

THE MINUTES OF THE MEETING
OF THE BOARD OF COUNTY COMMISSIONERS
ON June 9, 2014

The Board of Kingman County Commissioners met in regular session, in the Commissioners' Meeting Room, Kingman County Courthouse, Kingman, Kansas, on June 9, 2014. Those Present:

Carol Voran, Chairperson
John Steffen, Commissioner
Fred Foley, Commissioner
Carol Noblit, Master County Clerk

Also present was the County Counselor, John Caton.

Commissioner Voran called the Board of County Commissioners Meeting to Order at 8:00 a.m.

Commissioner Voran asked if there were any additions to the agenda.

MOTION: Commissioner Steffen moved to approve the agenda as submitted. Commissioner Foley seconded the motion. The motion was approved upon the unanimous vote of the Commissioners.

Visitors: John Kostner, Donna Hardesty, Mike Rowley, Jason Jump, Kingman Leader-Courier, Mary I. Bergkamp, Wanda Kelsey, Kingman Area Chamber of Commerce, Shelia Henning, Chamber of Commerce Board, Bob Diepenbrock, USD 331 Superintendent, Bill Vanlandingham, Newberry Motors, Kyle Pfaff, Rusty Eck Ford, Angela Richards, Auditor with Adams, Brown, Beran & Ball.

Staff: Nancy Borst, Kingman County Communications Director, Mendy Frampton, Activity Center Director, Fred Simon, Emergency Management Director, Donna Rohlman, Treasurer, Linda Langley, County Internal Auditor, Heather Kinsler, 911/Dispatcher Director, Sheriff Randy Hill, Steve Bachenberg, County Engineer and Charles Arensdorf, Public Works Director.

8:15 a.m. Commissioners approved time cards submitted by Mark Schnittker, Courthouse Maintenance, and Steve Ramsey, Community Service Director.

Mr. Schnittker and Mr. Ramsey left the meeting at 8:17 a.m.

The County Clerk submitted minutes for the Special Meeting June 2nd, 2014 and the Regular Meeting of June 2nd, 2014.

MOTION: Commissioner Foley made a motion to approve the minutes of the June 2nd, 2014 Special Meeting. Commissioner Steffen seconded. The motion was approved upon the unanimous vote of the County Commissioners.

MOTION: Commissioner Steffen made a motion to approve the minutes of the June 2nd, 2014 Regular Meeting. Commissioner Foley seconded. The motion was approved upon the unanimous vote of the County Commissioners.

8:25 a.m. Richard Batchellor, Appraiser introduced Jancy Ireland-Vaught, the new Personal Property Clerk to the County Commissioners.

Mr. Batchellor and Ms. Ireland-Vaught left the meeting at 8:27 a.m.

8:30 a.m. Mendy Frampton, Activity Center Director and Steve Ramsey, Community Service Director presented a proposal to adding a new entrance from K-14 highway to the Activity Center-Fairgrounds area and improvement of an existing road just north of the mill race to help address safety concerns with travel in the vicinity of the Activity Center and the barns.

Ms. Frampton and Mr. Ramsey left the meeting at 8:55 a.m.

9:00 a.m. Mike Rowley was in to ask what the current status of the Law Enforcement Center was because he had heard nothing for some time. The Commissioners discussed the status of the LEC with Mr. Rowley and noted that the project has been tabled until 2015 and that an LEC study committee may be established before the end of 2014. Mr. Rowley advised the Commission to not give up on the Law Enforcement Center because the cost of building will be going up day-by-day. Commissioner Steffen noted that Mr. Rowley's position had changed on building a new law enforcement center and the need of a new law enforcement center has gotten the attention of the public.

Mr. Rowley left the meeting at 9:28 a.m.

9:30 a.m. Wanda Kelsey, Executive Director of the Kingman Area Chamber of Commerce, Shelia Henning, Chamber of Commerce Board member, Katrina Kostner, Chamber of Commerce Board member, Jason Jump, Chamber of Commerce President and Mr. Diepenbrock, Chamber of Commerce Board member presented a request for County assistance in funding the Chamber of Commerce for 2015. Commissioners noted that they are getting ready to start working on the budget process and asked that the Chamber of Commerce provide its financial statements, business plan and other information relevant to the Chamber's activities and funding

Ms. Kelsey, Ms. Kostner, Ms. Henning, Mr. Diepenbrock left the meeting at 9:55 a.m.

The County Clerk submitted a document of budgeted transfers in the amount of \$43,262.07 for May 2014.

MOTION: Commissioner Foley made a motion to approve the transfer of funds for May 2014 in the amount of \$43,262.07. Commissioner Steffen seconded. The motion was approved upon the unanimous vote of the County Commissioners.

Commissioner Voran read correspondence received from Judge Solomon. The correspondence let the commission know that there has been a significant upward trend in criminal legal defense costs, serious criminal jury trials, juvenile legal defense costs and case filings, and need for interpreters. Judge Solomon wrote that the District Court has already disbursed \$7,514 as of May 27, 2014 for legal defense and the budget for the year is \$10,500.00; the allocation for juvenile guardian ad litem fees for 2014 is \$19,500.00 and we have already spent \$12,160.00; the allocation for juror fees is \$8,000.00 and we have spent almost \$5,000.00 as of May 27, 2014 with six criminal jury trials scheduled in the next three months. Also, there have been (34) felony criminal cases filed already this year and in 2013 there was a total of (48); and this year we have had (17) Child in Need of Care cases filed already with only a total of (15) in 2013.

10:10 a.m. Angela Richards, Auditor with Adams, Brown, Beran and Ball presented to the Commissioners the report relating to the County's 2013 audit report including the related Management Letter and Governance Letter.

Ms. Richards left the meeting at 10:30 a.m.

10:30 a.m. Sheriff Randy Hill presented for signature the Contract for law enforcement services between the City of Norwich and Kingman County previously approved by the Commissioners. Sheriff Hill also discussed the vehicle bids that were opened during the June 2, 2014 Commission meeting and tabled for future discussion. The bids were reviewed again and the Commissioners discussed whether to retain one of the existing vehicles for County use instead of trading it in connection with the new vehicle purchases.

MOTION: Commissioner Voran made a motion to approve the bid from Rusty Eck Ford in the amount of \$87,447.20 after credit for the 2007 Dodge 1500 with the last four VIN number of 7906 and 2011 vehicles with the last four VIN numbers being 1392. Commissioner Steffen seconded the motion. The motion was approved upon the unanimous vote of the Commissioners.

The Commission informed Sheriff Hill that there was a citizen in attendance who had asked about the status of the Law Enforcement Center project. Also, the commissioners noted that they received a list from Greg Ellis of Concerned Citizens of Kingman County, Mike Eidem, Tad Hacker, Gayle Dye, Sharon Kostner and Gregory Ellis who would like to be on the planning committee for the Law Enforcement Center.

Sheriff Hill, Ms. Frampton, Mr. Simon, Ms. Rohlman, Ms. Langley, Mr. Vanlandingham, Mr. Pfaff left the meeting at 11:10 a.m.

The Commissioners signed County Road & Bridge vouchers in the amount of \$97,220.18.

11:10 a.m. Charles Arensdorf, Public Works Director and Steve Bachenberg, County Engineer, requested approval for the purchase of an oil distributor sales agreement from Berry Tractor.

MOTION: Commissioner Steffen made a motion to approve the purchase of an oil distributor from Berry Tractor in the amount of \$14,500.00 after allowance for the County's present oil distributor. Commissioner Foley seconded. The motion was approved upon the unanimous vote of the County Commissioners.

Mr. Arensdorf also provided the Commissioners an update on the FAS 296 Overlay project.

Mr. Bachenberg provided the Commissioner copies of a new form of application for approval of construction and repair work in the County rights-of-way.

Mr. Arensdorf and Mr. Bachenberg left the meeting at 11:35 a.m.

The County Clerk submitted a invoice from File Safe for the County Courthouse Security Cameras maintenance agreement for the period from July 1, 2014 to July 1, 2015.

MOTION: Commissioner Foley made a motion to approve the contract for File Safe to cover July 1, 2014 to July 1, 2015. Commissioner Steffen seconded. The motion was approved upon the unanimous vote of the County Commissioners.

The County Clerk submitted an statement for the Fiscal year 2015 SCKEDD Membership in the amount of \$1,335.86 based on the County's population of 7,858 or \$0.17 per capital.

MOTION: Commissioner Steffen made a motion to approve the 2015 SCKEDD Membership for the period from July 1, 2014 through June 30, 2015. Commissioner Foley seconded. The motion was approved upon the unanimous vote of the County Commissioners.

11:45 a.m. Mark Schnittker, Courthouse Maintenance presented a request to purchase walkway matting for the Kingman County Sheriff's Department facility in the amount of \$563.00.

MOTION: Commissioner Foley made a motion to approve the purchase of #554 Super Scape Eco Black 4X6 mat and #208 Waterhog Classic Diamond Medium Blue 6 X 16 Mat for the County Sheriff's Department. Commissioner Steffen seconded. The motion was approved upon the unanimous vote of the County Commissioners.

The County Appraiser submitted an abatement in the amount of \$460.29 for signatures by the Commissioners.

Mr. Schnittker left the meeting at 11:50 a.m.

11:55 a.m. Stan Goetz, HR/Planning/Zoning Director was in to discuss the following with the Commissioners:

- Miscellaneous items were discussed.
- Reviewed his budget with the County Commission.
- Department Head Meeting minutes were reviewed.
- LEPC updated bylaws for Commissioners' approval.
- Review draft for Policy #41-Use of Electronic Communications and Information Systems.
- Request for Executive Session for non-elect personnel.

EXECUTIVE SESSION: Commissioner Voran made a motion to recess for an Executive Session at 12:05 p.m. for the purpose of discussing personnel matters of non-elected personnel in order to protect the privacy interests of the individual(s) to be discussed, that Stan Goetz, Human Resources Director, and John Caton, County Counselor, be included in the meeting to advise the Commissioners and that the Commissioners return to open session in the Board meeting room at 12:10 p.m. Commissioner Steffen seconded. The motion was approved upon the unanimous vote of the Commissioners.

MOTION: Commissioner Voran made a motion to approve a shared leave request and a personal leave of absence request for an employee. Commissioner Steffen seconded. The motion was approved upon the unanimous vote of the County Commissioners.

The County Counselor presented to the Commissioners Addendum No. 2 to the Request for Proposals for elevator inspection and maintenance services.

MOTION: Commissioner Foley made a motion to approve Addendum no. 2 to the Request for Proposals to provide elevator inspection and maintenance services. Commissioner Steffen seconded. The motion was approved upon the unanimous vote of the County Commissioners.

12:20 p.m. Kyle Clark inquired about the County's Request for Proposals to Provide Sanitation and Environmental Services. The County Counselor noted that responses to the RFP are due later in June. Mr. Clark left the meeting at 12:23 p.m.

MOTION: Commissioner Steffen made a motion to adjourn at 12:30 p.m. Commissioner Foley seconded. The motion was approved upon the unanimous vote of the County Commissioners.