

**UNOFFICIAL MINUTES
DONIPHAN COUNTY COURTHOUSE, TROY, KANSAS, JANUARY 25, 2021**

The Board of County Commissioners met in regular session in the office of the Doniphan County Commission, Troy, Kansas, at 8:30 A.M. with Second District County Commissioner Wayne Grable, Chairman, calling the meeting to order. First District County Commissioner Timothy D. Collins, Third District County Commissioner Bobby Hall, County Clerk Peggy Franken and County Attorney Charles D. Baskins present.

The Kansas Chief Reporter Melanie Davis observed the entire meeting. Road Office Manager Lindsay Norris, First District Road Foreman Sean Price, Second District Road Foreman Wayne Carter, Interim Aging Administrator Joi Davies, Noxious Weed Director Jim Norris, Economic Development Director Leah B. Johnson and Emergency Management Coordinator Julie Meng were present for a portion of the meeting.

Commissioner Grable made a motion to approve the County Commission meeting agenda as presented. Commissioner Collins seconded. Motion carried 3-0.

Commissioner Collins made a motion to approve County Commission meeting minutes of the January 11, 2021 reorganization and regular meetings as presented. Commissioner Hall seconded. Motion carried 3-0.

Commissioner Grable made a motion to approve \$181.60 added taxes and \$12,191.00 abated taxes to the 2020 Doniphan County tax roll. Commissioner Collins seconded. Motion carried 3-0.

Commissioner Collins made a motion to approve payroll and warrants for the period of January 29, 2021 as presented. Commissioner Hall seconded. Motion carried 3-0.

Fee report for the period of January 1-15, 2021 was presented to the Board for their review on behalf of the Sheriff.

Currently the Jerry K. Dubach Doniphan County Law Enforcement Center houses 3 local inmates.

Commissioner Grable, in citing an oversight during the reorganization meeting, made a motion to reinstate the Health Department administrative fee paid to the County General fund in the amount of \$375.00 per month. Commissioner Hall seconded. Motion carried 3-0.

Commissioner Collins made a motion to sell by sealed bid the 1990 Ford F-450 bucket truck in as is condition for junk. Commissioner Hall seconded. Motion carried 3-0.

Road Office Manager Lindsay Norris presented the County Commission with Township Road Improvement Fund balances, year-to-date Road Department expenses and rock stockpile amounts through December 31, 2020.

Commissioner Grable asked Road Office Manager Lindsay Norris for an explanation on Township General funds, Township Road Improvement funds and County Road and Bridge funds. Manager Norris explained Township Boards have control over Township General monies which can be used for rock for township roads, FAS routes, cemetery maintenance etc. Township Road Improvement funds are voted on by electors of the Township, with the County controlling

funds for the purchase of road rock on township roads and FAS routes. County Road and Bridge funds are used countywide for road maintenance, rock, ditch liner, shot rock and road maintenance.

Road Office Manager Lindsay Norris will prepare specs and solicit bids for the purchase of tires for all three road districts.

Husker Steel plans to repair bridge structure T133-1, a wood plank structure located on 190th Road, northeast of Severance, Kansas, once they finish bridge repairs in a neighboring county, estimated at approximately 3-4 weeks, weather permitting.

A one-time agreement proposal was presented to the Board of County Commissioners from T-Squared Site Services, a construction company hired to manage the construction of a proposed telecommunications tower on Castleton Road, north of 130th Road. T-Squared requests a one-time road maintenance agreement between T-Squared and Doniphan County, Kansas, to rebuild a specified section of Castleton Road, consisting of installing 6" of gravel over a 12' x 1,783' section of road. The proposal calls for the purchase of 600 ton of crusher run gravel at the County's cost of \$12.50 per ton for a total cost of \$7,500.00, with the County to shape the road, haul and spread rock. T-Squared will reimburse Doniphan County for the cost of rock and requests no future road maintenance. Commissioner Collins made a motion to enter into an agreement with T-Squared for one-time road maintenance and hauling of rock on Castleton Road, north of 130th Road, for the construction of a telecommunications tower, with T-Squared to reimburse Doniphan County for the cost of rock. Commissioner Hall seconded. Motion carried 3-0.

Commissioner Grable made a motion to approve geo-tech boring by Terracon for replacement of bridge structure T831-1, located on 195th Road east of Troy, Kansas, at a cost not to exceed \$5,900.00. Commissioner Collins seconded. Motion carried 3-0.

The Board held discussion in regard to repair work on concrete culvert located on Coronado Road, north of Highland, Kansas, city limits in Sections 22 and 23 Township 2 Range 19E. The Board of County Commissioners were in agreement to contract with engineering firm Schwab-Eaton, PA to develop a proposal for repair.

The Board of County Commissioners also held discussion on repair of Monument Road, south of Wathena, Kansas, in Section 5 Township 4 Range 22E, where the roadway is sloughing off into the Missouri River causing hazardous road conditions. Due to lack of response from the US Army Corp of Engineers, it was the consensus of the Board of County Commissioners to begin hauling in rip rap and broken up concrete to stabilize the roadway.

Commissioner Grable made a motion to increase the pay of Second District Road Foreman Jerry Wayne Carter to \$47,320.00 following completion of 90-day probationary period, effective January 28, 2021. Commissioner Hall seconded. Motion carried 3-0.

The Board of County Commissioners were in agreement the Second District Road Foreman would serve over the Second and Third Road Districts effective immediately. Second District Foreman Carter stated both Road Districts have been coordinating work between the two Districts and a second grader and operator will be assigned to help with road maintenance in portions of Second and Third Districts.

Commissioner Collins made a motion to allow Road Foremen to accrue comp-time during emergency situations, with comp-time to be used during the pay period, next preceding pay period or paid. Commissioner Hall seconded. Motion carried 3-0.

Interim Aging Administrator Joi Davies requested the Board of County Commissioners begin the process of hiring a full-time Aging Administrator by placing an advertisement for employment in the local newspaper. The Board of County Commissioners made no objections.

Commissioner Collins made a motion to purchase copier/printer/scanner for the Aging Department from Brown Mannschreck in the amount of \$1,700.00 plus \$40.00 per month maintenance agreement. Commissioner Hall seconded. Motion carried 3-0.

Interim Administrator Joi Davies informed the County Commission following review of capital outlay projects in all four Senior Citizens Center Sites, it was determined a refrigerator will be needed in 2021 at the Troy Pioneer Center. Commissioner Collins requested the refrigerator be purchased from a county vendor if possible.

Noxious Weed Director Jim Norris presented the County Commission with the 2021 Noxious Weed Management Plan and 2020 annual Noxious Weed report. Following review, Commissioner Collins made a motion to approve the Noxious Weed Management Plan and annual report as presented. Commissioner Hall seconded. Motion carried 3-0.

Commissioner Hall made a motion to approve the attendance of the Noxious Weed Director at the annual Noxious Weed conference in March. Commissioner Collins seconded. Motion carried 3-0.

Commissioner Hall made a motion to enter into contractual agreement between Doniphan County, Kansas and Kansas Department of Transportation for treatment of noxious weeds along State rights-of-way at a rate of \$25 per hour for labor and \$30 per hour for equipment. Commissioner Collins seconded. Motion carried 3-0.

The Board of County Commissioners made no objection to part-time employee Dennis Snyder assisting Noxious Weed Director Norris with spray season, tree trimming projects and 911 sign maintenance.

Commissioner Grable made a motion to approve the purchase of Raven spray control system for the Noxious Weed 2020 Ford pickup truck from Fairbank Equipment in the amount of \$7,155.88. Commissioner Collins seconded. Motion carried 3-0.

Discussion was held in regard to the County's tree trimming plan, overseen by Noxious Weed Director Jim Norris with coordinated assistance from each of the Road Districts. Director Norris presented the Board with monthly costs to rent a chipper in the amount of \$1,767.00 from Foley Equipment and bucket truck from Altec in the amount of \$2,600.00. The Board requested Norris obtain a cost from Altec to purchase a used bucket truck for their consideration.

At 9:49 A.M. Commissioner Grable made a motion to recess into executive session for the purpose of discussing legal matters for road purposes with counsel, with the meeting to be called back to order in the office of the County Commission at 10:09 A.M. Commissioner Collins seconded. Motion carried 3-0. The County Attorney, County Clerk, Register of Deeds and Road Office Manager remained.

Commissioner Hall made a motion to purchase a computer for the Emergency Management/Zoning Office from Lockit Technologies in the amount of \$809.00. Commissioner Collins seconded. Motion carried 3-0.

Emergency Management Coordinator Julie Meng presented the Board of County Commissioners with a draft copy of Emergency Vehicle Designation Policy pursuant to K.S.A. 8-2010(a) for their consideration. The Board of County Commissioners took no action.

Julie Meng, Emergency Management Coordinator, discussed with the Board of County Commissioners electrical issues in the courthouse following installation of the courthouse generator in 2020. Commissioner Hall agreed to contact RS Electric to discuss the issues which include no power to the District Court courtroom and Court Clerk's Office, no lights to the County Clerk's office and limited power to the Third Floor.

Correspondence was received from the Doniphan County Planning and Zoning regarding public hearing to be held on February 10, 2021 at 7:30 P.M. for the purpose of amending zoning from R-O Outer Residential to R-0 Conditional Use to allow placement of 245' Verizon Wireless telecommunications tower on property located at 518 N. Centre St. Troy, Kansas. And for change in zoning from A-1 Agriculture to A-1 Conditional Use for placement of 199' Verizon Wireless telecommunications tower on property located at 1141 Tioga Rd, Wathena, Kansas.

The Board of County Commissioners were in agreement to send out requests for proposals for the 2020, 2021 and 2022 Doniphan County audit.

Commissioner Hall made a motion to retain the services of James Scherer CPA for preparation of the 2022 Doniphan County budget. Commissioner Collins seconded. Motion carried 3-0.

Road Office Manager Lindsay Norris and the Board of County Commissioners held discussion on short and long term planning for the Road Department, including hard surfacing of county roadways and contracting out road projects. Each Commissioner will present the County Board with 4-5 roads per District to be discussed and acted upon by the County Board for placement on a road improvement plan.

Commissioner Collins made a motion to approve advertisement in the Highway 36 Association magazine in the amount of \$945.00, as presented by Economic Development Director Leah B. Johnson. Commissioner Hall seconded. Motion carried 3-0.

Economic Development Director Leah B. Johnson informed the County Board the Doniphan County website www.dpcountyks.com will be getting a refreshed look at no cost to the County, with Mrs. Johnson responsible for content upgrades on the site.

At 11:30 A.M. Commissioner Collins made a motion to recess into executive session for the purpose of discussing legal matters for road purposes with counsel, with the meeting to be called back to order in the office of the County Commission at 11:40 A.M. Commissioner Hall seconded. Motion carried 3-0. The County Attorney, County Clerk and Road Office Manager remained.

The Board of County Commissioners held discussion with Emergency Management Coordinator Julie Meng in regard to mitigation of the spread of the coronavirus and the County's ability to opt out of a countywide mask mandate. The Board of County Commissioners took action on January 11, 2021 extending the countywide mask mandate until noon February 22, 2021.

The Board of County Commissioners asked County Attorney Charles Baskin to send a letter on their behalf notifying Robert Williamson of their lack of interest in pursuing his proposal to quit claim to Doniphan County material storage area located around the Second District Road shop at 302 Robertson St, Troy, Kansas, for \$1.00 and provide the County with a non-exclusive private road easement over the area currently used to access Main Street from the Second District shop building for \$1.00 in exchange for Doniphan County providing all legal work, acquiring and installing a 24" culvert from the open junction area for drainage pipes (at the southwest corner of Main Street in Troy, Kansas). With the culvert extending southeast across the Williamson driveway as necessary at mutually agreed upon grade. Doniphan County would also remove the abandoned drainage structures south of the junction area and restore Williamson driveway where disrupted, all within Section 20 Township 3 Range 21E.

Commissioner Collins stated he talked with Roger Engemann in regard to Engemann Drainage Company Inc. proposal dated July 2, 2020 to push road banks for purpose of relocation of waterline on Oxide Road, between 175th and 190th Roads in Section 27 Township 3 Range 21E, with Rural Water District #5 to cost share in the project. Commissioner Grable said the Road Department would do the necessary dozer work to push in road banks and build the roadway with Engemann Drainage Company Inc. responsible for relocation of waterline.

The Board of County Commissioners were in receipt of correspondence from Swindoll Janzen Hawk & Loyd regarding Doniphan County's SPARK (Strengthening People and Revitalizing Kansas) coronavirus relief funding through the State of Kansas. Doniphan County received \$1,572,275 to be divided amongst the County and its sub-recipients including cities, schools, library, ambulance service, community college, non-profit and for-profit businesses. Representatives of Swindoll Janzen Hawk & Loyd recognized the extra effort put forth by County Clerk Peggy Franken, Emergency Management Coordinator Julie Meng, Economic Development Director Leah B. Johnson and Treasurer-elect Nicole Diveley for their coordinated effort to make sure funds were distributed based on guidelines of the SPARK task force.

Commissioner Grable made a motion to allocate a portion of Doniphan County's SPARK coronavirus relief funding set aside for administrative services to grant pay bonuses to County Officials responsible for administration of funds to sub-recipients as well as reporting guidelines as set forth by the Kansas Governor's Office of Recovery: Health Officer Dr. Bradley Gaul \$6,000.00; County Clerk Peggy Franken \$5,500.00; Emergency Management Coordinator Julie Meng \$3,000.00; Economic Development Director Leah B. Johnson \$2,000.00 and Treasurer-elect Nicole Diveley \$1,000.00. Commissioner Hall seconded. Motion carried 3-0.

Commissioner Grable made a motion to grant a \$1.50 per hour pay increase to Register of Deeds Susan Shuster for IT support. Commissioner Collins seconded. Motion carried 3-0.

Commissioner Grable made a motion to grant a \$0.75 per hour pay increase to County Clerk Peggy Franken. Commissioner Hall seconded. Commissioner Collins abstained. Motion carried 2-1.

There being no further business before the Board, Commissioner Grable made a motion to adjourn the meeting at 12:01 P.M. Commissioner Hall seconded. Motion carried 3-0.

DATED THIS 25TH DAY OF JANUARY 2021.

Attest: _____
Peggy Franken, County Clerk

Wayne Grable, Chairman

