

Board of Crawford County Commissioners

Commissioners' Journal

2017, [NINETY-THIRD](#) MEETING

CRAWFORD COUNTY COURTHOUSE, COMMISSIONERS' BOARD ROOM

Girard, KS [Friday, December 15, 2017, 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 Carl Wood served as the presiding officer.

Commissioners Tom Moody and Jeff Murphy were in attendance.

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

Chairman Wood led the pledge of allegiance.

UNDER THE HEADING BUSINESS FROM A PREVIOUS MEETING CONSENT AGENDA

On motion (17-410) of Commissioner Moody and the second of Commissioner Murphy that the consent agenda be approved including:

1. Approval of the [December 12, 2017](#) minutes of the Board of County Commissioners, and
2. Authorizing the Chairman to sign the previous week's vouchers.

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 17	408	That the consent agenda be approved including: Approval of the December 8, 2017 minutes
Motion 17	409	To recess this open session and go into a closed executive session for a period of not more than 15 minutes to discuss matters involving Non-Elected Personnel and to include the Board of County Commissioners and Zoning Administrator Troy Graham

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UNDER THE HEADING NEW BUSINESS

PUBLIC HEARINGS AND OPENING OF ANNOUNCED BIDS MESSAGES FROM THE COUNTY LOCAL BOARD OF HEALTH MESSAGES FROM APPOINTED OFFICIALS

Item One: Mr. Rick Pfeiffer, Crawford County Mental Health Executive Director, presented the book *Trail of the Warrior*. Mr. Pfeiffer introduced some people in the audience that Mr. Pfeiffer stated helped make this book possible. He stated that in the back of the book are the acknowledgments of the individuals that helped also. He stated that the finished book is almost a completed rewrite from the first draft that was printed. Mr. Pfeiffer explained the changes that were made to the book. He introduced Rosie who is the facility dog from the Addiction Treatment Center and a major part of the book. He spoke about his book and the addiction process. Mr. Pfeiffer stated that this is the launch of the book and he hopes that it brings great things for Crawford County. He handed the Commissioners a packet with a poster, an introduction, a national press release and a copy of the book. Mr. Pfeiffer stated that the book is the 12 steps of recovery from addiction. He explained that 100% of the proceeds from the *Trail of the Warrior* benefit FACT, Inc. and help to build a new addiction treatment. Parts of the book were read to the Commission by Ms. Heather Spaur, Mr. Ken Noble and Mr. Tyler Krei. Mr. Pfeiffer explained how and where the books can be purchased. He also discussed the addiction crisis in Crawford County and stated that it has been identified as the number one problem in Crawford County five years in a row. The Commissioners that Mr. Pfeiffer, his staff and all the individuals that made the book possible for their hard work.

MESSAGES FROM THE PUBLIC

Item One: The Commissioners held a conference Call with representatives from IMA and Tria Health regarding Chronic Care Management explaining their benefits.



WELLNESS OVERVIEW

Wellness programs and incentives have become a popular way for employers to encourage employees to invest in their own well-being, which in turn should help mitigate preventable conditions becoming expensive medical claims. Below is a non-exhaustive list of wellness requirements which should not be construed as legal, tax, or actuarial advice. We are happy to walk through these in more detail.

- Wellness program must be **reasonable**, designed to promote health or prevent disease, and be **uniform for all similarly situated** individuals
- The Health Insurance Portability and Accountability Act (HIPAA) requires **health-contingent** wellness programs (*whether activity based, outcomes based, or non-tobacco*) to:
 - Provide a **notice with program materials** of how to request a **reasonable alternative** to earn the **same full reward each year**
 - Stay within certain maximums
 - These were increased by the Affordable Care Act, or ACA, to total up to **30%** of the single medical premium (*with stand-alone non-tobacco incentives able to potentially be worth up to 50% of single less other health-contingent incentives*)
 - If a spouse is eligible to earn an incentive, the maximum can be based on tier employee is enrolled (*e.g., employee + spouse premium*) instead of single
 - All incentives count toward the max, including penalties, premium reductions, reduced deductibles or copays, gift cards, prizes, etc.
- The Americans with Disabilities Act (ADA) and Genetic Information Nondiscrimination Act (GINA) require wellness programs with a **medical exam** (*e.g., biometric screening, UA/drug test, etc.*) and/or **disability-related inquiry** (*e.g., health risk assessment or HRA*) to:
 - Provide a **notice well before the actual exam/questions** to explain to employees “in language they can understand what information will be collected, how it will be used, who will receive it, and how it will be kept confidential” as well as the opportunity to request a **reasonable alternative** (*model notice is available*)
 - Stay within certain maximums
 - **30%** of **lowest** single premium
 - ADA does not apply to spouses, but if a spouse is eligible to answer an HRA for reward, then GINA limits the spouse incentive to 30% of lowest single premium again (*for a total of 60% of lowest single premium if employee earns an incentive, too*)
 - Any ADA and/or GINA incentive that is also health-contingent under HIPAA must comply with applicable incentive limits together (*not stackable*)
- ACA **affordability** calculations can only consider a **stand-alone non-tobacco incentive**
 - Must be stand-alone...cannot be bundled with other wellness program criteria
 - Imposing a medical exam to validate non-tobacco status can still be a stand-alone non-tobacco incentive that counts toward ACA affordability

Revised 12/6/17. This material is for general educational purposes only, should not be construed as legal/tax/actuarial advice, is not exhaustive, and is subject to changes in laws, rules, regulations, and their interpretations.

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NOTICE REGARDING WELLNESS PROGRAM

[Name of wellness program] is a voluntary wellness program available to all employees. The program is administered according to federal rules permitting employer-sponsored wellness programs that seek to improve employee health or prevent disease, including the Americans with Disabilities Act of 1990, the Genetic Information Nondiscrimination Act of 2008, and the Health Insurance Portability and Accountability Act, as applicable, among others. If you choose to participate in the wellness program you will be asked to complete a voluntary health risk assessment or "HRA" that asks a series of questions about your health-related activities and behaviors and whether you have or had certain medical conditions (e.g., cancer, diabetes, or heart disease). You will also be asked to complete a biometric screening, which will include a blood test for [be specific about the conditions for which blood will be tested.] You are not required to complete the HRA or to participate in the blood test or other medical examinations.

However, employees who choose to participate in the wellness program will receive an incentive of [indicate the incentive] for [specify criteria]. Although you are not required to complete the HRA or participate in the biometric screening, only employees who do so will receive [the incentive].

Additional incentives of up to [indicate the additional incentives] may be available for employees who participate in certain health-related activities [specify activities, if any] or achieve certain health outcomes [specify particular health outcomes to be achieved, if any]. If you are unable to participate in any of the health-related activities or achieve any of the health outcomes required to earn an incentive, you may be entitled to a reasonable accommodation or an alternative standard. You may request a reasonable accommodation or an alternative standard by contacting [name] at [contact information].

The information from your HRA and the results from your biometric screening will be used to provide you with information to help you understand your current health and potential risks, and may also be used to offer you services through the wellness program, such as [indicate services that may be offered]. You also are encouraged to share your results or concerns with your own doctor.

Protections from Disclosure of Medical Information

We are required by law to maintain the privacy and security of your personally identifiable health information. Although the wellness program and [name of employer] may use aggregate information it collects to design a program based on identified health risks in the workplace, [name of wellness program] will never disclose any of your personal information either publicly or to the employer, except as necessary to respond to a request from you for a reasonable accommodation needed to participate in the wellness program, or as expressly permitted by law. Medical information that personally identifies you that is provided in connection with the wellness program will not be provided to your supervisors or managers and may never be used to make decisions regarding your employment.

Your health information will not be sold, exchanged, transferred, or otherwise disclosed except to the extent permitted by law to carry out specific activities related to the wellness program, and you will not be asked or required to waive the confidentiality of your health information as a condition of participating in the wellness program or receiving an incentive. Anyone who receives your information for purposes of providing you services as part of the wellness program will abide by the same confidentiality requirements. The only individual(s) who will receive your personally identifiable health

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information is (are) [indicate who will receive information such as "a registered nurse," "a doctor," or "a health coach"] in order to provide you with services under the wellness program.

In addition, all medical information obtained through the wellness program will be maintained separate from your personnel records, information stored electronically will be encrypted, and no information you provide as part of the wellness program will be used in making any employment decision. [Specify any other or additional confidentiality protections if applicable.] Appropriate precautions will be taken to avoid any data breach, and in the event a data breach occurs involving information you provide in connection with the wellness program, we will notify you immediately.

You may not be discriminated against in employment because of the medical information you provide as part of participating in the wellness program, nor may you be subjected to retaliation if you choose not to participate.

If you have questions or concerns regarding this notice, or about protections against discrimination and retaliation, please contact [insert name of appropriate contact] at [contact information].

MESSAGES FROM ELECTED OFFICIALS

MESSAGES FROM OTHER GOVERNMENTAL ENTITIES

Item One: Mr. Devin Gorman, CVB Executive Director presenting CVB Update. He handed out information on CVB and explained the update to the Commissioners. Mr. Gorman explained that the lodging revenue has increased tremendously in the last year. He stated that CVB will be able to make a large donation to the Crawford County Fairgrounds restroom project. Mr. Gorman stated that he needs approval from the Commissioners for the 2018 CVB Advisory Board members. He explained who is currently on the board, who is up for renewal, who will be leaving and the new members that will taking those positions. The Commissioners would like a listing of all 10 members before making approval. Mr. Murphy suggested looking into the hunting industry for representation on the board. Mr. Gorman discussed some activities that brought tourism into the county and filled the hotel rooms.

Item Two: Mr. Blake Benson, Pittsburg Area Chamber of Commerce President presenting Chamber contract. Mr. Benson handed out the 2018 Contract for Services between Crawford County, Kansas, and the Crawford County Convention and Visitors Bureau and the Pittsburg Area Chamber of Commerce. He stated that the contract is totally unchanged from last year.

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CONTRACT FOR SERVICES

THIS Contract for Services, made and entered into as of the 1st day of January, 2018, by and among CRAWFORD COUNTY, KANSAS (hereinafter referred to as the "County"), the CRAWFORD COUNTY CONVENTION AND VISITORS BUREAU, (hereinafter referred to as the "CVB"), and THE PITTSBURG AREA CHAMBER OF COMMERCE (hereinafter referred to as the "Chamber").

WHEREAS, the County has, through its Board of County Commissioners, adopted Resolution No. 86-5 pursuant to K.S.A. §§ 12-1696 to -16,101 and Charter Resolution Nos. 8-90 and 12-93 levying a Transient Guest Tax in Crawford County and organizing the CVB, and various motions from time to time appointing the Advisory Board of the CVB;

WHEREAS, the proceeds derived from said Transient Guest Tax are to be used for the promotion, solicitation, encouragement and development of tourism and conventions in and for Crawford County, Kansas, and the local economy benefits greatly from such coordinated efforts;

WHEREAS, the County has established the CVB and appointed its Advisory Board to oversee and make recommendations with respect to such efforts;

WHEREAS, the parties have since the inception of the CVB contracted among themselves for the operation of a Convention and Visitors Bureau and the implementation of convention and tourism programs in Crawford County;

WHEREAS, the Board of County Commissioners of Crawford County and the Advisory Board of the CVB deem it advisable and proper to contract with the Chamber to utilize its services and facilities for said purposes; and

WHEREAS, the parties desire to enter into and effectuate this Contract setting forth the purpose, direction, responsibilities of each of the parties, and other pertinent matters with respect to the operation of the CVB.

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NOW, THEREFORE, in consideration of the premises and the mutual covenants and agreements contained herein, the parties agree as follows:

1. Implementation. The County and the CVB do hereby engage and retain the Chamber to assist generally in the implementation of convention and tourism programs in Crawford County and to provide those specific services set forth herein, and the Chamber does hereby accept such engagement and agree to discharge its duties in accordance with the terms and conditions of this Contract.

2. Duties of the CVB Advisory Board (CVB Board). The CVB Board shall be responsible for the establishment, implementation and monitoring of long range and short range goals for the CVB. The CVB Board shall prepare and publish a program of work containing its goals and the priorities for each upcoming year, with the assistance of the Chamber, and account to the County, at least annually and as often as requested by the Board of County Commissioners, for its receipts and disbursements. The CVB Board shall prepare the portion of the budget relating to the annual program of work and submit the total budget, which shall include the Chamber's Contract for Services, to the County for approval on or before December 31st.

The CVB Board shall make recommendations to the County and the Chamber with respect to the following:

- (a) Goals and objectives for the Convention and Visitors Bureau for each program year;
- (b) Annual budgets for the Convention and Visitors Bureau;
- (c) Program efficiency and effectiveness; and
- (d) Growth and development of businesses and services related to visitors, conventions and tourism generally.

3. Duties of the Chamber. The Chamber agrees to render the following services:

- (a) Provide office space and furniture for the operations of the CVB;
- (b) Stock and provide necessary office supplies and equipment;
- (c) The Chamber President shall hire, train and supervise adequate staff, including at a minimum one (1) full-time CVB Director, one (1) full-time CVB marketing assistant, one (1)

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part-time finance director, and one (1) part-time business and tourism assistant

(d) The Chamber President shall conduct an annual performance review of the CVB Director and other CVB staff members with input from the CVB Board.

(e) Provide a Secretary to the CVB Advisory Board and carry out the administrative duties to the CVB;

(f) Payment of invoices/submission of voucher requests.

4. Duties of the CVB Director and Staff. The CVB staff shall perform at the minimum the following duties under the direction and supervision of the Chamber President:

(a) The CVB shall be responsible for hotel map and brochure fulfillment.

(b) Maintain and distribute information for the Visitor Information Center, including ordering and tracking of brochures and inquiries;

(c) Prepare budgets and manage record keeping;

(d) Coordinate all advertising and event planning related to tourism and convention activities; and

(e) Perform the additional specific duties as outlined in the attached CVB Director Job Description document.

5. Term. The term of this Contract shall be for one (1) year from the date hereof. In the event the CVB or the Chamber shall cease operations, this Contract shall automatically terminate upon the giving of written notice of such cessation of operations. This Contract may be terminated by any party for the failure of another party to adhere to the terms of this Contract or satisfactorily perform its duties hereunder if, within sixty (60) days after receipt of written notice of such problems, the party to whom such notice is directed has failed to take appropriate corrective action.

6. Compensation. As compensation for the services to be provided under this Contract, the CVB will pay to the Chamber an annual fee during the term of this Contract equal to the sum of \$36,000. Payment of said annual fee in accordance with the terms hereof shall constitute full and complete payment to the Chamber of all costs and expenses to be incurred hereunder, including for example but not limited to, local and long distance telephone service including toll free "1-800 number" base charges (but not itemized long distance "1-800" usage charges), postage for day-to-day use (but not for special direct mail promotions and projects), , copies, office supplies, insurance and related miscellaneous expenses. In addition, the Chamber

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agrees during the term of this Contract, as the Chamber's annual contribution to the promotion of conventions and tourism in the Crawford County area and at no additional charge to the County or to the CVB, to provide rent, maintenance, utilities, parking, and the use thereof separate from and in addition to the use of computer equipment owned by the County or the CVB, post office box, subscriptions, additional staff assistance and other miscellaneous items. These funds shall be in addition to other funds received by the County, the CVB, the Chamber, or the Chamber Foundation for specific projects or promotions, which funds shall be used solely for such projects or promotions. Said annual contract fee shall be payable quarterly in advance on the 15th day of the first month of each calendar quarter, based on a projected annual fee of \$36,000. Any and all amounts due to the Chamber from the County under this Contract shall be payable solely from funds budgeted and appropriated for that purpose during the County's then current budget year or from funds made available from lawfully operated revenue producing sources, including in this instance funds generated by the Transient Guest Tax.

7. Review. In addition to the annual review of CVB staff performance by the Chamber President pursuant to paragraph 3(d) above, the County, the CVB and the Chamber contemplate that the following information will be gathered by the staff employed by the Chamber to carry out the program contemplated hereunder at the direction of the CVB and will be used to monitor the impact and effectiveness of the CVB during the term of this Contract. This information will be reported quarterly to the Board of County Commissioners:

- (a) Requests for information and materials about Crawford County and the tourist attractions located therein;
- (b) Meetings/Conventions/Events held during each quarter;
- (c) Upcoming Meetings/Conventions/Events for the next quarter;
- (d) Review of recruitment contacts for meetings, conventions and other events; and
- (e) Other additional information as the CVB may deem appropriate with respect to the effectiveness of its program.

8. Independent Contractor. The parties contemplate that the Chamber will be an independent contractor with respect to the services provided to the County and the CVB

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hereunder. The CVB staff shall be subject to and be expected to abide by the office policies and procedures of the Chamber and shall report to and be supervised by the Chamber President.

9. County/CVB Equipment: The parties understand and acknowledge that certain equipment has been purchased with CVB funds and shall upon the termination of this Contract be and remain the property of the County. Any additional specialized equipment purchased by the CVB with the Advisory Board's approval during the term of this Contract shall upon the termination of this Contract be and remain the property of the County; provided, however, that during the term of this Contract the Chamber shall keep such equipment adequately insured.

10. Nondiscrimination. The parties hereto do comply and agree to comply with the Crawford County Equal Employment Opportunity Policy as follows:

It is the policy of Crawford County, Kansas that no person shall be denied employment by the County or any agency or department thereof, be excluded from participation in any program of the County or any agency or department thereof, be denied the benefit of any service provided by the County or any agency or department thereof, or be otherwise subjected to discrimination by the County or any agency or department thereof on the basis of race, creed, color, religion, age, sex, physical handicap unrelated to the person's ability to engage in the work, national origin, or ancestry, and the services of the CVB shall be available to all persons regardless of race, creed, color, religion, age, sex, physical handicap unrelated to the person's ability to engage in the activity, national origin, or ancestry, or membership in the Chamber.

11. Severability. The separate provisions of this Contract shall be severable and the invalidity of any one provision of this Contract shall not be deemed to invalidate the balance of this Contract.

12. Law Governing. This Contract is entered into under the laws of the State of Kansas and shall be governed, construed and interpreted in accordance with the laws of that State.

13. Binding Effect. This Contract shall be binding upon and inure to the benefits of the parties hereto and their respective heirs, representatives, successors and assigns.

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14. Entire Agreement. This Contract constitutes the entire understanding and agreement between the parties hereto with respect to the subject matter hereof and supersedes any and all prior agreements, negotiations and discussions pertaining thereto. This Contract may be executed in any number of copies, each of which shall be deemed an original of this Contract. IN WITNESS WHEREOF, the parties hereto have executed this Contract for Services as of the date first written above.

County:

THE BOARD OF COUNTY COMMISSIONERS
OF CRAWFORD COUNTY, KANSAS

By: _____
Carl Wood, Chairman

ATTEST:

Don Pyle, County Clerk

Chamber:

PITTSBURG AREA CHAMBER OF COMMERCE

By: _____
Blake Benson, President

ATTEST:

Betty Harrison, Secretary

CVB:

CRAWFORD COUNTY CONVENTION AND
VISITORS BUREAU/INC.

By: _____
Dave Goble, President

ATTEST:

Sherri Stephens, Vice President

On motion (17-411) of Commissioner Wood and the second of Commissioner Murphy to approve the 2018 Contract for Services between Crawford County, Kansas, and the Crawford County Convention and Visitors Bureau and the Pittsburg Area Chamber of Commerce and authorize the Chairman to sign.

Yeas: Commissioners Moody, Murphy and Wood

Nays:

Present but not voting:

Absent or not voting:

The motion prevailed.

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PROCLAMATION AND ORDERS OF THE BOARD NEW BUSINESS

Item One: County Clerk Don Pyle presented applications for 2018 Cereal Malt Beverage Licenses for Pete’s of Erie Inc “Petes 1”, George C Brown Post 26 “Girard American Legion” and C & B Investments Inc “Chicken Annie’s Girard” to allow them to sell cereal malt beverages for consumption on the premises and to allow them to sell cereal malt beverages in original and unopened containers and not for consumption on the premises. Mr. Pyle stated that notices have been sent to the Sheriff, Zoning Administrator, County Attorney and the Township Clerk and that they were given 10 days to respond and that no responses had been received.

On motion (17-412) of Commissioner Moody and the second of Commissioner Murphy to make it known that the matter of issuing a license to the applicant(s) listed below was discussed and considered by the Board, and there being no objection filed as provided by law and the Board knowing of no reason why a license should not be issued, the board hereby issues a license to “sell at retail”, cereal malt beverages in broken case lots from the place of business as shown in the application as designated and described on the application as herein before set out, and that the County Clerk be hereby authorized and directed to execute the proper license which shall be signed by the Chairman of the Board of County Commissioners and the County Clerk of Crawford County, Kansas.

2018 Cereal Malt Beverage Licenses

APPLICANT: Pete’s of Erie Inc “Petes 1”

PREMISES: 11000 W Highway 400, McCune, KS 66753

(For sale in original and unopened containers and not for consumption on the premises)

APPLICANT: George C Brown Post 26 “Girard American Legion”

PREMISES: 144 E 47 Hwy, Girard, KS 66743

(For consumption on the premises)

APPLICANT: C & B Investments Inc “Chicken Annie’s Girard”

PREMISES: 498 E 47 Hwy, Girard KS 66743

(For consumption on the premises)

Yeas: Commissioners Moody, Wood and Murphy

Nays:

Present but not voting:

Absent or not voting:

The motion prevailed.

Board of Crawford County Commissioners

Fee \$50.00 KEEP THIS LICENSE POSTED CONSPICUOUSLY AT ALL TIMES No. 6

RETAIL
DEALER'S **2018** LICENSE


License is hereby granted to **Pete's of Erie, Inc. for "Petes1"** to sell at retail
CEREAL MALT BEVERAGES

For sale in original and unopened containers and not for consumption on premises, at **T1000W Hwy 400, McCune, KS 66753** in the Township of **Osage** in Crawford County, Kansas. Application therefor, on file in the office of the County Clerk of said County, having been approved by the governing body of said Township, as provided by the Laws of Kansas, and the regulations of the Board of County Commissioners.

This License will expire on **December 31, 2018**, unless sooner revoked, is not transferable, nor will any refund of the fee be allowed thereon.

Done by the Board of County Commissioners of Crawford County, Kansas,
this fifteenth day of December, 2017.

Attest: *Dale P. Pitt*
County Clerk
Carl R. Wood
Chairman



CRAWFORD COUNTY
KANSAS

Fee \$100.00 KEEP THIS LICENSE POSTED CONSPICUOUSLY AT ALL TIMES No. 7

RETAIL
DEALER'S **2018** LICENSE


License is hereby granted to **George C Brown Post 26, for "Girard American Legion"** to sell at retail
CEREAL MALT BEVERAGES

For consumption on the premises, at **144 E Hwy 47, Girard, KS** in the Township of **Crawford** in Crawford County, Kansas. Application therefor, on file in the office of the County Clerk of said County, having been approved by the governing body of said Township, as provided by the Laws of Kansas, and the regulations of the Board of County Commissioners.

This License will expire on **December 31, 2018**, unless sooner revoked, is not transferable, nor will any refund of the fee be allowed thereon.

Done by the Board of County Commissioners of Crawford County, Kansas,
this fifteenth day of December, 2017.

Attest: *Dale P. Pitt*
County Clerk
Carl R. Wood
Chairman



CRAWFORD COUNTY
KANSAS

Fee \$100.00 KEEP THIS LICENSE POSTED CONSPICUOUSLY AT ALL TIMES No. 8

RETAIL
DEALER'S **2018** LICENSE


License is hereby granted to **C&B Investments, Inc., for "Chicken Annie's Girard"** to sell at retail
CEREAL MALT BEVERAGES

For consumption on the premises, at **498 E 47 Hwy, Girard, KS** in the Township of **Washington** in Crawford County, Kansas. Application therefor, on file in the office of the County Clerk of said County, having been approved by the governing body of said Township, as provided by the Laws of Kansas, and the regulations of the Board of County Commissioners.

This License will expire on **December 31, 2018**, unless sooner revoked, is not transferable, nor will any refund of the fee be allowed thereon.

Done by the Board of County Commissioners of Crawford County, Kansas,
This fifteenth day of December, 2017.

Attest: *Dale P. Pitt*
County Clerk
Carl R. Wood
Chairman



CRAWFORD COUNTY
KANSAS

Item Two: Mr. Pyle reported on the meeting with Pitt Craft and department heads and elected officials about the on line store and stated that Pitt Craft will be getting out passwords for access to the store.

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Item Three: Mr. Emerson stated that Sandy Casey, Register of Deeds and Alyssa Edwards, Road & Bridge Supervisor need purchasing cards in order to be able to purchase items on the Pitt Craft on line store.

On motion (17-413) of Commissioner Moody and the second of Commissioner Murphy to approve purchasing cards through Girard National Bank for Register of Deeds Sandy Casey and Road & Bridge Director Alyssa Edwards with a \$2,500 limit.

Yeas: Commissioners Moody, Murphy and Wood

Nays:

Present but not voting:

Absent or not voting:

The motion prevailed.

Item Four: Mr. Murphy would like Sexual Harassment Training for county employees and will talk to Mr. Ray Ryan about setting something up.

Item Five: Mr. Wood stated he would like to purchase a 2012 Dodge ½ PU from Evans for \$12,350. Mr. Wood stated that it is has approximately 96,000 miles and is white in color. The Commissioners approved the purchase for the truck.

UNDER THE HEADING OLD BUSINESS

Item One: Mr. Pyle stated that would like to have meetings with the employees to explain our health care and get information on the charges for different clinics in the county. The Commissioners agreed.

Item Two: Mr. Moody addressed cleaning up a piece of property in the County.

EXECUTIVE SESSION

Item One: Commissioner Tom Moody requested an executive session for a period of not more than 15 minutes to discuss matters involving Non-Elected Personnel.

On motion (17-414) of Commissioner Murphy and the second of Commissioner Wood to recess this open session and go into a closed executive session for a period of not more than 15 minutes to discuss 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 12:25 PM and reconvened the Open Session at 12:30 PM with no action taken except to go back into open session.

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Item Two: Commissioner Wood requested an executive session for a period of not more than 30 minutes to discuss matters involving Non-Elected Personnel.

On motion (17-415) of Commissioner Wood 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 30 minutes to discuss 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 12:31 PM and reconvened the Open Session at 12:37 PM with no action taken except to go back into open session.

UNDER THE HEADING FUTURE BUSINESS AND ANNOUNCEMENTS

FUTURE BUSINESS:

Item One: December 19, 2017 – Work Session for Employee Evaluations beginning at 8:30 AM.

Item Two: December 19, 2017 – 10:00 AM Public Hearing on the amended 2017 Budgets for Crawford County, Crawford County Fire District #1, Crawford County Fire District #2 and Crawford County Fire District #3.

Item Three: December 19, 2017 – Mr. Ray Ryan, Ryan Insurance Agency.

Item Four: December 19, 2017 – Mr. Travis Clinesmith from Murphy Tractor and Mr. James Loneman from Recon.

ANNOUNCEMENTS:

UNDER THE HEADING MOTION TO ADJOURN MOTION TO ADJOURN

Item One: Adjournment

On the motion of Commissioner Murphy and the second of Commissioner Wood to adjourn the [December 15, 2017](#) meeting of the Board of Crawford County Commissioners at 12:38 PM and to reconvene at the next regularly scheduled time with open doors.

Yeas: Commissioners Moody, Murphy and Wood

Nays:

Present but not voting:

Absent or not voting:

The motion prevailed.

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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

◇

This submission completed at the Crawford County Courthouse in Girard.
[Taken BKW 12/15/17 12:38/amended BKW 12/18/17 3:00 PM](#)