reclaim it and seed it down one time with fescue. If Mr. Smith wants brome seeded he will need to pay the difference.
- Opened bids for the overhead door for the tire shop. Two bids were received:
 - Mark's Overhead Door Service - \$3,336

- Al's Overhead Door - \$4,539
 - ***A motion was made by Commissioner Elmer and seconded by Commissioner Ladner to accept the bid from Mark's Overhead Door Service. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***
- Bill requested additional grading help in the SE corner of the county area for a week or so.

Jackson County Appraiser Jason Claycamp met with the Commissioners to inform them that he accepted the coaching position for Wetmore Jr High Girls Basketball. Jason will flex time or use comp time to allow for the time off.

Charles Rickel called and talked to Commissioner Elmer concerning a fence issue. Bill stated that he would come look at it. The Clerk's office will send the paperwork to begin the fence viewing process.

Norm Bowers called and set up a time to visit with the Commissioners about road concerns for him to view and help the county better train Road and Bridge employee to fix problem areas.

Banner Creek Reservoir Director John Kennedy met with the Commission to discuss:

- That they will be burning brush piles at Banner Creek Reservoir when the weather allows.
- The Commissioners discussed the possible locations for a group camping area that will hold approximately 8 campers. The Commissioners would like to have it on the south side east of the drive, past the row of trees. John will check on that location.

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

County Clerk Kathy Mick informed the Commissioners that the valuation of Jackson County has dropped since July. The 2017 budget estimated that the mill levy for the county would be 77.622 to raise 8,404,549. With the reduction in valuation the actual mill levy would be calculated at 77.785. The Commissioners unanimously agreed to leave the mill levy as published and reduce the tax dollars raised by \$17,698.

Head Custodian Chad Phillips received permission from the Commission to extend his ability to use up his excess vacation time to December 15th.

John Kennedy contacted the Commissioners by phone. The local National Guard Unit wants to have training at the Boy Scout area located within Banner Creek Reservoir. The training will be held all day on November 5th. There will be one gun shooting blanks throughout the day. The Commissioners agreed to allow the training and requested John to contact all the nearby residents and inform them of the training.

The Commission approved bills and payroll.

A motion was made by Ladner and seconded by Elmer to approve the minutes of October 11, 2016 as amended. Chairwoman Zwonitzer called for a vote.

Vote carried 3/0.

The meeting adjourned at 4:30 p.m. The next Commission meeting will be Monday, October 24th, 2016.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District



Minutes of October 24, 2016

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

Recycling Director Mixie Schafer discussed the following:

- Mixie stated she is in the process of getting ahold of someone from the Kickapoo Tribe to purchase their old recycling trailer.

Road and Bridge Co-Directors Eric Fritz and Earl Bahret and KAC's Norm Bowers met with the Commission to discuss the following:

- Norm would be viewing the county roads with the directors in order to give them a short, verbal report of his opinion of how to best maintain our roads/ditches.
 - Bill requested he look at:
 - 134 – U4
 - 94th
 - S road – south of 134
 - Windrows on the side of the road – not sure how to alleviate the issues with them.
 - Bill requested that they look at the rock ledges in the southern area of the county and Rob requested they discuss wash-boarding.
- Janet would like input on crowning roads. Norm stated he would look at the windrows. He also stated he would look at the crowns on the roads
- Schultz is back to the roof on the new road and bridge building –

- \$400 for labor to cover replacement of the skylights with tin the county has already bought which was paid for by the money reimbursed on the skylight project.
- \$800 to do guttering
 - Eric estimated at least a couple hundred foot of guttering would need to be placed.
- The Commission agreed to the work.
- Joe Montgomery is currently wiring the vehicle list in the shop.
- Bill asked when the new shop would be ready for completion of the offices. Eric stated there have been new water lines installed, the holes are taken care of, and they are ready to complete the office areas.
- Earl reported that Westar will move light poles this week on 214th road from Q.5. Earl estimated around 7 poles back.

Bridge Manager Terry Mick discussed the following:

- Wardcraft Homes requested to move a home through the county. Mick stated he has approved their route in reference to all load-bearing bridges and roads that the company plans to take. The Commission approved the route.
- Payment to King Construction for the bridge at Q4 and 275th. The county will pay the total amount minus 5% of the total until the bridge has been inspected.
- The High Risk Rural Road Grant through the State has started receiving applications again for high risk rural road and FAS route road signs. Terry stated that the southeast section has been completed and would like to apply for the rest of the county. The paperwork is due by the middle of next month. The Commission agreed to send in another application.
- Should pour the bridge decking at 142nd and D3 this week.

Garrett Nordstrom with Governmental Services, Roger Coverdale, and CEO of KANZA David Elsbury met with the Commission to discuss the agreement with KANZA for their plans to apply for a government grant in order to renovate the Moser building. The Commission reiterated that no county funds will be invested in this project. ***A motion was made by Ladner and seconded by Elmer to approve Resolution 2016-15 and 2016-16. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. A motion was made by Elmer and seconded by Zwonitzer to adopt the Interlocal Agreement with KANZA and Governmental Assistance Services. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The Commission signed the Disclosure Update, the Statement of Assurance, the Residential Anti-displacement and Relocation Assistance Plan and the Determination of Level of Review.***

Head Custodian Chad Phillips met with the Commission to report that the County made \$439 at the silent auction.

Banner Creek Reservoir Director John Kennedy discussed the following:

- Revenue for the week of October 16th through October 22nd - \$2,887.50

- John is recommending approval of the renewal of the hay land rental agreement between Jackson County and Gary W. Zibell in the amount of \$1,102.50. This is for 49 acres at a rate of \$22.50/acre.
- John is recommending approval of the renewal of the hay land rental agreement between Jackson County and Gary W. Zibell in the amount of \$725. This is for 50 acres at a rate of \$14.50/acre.
- John is recommending approval of the renewal of the hay land rental agreement between Jackson County and A. K. Farms, Inc by Duane Klahr in the amount of \$270.00. This is for 12 acres at a rate of \$22.50/acre.
- John will be closing campgrounds “B”, “C” and the South side the first week of November. Campground “A” will remain open. Water to restrooms will not be shut down until at such a time it becomes necessary due to air temperatures dipping below the freezing mark.
- ***A motion was made by Ladner and seconded by Elmer to enter into hayland agreements for Gary Zibell and A. K. Farms, Inc. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***

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

Holton Recorder Ali Holcomb joined the meeting.

KAC’s Norm Bowers and Co-Directors Eric Fritz and Earl Bahret met with the Commission to discuss the condition of the roads. Norm stated he would advise the county to look into replacing grader blades more often. New blades would help in creating the crown on the road in order to divert the water flow. He recommends mowing at least three feet of the grass along the county’s right of way in order to better maintain the edge of the road. Commissioner Elmer questioned whether our mileage per motor grader operator is adequate. With nearly 800 miles of roads to maintain and 11 motor grader operators, Norm felt that our miles/grader is fairly average but in the southern area of the county, it might be a few too many miles per grader. Try to refrain from blading a limestone road too often. It degrades the rock quickly. A sand-based road can be continued to be graded without losing the integrity of the rock. The Commission thanked Norm for his time and expertise and appreciate this free service offered through KAC.

Appraiser Jason Claycamp met with the Commission to discuss replacing his office’s copier.

A motion was made by Elmer and seconded by Ladner to approve the minutes of October 17th, 2016 as amended.

Motion carried 3/0.

The meeting adjourned at 3:30 p.m. The next Commission meeting will be Monday, October 31st, 2016.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District



Minutes of October 27th, 2016

The Board of County Commissioners met in regular session on Thursday, October 27th, 2016 at 9 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

The Commission discussed question procedures for interviewing the Road and Bridge Administrator position.

A motion was made by Elmer and seconded by Ladner to enter into executive session with Ed Bruns for reasons of personnel at 9:45 for 45 minutes. Chairwoman Zwonitzer called for a motion. Motion carried 3/0. The meeting reopened at 10:17. No decision was made.

A motion was made by Elmer and seconded by Ladner to enter into executive session at 10:30 for 20 minutes for reasons of personnel. Chairwoman Zwonitzer called for a motion. Motion carried 3/0. The meeting reopened at 10:47. No decision was made.

A motion was made by Elmer and seconded by Ladner to enter into executive session with Randy Pool for reasons of personnel at 10:48 for 45 minutes. Chairwoman Zwonitzer called for a motion. Motion carried 3/0. The meeting reopened at 11:30. No decision was made.

Recessed for lunch at 11:55. Reconvened at 12:50.

A motion was made by Elmer and seconded by Ladner to enter into executive session with Roger Chartier at 12:53 for 45 minutes. Chairwoman Zwonitzer called for a motion. Motion carried 3/0. Extended at 1:40 for 10 minutes. The meeting reopened at 1:50. No decision was made.

The Commission approved appropriation to Shorty's and Mic's Pump Service LLC for \$2,533.94.

A motion was made by Elmer and seconded by Ladner to enter into executive session with Terry Smith at 2:15 for 45 minutes. Chairwoman Zwonitzer called for a motion. Motion carried 3/0. The meeting reopened at 3:00. No decision was made. Returned to executive session for personnel for 45 minutes. Reentered regular session at 3:45.

Adjourned at 4:00. No decisions were made for the administrator position.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District



Minutes of October 31st, 2016

The Board of County Commissioners met in regular session on October 31st, 2016 at 9:00 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

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

- Asphalt patching will be done near Hoyt today
- Westar is moving poles for 214 project
- The skylights have been removed, cost was refunded for skylights
- The tire shop wiring will be done.
- Milled 100 feet in Denison next to the post office
- Crossroad pipe 238th and r6 – needs to be replaced
 - Had to order pipe – was waiting on it to be made

Head Custodian Chad Phillips joined the meeting.

Kerwin McKee and Greg Tanking from the City met with the Commission to discuss:

- City codes state all sidewalks in industrial area is 6 inches thick
- Their right of way is 12 feet
- They place all the snow on the right of way because theres no place else to move it

Brent Teter and Jay Watkins of Jackson County EMS met with the Commission to discuss the 2016 EMS Contract.

Janet stated that currently, the county cannot do option 1 and that they can't do option 2 right out of the gate. Bill referenced the tax lid and EMS is not restricted.

Brent is wanting to staff another truck and the current blood draws process at the jail is a problem for them. They're looking for other avenues for the blood draw issue. Brent mentioned that a one year contract is tough on their company when trying to obtain loans for new equipment. They created 1st, 2nd and 3rd option. They are wanting to do a five year contract and structure it to where the increase is just what it would take to get the second truck covered. Wanting to implement an incremental step increase in order to staff a second truck. They would also discuss alleviating the need for subpoenaed employees to testify about a blood draw in court cases. It takes current EMS workers away from either their EMS job or their full-time jobs in order to testify that they had witnessed a blood draw from the mentioned person. They are also having to go out when called to do a blood draw at the jail at any hour of the day or night. Rob had two issues he wanted to discuss. He stated that having a truck called out with only one person on it and asking a volunteer fireman or deputy to drive the ambulance. Rob also wanted to make sure that soldier first responders and fire fighters are not charged for a CPR class as per contract. Soldier first responders were charged.

Banner Creek Reservoir Director John Kennedy discussed the following:

- Revenue of the week of October 23rd through October 29th was \$1,875.95
- John is recommending approval of the renewal of the Hayland Rental Agreement between Jackson County and Greg Young in the amount of \$803.95. This is for 45.94 acres at a rate of \$17.50 per acre.
- Due to the unseasonable weather, staff will not be closing campgrounds "B", "C" and the South Side the first week of November. Plans are to monitor the weather and making closings when temperatures stay below the 50-degree mark.
- The AmeriCorp team will be arriving next week.
- Current projects
 - Painting interior and exterior of campground "A" restrooms
 - Painting exterior of shop
 - Pouring 18' X 18' concrete pad south entrance to maintenance shop
 - Removing brush from sewer lagoon on south side.
 - 20 fire rings have been installed in campground "A"
 - Burned brush 3 piles on Friday
 - National Guard will be here on Saturday – 10:00 – 6:00 – shooting blanks
 - John would like permission to attend the State of Kansas Annual Parks and Recreation Conference. Conference dates are January 31st through February 2nd. The event will be held in Manhattan. Conference registration is \$275.00 and three nights lodging is \$312.00. The majority of the meals are included in the conference package.

Emergency Management Director Pat Korte met with the Commission to have them sign a Lights and Sirens application for Rusty Bontrager.

The Commission convened at 12:00 for lunch. They reconvened at 1:00.

Planning and Zoning Director Jason Claycamp presented a resolution for zoning changes. The Commissioners unanimously approved Resolution 2016-17 changing the zoning classification for B & P Inc. to a B-s Central Business District. (a tract of land in the NW/4 of the SW/4 of Section 15, Township 7 South, Range 15 East, of the 6th P.M., in Jackson County, Kansas Containing 3.33 acres more or less.

Bridge Supervisor Terry Mick and BG Engineer Moni El-Aasar presented an application for 100% signage grant for the remaining ¾ of the County's FAS routes. In 2015 the County received a 100% grant for ¼ of the County. The Commissioners signed the 'Project Programming Request'. The grant is for \$199,160 and no cost to the county, but the county crews will put the signs up.

Commissioners approved the end of month expenditures.

The Commissioners handed out Halloween candy to the children participating in the 'Trick or Treat' program around the square.

A motion was made by Elmer and seconded by Ladner to approve the minutes of October 24th as amended.

Motion carried 3/0.

The meeting adjourned at 5:15 p.m.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District

Minutes of November 7, 2016

The Board of County Commissioners met in regular session on November 7, 2016 at 9:00 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

Recycling/Landfill/Noxious Weed Director Mixie Schafer discussed the following:

- Items sold on Purplewave:
 - The Landfill's old truck brought \$1,595
 - Little baler that was a gift from Oldham's brought under \$577
- Interested in purchasing a used saw to cut up tires. Currently, there is a law that 2 tires may be thrown in a dumpster. Mixie stated that for abandoned tires, she wanted a saw so that she could minimize space taken for such tires.

County Counselor Dick Lake met with the Commission. He briefly discussed an FHA loan request that requires county approval before a loan may be provided to an individual within the county. This individual's loan would not submit the county to any responsibility or liability on behalf of the loan. It is a preexisting structure that an individual wishes to purchase through use of the FHA loan program. The Commission declined to sign the agreement until they received more information.

Road and Bridge secretary Nancy Schlodder met with the Commission to present fuel bids:

- Jackson Farmers - \$14,152.00
- Haag Oil - \$14,691.45
- ***A motion was made by Ladner and seconded by Elmer to accept the fuel bid from Jackson Farmers of \$14,152.00. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***

The Commission viewed an invoice from Fisher, Patterson, Saylor & Smith concerning two pending cases against the County.

The commission received a fuel bid from Knotty Pine, at 9:15 but it was rejected for being submitted past the deadline.

Road and Bridge Co-Director Eric Fritz and Shop Foreman Bryson Bain met with the Commission to discuss the following:

- Electricity is now hooked up to the truck lift
- The Commission viewed the call log of requests.

Holton Recorder reporter Ali Holcomb joined the meeting.

Brent Teter and Jay Watkins of Jackson County EMS and Sheriff Tim Morse met with the Commission to discuss the issues regarding the blood draws, court testimony and the calls for blood draws in the middle of the night. Brent stated that the EMS would like to figure out a different way to do blood draws for the jail. He stated it can be a negative experience with his staff because they are called out at early morning sometimes and are then, subsequently, at times are subpoenaed to come into court to testify on behalf of the draw. Brent wondered if there were other avenues to take in order to obtain these draws. He wondered, also, if there was an ability to either contract with another individual or with the Holton

hospital. Sheriff Morse stated that most of the times, the draws are done for individuals who refuse to give a breathalyzer sample or who refuse to comply with the jail for a urine sample in order to decipher whether the person in question tests positive for any particular substances. Most of the time, the jail will do the required breathalyzer test before they summon the EMS staff. Sheriff Morse stated he would work with his staff and the EMS on the best way to handle these measures.

The Commission called Rachele Griffin from Fairway Independent Mortgage Company about the proposed Kansas Housing Assistance Program for first time home buyers because an individual is seeking in order to purchase a preexisting home within the county. The Commission requested that more information be presented. They set up a meeting with Kimberly, the program administrator for Monday the 14th.

Banner Creek Reservoir Director John Kennedy discussed the following:

- Revenue for the week of October 30th thru November 5th are \$10,859.78. Revenue included \$9,691.78 from Kansas Department of Wildlife, Parks and Tourism fishing grant.
- John is recommending approval of the renewal of the hay land rental agreement between Jackson County and Gregg Watkins in the amount of \$495.00. This is for 22 acres at a rate of \$22.50/acre. ***A motion was made by Elmer and seconded by Ladner to approve the agreement. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***
- 58 acres of hay ground is currently advertised in the Holton Recorder. Deadline to receive bids is November 18th.
- The AmeriCorp team will be working at BCR Tuesday through Thursday of this week. Commissioners are invited to attend a meet and greet Monday at noon at shelter #3.
- Current projects
 - Clearing brush from south side lagoon
 - Painting exterior of shop
 - Pouring second half of concrete pad south entrance to maintenance shop.
 - Removing trees from face of dam
 - Painting grills

The Commission convened for lunch at 12:00. They reconvened at 1:00.

The Commission left the chambers at 1:00 to view the renovations at the health department. They returned at 2:20.

Youth Services Director Brooke Smith and Probation Officer Jim Cyphers met with the Commission to discuss an employee issue. ***A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 10 minutes at 2:33. Brooke and Jim were present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 2:40. No decision was made.***

The Commission decided on the following 2017 Holiday Schedule:

Holiday Schedule	Courthouse/RDBR/Juv Int/BCRK/Sr Citizens/Sheriff's Office (M-F)	Sheriff Office: Patrol/Jail/Dispatch (shifts that don't work M-F)	Nox Weed/Recycle/Landfill
NEW YEAR'S DAY	Monday, January 2	Monday, January 2	Tuesday, January 3
MARTIN LUTHER KING JR	Monday, January 16	Monday, January 16	Tuesday, January 17
PRESIDENT'S DAY	Monday, February 20	Monday, February 20	Tuesday, February 21
MEMORIAL DAY	Monday, May 29	Monday, May 29	Saturday, May 26
INDEPENDENCE DAY	Tuesday, July 4	Tuesday, July 4	Tuesday, July 4
LABOR DAY	Monday, September 4	Monday, September 4	Saturday, September 2
COLUMBUS DAY	Monday, October 9	Monday, October 9	Tuesday, October 10
VETERANS DAY	Friday, November 10	Friday, November 10	Friday, November 10
THANKSGIVING	Thursday, November 23	Thursday, November 23	Thursday, November 23
THANKSGIVING	Friday, November 24	Friday, November 24	Friday, November 24
CHRISTMAS	Monday, December 25	Sunday, December 24	Saturday, December 24
CHRISTMAS	Tuesday, December 26	Tuesday, December 26	Tuesday, December 26
DISCRETION DAY – qualifying employees	Must be used before December 25	Must be used before December 25	Must be used before December 25
EMPLOYEE'S BIRTHDAY – qualifying employees	Actual day of	Actual day of	Actual day of
NEW YEAR'S DAY 2018	Monday, January 1, 2018	Monday, January 1 st , 2018	Tuesday, January 2 nd , 2018

The meeting adjourned at 4:30. The next Commission meeting will be Monday, November 14th, 2016.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District



Minutes of November 14, 2016

The Board of County Commissioners met in regular session on Monday, November 14, 2016 at 9 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

Road and Bridge Co-Director Eric Fritz and Shop Foreman Bryson Bain met with the Commission to discuss the following:

- Bryson stated that Jeannie is having computer issues again with the Starz program. The IT person has been contacted and will see to the problem shortly.
- Eric stated that they have had to move some of the motor grader operators around because of one individual who is out of work due to an injury sustained while servicing his equipment.

Appraiser Jason Claycamp met with commission to discuss bids received for a replacement for his office's copier:

- Logan - \$8,500
- Century Business Technologies - \$6,765
- ***A motion was made by Elmer and seconded by Ladner to approve the low bid of \$6,765 from Century Business Technologies for the replacement of the Appraisers office's copier. Chairwoman Zwonitzer called for a motion. Motion carried 3/0.***

The Commission opened the Canvass for the 2016 Presidential Election held on November 8th, 2016. The canvass was opened at 10:00. The Commission checked the clerk's office's totals against the tapes ran from each machine on Election Day. The canvass was closed at 11:25.

Banner Creek Reservoir Director John Kennedy discussed the following:

- Annual watershed inspection with Jamie Johnson from the National Resource Conservation Service
- John will be attending a Tourism meeting this Wednesday.
- The restroom/bathhouses will be closed this week. Along with this, the gate on the south side of BCR will be closed for the season. The restroom/bath house will remain open on the north side of BCR until weather requires its closure.
- Painting of picnic tables
- Clearing and repairing trail surfaces

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

Lori Kimmi, the new Director of the Holton/Jackson County Chamber of Commerce, assistant Beth McManigal, and Chamber board member Jennifer Shaw met with the Commission to discuss updates from the Jackson County/Holton Chamber of Commerce. Jennifer discussed the process of interviewing for the director position. She stated that there is a newly hired part-time administrative assistant, Ashlee York.

She also stated that four of the board members will be leaving this year. Jennifer Marek, Judge Marek's wife, will be representing government. Laura Golden from Developmental Services of Jackson County will represent non-profits, Joni White will represent manufacturing and industry, and Annette Wheeler will be representing Jackson County at-large. Jennifer gave the Commission a copy of their draft-budget for 2017. Jackson County donated \$1,200 to the Diamond Membership. The Chamber receives funding from Tourism in the amount of \$10,000 through the bed tax. The bed tax was just recently raised by resolution. Janet stated they donated for fireworks, and normally for special events then the county donates funding for those events. She also stated she believes that the County Commissioners had planned to donate \$5,000/year. She invited the Commission to go to the meeting which is the second Thursday of the month at 7:00 a.m. at the Chamber office. Eric Bjelland will be the future president of the board. On the third Thursday of the month, they have a luncheon for all county residents to keep up with the Chamber's current events and to listen to a speech that may help spark ideas for county improvements and how to draw in more businesses. This month's speaker is Realtor Sara Fox and the fee to listen and eat is \$10. She will be speaking about "beautification" of the County through artistic ideas, rebuilding and repurposing. December's third Thursday meeting will be from 5:00 p.m. to 7:00 p.m. at the Gossip where snacks and drinks are provided.

Kimberly Penrod from Fairway Independent Mortgage met with the Commission to discuss the Kansas Housing Authority grant program for first time home buyers. The person may not have owned a home in the last three years and must have a specific income or below in order to qualify. Chairwoman Zwonitzer wanted County Counselor Dick Lake to observe both the resolution and the agreement in order to better understand what it is that the contract entails.

Doug Fisher met with the Commission. ***A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 15 minutes at 2:28. Doug Fisher was present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 2:40. No decision was made.***

The Commission reviewed bills and payroll.

Aaron Allen representing the Jackson County Fair Board met with the Commission to request letting the taxes on the Jackson County Fair Board Association's owned property on the highway, next to Caseys, to be held until the property is sold, interest and fine free. They would then pay back all the owed-taxes on the property when the property was sold. The County Counselor will research.

County Clerk Kathy Mick told the Commissioners that Dan Fenton will be retiring from the Mayetta Cemetery board but has had difficulty finding anyone to replace him. He is unable to do it any longer and will eventually have to give it up altogether. The Commissioners decided they would try to brainstorm individuals that could be of use to the board.

The Commission signed the engagement letter for Mize and Houser Company to do the 2016 county audit.

The Commission viewed some information from KCAMP about the Tenant Users Liability Insurance Policy (TULIP) program that is available for vendors/individuals holding events on county owned property. It protects both the facility user and the KCAMP member against claims by “third parties” who may be injured as a result of attending the event.

A motion was made by Ladner and seconded by Elmer to approve the minutes of October 31st and November 7th as corrected.

Motion carried 3/0.

A motion was made by Ladner and seconded by Elmer to go into executive session to discuss personnel for a period of 15 minutes at 4:15. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 4:37. No decision was made.

The meeting adjourned at 4:42 p.m. The next Commission meeting will be Monday, November 21st, 2016.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District

Minutes of November 21, 2016

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

Noxious Weed/Landfill Director Mixie Schafer discussed the following:

- Annual KDOT agreement to spray roadside
- Annual agreement to receive donated dirt from PBPN to the landfill
- ***A motion was made by Elmer and seconded by Ladner to an agreement with PBPN for donation of soil to the landfill. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. 2016-38.***

- ***A motion was made by Ladner and seconded by Elmer to an agreement with KDOT to spray the highways in Jackson County for noxious weeds, so long as the funds are provided. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. 2016-39.***
- ***A motion was made by Elmer and seconded by Ladner to enter into an agreement with DSJC to have some of their individuals work at the recycling center, two individuals for two days a week for a maximum of 52 weeks and maximum payment would be \$9,984.00. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. 2016-41.***

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

- Eric went to check the road area around Pat Ireland's last week
- Jeannie is still having issues with her computer program. She can get on it but it kicks her off often
- Garage door will be here December 2nd
- Bill stated that the Directors need to check on putting metal sheeting up on the inside of tire shop especially where the tires will be laid up against the wall.

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 15 minutes at 10:00. Eric Fritz was present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 10:15. The Commission agreed to move Jeannie Elder, Road and Bridge building maintenance and inventory clerk, up to level 3 from level 4 for her six month review, just as any other position does.

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 45 minutes at 10:18. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting extended for 30 minutes. The meeting reopened at 11:35. No decision was made.

Road and Bridge shop maintenance and inventory clerk Jeannie Elder met with the Commission to discuss the computer program issues she is having. They also discussed the daily logs that will be implemented for all Road and Bridge employees involved in machinery and maintenance of that machine. Jeannie would be in charge of maintaining and filing these logs.

Banner Creek Reservoir Director John Kennedy discussed the following:

- Revenue for the week of November 13th through November 19th - \$282.26
- Fall projects completed:
 - Annual watershed inspection with NRCS
 - Tourism council bill board
 - Painted interior and exterior of campground "A" restroom/bath house
 - Painted BBQ grills in campgrounds
 - Painted water tank
 - Painted east side of park maintenance shop
 - Burned brush piles

- Cleared 7 miles of trails
- Painted picnic tables
- Started landscape project at boat house
- Poured concrete slab south entry of maintenance shop
- Installed 20 fire rings campground “A”
- Completed design of new trail signs
- Winterized facilities – painting of picnic tables
- Clearing and repairing trail
- Constructed new trail bridge

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

Anna Wilhelm discussed with the Commission the decision of the Tourism board to advertise via billboard on the highway. The individual that owns the rights to the billboard had a pleasant experience at a past Barn Tour and is allowing the Tourism Board to advertise free of charge. For marketing concepts to make the sign, to install and to file a form to KDOT for zoning approval will all be less than \$1,000. ***A motion was made by Elmer and seconded by Ladner to approve the Tourism Council billboard on highway 75 for costs not to exceed \$1,000. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.***

Anna then discussed changes for 2017 for budgeting. This budget includes:

Income: \$50,000

Expenses:

Chamber Administrative - \$10,000

Grants - \$15,000

Coupons - \$10,000

Digital Sign - \$1,450

Lodging Grants - \$2,000

Brochures - \$2,000

Banner brochures - \$2,000

Billboard - \$1,000

Other advertising - \$1,000

Total: \$44,450

A motion was made by Elmer and seconded by Ladner to approve the 2017 budget for the Jackson County Tourism Board. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.

A motion was made by Ladner and seconded by Elmer to enter into an agreement with the Chamber in order to advertise for tourism on the Chamber of Commerce Digital Sign on Highway 75 for \$1,450 for 2017. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 15 minutes at 1:45. County Clerk Kathy Mick was present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting extended 15 minutes.

Commission left the Chambers to view 214th road at 2:30. They returned at 4:00.

A motion was made by Elmer and seconded by Ladner to enter into a cooperation agreement between Sedgwick, Shawnee, and Jackson County. This agreement would allow federal grant funding for down payments on FHA homes. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. 2016-40.

A motion was made by Ladner and seconded by Elmer to adopt resolution 2016-18 which is a resolution of the governing body of Jackson County, Kansas authorizing the execution of a cooperation agreement pursuant to the Kansas local residential housing finance law, K.S.A. 12-5219 et seq., as amended, between the cooperating jurisdiction and Sedgwick County, Kansas and Shawnee County, Kansas, authorizing the issuers to exercise, on behalf of the cooperating jurisdiction, the authority and powers conferred by the Kansas Local Residential Housing Finance Law. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. 2016-40.

A motion was made by Elmer and seconded by Ladner to approve the minutes of November 14th, 2016 as amended.

Motion carried 3/0.

Signed the following payroll change notices:

Department	Name	From	To	Reason	Date / /
Sheriff	Lisa Hyten	--	47,476	Grant reinstated	11/21/16
Sheriff	John Paz	15.41	16.84	Ft deputy	11/21/16
Youth Services	Gina Durkes	200 stipend	0.00	Temp. leave until Dec 2016	11/21

The meeting adjourned at 4:30 p.m. The next Commission meeting will be Monday, November 28th, 2016.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District



Minutes of November 30, 2016

The Board of County Commissioners met in regular session on Wednesday, November 30, 2016 at 1 p.m. Chairwoman Zwonitzer and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

A motion was made by Elmer and seconded by Zwonitzer to go into executive session to discuss personnel for a period of 40 minutes at 1:20. Chairwoman Zwonitzer called for a vote. Motion carried 2/0.

Bridge Manager Terry Mick discussed the following:

- Bridge 142 and d.3 and q4 and 275 opening today

A motion was made by Elmer and seconded by Zwonitzer to go into executive session to discuss personnel for a period of 30 minutes at 2:15. Chairwoman Zwonitzer called for a vote. Motion carried 2/0. Extended 15 minutes. Eric Fritz joined the meeting. Extended 15 minutes. Extended 15 minutes. Extended 15 minutes. The meeting reopened at 4:00. No decision was made.

The Commission signed payroll and bills.

The meeting adjourned at 4:16 p.m. The next Commission meeting will be December 5th, 2016.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District



Minutes of December 5, 2016

The Board of County Commissioners met in regular session on Monday, December 5, 2016 at 9 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick recorded the minutes.

Engineer Brandy Sutherland introduced herself to the Commissioners. She would like to be considered in the bid process for traffic design, water design, culvert replacement, landfill plans and ditch hydraulics. Brandy also met Mixie Shafter and Terry Mick who often supervise projects that the County would hire an engineer for. The Commissioners informed her that they would place her on the bid list for engineering. Currently there are no projects.

Recycling Director Mixie Shafer received permission to solicit bids for security cameras.

Mixie stated the Developmental Services would be at the Recycling Center on Tuesday to begin training.

Road Director Eric Fritz informed the Commission that he was having additives added to the fuel storage tanks in preparation for colder weather this week.

Eric also informed the Commission that the garage door to the tire shop has been installed and he is working on the specification for electrical work.

Shop Foreman Bryson Bain reported that the heating system is set up in the tire shop and waiting for electrical work.

Bridge Manager Terry Mick reported that the bridge at 142 and D3 was opened last week and that he had a meeting at 2:00 today with Moni El-Aasar to do the final check on the Old highway bridge located at Q4 and 275.

The Commissioners informed the Co-Directors, Bridge Manager and Shop Foreman that a vehicle inspection book program was going to be implemented. An inspection book will be assigned to each employee. Employees are to document in this book the condition of the vehicle or equipment that they used each day. The Commissioners will develop a policy informing the employees how they want the inspection program implemented. Employees will be reprimanded if they do not abide by this policy.

Representatives from Mayetta met to request funding for a 'Spray Park'. Present was Mayor Johnathan Wimer, Committee Members Liz Long, Delaina Miller & Dan Whiteman. Also present were Lori Banks Holton/Jackson County Chamber Director and Assistant Ashley York. The Committee desires to improve the city park with the addition of a spray park. The Committee visited a spray park in a city approximately the same size as Mayetta. They reported that visitors came from surrounding counties to visit their park. This Committee believes this project would benefit the entire county. They have been doing fund raising

and they are preparing a donations letter to be mailed out. They have a 'Not for Profit' status so contributions are tax deductible. The Committee asked the county to donate \$30,000 to the project out of the Parks and Recreation fund. Their next fundraiser will be January 7th at the old Bingo hall. No decision was made.

Emergency Management Director Pat Korte presented a 'Lights and Sirens' application for Andrew Shinn for a 1995 Chevy to respond to calls for the Holton Fire Department. Chairperson Zwonitzer signed the application and permit.

Head Custodian Chad Phillips presented the fire alarm contract with Heartland Alarm for the Commissioners to sign. The Commissioners approved the contract changing the service from Internet signal to cellular phone. The company will purchase the cell phone and the county will be responsible for the monthly fee. This change had to be made because the Internet kept dropping service.

Chad Phillips informed the Commissioners that Hinson's Tree Farm donated the greenery for the Courthouse.

Commissioner Elmer called Mike Jewell concerning a Road and Bridge issue.

The Commissioners decided to pay for \$35,490.72 of rock out of .4%. The remainder of the year's rock will be paid out of the Road and Bridge fund.

Discussed that the 3rd quarter Fishing Grant report has not been submitted.

John Kennedy off work the afternoon of 12/5/16

Rob Ladner questioned if John would have work for an individual required to do Community Service. John agreed if it was 8 hour days and no weekends.

Recessed for lunch.

Signed Verizon agreement for Road & Bridge cellular phones. **C2016-45.**

Moni El-Aasar inform the Commission that the grant has been submitted for the signs.

Bruce Rinkes informed the Commissioners that his firm, King Engineering, would like to engineer a bottomless culvert to replace a low water crossing. The County would be working with the Watershed district concerning stream mitigation.

Mayetta Fire District Treasurer Bob Gay reported that the fire district now has over \$50,000 in equipment reserve and they were able to purchase a newer fire truck.

A motion was made by Ladner and seconded by Elmer to go into executive session with County Counselor Dick Lake for five minutes at 1:15. Chairperson Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 1:30. The County Commissioners made the statement that Dick Lake would continue to be County Counselor until December 31st, 2016. On January 1st, 2017 Alexandria Morrissey will take on the position of County Counselor. The Commissioners thanked Mr. Lake for serving as County Counselor during this time.

KANZA Mental Health and Guidance Center CEO David Elsbury thanked the Commission for signing the annual contract with Kanza Mental Health. He then reported that Kanza is doing pretty well on getting pledges for the local share of the grant. They are getting close to meeting the \$25,000 mark, and they have a donor that will match that. Kanza will know if they are awarded the grant in January.

The Commission left the chambers to view the work that is being done at Banner Creek Reservoir. They viewed the newly painted maintenance shop, the artistically painted trash cans and the painted butterflies on the bathhouse. They also viewed the area where the brush piles have been burnt.

A motion was made by Zwonitzer and seconded by Elmer to go into executive session for 10 minutes. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting closed at 3 o'clock. The meeting extended five minutes. The meeting extended five minutes. The meeting opened at 3:20. No decision was made.

Bridge Manager Terry Mick reported to the Commissioners that the Bridge on Old Hwy 75 went over the bid by \$4,749.21. Terry stated that the bridge needed more riprap and he would get a quote from King Construction on what that would cost.

Jerry Green was unable to attend the scheduled meeting so there was a phone conference with the Commissioners. *(This conversation is about A-178 to 182 and 182-A to A.4 which is a 'Minimum Maintenance', dead-end road.)* Rob Ladner informed Mr. Greene that the Commissioners received his documents but nothing in that information changed the Commissioners decision to uphold a prior Commissioners' decision that the County would not bring a 'Minimum Maintenance' road up to the classification of a 'Rock' road. It is the policy of the County that if a person wants a 'Minimum Maintenance' or dirt road brought up to rock standards, that person has to pay for it. Once it is brought up to standards the county would then maintain it as a rock road. Commissioner Elmer again told Mr. Greene that their decision has not changed. Mrs. Greene asked for a copy of the policy. The Commissioners informed Mr. Greene that any further conversations about this road should be directed to the County Counselor. Janet Zwonitzer ended the call when Mr. Greene didn't want to accept the decision and started swearing.

A motion was made by Zwonitzer and seconded by Elmer to approve the minutes of November 28 and 30th as amended. Motion carried 3/0.

Signed the following payroll change notices:

Department	Name	From	To	Reason	Date / /
Atty	Denise Sweet	0	13.84	Part Time	11/28/16
Atty Sheriff	Denise Sweet Julie Hart- Moore	13.84	13.84	Full Time Resignation	12/01/16 12/15/16

The meeting adjourned at 4:30 p.m. The next Commission will meet on Tuesday for a Webinar concerning redistricting at 10:00 a.m.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District

Minutes of December 19, 2016

The Board of County Commissioners met in regular session on Monday, December 19, 2016 at 9 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

Brent Teter and Jay Watkins met with the Commission to discuss the proposed EMS contract. They discussed placing the County in a 3 year contract with Jackson County EMS. There was discussion over the second truck and the amount of time it can be staffed. For the first year, the second ambulance will be staffed at a minimum of 32 (64 for two individuals to staff truck) hours per week. The second year the second truck hours per week will increase to 64 hours per week (128 for two individuals to staff truck). The third year, the second truck will be staffed 96 hours (192 hours for two individuals to staff truck) per week.

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

- ***A motion was made by Ladner and seconded by Elmer to go into executive session to discuss personnel for a period of 15 minutes at 9:47. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 10:06. No decision was made.***

Noxious Weed/HHW/Recycling/Landfill Director Mixie Schafer discussed the following:

- Received notice that she will now have to pay to dispose of used oil at approximately .25 per gallon, when she used to get paid for the used oil. Mixie will develop a new policy on how to collect oil and possible costs. This oil could be contaminated with other substances that make it unusable in the oil heaters like Road and Bridge uses to heat the shop. The oil can be tested but the cost to test it is \$165 making it non- cost effective.
- Closed the Landfill and Recycling Center early on Saturday because of inclement weather. Reported that they had no customers all day

Bruce Rinkes and Kenny Blair met with the Commission to discuss several items. Blair mentioned that Cook, Flatt and Strobel and King Engineering have merged and have a local office in Holton. Marilyn Snyder joined the meeting on behalf of the Jefferson Watershed district to listen in on the discussion of the possibility of engineering and installing a bottomless culvert. Wabaunsee County has installed the first one in Kansas. The project cost approximately \$75,000. Rinkes would like to engineer one in Jackson County next to a low water crossing or a cement box. Watershed #10 would pay for the project and Jackson County would pay for approximately \$10,000 in engineering. The stream mitigation program assists with culverts designed to allow fish and other aquatic organisms to pass and allow other natural stream processes to occur unimpeded. No decision was made.

Brent Teter and Jay Watkins returned with the redrafted contract that included the changes made in the morning session. ***A motion was made by Ladner and seconded by Elmer to adopt the three-year ambulance contract agreement with Jackson County EMS until December 31st, 2019. Year one will be \$302,000, Year 2 \$352,000 and year 3 \$402,000. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. (C2016-47).***

Banner Creek Reservoir Director John Kennedy discussed the following:

- Revenue \$178.00 - \$50 fishing tournament – gate fees \$128.00

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

Pursuant to K.S.A. 91-204 the Commissioners reviewed the possibility of redistricting Commissioner Districts. The Commissioners attended a webinar put on by KAC on December 6th explaining how to redistrict. The commissioners reviewed the districts by population. They reviewed several scenarios and determined that the districts should remain the same. The next time re-districting will be allowed will be in 2022.

The Commissioners want to set up a meeting with the Chamber concerning contact with inquiries regarding economic development.

Jim Cyphers met with the Commissioners. ***Elmer made the motion to go into executive session for a period of 10 minutes to discuss personnel. Ladner seconded the motion. Motion carried 3/0. The meeting closed at 1:45 and opened at 1:55. No decision was made.***

The Clerk reported that the County received a check in the amount of \$1,318.34 from the KCAMP's Risk Avoidance Grant program. There was \$2,000 available to the County. The County used the funds to purchase risk avoidance training dvds.

Earl Bahret met with the Commissioners in executive session. ***Elmer made the motion to go into executive session for a period of 10 minutes to discuss personnel. Ladner seconded the motion. Motion carried 3/0. The meeting closed at 3:46 and opened at 3:56. No decision was made.***

The Commissioners approved an increase from \$355 to \$375 per month for Basel Cleaning Services for the Jackson County Health Department. The rate will be in effect until December 31, 2018. (Contract C2016-48)

The Commissioners approved the minutes of December 12 and 15th as corrected.

Verlin Wichman provided the Commissioners with a newspaper article from The Holton Recorder dated July 21, 1921 titled:

Soldiers' Room Dedicated

Commissioners Officially Designate Room as Soldiers' Memorial.

The county commissioners last week took action that will forever set apart a room in the new courthouse that will be known as a soldiers' memorial and be used by the patriotic organizations. The handsome bog room is located on the ground floor, northwest corner. The G. A. R. , W. R. C. and American Legion and Auxiliary will have free use of the quarters. The furnishing of the room is a problem that has not yet been solved, but the room is now ready for meetings, with the addition of temporary furniture. The following is the resolution passed by the board:

Be it resolved by the board of county commissioners of Jackson County in regular session assembled, that the room situated in the northwest corner of the first floor of the court house, is hereby dedicated to the memory of the soldiers and sailors of Jackson County and shall hence forth be known as "Memorial Hall ".

The County Commissioners agreed to officially re-name the meeting room as "Memorial Hall".

The Commissioners discussed with Chad Phillips some of the improvements they want to see in the Courtroom next year. They discussed ideas such as removing the paneling on the division wall and replacing with material that matches the rest of the walls.

Signed Change orders 2016-108-119.

Signed the following payroll change notices:

Department	Name	From	To	Reason	Date / /

SO-Jail	Nancy Cattrell	14.85	15.13	Length of Service	12-16-16
Dispatch	Megan Shea	14.38	14.63	Length of Service	12-10-2016

Signed the following Purchase Orders:

Department	PO #	To	For	Amount
Road & Bridge	6416	Welborn Sales	Tubes	29,085.00

The meeting adjourned at 4:30 p.m. The next Commission meeting will be December 27, 2016.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District

Minutes of December 27, 2016

The Board of County Commissioners met in regular session on Tuesday, December 27, 2016 at 9 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie VanDonge recorded the minutes.

Road and Bridge Co-Directors Eric Fritz and Earl Bahret, Shop Foreman Bryson Bain, and Jeanie Elder met with the Commission to discuss the following:

- Jeanie stated that her computer will not run the STAR Road and Bridge inventory program. She stated that Sonny Sagar, the Information Technology Technician for Sonny Sagar Consultants, visited Jeanie to decipher what the issues are with her laptop. All of the errors she receives are errors specifically with Access. She stated that Jeanie, the lady who creates and maintains the STAR program, doesn't believe it is an issue on behalf of her program. Currently, Twila's computer is the main server for the STAR programs and once she and Nancy are moved to the shop with Jeanie, Jeanie's computer would then be connected to hers for a permanent server. Until Twila and Nancy move to the shop, Jeanie wants to get by with the laptop she has been given to use until another idea or solution was proposed.
 - Jeanie has been given a laptop to borrow by the Jeanie that runs the STAR program. It is a laptop that only has the STAR program on it.

- The Commission requested that Jeanie call Adam Schafer, a computer technician in town, to get his professional opinion about the laptops, Access program, and STAR program.
- Bill received a bid from Ray's Glass and Screen for four windows for \$1,287.57, which excluded the outside window. Bill stated that the individual that gave him the bid told him that the outside window would probably cost more than any one of the interior windows.
 - Bill stated he knows of a place in Kansas City that the county could get a double paneled windows (with a vinyl frame) for all 5 windows needed for only \$400. He stated that the only issue with this project is the proper installation of the outside window.
- Bill then discussed the framing of the proposed exterior window at the shop. It was discussed that the window would need to be able to "give" a little for if/when the building "gives" with the weather conditions. The sealing around the window would not be able to be sustained if it were rigid against the frame of the building.
- Jeanie has put out for quotes for a concrete floor in the shop. She then stated that Road and Bridge employee Roger Chartier told her it wouldn't be too difficult to level the floor and fix issues currently with the flooring in the shop being uneven and rough, instead of hiring the work out. It was discovered that the floor was uneven and rough after the old tiles, that were worn and cracked, were peeled up and removed. Jeanie inquired whether the Commission minded letting the Road and Bridge crew work on the floor. The Commission approved.
- Earl stated the forcefeed loader comes tomorrow morning from Iowa – he will let the Commission know when the loader has arrived
- Bryson said the shop could use a little more electrical work. The plugins by the west door always break when the crew plugs a heater in. When the shop lights are on, the plugins on the south wall will break if they try to plug anything in. Bill considered whether it would have something to do with the wiring or if the problem lied within the breakers. Bryson stated that the wiring is in a conduit.
- Bill stated that there are bids coming for electricity for the new tire shop addition.
- Bill stated that 110th and P.4 north needs some rock.
- Bryson stated that the maintenance logs are being used for minor fixes that do not necessarily need to land on Bryson's plate. Simple things such as replacing a bolt is not deemed serious enough mechanical or body work that it would constitute passing the "fix" to Bryson for his doing. Janet stated she would begin a rough draft of a Road and Bridge "Maintenance Book" Procedure/policy in order to better enforce the maintenance log requirement of all Road and Bridge employees operating county vehicles.

Reporter Ali Holcomb from the Holton Recorder joined the meeting.

A motion was made by Elmer and seconded by Ladner to open the Budget Amendment Hearing at 10:05. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The following budgets were amended as published in the Holton Recorder on December 12th:

- ***County General was increased by \$149,699.00***
- ***Sheriff was increased by \$633,301.00***

- **Road and Bridge was increased by \$86,665.00**
- **Noxious Weed was increased by \$60,314.00**

A motion was made by Elmer and seconded by Ladner to close the Budget Amendment Hearing at 10:16. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. A motion was made by Ladner and seconded by Elmer to adopt the amended budget for 2016. Chairwoman Zwonitzer called for a vote. Motion carried 3/0.

The Commission agreed that newly purchased rock before the end of the year would be purchased out of the rock line item (rather than the general fund) so that when research is done in the future, the actual amount of rock purchased in 2016 will be more easily available.

The Commission discussed a ditcher that Bill and Earl looked at in Hiawatha. It was reasonably priced but takes an 80 or above horse-power tractor in order to run it. The County does not own such a tractor.

The Commission discussed the forcefeed loader that Earl stated would be here tomorrow. They stated that it would pick up windrows in their entirety and then relocate it into the bed of a truck. They have not purchased it. The individual that owns the machine will bring it down for inspection.

Treasurer for the Jackson County Tourism Council, Anna Wilhelm, emailed Clerk's office employee Sally Alley. In the email she explained that the Commission last approved \$500 for 2017 advertising to Hotel Josephine, Red Rock Ranch, Red Roof Inn, and Super 8. They also approved \$1,450 to the Holton/Jackson County Chamber of Commerce for digital sign advertising for 2017. 2017 grants approved at the November 16th Tourism Council meeting include \$1,000 for Jackson County Historical Society for the Jackson County Hidden Treasures Fall Tours) and \$1,000 for Quilts in the Courtyard.

Banner Creek Reservoir Director John Kennedy discussed the following:

- No revenue for the week of December 18th through December 24th
- John has completed review of the BCR Regulations. Recommended changes have been made for Commission review. It is requested that Commissioner's review recommended changes and make notes of any additional changes and that this be discussed at the January 16th Commission meeting.

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

The Commission worked on a rough draft for the policy regarding maintenance logs for the Road and Bridge employees.

Bryson met with the Commission to discuss placement of a window in the new office at Road and Bridge Shop.

A motion was made by Elmer and seconded by Ladner to go into executive session to discuss personnel for a period of 10 minutes at 2:13. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 2:23. No decision was made.

Road and Bridge Co-Director Earl Bahret met with the Commission. A motion was made by Ladner and seconded by Elmer to go into executive session to discuss personnel for a period of 10 minutes at 2:49. Earl Bahret was present. Chairwoman Zwonitzer called for a vote. Motion carried 3/0. The meeting reopened at 2:59. No decision was made.

A motion was made by Elmer and seconded by Ladner to approve the minutes of December 19th, 2016 as amended.

Motion carried 3/0.

Signed the following Occupy County Right of Way petitions:

Company	To	Sec/Twp/Rng	Address	Date
Haug Construction	Trench waterline thru 270 th	8SE/6S/13E	2348 270 th Rd	12/27/16

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

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District



Minutes of December 29th, 2016 Special Meeting

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

Chairman Janet Zwonitzer called for a special meeting to look at a piece of equipment that was at the Road and Bridge Department. Kyle Gibson was going through Holton with a piece of equipment that Earl Bahret had been looking at on an online auction. County Clerk Kathy Mick called the Holton Recorder to inform them of a meeting.

The meeting was called to order at 3:00 p.m. Present was Jane t Zwonitzer, Bill Elmer, Rob Ladner, Earl Bahret, Eric Fritz, Bryson Bain, Roger Chartier and Kyle Gibson

Kyle informed the Commissioners that he would sell the Athey Forcefeed Loader for \$5,000 as is. The engine would not start because of the condition of the points, but turned over enough to know it was not frozen up. Rob stated he would not vote to purchase a piece of equipment that didn't run. Bill believes that it would be a good piece of equipment once repaired. The Commissioners then agreed to ask Kyle to get the equipment up and running and then let the Commissioners have the first option to purchase it. The Commissioners informed Kyle that he didn't need to sandblast and repaint the equipment. Kyle agreed and said he would get back to the Commissioners in about two weeks.

The meeting adjourned at 3:25 p.m. The next Commission meeting will be

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District

Minutes of December 30, 2016

The Board of County Commissioners met in regular session on Friday, December 30, 2016 at 9 a.m. Chairwoman Zwonitzer, Commissioner Ladner and Commissioner Elmer were present. County Clerk Kathy Mick and Deputy Kasie Robbins recorded the minutes.

County Attorney Assistant Hannah Simpson discussed with the Commission Joyce Immenschuh's retirement party on January 10th from 1:00 to 3:00.

The Commission received a newsletter from K-State Meadowlark Extension District and a letter from Mickie Schultz regarding the Jackson County Fair being moved to the week of July 31st, 2017 to August 4th, 2017 in order to accommodate the new carnival called Fun Time Shows.

The Commission reviewed bills and payroll.

Commissioner Elmer called KansasWorks – Topeka Office in order to obtain a link to the current job opening listed on the KansasWorks website for the Road and Bridge Administrator position for Jackson County.

County Clerk Kathy Mick discussed all of the transfers in greater detail to the Commission and where the county sits at the end of the year.

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

The meeting adjourned at 4:30 p.m. The next Commission meeting will be Tuesday, January 03, 2017.

Board of County Commissioners
Jackson County, Kansas

Rob Ladner, 1st District

Attest:

Janet Zwonitzer, 2nd District

Kathy Mick
Jackson County Clerk

William Elmer, 3rd District

