

Board of Crawford County Commissioners

Commissioners' Journal

2016, [EIGHTY-EIGHTH MEETING](#)

CRAWFORD COUNTY COURTHOUSE, COMMISSIONERS' BOARD ROOM
Girard, KS [Tuesday, November 29, 2016, 10:00 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 Tom Moody served as the presiding officer. Commissioners Carl Wood and Jeff Murphy were in attendance. County Clerk Don Pyle and County Counselor Jim Emerson were seated with the Board. Chairman Moody led the pledge of allegiance.

UNDER THE HEADING BUSINESS FROM A PREVIOUS MEETING CONSENT AGENDA

On motion (16-423) of Commissioner Wood and the second of Commissioner Moody that the consent agenda be approved including:

1. Approval of the [November 22, 2016](#) minutes of the Board of County Commissioners.

Yeas: Commissioners Moody, Murphy and Wood

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 16	417	That the consent agenda be approved including: Approval of the November 18, 2016 minutes
Motion 16	418	To transfer money from the General Fund to the Risk Management Fund only if needed
Motion 16	419	To approve the Corporate Board of Directors Resolution from the Texas Health and Human Services Commission authorizing Randy Sandberg, EMS Director to negotiate contracts with and to bill the Texas Health and Human Services Commission for Emergency Services and to authorize County Clerk Don Pyle to sign

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Motion 16	420	To recess this open session and go into a closed executive session for a period of not more than 15 minutes to discuss personnel matters involving Non-Elected Personnel and to include the Board of County Commissioners and County Counselor Jim Emerson
	421	To recess this open session and go into a closed executive session for a period of not more than 15 minutes to discuss personnel matters involving Non-Elected Personnel and to include the Board of County Commissioners, County Counselor Jim Emerson and Zoning Administrator Troy Graham
Motion 16	422	To recess this open session and go into a closed executive session for a period of not more than 15 minutes to discuss personnel matters involving Non-Elected Personnel and to include the Board of County Commissioners and County Counselor Jim Emerson

UNDER THE HEADING NEW BUSINESS

Chairman Tom Moody presented Ms. Janis Goedeke, County Health Officer with an award from the Kansas Public Health Association. Ms. Goedeke thanked the Commissioners.

PUBLIC HEARINGS AND OPENING OF ANNOUNCED BIDS MESSAGES FROM THE PUBLIC

Item One: Ms. Cristy Mitchell, Blue Cross and Blue Shield representative addressed the Commission. She stated that she is here to answer any questions on the dental insurance. She stated that the dental claims for the county in 2014 were approximately \$253,000, in 2015 were approximately \$ 226,000 and the 2016 claims through May 2016 were approximately \$105,000. Ms. Mitchell stated that this is a self funded policy with a fixed cost and no stop loss because the dental insurance has an internal cap. Mr. Pyle stated that the quote from Delta Dental for a fully insured dental plan was \$229,000. Ms. Mitchell explained the difference between self-funded and fully insured and the pro and cons of each type of policy. The Commissioners requested a quote through Blue Cross and Blue Shield for fully insured dental policy to compare with Delta Dental's policy. Ms. Mitchell stated that she will work on that quote and will hopefully have by Friday. Commissioners would also like the dental claims for 2014 through 2016 without Mental Health claims included.

MESSAGES FROM ELECTED OFFICIALS MESSAGES FROM OTHER GOVERNMENTAL ENTITIES PROCLAMATION AND ORDERS OF THE BOARD NEW BUSINESS

Item One: Mr. Pyle addressed the fork lift at the recycling center. Mr. Pyle stated that the Recycling Center had the repairs done to the fork lift and the bill for \$5,408.00 for the repairs is in the bill packet for this month. Mr. Pyle stated that he spoke to the mechanic from the County Garage and he had looked at the fork life and felt that the engine needed overhauled. The Commissioners were concerned who approved the repairs and if the fork

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lift was worth the amount of repairs. The Commissioners and Mr. Emerson will research this issue.

Item Two: Mr. Pyle addressed amending some 2016 County Budgets. Mr. Pyle presented the budget overview through November and explained some of the funds cash balances and budget amounts and discussed cash carryovers. He stated that the EMS would like to amend their budget. He addressed amending the General Fund, Road and Bridge Fund and the Bond and Interest Fund. Mr. Wood was answered that these budget amendments need to be addressed within the next week to allow for publication time and to be done by the end of the year. Mr. Wood would like have Mr. Pyle have the line item cash carry over to present on Friday. Mr. Wood also stated he would like to transfer \$300,000 from the Road & Bridge Fund to the Equipment Reserve Fund. A discussion was held on an overall general reserve fund for the County and Mr. Emerson stated that it was never done. Mr. Emerson stated that since the EMS is not in the General Fund they would need to have their own reserve fund. Mr. Pyle will work on some projections to the 2016 budget to amend and present on Friday. Mr. Pyle answered questions Mr. Wood had on the township budgets.

On motion (16-424) of Commissioner Wood and the second of Commissioner Moody to transfer \$300,000 from the Road and Bridge Fund to the Road & Bridge Equipment Reserve Fund.

Yeas: Commissioners Moody, Murphy and Wood

Nays:

Present but not voting:

Absent or not voting:

The motion prevailed.

MESSAGES FROM APPOINTED OFFICIALS

Item One: Mr. Troy Graham, Zoning Administrator presented a map of some property in Commissioner Murphy's district that the landowner wants to split a 2 acre tract to build a house. Mr. Graham explained that this property has already been split twice but before the current landowner purchased the property. A discussion was held on the costs of platting the land and current and proposed regulations. Mr. Graham stated that in this instance the land cannot be expanded any further. The Commissioners discussed the fees to the Zoning Office and the issue of waiving those fees. Mr. Graham would like guidelines to allow him to take on the responsibility of looking over each individual case of dividing property then present the decision to the Commissioners. The Commissioners decided to allow this landowner to divide the land and build.

NEW BUSINESS Continued

Item Three: Mr. Emerson presented Resolution #2016-030, A Resolution Providing Additional Regulations regarding Smoke-Free Workplace and Prohibiting Smoking in Vehicles and Equipment. Write out a section in the Mr. Emerson stated the penalties. Mr. Emerson stated that this Resolution is based on state statute. There was a discussion of adding vaping to the Resolution but was decided that it is not an issue at this time and

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if it does become an issue it will be addressed at that time. Mr. Emerson explained the penalties involved if an employee violates this policy.

BOARD OF COUNTY COMMISSIONERS
CRAWFORD COUNTY, KANSAS
GIRARD, KANSAS

RESOLUTION NO. 2016-030

A RESOLUTION PROVIDING ADDITIONAL REGULATIONS REGARDING SMOKE-FREE WORKPLACE AND PROHIBITING SMOKING IN VEHICLES AND EQUIPMENT.

WHEREAS, the Kansas Legislature Approved House Bill 2221 known as the Kansas Indoor Clean Air Act which was signed by the Governor on March 12, 2010 and took effect July 1, 2010;

WHEREAS, House Bill 2221 requires that all employers having a place of employment that is in an enclosed area shall provide a smoke-free workplace for all employees and shall adopt and maintain a written smoking policy which shall prohibit smoking without exception in all areas of the place of employment;

WHEREAS, the Board of County Commissioners, pursuant to authority granted in K.S.A. 19-212 and 21-6110(b), finds that it is necessary to adopt a smoking policy prohibiting smoking in all county owned or leased buildings, all county vehicles and equipment, and providing penalties for violations of the policy.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Crawford County, Kansas:

Section 1. Smoking is prohibited inside and within a 10 foot radius around the outside of any doorway, open window or air intake of buildings owned or leased by Crawford County. This smoking policy applies to employees and customers. Additionally smoking is prohibited in county owned vehicles and equipment.

Section 2. Employees and customers who violate this policy shall be subject to prosecution under the provisions of K.S.A. 21-6110 and amendments thereto. Violations of K.S.A. 21-6110 shall be punishable according to the penalty provisions contained in K.S.A. 21-6112.

Section 3. Employees who violate this policy shall also be subject to disciplinary action as follows: first

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violation is one day off without pay; second violation is three days off without pay; a third violation will result in termination.

Section 4. Employees who observe customers smoking inside or within a 10 feet radius around the outside of any doorway, open window or air intake of any county owned or leased building must ask the customer to stop or move back.

Section 5. All department heads and elected officials are hereby directed to distribute copies of this resolution to all employees within seven days of its adoption by the Board of County Commissioners.


Section 6. Crawford County Resolution 2010-17, dated June 29, 2010, is hereby rescinded.

Section 7. This resolution shall become effective upon its adoption and approval by the Board of County Commissioners.

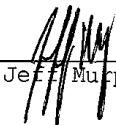
ADOPTED, APPROVED AND GIVEN by the Board of County Commissioners under our hands at the Courthouse in Girard, Crawford County, Kansas this 29th day of November, 2016.



Tom Moody, Chairman



Carl R. Wood



Jeff Murphy

ATTEST:



Donald P. Pyle, County Clerk

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On motion (16-425) of Commissioner Wood and the second of Commissioner Moody to adopt Resolution #2016-030, A Resolution Providing Additional Regulations regarding Smoke-Free Workplace and Prohibiting Smoking in Vehicles and Equipment.

Yeas: Commissioners Moody, Murphy and Wood

Nays:

Present but not voting:

Absent or not voting:

The motion prevailed.

Item Four: Mr. Murphy reported on the Economic Development Committee meeting in Arma and discussed issues that the City of Arma would like assistance with.

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Item Five: Mr. Murphy stated he spoke to Tri State Truck Company out of Joplin and presented a quote on a dump truck and bed. Mr. Murphy wanted to know if Tri State should bring a dump truck over to look at. Mr. Wood would like to review the information first.

Item Six: Mr. Wood spoke about equipment and buildings.

UNDER THE HEADING OLD BUSINESS

Item One: Mr. Pyle stated that he has set up a schedule for employee evaluations for the Commissioners. He went over the schedule with the Commissioners. Mr. Wood stated he has a morning meeting on Friday, December 9th and would like to wait until 9:30 AM to start the evaluations. Mr. Murphy stated that 15 minute time slots are okay. Mr. Pyle wanted to make sure he had all the employees contacted that the Commissioners need to evaluate.

Item Two: Mr. Pyle stated that KAC is offering a Webinar on Redistricting of County Commission districts: Meeting the Requirements of the Law. He stated that the webinar will be Tuesday, December 6, 2016 from 10:00 AM to 11:30 AM and he has registered for the Webinar. He stated that since the fee was paid the Webinar can be viewed at any time.

Webinar: Redistricting of County Commission Districts: Meeting the Requirements of the Law

When: Tuesday, December 6, 2016 from 10 am - 11:30 am

Is your county in compliance? Boards of county commissioners are required to divide the county into commissioner districts as compact and equal in population as possible at the time of organization, at least every three years.

This class will discuss the requirements of redistricting of county commissioner seats as set out in Kansas law. Who Should Attend: Administrators, County Attorneys and Counselors, Clerks, Commissioners. You can use this webinar to meet requirements in the Foundations in County Government, the KAC's Institute of Excellence leadership program.

This class is being taught by Melissa Wangemann, General Counsel and Director of Legislative Services for the Kansas Association of Counties. Melissa serves as legal advisor to the Association and provides legal assistance to counties and county officials.

Webinar login information provided at time of registration. Cost: \$25

To Register, [click here](#). Or copy and paste the following link into your browser: <https://netforum.avectra.com/eweb/StartPage.aspx?Site=KAC&WebCode=HomePage>



This e-mail was sent from Kansas Association Of Counties (info@kansascounties.org) to countyclerk@ckt.net.

Item Three: Mr. Pyle handed out a spreadsheet of contributions to Risk Management by department and explained the spreadsheet to the Commissioners. He stated that employee benefits contributions makes about up about 60% of the fund.

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Item Four: Mr. Emerson handed out the proposed amended Employee Policy Manual for the Commissioners to review.

EXECUTIVE SESSION:

Item One: Commissioner Moody requested an executive session for a period of not more than 15 minutes to discuss personnel matters involving Non-Elected Personnel and to include the Board of County Commissioners and County Counselor Jim Emerson.

On motion (16-426) of Commissioner Moody and the second of Commissioner Murphy to recess this open session and go into a closed executive session for a period of not more than 15 minutes to discuss personnel matters involving Non-Elected Personnel and to include the Board of County Commissioners and County Counselor Jim Emerson.

Yeas: Commissioners Moody, Murphy and Wood

Nays:

Present but not voting:

Absent or not voting:

The motion prevailed.

The Commissioners went into Executive Session at 11:37 AM and reconvened the Open Session at 11:51 AM with no action taken except to go back into open session.

UNDER THE HEADING FUTURE BUSINESS AND ANNOUNCEMENTS

FUTURE BUSINESS

ANNOUNCEMENTS:

Item One: Friday, December 2, 2016 – Work Sessions for Employee Evaluations beginning at **9:00 AM**.

Item Two: Tuesday, December 6, 2016 – Work Sessions for Employee Evaluations beginning at **9:00 AM**.

Item Three: Friday, December 9, 2016 – Work Sessions for Employee Evaluations beginning at **9:30 AM**.

Item Four: Tuesday, December 13, 2016 – Work Sessions for Employee Evaluations beginning at **9:00 AM**.

UNDER THE HEADING MOTION TO ADJOURN

MOTION TO ADJOURN

Item One: Adjournment

On the motion of Commissioner Wood and the second of Commissioner Moody to adjourn the [November 29, 2016](#) meeting of the Board of Crawford County Commissioners at 11:52 AM and to reconvene at the next regularly scheduled time with open doors.

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Yeas: Commissioners Moody, Murphy and Wood

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 BKW 11/29/2016 11:52 AM/amended BKW 12/1/16 12:15 PM](#)