

Board of Crawford County Commissioners

Commissioners' Journal

2020, FORTY-SECOND MEETING

CRAWFORD COUNTY COURTHOUSE, COMMISSIONERS' BOARD ROOM
Girard, KS, Friday, May 29, 2020 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 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 NEW BUSINESS

PROCLAMATION AND ORDERS OF THE BOARD

Item One: Chairman Blair presented a Proclamation proclaiming Friday, June 29, 2020 as Kansas Army National Guard 891st Battalion Day in Crawford County, Kansas. Chairman Blair read the proclamation.

Board of Crawford County Commissioners

Proclamation

- WHEREAS The Kansas Army National Guard 891st Engineer Battalion has been activated for deployment; and
- WHEREAS Approximately 30 soldiers of the 891st Engineer Battalion are residents of Crawford County; and
- WHEREAS This deployment will impact approximately 1,100 Engineer Soldiers who will be training at Ft. Bliss, TX prior to deployment; and
- WHEREAS The 891st Engineer Battalion will be operating out of Kuwait with responsibilities for all Engineer Missions in 8 different countries throughout the Middle East; and
- WHEREAS Two members of the Kansas Army National Guard 891st Engineer Battalion being deployed, Sgt. Sabrina Kosman and Sgt. Nick Kosman are employees of the Crawford County Sheriff's office; and
- WHEREAS Tribute is paid to the entire 891st Engineer Battalion, the Board of County Commissioners support and appreciate our service members and their families during their deployment as well as all active and inactive members of the military and veterans; and

We, the members of the Board of County Commissioners of Crawford County, Kansas, on behalf of its residents, do hereby proclaim Friday,

KANSAS ARMY NATIONAL GUARD 891ST BATTALION DAY IN CRAWFORD COUNTY, KANSAS


Bruce Blair, Chairman
Board of County Commissioners


Jeremy Johnson, Member
Board of County Commissioners


Tom Moody, Member
Board of County Commissioners

Dated this twenty-ninth day of May, 2020

On motion (20-225) of Commissioner Johnson and the second of Commissioner Moody to approve the Proclamation proclaiming Friday, June 29, 2020 as Kansas Army National Guard 891st Battalion Day in Crawford County, Kansas.

Yeas: Commissioners Moody, Blair and Johnson

Nays:

Present but not voting:

Board of Crawford County Commissioners

Absent or not voting:

The motion prevailed.

All three Commissioners presented the proclamation to the Battalion members present.

UNDER THE HEADING BUSINESS FROM A PREVIOUS MEETING CONSENT AGENDA

On motion (20-226) of Commissioner Moody and the second of Commissioner Johnson that the consent agenda be approved including:

1. Approval of the **May 22, 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	221	That the consent agenda be approved including: Approval of the May 19, 2020 minutes
Motion 20	222	To rescind the Crawford County order put forth by the Crawford County Health Officer and the Crawford County Board of Health passed on 5/15/2020 that went into effect on May 18, 2020 at 12:00 AM
Motion 20	223	To open the public hearing on the Kansas Department of Commerce Small Cities CDGB-CV Grant
Motion 20	224	To close the public hearing on the Kansas Department of Commerce Small Cities CDGB-CV Grant

UNDER THE HEADING NEW BUSINESS continued

MESSAGES FROM CRAWFORD CO LOCAL BOARD OF HEALTH

Item One: County Health Officer Rebecca Adamson addressed the Commissioners regarding the COVID 19 outbreak. She stated that the Governor put forth a new disaster declaration and the executive order was not renewed with the new declaration. She explained that as of Monday, May 25 at 12:01 AM Crawford County is not under any legal order. She said that she would like the Board of Health to adopt the "Kansas Ad Astra: A Plan to Reopen KANSAS" to be the Crawford County plan as a recommendation to the citizens and businesses in the County. Ms. Adamson explained that this would be a recommendation only and Crawford County would have no legal plan in place. She stated that all the businesses she has spoken to plan to continue following Phase 2 of the plan and most of the surrounding counties are using Phase 2 as a suggestion and are not putting a legal order in place. Ms. Adamson stated that Phase 3 is scheduled to go into effect on June 8, 2020. She explained that at this time bars &

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nightclubs and public swimming pools can be opened if they wish and that fairs, parades and ball games can be held. She stated that by using common sense and following basic guidelines we can protect each other. She explained what would take place if an outbreak should happen. She explained that the 4 metrics, death rate, health care systems ability to handle the load, our ability to test and our ability to trace, isolate and quarantine is how will we decide if changes need to be made. She discussed testing and supplies.

On motion (20-227) of Commissioner Moody and the second of Commissioner Blair to adopt the “Ad Astra: A Plan to Reopen KANSAS” as the recommendations for reopening Crawford County.

Yeas: Commissioners Moody, Blair and Johnson

Nays:

Present but not voting:

Absent or not voting:

The motion prevailed.

Ms. Adamson stated that she is a member of the Crawford County Recovery Task Force that was started by Shawn Naccarato and stated who some of the other members of the task force are. She explained that she would like a central point to put out information to the citizens of the county and would like to use the County Website. County Clerk Don Pyle stated that the information should be sent to Brandon Spaur in the IT Department as a direct link to the website and suggested the information also be sent to him. She explained what the task force will be doing.

Item Two: Mr. Michael Ehling, Crawford County Mental Health Executive Administrator stated that the Addiction Treatment Center has been re-opened and is accepting clients. He explained that the Challenger Program will start on Monday, June 1, the Discovery Program has been operational for 2 to 3 weeks, and the lobbies at the Mental Health Center have been reopened.

County Counselor Jim Emerson discussed the current procedure at the Courthouse and he feels it is okay to end the screening process and to change the hours from 8:00 AM to 4:00 PM for a couple of weeks and then change back to normal hours of 8:00 AM to 4:30 PM. He stated the Motor Vehicle at the Judicial Center in Pittsburg will remain closed at this time. The Commissioners and Mr. Emerson thanked Ms. Adamson for allowing an employee of the health department to conduct the screening process the last few weeks. It was decided that starting Monday, June 1, 2020 to no longer do a screening process or a log in process at the entrance and to change the hours to 8:00 AM to 4:00 PM.

Undersheriff Scott Tyrell stated that the drive through VIN Inspection will be ending today and on Monday it will be done through the lobby at the jail. He explained that they will also be allowing some inmate visitation and the employees will still do self-checks when coming into the building.

Ms. Adamson stated that the employees at the Health Department will still have their temperature taken before entering the building.

PUBLIC HEARINGS AND OPENING OF ANNOUNCED BIDS

Board of Crawford County Commissioners

Item One: Opening of chip & seal oil bids. County Clerk Don Pyle stated that three bids were received. He opened the bids and read the bids from Wright Asphalt Products Co., Eldorado, Kansas, Vance Brothers Inc., Kansas City, Missouri & Coastal Energy Corporation, Willow Springs, Missouri.

Wright Asphalt Products Co.
100 South Summit St. Apt. 6
El Dorado, Ks. 67042
Cell # 620-408-7670
E-Mail mrutschman@wrightasphalt.com

Crawford Co. Asphalt Bid

May 29, 2020

CRS-TR DELIVERED TO ANY POINT IN CRAWFORD CO.

PRICE PER GALLON \$1.87

The CRS-TR has .05 percent of ground up Tire Rubber in it, which is completely digested in the asphalt.

Two free hours of unloading time
after that it will be \$80.00 an hour.

Returned loads will be full freight there and half freight back.

Sales Representative,
Marvin Rutschman

Marvin Rutschman

Board of Crawford County Commissioners



PRODUCT SPECIFICATIONS

PRODUCT: **CRS-TR**
Tire Rubber Modified Asphalt Emulsion

DESCRIPTION: Cationic rapid setting emulsion for use as chip seal binder manufactured from tire rubber modified asphalt

MEETS SPECIFICATIONS: Wright Asphalt Products (AASHTO/ASTM)

TEST DESCRIPTION	AASHTO/ASTM METHOD	TYPICAL ANALYSIS	SPECS
TEST ON EMULSION:			
Viscosity @ 122 F, SFS	T-59/D-7496	325	150 – 500
Particle Charge	T-59/D-244	+	Positive
Demulsibility, %	T-59/D-6936	45+	40 Min
Sieve Test, WT%	T-59/D-6933	0.01	0.10 Max
Storage Stability 24 Hrs %	T-59/D-6930	0.01	1.0 Max
5 Day Settlement, %	T-59/D-6930	1.5	5.0 Max
Residue by Distillation	D-244/D-6997	66	65 Min
VOC, % @ 500 F	Rule 340 & 301	1.0	3.0 Max
TEST ON RESIDUE from D 244			
Penetration @ 25°C, 100g, 5s, dmm	T-49/D-5	115	90 – 150
Ductility 25°C, 5cm	T-51/D-113	60+	40 Min
Solubility in TCE %	T-44/D-2042	98+	97.5Min
% digested tire rubber *	Report	5+	5 Min

*Whole Scrap Tire Rubber must be fully digested into the asphalt prior to emulsification and meet ASTM D2042 solubility specifications

DOT SHIPPING NAME: Asphalt emulsion, non-hazardous

DOT PLACARD: None required

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May 27, 2020

Ms. Alyssa Edwards
Crawford County Highway Department
111 E Forest
Girard, KS 66743

Email: a.edwards@crcoks.org
Phone No: 620-742-8215

Re: 2020 Chip Seal Oil Bid
Expires 12-31-20

Dear Ms. Edwards

Vance Brothers, Inc. is pleased to quote the following:

PRODUCT/SERVICE	PRICE
CRS-1HF	\$1.97/gallon FOB Vance Brothers
CRS-TR	No Bid
Freight	\$0.13/gallon
Pump	\$65.00 (if requested)
Demurrage	\$70.00/hr after first 1.5 hours free

Delivery terms are as follows:

- MINIMUM FREIGHT CHARGE FOR LOADS LESS THAN 46,000 POUNDS.
- DELIVERIES CANCELLED WHILE TRUCK IS ENROUTE SHALL BE SUBJECT TO A MINIMUM FREIGHT CHARGE.
- RETURNED PRODUCT MAY BE SUBJECT TO A \$100.00 UNLOADING CHARGE AND A RESTOCKING CHARGE OF 20% PER GALLON.
- PRICES DO NOT INCLUDE ANY APPLICABLE SALES TAX.

NOTE: Buyer hereby accepts the conditions of sale accompanying this agreement. This quotation must be signed and returned via facsimile to 816-923-6472 or digitally signed and returned via email to mbrost@vancebrothers.com within five (5) days of the above date.

By signing this quote, the buyer is not required to purchase the material and quantity quoted, however, Vance Brothers reserves the right to not honor the quoted price without a returned quotation in the allotted time frame. NO EXCEPTIONS.

Thank you for allowing Vance Brothers to submit this quotation. Please contact me if you have any questions or concerns.

Sincerely,
VANCE BROTHERS, INC.


Robert A. Vance
Sr. Vice President

RAV/mb

Accepted By
Crawford County Highway Department

(Signature)

Date: _____



phone: 800.821.8549 ▾ 816.923.4325 fax: 816.923.6472 web: vancebrothers.com

5201 Brighton ▾ Kansas City, Missouri ▾ 64130

Board of Crawford County Commissioners

Coastal Energy Corporation
 P.O. Box 218
 Willow Springs, MO 65793

Estimate

Date	Quote #
5/19/2020	2451

Name / Address
Crawford County Hwy Dept 111 E Forest 2nd Floor Courthouse Girard, KS 66743

Ship To
Crawford County Hwy Dept 111 E Forest 2nd Floor Courthouse Girard, KS 66743

Project Information				State Job #		
Chip and Seal Oil						
Delivery County	Delivery State	State Dept	Terms	Completion Date	Customer P.O. #	
Crawford	KS		Net 10	12-31-20		
Item	Description	Ordered	Rate	U/M	Amount	
CRS-1HP	CRS-1HP Delivered	1	1.93	gal	1.93	
PUMP-CHARGE	Pump Charge		75.00		75.00	
DEMURRAGE	Hourly unloading rate after two (2) hours		75.00		75.00	
SHORT FREIG...	SHORT FREIGHT FOR LOADS LESS THAN 5,500 GALLONS		425.00		425.00	
				Subtotal		\$576.93
				Sales Tax (6.5%)		\$0.00
				Total		\$576.93

Board of Crawford County Commissioners

Road & Bridge Department

Alyssa Edwards
Crawford County Courthouse, 2nd Floor
Girard, Kansas 66743
620-724-8215
620-724-6841 fax
a.edwards@ccrcooks.org
www.crawfordcountykansas.org



CRAWFORD COUNTY, KANSAS REQUEST FOR BIDS FOR CHIP AND SEAL OIL

Crawford County Highway Department is requesting bids for chip and seal oil delivered to Crawford County described as follows:

CRS-1 HP
CRS-TR

Bids will be accepted until 10:00 a.m. May 29, 2020. Bids will be publicly opened at the Crawford County Commission meeting scheduled at 10:00 a.m.

Bids shall be clearly labeled "Bids for Crawford County Highway Department Oil Bids" and mailed or delivered to the following:

Crawford County Clerk's Office
111 E. Forest
2nd Floor, Courthouse
Girard, KS 66743

Any questions regarding the bid can be directed towards Alyssa Edwards at 620-724-8215.

Crawford County reserves the right to waive any technicalities or irregularities and to accept or reject any or all bids.

On motion (20-228) of Commissioner Moody and the second of Commissioner Johnson to approve giving the 2020 asphalt bids to Road & Bridge Coordinator Alyssa Edwards, Asphalt Foreman Randy Chiartano and County Counselor Jim Emerson to review and return with a recommendation.

Yeas: Commissioners Moody, Blair and Johnson

Nays:

Present but not voting:

Absent or not voting:

The motion prevailed.

**MESSAGES FROM THE PUBLIC
MESSAGES FROM APPOINTED OFFICIALS
MESSAGES FROM ELECTED OFFICIALS
MESSAGES FROM OTHER GOVERNMENTAL ENTITIES
NEW BUSINESS**

Item One: County Clerk Don Pyle stated that he sent out a press release stating that June 1, 2020 at 12:00 Noon is the deadline to file for any office for the upcoming election

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unless running as an independent candidate. He explained that is also the deadline for any voter to change their political party.

Item Two: Commissioner Moody discussed budget requests. Mr. Pyle said he sent out emails to the department heads for the budget requests and will begin scheduling budget work sessions starting on Monday June, 9, 2020 at 9:00 AM.

Item Three: Commissioner Johnson stated that he spoke to Baker Fire Chief Mike Ryan about putting a storm siren in Chicopee that was donated by City of Pittsburg. Emergency Management Director Rusty Akins explained how the siren was received and where the siren will be located. He stated that Everygy will be donating and setting the pole and running the electric to it and the siren will be set from the City of Pittsburg’s signal.

Item Four: Commissioner Blair stated that he will meeting with Jayhawk Wind representatives on Monday at 9:00 AM for an update.

OLD BUSINESS:

Item One: County Counselor Jim Emerson handed information on the current county sanitation services that included the location of the service, container sizes, frequency of pickup, who provides the services and the costs per month. He explained that he will present a bid packet on Tuesday and he would like to have the bids back by July 1, 2020. He stated that the bid packet will be mailed to local haulers and a notice will also be in the newspaper.

SANITATION SERVICES

County Facility Receptacle Locations

LOCATION	CONTAINER SIZE	FREQUENCY OF PICK-UP
PITTSBURG AREA		
Restorative Justice Authority	1 Poly Cart	1 day/week
Health Department 410 E. Atkinson	2 yard	2 days/week
Discovery 212 E. 5 th Street	4 yard	1 day/week
Mental Health – 30 th and Michigan	4 yard	3 days/week
Mental Health – 411 E. Madison	4 yard	1 day/week
Mental Health – 911 E. Centennial	2 yard	2 days/week
Pittsburg EMS Station #3 608 W. 4th	1 Poly Cart	1 day/week
Judicial Center 602 N. Locust	4 yard	1 day/week
Road and Bridge #2/Maintenance	1 yard	1 day/week
Highway Dept. – 671 S. Hwy 69	6 yard	1 day/week
GIRARD AREA		
Sheriff’s Department	6 yard	3 days/week
Girard EMS Station #1	1 Poly Cart	2 days/week
Frontenac EMS Station #2	4 yard	1 day/week
Courthouse	4 yard	2 days/week
Barn	3 yard	1 day/week

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LOCATION	SERVICE	FREQUENCY	COST PER MONTH
PITTSBURG AREA			
Restorative Justice Authority	Norris	1 day/week	\$20.00
Health Department	WCA	2 days/week	\$176.32
Discovery	WCA	1 day/week	\$111.53
Mental Health – 30 th and Michigan	WCA	3 days/week	\$300.36
Mental Health – 411 E. Madison	WCA	1 day/week	\$128.94
Mental Health – 911 E. Centennial	WCA	2 days/week	\$128.93
Pittsburg EMS Station #3	WCA	1 day/week	\$36.41
Judicial Center	WCA	1 day/week	\$159.91
Road and Bridge #2/Maintenance	McClelland	1 day/week	\$44.00
Highway Dept	WCA	1 day/week	NO CHARGE
GIRARD AREA			
Sheriff's Department	McClelland	3 days/week	\$438.00
Girard EMS Station #1	McClelland	2 days/week	\$36.00
Frontenac EMS Station #2	McClelland	1 day/week	\$104.00
Courthouse	McClelland	2 days/week	\$194.00
Barn	McClelland	1 day/week	\$85.00

Item Two: Mr. Emerson presented an Advertisement for Proposal and Notice to Bidders for the census mailer with the bid to be returned by June 19, 2020 and will be opened that day. He explained that the bid is for the printing, addressing and mailing of approximately 16,300 census postcards. He stated that sample postcards will be available for the bidders. He said that the bid information will be sent to local printers and a notice will also be in the newspaper. Commissioners approved the bid information.

ADVERTISEMENT FOR PROPOSAL

Responses (hereinafter "Bids") to this Request for Proposal (hereinafter "RFP") will be received by the Board of County Commissioners of Crawford County, Kansas (hereinafter "Board"), at the County Clerk's office at the Crawford County Office Building until 10:00 AM, Friday, June 19, 2020. The bids will be opened by the Board on Friday, June 19, 2020 at 10:00 AM in the commission meeting room 111 E Forest, Girard, Kansas. Such bids shall include the following:

Crawford County, Kansas, is requesting qualified respondents to submit proposals for the printing, addressing and mailing of approximately 16,300 census postcards.

All bids shall be completed and returned on or before **10:00 AM, Friday, June 19, 2020**. All bids shall be clearly marked "**Census Mailer Proposal**." All bidders shall submit (3) complete copies of their proposal at their own expense.

For a specification sheet regarding this RFP contact Jim Emerson, Crawford County Counselor at 620-724-6390 or email at jime@ckt.net.

No Bidder may withdraw a bid for a period of 60 days after the date of the opening of the bids.

The right is reserved by the governing body of Crawford County to reject any and all bids and to waive any irregularities therein. Unless all bids are rejected, the governing body will determine the most compliant and responsible bid meeting the needs of Crawford County.

COUNTY CLERK

By: Donald P. Pyle, County Clerk

Board of Crawford County Commissioners

NOTICE TO BIDDERS

PROPOSAL

This is a proposal from Crawford County, Kansas for the following described items:

Quantity 16,300 – Lump Sum cost for printing, addressing, postage and mailing 4.25 inch x 5.5 inch Postcards. Addresses will be provided by Crawford County. A sample postcard will be provided upon request.

Price _____

Please provide a time schedule for estimated completion of this project:

The undersigned agrees and states that they are thoroughly familiar with the requirements of this proposal, the specifications, and plans and that the same are a part of this proposal. In compliance with the above invitation for bids, and proposal and subject to all conditions thereof, the undersigned offers, and agrees, if this bid be accepted, to furnish any or all of the items upon which prices are quoted, at the price set opposite each item, F.O.B., Girard, Kansas for the next 90 days.

The undersigned further certifies (a) that this bid is genuine and is not made in the interest of, or in behalf of, any undisclosed person, firm, or corporation, and is not submitted in conformity with any agreement or rules of any group, association, organization, or corporation; (b) that the bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid; (c) that the bidder has not solicited or induced any person, firm, or corporation to refrain from proposing and bidding; and (d) that the bidder has not sought by collusion to obtain any advantage over any other bidder or over the Crawford County Board of County Commissioners.

SIGNATURE OF PROPOSER/BIDDER:

Bidder: _____ By: _____
(Corporate Name) (Signature of person authorized to sign this bid)

Date Signed: _____ Title: _____

Item Three: Commissioner Johnson addressed revamping the employee handbook and pay schedule. Mr. Emerson would like to schedule a work session with the Commissioners along with himself, the Fiscal Office, County Clerk Don Pyle and Representatives from The Bukaty Agency via telephone. The Commissioners scheduled a Work Session at 9:30 AM on Friday, June 5, 2020.

Item Four: Mr. Blair addressed FEMA funds from last year's storm damages. Mr. Emerson stated that he has not heard an update recently but will check on the issue.

EXECUTIVE SESSION

Item One: Commissioner Bruce Blair requested an executive session for 15 minutes to discuss Non-Elected Personnel.

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On motion (20-229) of Commissioner Blair and the second of Commissioner Moody to recess this open session and go into a closed executive session for a period of not more than 15 minutes to discuss the evaluation process for Non-Elected Personnel and to include the Board of County Commissioners and County Counselor Jim Emerson and to reconvene by 11:10 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 10:55 AM and reconvened the Open Session at 11:05 AM with no action taken except to go back into open session.

UNDER THE HEADING FUTURE BUSINESS AND ANNOUNCEMENTS

FUTURE BUSINESS:

Item One: June 2, 2020 – Mr. Mac Young and Ms. Tracy Harris presenting Community Corrections FY 2021 Comprehensive Plan and Behavioral Health Grant.

Item Two: June 5, 2020 – 9:30 AM Work Session with Representatives from Bukaty Company via telephone.

Item Three: June 5, 2020 – Mr. Mark Lehman, Crawford County Conservation District Chairman presenting the 2021 Conservation District Budget.

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

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

MOTION TO ADJOURN

Item One: Adjournment

On the motion of Commissioner Moody and the second of Commissioner Johnson to adjourn the [May 29, 2020](#) meeting of the Board of Crawford County Commissioners at 11:05 AM and to reconvene at the next regularly scheduled time with open doors.

Yeas: Commissioners Moody, Blair and Johnson

Nays:

Present but not voting:

Board of Crawford County Commissioners

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

<>

This submission completed at the Crawford County Courthouse in Girard.

[Taken by BKW 5/29/2020 11:10 AM/amended BKW 6/1/2020](#)