

**UNOFFICIAL MINUTES  
ANNUAL REORGANIZATION MEETING  
DONIPHAN COUNTY COURTHOUSE, TROY, KANSAS, JANUARY 11, 2021**

At 9:00 A.M. Honorable District Court Judge James Patton swore in County Officials in the District Court Courtroom. Elected Officials taking the oath of office included Second District County Commissioner Wayne Grable, Third District County Commissioner Bobby Hall, County Attorney Charles D. Baskins, County Clerk Peggy Franken and Register of Deeds Susan J. Shuster.

The Board of County Commissioners met at 9:10 A.M. in order to reorganize for the 2021 year. Those present were First District Commissioner Timothy D. Collins, Second District Commissioner Wayne Grable, Third District Commissioner Bobby Hall, County Clerk Peggy Franken and County Attorney Charles D. Baskins

Observers included Melanie Davis, Reporter for The Kansas Chief, Health Department/Home Health Administrator Sheryl Pierce, Janis Grable, Michael Cluck, First District Road Foreman Sean Price, Bernard Smith and Sheriff Chad Clary.

Sheriff Chad Clary opened the meeting with the proclamation for the 2021 reorganization.

Commissioner Hall nominated Second District County Commissioner Wayne Grable to serve as Chairman of the Board for the 2021 year. Commissioner Grable seconded the motion. Commissioner Collins no. Motion carried 2-1.

Commissioner Grable moved to retain Peggy Franken, County Clerk, as Withholding Tax Agent and Social Security Tax Agent for the 2021 year. Commissioner Hall seconded the motion. Motion carried 3-0.

Commissioner Collins made a motion to appoint County Clerk Peggy Franken as KPERS Designated Agent for the 2021 year. Commissioner Hall seconded the motion. Motion carried 3-0.

Commissioner Grable made a motion to retain the Board of County Commissioners as the County purchasing agents. Commissioner Hall seconded the motion. Motion carried 3-0.

Commissioner Grable made a motion to appoint the Board of County Commissioners to act as the County Board of Health. Commissioner Collins seconded the motion. Motion carried 3-0.

Commissioner Grable made a motion to appoint Dr. Bradley J. Gaul, MD as the County Health Officer for the 2021 year. Commissioner Hall seconded the motion. Motion carried 3-0.

Commissioner Grable made a motion to reappoint Sheryl Pierce as the Health Department/Home Health Administrator. Commissioner Collins seconded the motion. Motion carried 3-0.

Commissioner Grable made a motion to reappoint James (Jim) Norris as Noxious Weed Director. Commissioner Collins seconded the motion. Motion carried 3-0.

Commissioner Grable made a motion to reappoint Julie Meng as the Hazardous Materials and ADA Coordinator. Commissioner Collins seconded the motion. Motion carried 3-0.

**Commissioner Grable made a motion to adopt County Resolution 2021-01, a Resolution waiving the County from preparing financial statements and financial reports in conformity with generally accepted accounting principles for the year 2021, causing financial statements and reports to be prepared in compliance with the cash basis and budget laws of the State of Kansas. Commissioner Collins seconded the motion. Motion carried 3-0.**

**Commissioner Grable made a motion to adopt County Resolution 2021-02, a Resolution of the Board of County Commissioners authorizing participation in the Rural Opportunity Zone Student Loan Repayment Program through the State of Kansas Department of Commerce. Commissioner Collins seconded the motion. Motion carried 3-0.**

**Commissioner Grable made a motion to adopt the 2021 Doniphan County Employee Personal Policy manual. Commissioner Collins seconded the motion. Motion carried 3-0.**

**Commissioner Grable made a motion to order a tax foreclosure sale in 2021. Commissioner Collins seconded the motion. Motion carried 3-0.**

**Commissioner Grable made a motion 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. Commissioner Collins seconded the motion. Motion carried 3-0.**

**Commissioner Grable moved to continue the Courthouse 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 day shall consist of 7.5 hours per day. 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. Road and Bridge hours and work schedules, subject to emergency call-in provisions, Monday-Friday 7:00 A.M.-3:30 P.M. unless otherwise set by Board of County Commissioners. Commissioner Collins seconded the motion. Motion carried 3-0.**

**Commissioner Grable made a motion to reaffirm 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 seconded the motion. Motion carried 3-0.**

**Commissioner Grable made a motion to continue to operate the Noxious Weed Department on cash basis only and employ the Noxious Weed Director on an annual basis with spray season March 1st-October 31st weather permitting. Director to perform brush/tree removal November – February. Commissioner Collins seconded the motion. Motion carried 3-0.**

**Commissioner Grable made a motion to confirm payroll to be paid on the last working day of the month for County employees, with exception of Road and Bridge employees, which are to be paid semi-monthly. Commissioner Collins seconded the motion. Motion carried 3-0.**

**Commissioner Grable made a motion cut off dates for time sheets and bills are to be the 20<sup>th</sup> of the month, unless otherwise specified by the County Clerk. Commissioner Collins seconded the motion. Motion carried 3-0.**

**Commissioner Grable made a motion to appoint Public Building Commission members: Timothy D. Collins, President; Wayne Grable, Vice President; and Bobby Hall, Secretary/Treasurer. Commissioner Collins seconded the motion. Motion carried 3-0.**

Commissioner Grable made a motion to designate The Kansas Chief as the Official County Newspaper for 2021 at a bid of \$1.15 per 12 pica line for legal advertising and \$12.00 affidavit fee. Commissioner Collins seconded the motion. Motion carried 3-0.

Commissioner Grable made a motion to set the limit of unauthorized expenditures for County Commissioners at \$1,500.00 per week for emergency repairs and \$500.00 per expense for Appointed Officials. Elected Officials statutorily are not subject to expenditure limitations however the Board of County Commissioners request professional courtesy be used and notification given when spending in excess of \$1,000.00. Commissioner Hall seconded the motion. Commissioner Collins no. Motion carried 2-1.

Commissioner Grable made a motion to set the County's mileage reimbursement rate at .50 per mile when using personal vehicles for travel while performing official business on behalf of Doniphan County, Kansas. Commissioner Hall seconded the motion. Motion carried 3-0.

The Board of County Commissioners tabled action on appointment of Auditor for 2020 Audit and Certified Public Accountant for preparation of 2022 Doniphan County budget.

Commissioner Grable 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 Collins seconded the motion. Motion carried 3-0.

Commissioner Grable made a motion for department inventory sheets to be compiled and submitted for approval February 1, 2021. Commissioner Hall seconded the motion. Motion carried 3-0.

Commissioner Grable made a motion to adopt the following County observed holidays for 2021. Commissioner Collins seconded the motion. Motion carried 3-0.

MARTIN LUTHER KING JR DAY	MONDAY JANUARY 18, 2021
PRESIDENTS DAY	MONDAY FEBRUARY 15, 2021
MEMORIAL DAY	MONDAY MAY 31, 2021
INDEPENDENCE DAY	MONDAY JULY 5, 2021
LABOR DAY	MONDAY SEPTEMBER 6, 2021
COLUMBUS DAY	MONDAY OCTOBER 11, 2021
VETERANS DAY	THURSDAY NOVEMBER 11, 2021
THANKSGIVING HOLIDAY	THURSDAY/FRIDAY NOV 25/26, 2021
CHRISTMAS EVE	FRIDAY DECEMBER 24, 2021
NEW YEARS HOLIDAY	FRIDAY DECEMBER 31, 2021

Commissioner Grable made a motion to close to the public at noon December 30, 2021 with employees working until Treasurer's office has closed out county books. Commissioner Hall seconded the motion. Motion carried 3-0.

Commissioner Grable made a motion to appoint the slate of Fire District Board Members and Ambulance Director for 2021. Commissioner Collins seconded the motion. Motion carried 2-1 with Commissioner Hall abstaining on Fire #4 Elwood.

- Fire #1 – Wathena      Mayor John A. Cluck; President of Council: Bob Halter  
Township Trustees:   Washington – Richard Schuman  
                                 Burr Oak- Milton Hartman Jr  
                                 Marion – Chris Gaither  
                                 Fire Chief Robert Ryser
- Fire #2 – Highland      Eric Tracy, Chairman; Josh Falk, Treasurer, Dean Diveley,  
Secretary. Additional Board Members Joyce Rush and Chris  
Waggoner. Ambulance Director: Ken Stewart. Fire Chief: Chris  
Waggoner
- Fire #3 – Bendena      Kevin Thompson, Chairman; Rick Hoffman, Vice-Chairman; Tyson  
Rush, Secretary/Treasurer. Fire Chief: Tyson Rush
- Fire #4 – Elwood      Darrell Lamme, Chairman; Lonnie Young, Secretary; Bobby Hall,  
Treasurer. Fire Chief Alvin Wood
- Fire #5 – Troy      Derek Luedke, John Mike Simpson, Jonathan Huss, Matt McKittrick.  
Fire Chief Allen Winkel

Doniphan County Ambulance District #1 Director Matt McKittrick.

There being no further business before Board, Commissioner Grable made a motion to adjourn the meeting at 9:21 A.M. Commissioner Collins seconded the motion. Motion carried 3-0.

DATED THIS 11<sup>TH</sup> DAY OF JANUARY, 2021

Board of County Commissioners of Doniphan County, Kansas.

Attest: \_\_\_\_\_  
Peggy Franken, County Clerk

\_\_\_\_\_  
Wayne Grable, Chairman