

**UNOFFICIAL MINUTES
DONIPHAN COUNTY COURTHOUSE, TROY, KANSAS JANUARY 9, 2017**

The Board of County Commissioners met at 1:00 P.M. in order to reorganize for the 2017 year. Those present were First District Commissioner Timothy D. Collins, Second District Commissioner Thad G. Geiger, Third District Commissioner Jerry P. McKernan and County Clerk Peggy Franken. County Attorney Charles D. Baskins was present for a portion of the meeting.

Observers included Paul Stewart, The Kansas Chief, Sheriff Chad Clary, Health Department/Home Health Administrator Sheryl Pierce, Susan Studer, Road Supervisor Bob Edie, Pete Duncan and Richard Grable for the entire meeting. Donald Harter observed a portion of the meeting.

County Commissioners Thad G. Geiger and Jerry P. McKernan, County Attorney Charles D. Baskins, County Clerk Peggy Franken, Register of Deeds Susan J. Shuster and Sheriff Chad W. Clary were administered the oath of office by Magistrate Judge Roy Roper.

Sheriff Chad Clary opened the meeting with the proclamation for the 2017 reorganization.

Commissioner Geiger nominated First District County Commissioner Timothy D. Collins to serve as Chairman of the Board for the 2017 year. Commissioner Collins seconded the motion. Commissioner McKernan cast a nay vote.

Commissioner Collins moved to retain Peggy Franken, County Clerk, as Withholding Tax Agent, Social Security Tax Agent and KPERS Designated Agent for the 2017 year. Commissioner Geiger seconded the motion and it carried.

Commissioner Collins made a motion to retain the Board of County Commissioners as the County purchasing agents. Commissioner Geiger seconded the motion and it carried.

Commissioner Collins made a motion, seconded by Commissioner McKernan, to adopt Resolution 2017-01, A Resolution waiving the County from preparing financial statements and financial reports in conformity with generally accepted accounting principles for the year 2017, causing financial statements and reports to be prepared in compliance with the cash basis and budget laws of the State of Kansas. Motion carried.

Commissioner Collins made a motion to appoint the Board of County Commissioners to act as the County Board of Health. Commissioner Geiger seconded the motion and it carried.

Commissioner Collins made a motion to appoint Dr. Bradley J. Gaul, MD as the County Health Officer for the 2017 year. Commissioner Geiger seconded the motion and it carried.

Commissioner Collins made a motion to reappoint Sheryl Pierce as the Health Department/Home Health Administrator. Commissioner McKernan seconded the motion and it carried.

Commissioner Collins made a motion to reaffirm the payment of \$375.00 per month for administrative services by the Health Department into the Capital Improvement Fund. Commissioner Geiger seconded the motion and it carried.

Commissioner Collins made a motion to reappoint Francis Hubbard as the Noxious Weed Director. Commissioner McKernan seconded the motion and it carried.

Commissioner Collins made a motion to reappoint Julie Meng as the Hazardous Materials and ADA Coordinator. Commissioner McKernan seconded the motion and it carried.

Commissioner Collins made a motion, seconded by Commissioner Geiger, to reaffirm Public Building Commission members, Timothy D. Collins, President; Jerry P. McKernan, Vice President; and Thad G. Geiger, Secretary. Motion carried.

Commissioner Collins made a motion, seconded by Commissioner McKernan, to order a tax foreclosure sale in 2017. Motion carried.

Commissioner Collins made a motion, seconded by Commissioner Geiger, to adopt the 2017 Doniphan County Personnel Policy and Procedures Manual as presented. Motion carried.

Commissioner Collins made a motion, seconded by Commissioner Geiger, to set the Contractor rate for use of (D6 or larger) dozer equipment to assist the County during emergencies at a rate of \$155.00 per hour, with future rate increase to be considered by the Board of County Commissioners. Motion carried.

Commissioner Collins moved to continue the court house and Health Department hours Monday thru Friday 8:00 A.M. to 5:00 P.M. using flex hours with offices remaining open during noon hours, work days will consist of 7.5 hours per day and the Road and Bridge Department, Noxious Weed and Sheriff Departments will be based on an 8 hour day. Work Week: Sunday 12:00 A.M.-Saturday 11:59 P.M. Commissioner McKernan seconded the motion and it carried.

Road and Bridge hours and work schedules, subject to emergency call-in provisions, are as follows: Monday-Friday 7:00 A.M.-3:30 P.M. unless otherwise set by Board of County Commissioners.

The Board reaffirmed the County Custodian's hours to be 8:00 A.M.-5:00 P.M. Monday-Friday with on call provisions during emergencies and inclement weather.

Commissioner Collins made a motion to continue to operate the Noxious Weed Department on a cash basis law only and set the work schedule for the Noxious Weed Director as March 1st thru October 31st. The Noxious Weed Director will continue to be on call November thru February with insurance benefits paid, but

no salary compensation, unless determined by the Board of County Commissioners that the Noxious Weed Director is needed to assist with the Road and Bridge Department. Commissioner McKernan seconded the motion and it carried.

Commissioner Collins made a motion to confirm payroll will continue to be paid on the last working day of the month for County employees, with the exception of Road and Bridge employees, which are to be paid semi-monthly. Commissioner Geiger seconded the motion and it carried.

Commissioner Collins made a motion that cut off dates for time sheets and bills will continue to be the 20th of the month, unless otherwise specified by the County Clerk. Commissioner McKernan seconded the motion and it carried.

Commissioner Collins made a motion to designate The Kansas Chief as the Official County Newspaper for 2017 at a bid of \$1.05 per 12 pica line for legal advertising (an increase of \$.08 per 12 pica line over 2016) and \$10.00 affidavit fee. Commissioner McKernan seconded the motion and it carried.

Commissioner Geiger made a motion, seconded by Commissioner Collins, to set the limit of unauthorized expenditures for County Commissioners at \$5,000.00 for road and major equipment repair, not to exceed one time per week, and \$250.00 for Appointed Officials. Elected Officials statutorily are not subject to expenditure limitations however the Board of County Commissioners requests professional courtesy be used and notification be given when spending in excess of \$1,000.00. Commissioner McKernan cast a nay vote.

Commissioner Collins made a motion, seconded by Commissioner McKernan, to set the County's mileage reimbursement rate at .50 per mile when using personal vehicles for travel while doing business for Doniphan County, Kansas. Motion carried.

Commissioner Collins made a motion, seconded by Commissioner McKernan, to confirm preparation of the 2016 county audit by Jim Long, CPA and the 2018 county budget by Jim Scherer, CPA. Motion carried.

Commissioner Collins made a motion to use the County banks to receive investments provided they meet security deposit requirements and offer the 91 Day Treasury Bill Rate and grant the County Treasurer the authority to invest monies with the highest bidder for idle funds. Commissioner McKernan seconded the motion and it carried.

Commissioner Collins made a motion, seconded by Commissioner McKernan, to have department inventory sheets compiled and submitted for approval February 6, 2017. Motion carried.

Commissioner McKernan made a motion, seconded by Commissioner Geiger, to adopt the following County observed holidays for 2017, motion carried:

MARTIN LUTHER KING JR DAY	MONDAY JANUARY 16, 2017
PRESIDENTS DAY	MONDAY FEBRUARY 20, 2017
MEMORIAL DAY	MONDAY MAY 29, 2017
INDEPENDENCE DAY	TUESDAY JULY 4, 2017
LABOR DAY	MONDAY SEPTEMBER 4, 2017
VETERANS DAY	FRIDAY NOVEMBER 10, 2017
THANKSGIVING HOLIDAY	THURSDAY/FRIDAY NOV 23/24, 2017
CHRISTMAS DAY	MONDAY/TUES DECEMBER 25/26, 2017
NEW YEARS DAY	MONDAY JANUARY 1, 2018

Commissioner Collins made a motion, seconded by Commissioner Geiger, to close to the public at noon on December 29, 2017 in order to close out the county books, with employees working a regular work day. Motion carried.

Commissioner Collins made a motion to approve the slate of Fire District Board Members and Ambulance Director and appoint as presented. Commissioner McKernan seconded the motion and it carried.

Fire District #1: Wathena City Mayor Brian Walker, Council President Craig Grable, Township Trustees- Richard Schuman, Washington Township; Milton Hartman, Jr, Burr Oak Township; and Nancy D. Drake, Marion Township. Fire Chief Tony Libel.

Fire District #2: Highland- Eric Tracy, Chairman; Scott Sisk, Treasurer, Dean Diveley, Secretary. Additional Board Members: Josh Falk and Chris Waggoner. Ambulance Director Ken Stewart. Fire Chief Joe Florence.

Fire District #3: Bendena – Robert Hoffman, Chairman; Tyson Rush, Secretary/Treasurer. Fire Chief Steven Davis.

Fire District #4: Elwood – Darrell Lamme, Chairman; Lonnie Young, Secretary; Bobby Hall, Treasurer. Fire Chief Alvin “Woody” Wood.

Fire District #5: Troy – Derek Luedke, John Mike Simpson, Jonathan Huss, Jim Norris, and Matt McKittrick. Fire Chief Allen Winkel.

Doniphan County Ambulance District #1 Director Matt McKittrick.

There being no further business at 1:19 P.M. Commissioner Collins made a motion to adjourn. Commissioner Geiger seconded the motion and it carried.

DATED THIS 9TH DAY OF JANUARY, 2017

Board of County Commissioners of Doniphan County, Kansas.

Attest: _____
Peggy Franken, County Clerk

Timothy D. Collins, Chairman

