

# Board of Crawford County Commissioners

## Commissioners' Journal

2017, [SIXTEENTH MEETING](#)

CRAWFORD COUNTY COURTHOUSE, COMMISSIONERS' BOARD ROOM  
Girard, KS [Friday, March 3, 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 (17-082)** of Commissioner Moody and the second of Commissioner Murphy that the consent agenda be approved including:

1. Approval of the [February 28, 2017](#) minutes of the Board of County Commissioners, and
2. Approval of the March 2, 2017 Special Meeting of the Board of County Commissioners, and
3. 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	80	That the consent agenda be approved including: Approval of the February 24, 2017 minutes
Motion 17	81	To approve the Agreement Between the Kansas Department of Revenue and Crawford County, Kansas to utilize Raelane Schnacker, a Registered Mass Appraiser with the State of Kansas to act as Crawford County Appraiser to assist Crawford County with Appraisal Services during the recruitment period

# Board of Crawford County Commissioners

## UNDER THE HEADING NEW BUSINESS PUBLIC HEARINGS AND OPENING OF ANNOUNCED BIDS MESSAGES FROM THE COUNTY LOCAL BOARD OF HEALTH

**Item One:** Mr. Rick Pfeiffer and Ms. Janis Goedeke presenting Aid to Local Grant Application. Ms. Goedeke explained the programs listed on the grant application and the amounts requested for each program. She stated that the amounts listed are what is requested only and not all of the requested amounts may be awarded. Ms. Goedeke explained how the requests amounts were arrived at. She also explained the teen nonsmoking program.

To be completed by State Office – Date Received: \_\_\_\_\_

### Grant Application Signature Page State of Kansas Department of Health and Environment

Grant Period: July 1, 2017 – June 30, 2018

1000 SW Jackson, Suite 340  
Topeka, Kansas 66612-1365

This form, complete with signatures, is required to complete your Aid to Local application package.  
Upload to Catalyst as an attachment on the Organization Summary Page.  
All applications due March 15, 2017.

Applicant: (Name of Agency) Crawford County Health Department

Street Address/PO Box 410 E. Atkinson

City Pittsburg Zip Code 66762

Name of Director Janis Goedeke

Primary Contact Janis Goedeke

Telephone of Primary Contact 620-231-5411

Signatures:

Carl B. Wood

President/Chairman Local Board of Health or Board of Directors

Date: 3-3-17

Child Care Licensing Program	71,945.64
Chronic Disease Risk Reduction	45,656.77
Community-Based Primary Care Clinic Grant	
Disease Intervention	
Family Planning	50,539.75
Healthy Family Services	
HIV Prevention Program – Community	
HIV Prevention Program – Opt Out	
Immunization Action Plan	7,388.00
Maternal & Child Health	67,607.43
Pregnancy Maintenance Initiative (PMI)	
PREP	
Public Health Emergency Preparedness	38,324.95
Ryan White	112,604.37
Special Health Care Needs	
State Formula	26,593.00
Teen Pregnancy Targeted Case Management	87,662.67
WIC/ICP Collaborative	
<b>Total Funds Requested:</b>	<b>508,322.58</b>

\_\_\_\_\_  
Administrator/Director

Date: \_\_\_\_\_

## Board of Crawford County Commissioners

**On motion (17-083)** of Commissioner Moody and the second of Commissioner Murphy to approve the State of Kansas Department of Health and Environment Aid to Local Grant Application and Authorize the Chairman to sign.

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. Ed Fields, Noxious Weed Director, stated that Crawford County will be the host county for the County Weed Directors Association of Kansas Summer Conference to be held on August 5 thru the 9, 2018. Mr. Fields stated that he has chosen Pittsburg for the location of the conference and presented a rough draft of the agenda he has created. He said that he would like to hold the conference at the Kansas Crossing Casino but has not yet spoken to the representatives of the casino. Mr. Fields explained the agenda to the Commissioners and a discussion was held on the County Commissioners donating \$500 for a breakfast buffet on one morning of the conference. Mr. Woods stated that he will talk with casino representatives and also with CVB Director, Mr. BJ Harris. Mr. Fields stated that he has to present a tentative schedule at the meeting in Topeka on Monday for the conference. He also discussed soil tests on the courthouse lawn, seeding road side ditches and working on the fairgrounds.

**On motion (17-084)** of Commissioner Wood and the second of Commissioner Moody to approve sponsoring the Breakfast for the County Weed Directors Association of Kansas Summer Conference on Wednesday, August 8, 2018.

Yeas: Commissioners Moody, Murphy and Wood

Nays:

Present but not voting:

Absent or not voting:

**The motion prevailed.**

**Item Two:** Mr. Troy Graham, Zoning Administrator handed out highlighted areas and notes on the proposed Zoning Regulations for their review before the Work Session that is scheduled for Tuesday at 9:00 AM.

**Item Three:** Mr. Coby Hinton, Operator in Training for the Crawford County Sewer Districts presented the KDHE 5 year inspection done on the Sewer District lagoons. The Commissioners and Mr. Hinton discussed the pumps for the Sewer Districts. Mr. Murphy stated that he would like someone from Haynes Equipment Co to come down and talk to the Commissioners about the pumps. A discussion was held on the company repairing the pumps including a reason for the pump failure on the invoice. Mr. Hinton stated that if there is a problem with the pumps the landowners contact Haynes Equipment Co. directly and then the bills are sent to the County. The Commissioners stated that they would like Mr. Hinton to accompany Haynes when a service call is made.

### MESSAGES FROM OTHER GOVERNMENTAL ENTITIES

## Board of Crawford County Commissioners

**MESSAGES FROM ELECTED OFFICIALS**

**MESSAGES FROM THE PUBLIC**

**PROCLAMATION AND ORDERS OF THE BOARD**

**NEW BUSINESS**

**Item One:** County Clerk Don Pyle presented a Tax Roll Correction, correcting an error in the assessing of Real Estate owned by the Thomas E Kirkland Revocable Trust and to request a refund in the amount of \$202.30 from the 2014 tax rolls and the amount of \$239.82 from the 2015 tax rolls. Mr. Pyle explained that there was an error in the assessing of the farm land which created a reduction in land value.

# Board of Crawford County Commissioners

Tax Year: 2015	<b>TAX ROLL CORRECTION - REAL ESTATE</b> AAELT014	Printed by / Date Time bwicker 02/28/2017 12:48:16PM
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Taxpayer <u>KIRK00009</u> KIRKLAND THOMAS E REVOCABLE TRUST 6370 NE HIGHWAY 400 WEIR, KS - 66781-4063	System Control # <u>2017000094</u> User Control # <u>2017000094</u> CAMA # <u>186-23-0-00-001-01-0-01</u> Tax Unit <u>91 SHERIDAN USD 247-H2</u> Parcel <u>1862300000001010</u> USD <u>USD - 247</u>	Tax Year <u>2015</u> Tract # Type of Correction <u>Abate</u> <u>S23, T30, R23, ACRES 274.4, NE1/4, E1/2, NW1/4 &amp; NW1/4 NW1/4, LESS BEG 657.23' S NE COR NE1/4, TH W 372.21, S 294.13, E 370.21, N 309.37, TO POB, LESS ROW</u>
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Check Payable to: KIRKLAND THOMAS E REVOCABLE TRUST Property Location ??? S 140TH STREET - Pittsburg, KS - 66762

APPRAISER SECTION (Value) Feb 28 2017 12:48PM Bobbi Wicker Order to Print

Appraised Prior to Correction:				Appraised After Correction:				
CL	Land	Imp	Total	CL	Land	Imp	Total	Net Change
AR	38,490	24,680	63,170	AR	31,360	24,680	56,040	-7,130
<b>Total</b>	<b>38,490</b>	<b>24,680</b>	<b>63,170</b>	<b>Total</b>	<b>31,360</b>	<b>24,680</b>	<b>56,040</b>	<b>-7,130</b>

Assessed Prior to Correction:				Assessed After Correction:				
CL	Land	Imp	Total	CL	Land	Imp	Total	Net Change
AR	11,547	6,170	17,717	AR	9,408	6,170	15,578	-2,139
<b>Total</b>	<b>11,547</b>	<b>6,170</b>	<b>17,717</b>	<b>Total</b>	<b>9,408</b>	<b>6,170</b>	<b>15,578</b>	<b>-2,139</b>
SDX			0	SDX			0	0

Comment: CLERICAL ERROR LOWERING LAND VALUE

CLERK SECTION (Tax)

Tax Prior to Correction			Tax After Correction			Net Change
Levy <u>112.12000</u>	Gen Tax	1,986.44	Levy <u>112.12000</u>	Gen Tax	1,746.62	-239.82
	SDX \$	0.00		SDX \$	0.00	0.00
SDX Tax Dollars .....		1,986.44	SDX Tax Dollars .....		1,746.62	-239.82

Comment:

TREASURER SECTION (Summary)

Net Change in Assessed Value (no SDX Influence)	-2,139	Type of Correction <u>Abate</u>
Applicable Mill Levy	112.12000	Correction Code <u>CL</u>
Net Change in Levied Tax Dollars	-239.82	Tax Statement # <u>20140</u>
Net Change in SDX Exemption	0.00	Owner <u>KIRK00009</u>
Net Change in Total Tax Dollars	-239.82	<u>KIRKLAND THOMAS E REVOCABLE TRUST</u>
		<u>6370 NE HIGHWAY 400</u>
		<u>WEIR, KS - 66781-4063</u>

Comment:

By order of the Board of County Commissioners of CRAWFORD COUNTY  
(Per K.S.A. 79-1475, 79-1701, 79-1701a, and 79-1702)

, Kansas. 3-2-17  
(Date)

Approved by Commission:

*Carol P. Wood*  
\_\_\_\_\_  
*Dale V. 176*  
\_\_\_\_\_

Attest by County Clerk:

# Board of Crawford County Commissioners

Tax Year: 2014	<b>TAX ROLL CORRECTION - REAL ESTATE</b> AAELT014	Printed by / Date Time bwicker 02/28/2017 12:48:16PM
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Taxpayer <u>KIRK00009</u> <u>KIRKLAND THOMAS E REVOCABLE TRUST</u>  <u>6370 NE HIGHWAY 400</u> <u>WEIR, KS - 66781-4083</u>	System Control # <u>2017000095</u> User Control # <u>2017000095</u> CAMA # <u>188-23-0-00-001-01-0-01</u>  Tax Unit <u>91 SHERIDAN USD 247-H2</u> Parcel <u>1862300000001010</u> USD <u>USD - 247</u>	Tax Year <u>2014</u> Tract # Type of Correction <u>Abate</u>  <u>S23_T30_R23, ACRES 274.4, NE1/4, E1/2,</u> <u>NW1/4 &amp; NW1/4 NW1/4, LESS BEG 657.23' S</u> <u>NE COR NE1/4, TH W 372.21, S 294.13, E</u> <u>370.21, N 309.37, TO POB, LESS ROW</u>
Check Payable to: <u>KIRKLAND THOMAS E REVOCABLE TRUST</u> Property Location <u>7?? S 140TH STREET - Pittsburg, KS - 66762</u>		

APPRAISER SECTION (Value)      Feb 28 2017 12:48PM Bobbi Wicker Order to Print

Appraised Prior to Correction:				Appraised After Correction:				Net Change
CL	Land	Imp	Total	CL	Land	Imp	Total	
AR	34,170	2,000	36,170	AR	27,770	2,000	29,770	-6,400
<b>Total</b>	<b>34,170</b>	<b>2,000</b>	<b>36,170</b>	<b>Total</b>	<b>27,770</b>	<b>2,000</b>	<b>29,770</b>	<b>-6,400</b>

Assessed Prior to Correction:				Assessed After Correction:				Net Change
CL	Land	Imp	Total	CL	Land	Imp	Total	
AR	10,251	500	10,751	AR	8,331	500	8,831	-1,920
<b>Total</b>	<b>10,251</b>	<b>500</b>	<b>10,751</b>	<b>Total</b>	<b>8,331</b>	<b>500</b>	<b>8,831</b>	<b>-1,920</b>
SDX			0	SDX			0	0

Comment: CLERICAL ERROR-LOWERING LAND VALUE

CLERK SECTION (Tax)

Tax Prior to Correction			Tax After Correction			Net Change
Levy	Gen Tax		Levy	Gen Tax		
<u>105.36400</u>		<u>1,132.78</u>	<u>105.36400</u>		<u>930.48</u>	<u>-202.30</u>
	SDX \$	0.00		SDX \$	0.00	0.00
SDX Tax Dollars .....		<u>1,132.78</u>	SDX Tax Dollars .....		<u>930.48</u>	<u>-202.30</u>

Comment:

TREASURER SECTION (Summary)

Net Change in Assessed Value (no SDX influence)	-1,920	Type of Correction <u>Abate</u>	
Applicable Mill Levy	105.36400	Correction Code <u>CL</u>	
Net Change in Levied Tax Dollars	-202.30	Tax Statement # <u>8948</u>	
Net Change in SDX Exemption	0.00	Owner <u>KIRK00009</u>	
Net Change in Total Tax Dollars	-202.30	<u>KIRKLAND THOMAS E REVOCABLE TRUST</u>	
		<u>6370 NE HIGHWAY 400</u>	
		<u>WEIR, KS - 66781-4083</u>	

Comment:

By order of the Board of County Commissioners of CRAWFORD COUNTY, Kansas, 3-2-17  
(Per K.S.A. 79-1475, 79-1701, 79-1701a, and 79-1702) (Date)

Approved by Commission: *Carol R. Murphy*

Attest by County Clerk: *Dale J. De*

**On motion (17-085)** of Commissioner Moody and the second of Commissioner Wood to approve the Tax Roll Correction, correcting an error in the assessing of Real Estate owned by the Thomas E Kirkland Revocable Trust and to request a refund in the amount of \$202.30 from the 2014 tax rolls and the amount of \$239.82 from the 2015 tax rolls and Authorize the Chairman to sign.  
Yeas: Commissioners Moody, Murphy and Wood  
Nays:

## Board of Crawford County Commissioners

Present but not voting:

Absent or not voting:

**The motion prevailed.**

**Item Two:** County Clerk Don Pyle presented a Tax Roll Correction, correcting an error in the assessing of Personal Property owned by Richard D & Diana L Wilson and to request a refund in the amount of \$519.64 from the 2015 tax rolls. Mr. Pyle explained that the Bullet Premier Travel Trailer is a Recreational Vehicle and was taxed on both the Motor Vehicle and Personal Property systems.

# Board of Crawford County Commissioners

Tax Year: 2015	<b>TAX ROLL CORRECTION - PERSONAL PROPERTY</b> AAELT013	Printed by / Date Time grountree 3/1/2017 1:27:28PM
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TaxPayer <u>WILS00043</u>	System Control # <u>2017000099</u>	Tax Year <u>2015</u>
<u>WILSON RICHARD D &amp; DIANA L WILSON</u>	User Control # <u>2017000099</u>	Doc # <u>6277</u>
<u>1802 W 4TH ST</u>	Cama # <u>-----</u>	
<u>PITTSBURG, KS - 66762-8619</u>	Tax Unit <u>83</u> <u>BAKER USD 250</u>	
	Property Location <u>-</u>	

Check Payable to: WILSON RICHARD D & DIANA L WILSON

APPRaiser SECTION (Value)				Mar 1 2017 1:26PM Rob Cicero Approved	
Appraised Prior To Correction:				Appraised After Correction:	
Value	Penalty %		Value	Penalty %	Net Change
27,489	0.00		11,719	0.00	-15,770
Non-Watercraft Assessed Prior To Correction:				Non-Watercraft Assessed After Correction:	
Value	Penalty	Total	Value	Penalty	Total
5,987	0	5,987	1,238	0	1,238
Watercraft Only Assessed Prior To Correction:				Watercraft Only Assessed After To Correction:	
380	0	380	380	0	380
Exempt Value: 0				Exempt Value: 0	

Comment: 3/1/2017 ABATED 2013 BULLET PREMIER TRAVEL TRAILER IT IS A RECREATIONAL VEHICLE AND WAS BEING DOUBLED TAXE

CLERK SECTION (Tax)						Mar 1 2017 1:27PM Gene Rountree-Garcia O	
Tax Prior To Correction:			Tax After Correction:			Net Change	
Levy	109.837000	Gen Tax	708.14	Levy	109.837000	Gen Tax	188.50
WC Levy	0.133524	SB41 \$	0.00	WC Levy	0.133524	SB41 \$	0.00
Exempt Tax Dollars			708.14	Exempt Tax Dollars			188.50

Comment:

TREASURER SECTION (Summary)			
Net Change in Assessed Value	-4,731	Type of Correction	<u>Abate</u>
Mill Levy	109.837000	Correction Code	<u>CL</u>
Watercraft Levy	0.133524	Tax Statement #	<u>28887</u>
Net Change in Levied Tax Dollars	-519.64	Comments	<u>3/1/2017 ABATED 2013 BULLET PREMIER TRAVEL TRAILER IT IS A RECREATIONAL VEHICLE AND WAS BEING DOUBLED TAXED THRU MV AND PP ABATED TAXES FOR 2015 AND 2016 PER JESS</u>
Net Change in Exempt Tax Dollars	0.00		
Net Change in Total Tax Dollars	-519.64		

Comment:

By order of the Board of County Commissioners of CRAWFORD COUNTY, Kansas, 3-2-17  
 (Per K.S.A. 79-1475, 79-1701, 79-1701a, and 79-1702) (Date)

Approved by Commission: *Carl R. [Signature]*

Attest by County Clerk: *Wald [Signature]*

**On motion (17-086)** of Commissioner Moody and the second of Commissioner Wood to approve the Tax Roll Correction, correcting an error in the assessing of Personal Property owned by Richard D & Diana L Wilson and to request a refund in the amount of \$519.64 from the 2015 tax rolls and Authorize the Chairman to sign.

Yeas: Commissioners Moody, Murphy and Wood

Nays:

Present but not voting:



## Board of Crawford County Commissioners

Absent or not voting:

**The motion prevailed.**

**Item Three:** County Clerk Don Pyle presenting the February 2017 Clerk's Report. Mr. Pyle stated that this report summarizes the total amounts spent by departments for payroll and bills during the month of February. Mr. Pyle also gave the Commissioners a copy of the January 2017 to February 2017 Clerk's Report of Changes in Expenditures for comparison. Mr. Pyle reviewed the changes with the Commissioners and discussed some of the reasons for the changes. Mr. Pyle answered questions about insurance coverages for the Fire Districts. The Commissioners decided to table the report until Mr. Pyle compiles more information and they will address it again on Tuesday.

**Item Four:** Mr. Murphy stated he received a phone call from Mr. Jason Troike about burning on water ways. The Commissioner discussed this issue and they discussed having special burning regulations for farmers. Mr. Emerson suggested changing the burn ban resolution. The Commissioners asked Mr. Emerson to contact Mr. Rod Pulliam, President of the Fire Fighters Association and request that their organization have a meeting on Monday and then come before the Commissioners on Tuesday to discuss burning regulations.

**Item Five:** Mr. Wood stated that on Monday the work will start on the bridge located on East Centennial and that East 530<sup>th</sup> Avenue will be closed from Rouse Street to 260<sup>th</sup> Street. Mr. Wood also discussed the 315 Track Hoe from Cat that is being demoed and some repairs on equipment. Mr. Wood informed the other Commissioners that Mr. Calvin Jones will do the catering for the City/County Luncheon.

### **UNDER THE HEADING OLD BUSINESS**

**Item One:** Mr. Jim Emerson presented Resolution #2017-007, A Resolution Amending the Crawford County Employee Policy Manual. It was decided to schedule a work session with Elected Officials and Department Heads at 9:00 AM on March 10, 2017 to review the changes to the Employee Policy Manual.

# Board of Crawford County Commissioners

BOARD OF COUNTY COMMISSIONERS  
CRAWFORD COUNTY, KANSAS  
GIRARD, KANSAS

RESOLUTION NO. 2017-007

A RESOLUTION AMENDING THE CRAWFORD COUNTY EMPLOYEE POLICY MANUAL.

WHEREAS, the Board of County Commissioners, pursuant to authority granted in K.S.A. 19-212, is authorized to enact personnel policies for all county employees; and

WHEREAS, the Board of County Commissioners finds that it is necessary to amend portions of the Crawford County Employee Policy Manual to address needed updates including but not limited to, Sick Leave, Funeral Leave and Drug and Alcohol Testing.

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

Section 1. The Board of County Commissioners hereby adopts the amendments to the Crawford County Policy Manual attached hereto and incorporated herein by reference.

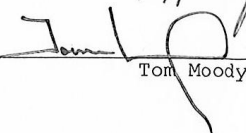
Section 2. All department heads and elected officials are hereby directed to distribute copies of the amended policies to all employees under their supervision.

Section 3. 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 3rd day of March, 2017.

  
\_\_\_\_\_  
Carl R. Wood, Chairman

  
\_\_\_\_\_  
Jeff Murphy

  
\_\_\_\_\_  
Tom Moody

ATTEST:

  
\_\_\_\_\_  
Donald P. Pyle, County Clerk

**On motion (17-087)** of Commissioner Wood and the second of Commissioner Moody to adopt Resolution #2017-007, a Resolution Amending the Crawford County Employee Policy Manual.

Yeas: Commissioners Moody, Murphy and Wood

Nays:

Present but not voting:

Absent or not voting:

**The motion prevailed.**

**Item Two:** Mr. Jim Emerson presenting Home Rule Resolution #2017-008. It was decided to table this issue until Tuesday.

## Board of Crawford County Commissioners

**Item Three:** Mr. Murphy stated that he is concerned with the open Cistern at the opening of the Courthouse parking lot. Mr. Emerson stated that the contractor is waiting on approval from KDOT before filling. Mr. Murphy feels that it is a safety hazard and would like it done as soon as possible.

**Item Four:** Mr. Wood discussed County Employees identifying themselves when answering phone calls from the public.

### UNDER THE HEADING FUTURE BUSINESS AND ANNOUNCEMENTS

#### FUTURE BUSINESS:

**Item One: March 7, 2017 – 9:00 AM** Work Session with Zoning Administrator Troy Graham to discuss proposed changes to Zoning Regulations.

**Item Two: March 7, 2017 –** Mr. BJ Harris, Executive Director, Crawford County Convention and Visitors Bureau presenting quarterly update.

**Item Three: March 10, 2017 – 9:00 AM** Work Session with Elected Officials and Department Heads to review the changes to the Employee Policy Manual.

#### ANNOUNCEMENTS:

**Item One: March 9, 2017 –** City/County Luncheon at the Pittsburg Fire Station #1. All three Commissioners may be in attendance.

### 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 [March 3, 2017](#) meeting of the Board of Crawford County Commissioners at 11:25 AM 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.**

**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.**

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**Don Pyle**  
County Clerk

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**Board of Crawford County Commissioners**

**This submission completed at the Crawford County Courthouse in Girard.**  
**Taken BKW 3/03/2017 11:25 AM/amended BKW 3/6/17 2:00 PM**