

Minutes of January 18, 2022

The Board of County Commissioners met in regular session on Tuesday, January 18, 2022 at 9 a.m., Chairperson Kathrens, Commissioner Kelly and Commissioner Brenner were present. Deputy County Clerk Tara Peek recorded the minutes.

Public Works Director Scott Kieffaber, Road and Bridge Superintendent Eric Fritz and Environmental Services Superintendent Darlene Selley joined the meeting. Eric discussed the weather related issue the crews dealt with regarding how the wind blew snow causing drifting in some areas. Scott and Darlene asked questions about why they did not receive the .50 cent raise that other county employees received for 2022. The Board explained that they had exempted employees who received pay increases in 2021 which included 5 positions. Scott and Darlene explained that they felt there was a lack of communication and would like the Board to reconsider their decision. The Commissioners stated they would discuss and let them know. Scott reported that in late March the annual weed conference would be happening and that Darlene will be attending. He explained that there are opportunities to earn inservice hours for licensure reasons at the conferences and he and Darlene will both need to attend in 2023. He reported that they were able to use the newly installed snow blades this past weekend and they were very appreciative. Chairperson Kathrens reported a broken sign near Circleville. Scott submitted a KWORCC inspection report from Brandon Mann. There were no discrepancies found at Road and Bridge or Environmental Services. They discussed the traffic counts on 214 Road and 134th Road. They are ranging from 210-217 vehicles per day on the sections they chose to review on both roads. The counter can determine vehicle size, speed and direction. Scott reported that they have begun work on the 158 bridge. Scott would like to purchase an additional used roller and another water truck. This way they can work two projects at one time in construction season. Chairperson Kathrens asked them to figure some estimates and return with options. Scott thought he could find a roller for no more than \$70,000.00 and would like to get a water truck that is a pull behind trailer type. They discussed the proposed road project list. Scott and Eric submitted the 2022 rock budget of \$985,685.95 to be used for road rehabilitation on portions of 254, 142,214,166,226 and U4 Roads. This does not include any reserve for regular maintenance of other rock roads. Chairperson Kathrens asked them to consider what the crews can successfully accomplish during the construction season and the Board asked for a prioritized list. The Commissioners each had additional roads they wanted considered as well. Commissioner Kelly asked for a plan to be presented for recommendations on how to use the .04% sales tax funds. Eric asked what the Board wanted budgeted to overlay and do chip seal projects. Kathrens and Kelly asked them to include that in their plan to present later. Commissioner Brenner added that he and Kelly attended the Farm Bureau meeting and received good feedback from farmers and business owners with the progress being made to county roads. Scott discussed the employee evaluation forms and his thoughts on their use. Commissioner Kelly suggested that Scott create a form that he prefers for evaluation purposes.

Adjourned for lunch from noon to 1 p.m.

Commissioner Brenner made a motion to approve \$1,000.00 from alcohol prevention tax funds to Jackson Heights post prom and Commissioner Kelly seconded. Motion carried 3/0.

Commissioner Brenner made a motion to approve the January 10th minutes as written and Commissioner Kelly seconded. Motion carried 3/0.

RWD # 3 Brenda Adkins joined the meeting to discuss ARPA funding her water district would like to request from the county. She stated they serve 11,500 people. She submitted a list of their top 3 prioritized projects they would like assistance with including painting the Soldier water tower, 8-inch line installation from 222 Road to 214 Road and from Public Wholesale to the main along P Road. Chairperson Kathrens asked what funding the water district received and Brenda stated that they had only received payroll protection funding as water and internet project funds were awarded to counties only. Kathrens stated they are compiling a list and will discuss soon. They also discussed how to purchase water for road projects and Brenda stated that the district is more than willing to assist the county with water needs.

Approved the annual appropriation list for Fair Association, Conservation District, NEK Multi County Health, Developmental services of Jackson County, Jackson County Historical Society, KANZA Mental Health, Chamber of Commerce, NEK Environmental Services, Silvered Hair Legislature, Glacial Hills, Jackson County EMS, Banner Creek Animal Hospital and J.C.C.T.C.C. They decided not to fund NEK Enterprise Facilitation for the 2022 budget.

Appraiser Kate Immenschuh joined the meeting. At 2:05 p.m. Commissioner Kelly made a motion to enter into executive session for personnel with Kate Immenschuh and Commissioner Brenner seconded. Motion carried 3/0. Session reopened at 2:15 p.m. No action taken.

Department heads Kathy Mick, Linda Gerhardt, Tammy Moulden, Chad Phillips, Kate Immenschuh, Pat Korte, Kurt Zibell, Tim Morse, Scott Kieffaber, Shawna Miller and Sally Jo Alley joined the meeting to discuss the proposed employee handbook. Sections and topics discussed were funeral leave, open records requests, outside employment, FMLA, weapons, Covid leave and vehicle use policies. No action taken.

Commissioner Brenner made a motion to approve \$250.00 from the Van Sweringen Needy fund to cover some lodging fees for the Moore family and Commissioner Kelly seconded. Motion carried 3/0. Commissioner Brenner made a motion to approve the amended 2022 Payroll Plan and Commissioner Kelly seconded. Motion carried 3/0. This includes extending the .50 cent raise for Kate Immenschuh, Scott Kieffaber, Eric Fritz, Darlene Selley and Kurt Zibell.

County Attorney Shawna Miller joined the meeting to discuss her CINC case contract with Kevin Hill. She had planned to discontinue the contract beginning January 2022. She stated that she failed to give the required written notice outlined in the contract by the deadline so it has auto renewed. She will use diversion and capital outlay funds to cover the contracted services.

Received an IRS Beginning Farmer Program notice of participation for Jacob H. Macke near Delia.

Received an email update regarding the US Census Bureau conducting the Boundary and Annexation Survey.

Received a letter of confirmation from KCAMP for a risk avoidance grant awarded to the Sheriff's Office in the amount of \$2,000.00 for purchasing vehicle grill guards.

Signed the following payroll change notices:

Department	Name	From	To	Reason	Date / /
Sheriff	Janet Nissen	\$13.98 per hour	\$15.00 per hour	Length of service increase	12/25/2021
Sheriff	Bethany Streeter	\$	\$17.85 per hour	Hired FT	01/02/2022
Sheriff	Jeri Wells	\$17.33 per hour	\$17.33 per hour	FT to PT	01/25/2022
Sheriff	Tyler Caudle	\$22.90 per hour	\$23.40 per hour	Length of service increase	12/25/2021
Environmental Services	Don Dillner	\$16.67 per hour	\$17.92 per hour	Promotion	12/25/2021
Road and Bridge	Mark Thonen	\$16.67 per hour	\$18.17 per hour	Promotion	12/25/2021

The meeting adjourned at 3:45 p.m. The next Commission meeting will be Monday, January 24, 2022 at 9:00 a.m.

Board of County Commissioners
Jackson County, Kansas

Ed Kathrens, 1st District

Attest:

Dan Brenner, 2nd District

Kathy Mick
Jackson County Clerk

Keith Kelly, 3rd District