

Board of Crawford County Commissioners

Commissioners' Journal

2020, FORTY-FOURTH MEETING

CRAWFORD COUNTY COURTHOUSE, COMMISSIONERS' BOARD ROOM
Girard, KS, Friday, June 5, 2020 11:00 AM

The Crawford County Board of Commissioners met pursuant to Kansas Statutes

Annotated Chapter 19, Article 2, Section 18 in due and regular session with open doors.

Commissioner Bruce Blair served as the presiding officer.

Commissioners Tom Moody and Jeremy Johnson were in attendance.

County Clerk Don Pyle and County Counselor Jim Emerson were seated with the Board.

Chairman Blair led the pledge of allegiance.

UNDER THE HEADING BUSINESS FROM A PREVIOUS MEETING

CONSENT AGENDA

On motion (20-239) of Commissioner Moody and the second of Commissioner Johnson that the consent agenda be approved including:

1. Approval of the **June 2, 2020** minutes of the Board of County Commissioners, and
2. Authorizing the Chairman to sign the previous week's vouchers.

Yeas: Commissioners Moody, Blair and Johnson

Nays:

Present but not voting:

Absent or not voting:

The motion prevailed and the consent agenda was approved.

SIGNING OF MOTIONS

The County Clerk presented the following motions for Commissioners' signatures:

Motion 20	230	That the consent agenda be approved including: Approval of the May 29, 2020 minutes
Motion 20	231	To approve a letter of support for Kansas Crossing Casino to approve their slot floor layout of 5 feet between machines
Motion 20	232	To approve the Fiscal Year 2021 11 th Judicial District Community Corrections Comprehensive Plan Grant Application and Budget and the 11th Judicial Community Corrections Behavioral Health Grant Application for FY 2021 and authorize the Chairman to sign
Motion 20	233	To recess this open session and go into a closed executive session for a period of not more than 10 minutes to discuss the evaluation process for Non-Elected Personnel and to include the Board of County Commissioners, County Counselor Jim Emerson and Shop Foreman Josh Peak and to reconvene by 10:47 AM

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Motion 20	234	To approve the May 2020 Clerk's Report as presented
Motion 20	235	To approve the bid from Wright Asphalt Products Co. for chip and seal oil for 2020
Motion 20	236	To approve the Notice to Bidders and Bid Specifications for Sanitation Services for Crawford County Buildings as amended
Motion 20	237	To recess this open session and go into a closed executive session for a period of not more than 15 minutes to discuss the zoning clerk position under Non-Elected Personnel and to include the Board of County Commissioners, County Counselor Jim Emerson and Zoning Administrator May Smith and to reconvene by 11:37 AM
Motion 20	238	To recess this open session and go into a closed executive session for a period of not more than 15 minutes to discuss items that would be deemed privileged in the Attorney Client Relationship to review Worker's Compensation Claims and to include the Board of County Commissioners and County Counselor Jim Emerson and to reconvene by 11:50 AM

UNDER THE HEADING NEW BUSINESS

PUBLIC HEARINGS AND OPENING OF ANNOUNCED BIDS

PROCLAMATION AND ORDERS OF THE BOARD

MESSAGES FROM THE PUBLIC

MESSAGES FROM CRAWFORD CO LOCAL BOARD OF HEALTH

MESSAGES FROM APPOINTED OFFICIALS

MESSAGES FROM ELECTED OFFICIALS

MESSAGES FROM OTHER GOVERNMENTAL ENTITIES

Item One: Mr. Mark Lehman, Crawford County Conservation District Chairman presenting the 2021 Conservation District Budget. Mr. Lehman handed out the proposed budget. Mr. Lehman discussed the requested amount of funds and that some changes that might take place due to a decrease in federal funding. Mr. Lehman that he had hoped to decrease the amount of funds requested from the county, but they learned in the last couple of days that the federal funds would probably be decreased which would mean that they might need additional funds from the county.

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Crawford County Conservation District

2021 Operations Fund Budget

	Preceding Year Actual 2019 <small>Column 1</small>	Current Year Estimated 2020 <small>Column 2</small>	Proposed Budget 2021 <small>Column 3</small>	Adopted Budget 2021 <small>Column 4</small>
Expenditure Classifications:				
Salaries & Wages (gross)	\$ 61,663.43	\$ 38,452.00	\$ 39,492.00	\$ -
Employee Benefits	\$ 16,979.50	\$ 15,001.55	\$ 15,795.91	\$ -
Travel Expenses	\$ 1,862.88	\$ 3,179.27	\$ 3,274.65	\$ -
State Technical Assistance Funds	\$ 4,131.79	\$ 45,108.00	\$ 54,869.00	\$ -
Fixed Assets Purchases	\$ -	\$ 2,205.00	\$ 2,315.05	\$ -
Equipment & Building Maintenance	\$ -	\$ 1,050.00	\$ 1,102.50	\$ -
Information & Education	\$ -	\$ 237.50	\$ 249.37	\$ -
Other Administrative Expenses	\$ 5,994.79	\$ 6,525.77	\$ 6,852.06	\$ -
Miscellaneous	\$ -	\$ 262.50	\$ 275.63	\$ -
Total Expenditures	\$ 90,632.39	\$ 112,021.59	\$ 124,226.17	\$ -
Receipt Classifications:				
Cash on Hand, January 1*				
a. Checking Account	\$ 119,728.69	\$ 120,833.72	\$ 124,130.52	\$ -
b. Savings / Investment Account	\$ -	\$ -	\$ -	\$ -
c. Petty Cash & Other Currency	\$ -	\$ -	\$ -	\$ -
County Appropriation - General Fund	\$ -	\$ -	\$ -	\$ -
County Appropriation - Special Levy	\$ 33,912.00	\$ 49,512.00	\$ 42,085.00	\$ -
County Appropriation - Other Funds	\$ -	\$ -	\$ -	\$ -
State Appropriation (matching funds)**	\$ 22,327.95	\$ 23,697.57	\$ 23,697.57	\$ -
State Technical Assistance Funds	\$ 34,604.25	\$ 41,449.16	\$ 54,869.00	\$ -
Interest	\$ 523.46	\$ 386.66	\$ 380.15	\$ -
Donations	\$ -	\$ -	\$ -	\$ -
Miscellaneous	\$ 369.76	\$ 273.00	\$ 275.00	\$ -
Transfer of Funds	\$ -	\$ -	\$ -	\$ -
Total Receipts	\$ 211,466.11	\$ 236,152.11	\$ 245,437.24	\$ -
Less Total Expenditures	\$ 90,632.39	\$ 112,021.59	\$ 124,226.17	\$ -
Cash on Hand, December 31	\$ 120,833.72	\$ 124,130.52	\$ 121,211.07	\$ -

* The sum of Cash On Hand, January 1 must equal Cash On Hand, December 31 of previous year.

** NOTE: As per K.S.A. 2-1907c, if state appropriations are insufficient to match county funds (not to exceed \$25,000 per district), distribution shall be prorated in proportion to eligible amount.

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County Budget Certification to Conservation District

In accordance with provisions of K.S.A. 2-1907b (Conservation District Law), a budget of \$ _____ has been approved for the _____ County Conservation District, including \$ _____ from the county's general fund and/or \$ _____ from a special mill levy and/or \$ _____ from other county funds (type of other funds: _____) for a total allocation of \$ _____ in calendar year 2021. Certified by the county governing body on this _____ day of _____, 2020.

Signed: _____, Commission Chairperson

Attest: _____, County Clerk

Conservation District Budget Certification to Div of Conservation (complete this section after conservation district adopts final budget)

In accordance with provisions of K.S.A. 2-1907c (Conservation District Law), the Board of Supervisors for the _____ County Conservation District hereby certifies that its county commission has approved an allocation of \$ _____ for district operations in calendar year 2021. Accordingly, a district operations budget of \$ _____ (total expenditures) for calendar year 2021 has been adopted by the Board of Supervisors on this _____ day of _____, 2020.

Signed: _____, District Chair

Attest: _____, District Secretary / Manager

Following adoption of the district's final budget by the Board of Supervisors, upload this completed form in CSIMS under "County & District Certifications" by September 1, 2020. Do not combine the upload with any other forms.



On motion (20-240) of Commissioner Moody and the second of Commissioner Johnson to approve the Crawford County Conservation District 2021 Operations Fund Budget Request and authorize the Chairman to sign.

Yeas: Commissioners Moody, Blair and Johnson

Nays:

Present but not voting:

Absent or not voting:

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The motion prevailed.

NEW BUSINESS

Item One: County Clerk Don Pyle discussed the Kansas County Clerk's Association Scholarship Fund that awards twelve \$500 scholarships to eligible students around the state. He stated that a PHS graduate, Jordan Akins, who will be attending Washburn University was awarded one of the scholarships. Mr. Pyle explained what fields of study the recipients of the scholarship need to go into in order to be eligible.

Item Two: Commissioner Moody addressed the CDBG CV application for businesses to use to apply for funding. Commissioner Johnson stated he sent Mr. Pyle the application for the committee members and he has a draft of the business application from the City of Pittsburg's. Commissioner Blair stated that if there is a business application in place the businesses could go ahead and complete it before the committee is formed. County Counselor Jim Emerson stated that he received templates of some suggested applications and forms from the State. He stated that the county should be receiving documentation next week finalizing the county's portion of the grant. Mr. Johnson displayed a copy of the application for the committee and discussed the application. The Commissioners discussed ways to let the public know that this committee is being formed and locating interested individuals.

Item Three: Commissioner Johnson stated that he spoke to Representative Monica Murnan and she is putting together a Highway 69 Stakeholder Meeting with representatives from KDOT and representatives from Crawford County and Cherokee County via Zoom on June 15, 2020 on the Eisenhower Transportation Plan. Commissioner Johnson stated that he will attend this meeting.

OLD BUSINESS:

Item One: Mr. Pyle discussed the budget work sessions with Department Heads and he stated that the work sessions will be starting on the Tuesday, June 9 at 9:00 AM and informed the Commissioners which departments are scheduled on that day. He stated that Dr. Tim Stebbins, EMS Administrator would like to hold the EMS budget work session at 8:30 AM on June 19, 2020 and the Commissioners approved of this time.

Item Two: Mr. Emerson discussed the fence viewing that was scheduled for around the 1st of June and he would like to move it to later in the month, possibly June 23 or June 26 after the Regular Session. The Commissioners stated that either day will work and Mr. Emerson will finalize the paperwork.

Item Three: Commissioner Moody discussed the KAC meeting they attended today at 10:00 AM via conference call about available funds to the County due to the Corona Virus and asked if the Health Department/Mental Health Department would be eligible for funds. Mr. Emerson stated that it is very tentative at this time but definitely public health would qualify. He stated that Public Health and Public Safety are two of the big categories. He stated that the money needs to be tracked, approved and then to make sure

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it is being spent where it should be. Commissioner Blair stated that there should be more clarification after next Tuesday.

Item Four: Commissioner Johnson asked about the advance ballot process and Mr. Pyle explained the time frame to apply for advanced ballots and stated that around the end of June he plans on sending out advanced ballot applications to all voters who are not on the permanent advanced list or have not already applied for advance ballots by mail with a letter explaining that the polls will still be open on election day.

Item Five: Commissioner Blair addressed the County Tax Sale and Mr. Emerson stated that a new date has not yet been set since District Court is not yet open.

EXECUTIVE SESSION

Item One: Commissioner Bruce Blair requested an executive session for 10 minutes to discuss Non-Elected Personnel.

On motion (20-241) of Commissioner Moody and the second of Commissioner Johnson to recess this open session and go into a closed executive session for a period of not more than 10 minutes to discuss the evaluations under Non-Elected Personnel and to include the Board of County Commissioners and County Counselor Jim Emerson and to reconvene by 11:46 AM.

Yeas: Commissioners Moody, Blair and Johnson

Nays:

Present but not voting:

Absent or not voting:

The motion prevailed.

The Commissioners went into Executive Session at 11:36 AM and reconvened the Open Session at 11:46 AM with no action taken except to go back into open session.

UNDER THE HEADING FUTURE BUSINESS AND ANNOUNCEMENTS FUTURE BUSINESS:

Item One: June 9, 2020 -- Ms. Debra Anthony and Mr. Roger Lomshek, Crawford County Active Transportation Board addressing updates to resolution.

Item Two: June 9, 2020 – Work Sessions with Department Heads regarding 2021 Budget Requests beginning at **9:00 AM**.

ANNOUNCEMENTS:

Item One: The Courthouse in Girard is open to the public from 8:00 AM to 4:00 PM until further notice. The Motor Vehicle office at the Judicial Center in Pittsburg will remain closed but residents may use the drop box at the Security Desk at the Judicial Center for motor vehicle and tax payments to be processed at the courthouse.

UNDER THE HEADING MOTION TO ADJOURN

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MOTION TO ADJOURN

Item One: Adjournment

On the motion of Commissioner Moody and the second of Commissioner Johnson to adjourn the [June 5, 2020](#) meeting of the Board of Crawford County Commissioners at 11:48 AM and to reconvene at the next regularly scheduled time with open doors.

Yeas: Commissioners Moody, Blair and Johnson

Nays:

Present but not voting:

Absent or not voting:

The motion prevailed.

In Testimony whereof, I have hereunto set my hand and caused to be affixed my official seal and submitted these minutes for the approval of the Board of Crawford County Commissioners.

Don Pyle
County Clerk

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This submission completed at the Crawford County Courthouse in Girard.

[Taken by BKW 6/5/2020 11:48 AM/amended BKW 6/8/2020 2:30 PM](#)