

MINUTES OF THE KINGMAN COUNTY  
BOARD OF COUNTY COMMISSIONERS  
ON September 14, 2020

The Board of Kingman County Commissioners met in the Commission Room of the County Courthouse, Kingman, Kansas on September 14<sup>th</sup>, 2020. Those present:

John Steffen, Chairman  
Fred Foley, Commissioner  
Jerry Henning, Commissioner  
Carol Noblit, County Clerk  
John Caton, County Counselor

Visitors Online: Viewer; Caller 01; Susan Hubbell, Register of Deeds

Staff: Amber Hartley, Appraiser; Mark Schnittker, Courthouse Maintenance; Becky Luntsford, County Treasurer; Linda Langlely, Internal Auditor; Stan Goetz, HR; Mary Schwartz, Health Nurse & Richard Schott, Emergency Manager.

Chairman Steffen called the Board of County Commissioners Meeting to order at 8:30 a.m.

The Pledge of Allegiance was said by all in attendance.

Commissioner Steffen gave an invocation.

Chairman Steffen asked if there were any additions to the agenda.

MOTION: Commissioner Foley moved to approve the agenda. Commissioner Henning seconded the motion. The motion was approved upon the unanimous vote of the County Commissioners.

Chairman Steffen asked if there were any public comment.

Jason Jump asked if the Commissioners knew when they would stop checking at the door to the Courthouse.

Commissioners said that at this time it was staying but they will talk with the Health Nurse during her agenda time.

The County Clerk submitted the minutes of the August 31<sup>st</sup>, 2020 Regular Meeting for review and approval.

MOTION: Commissioner Foley moved to approve the August 31<sup>st</sup>, 2020 regular board meeting minutes. Commissioner Henning seconded the motion. The motion was approved upon the unanimous vote of the County Commissioners.

8:40 a.m. Amber Hartley, County Appraiser was in to discuss new tires for the Appraiser pickup. The pickup they have had for five years and new tires are needed.

She received the following quotes:

Newberry Family Motors  
4ply Tire \$201.54  
10ply Tire \$229.58

Kingman True Value  
4ply Tire \$195.00 mount & balanced  
10ply Tire \$210.00 mount & balanced

A-1  
275/65R18 Firestone AT2 mount & balanced \$253.50 per tire  
Mastercraft AXT2 mount & balanced \$216.50 per tire

MOTION: Commissioner Foley moved to approve purchasing 10ply tires from Kingman True Value at \$210.00 each mount and balanced. Commissioner Henning seconded the motion. The motion was approved upon the unanimous vote of the County Commissioners.

Ms. Hartley discussed with the Commissioners that she has classes that she will be taking before July 2021.

Ms. Hartley left the meeting at 8:45 a.m.

8:46 a.m. Mark Schnittker, Courthouse Maintenance was in to discuss new lighting in the Drivers License office. The lighting would replace ballast lighting to LED lighting.

MOTION: Commissioner Henning moved to approve the LED lighting for the Driver's license office. Commissioner Foley seconded the motion. The motion was approved upon the unanimous vote of the County Commissioners.

Mr. Schnittker left the meeting at 8:55 a.m.

Commissioner Steffen and Henning left the meeting to weigh-in for the County Wellness program.

9:00 a.m. Stan Goetz, HR/Planning/Zoning/Wastewater Director was in to let the Commissioners know that last week was busy with the death of County Officer Marion Williams. Mr. Goetz said that Tiffany Aumiller has helped with getting all the paperwork needed.

Thomas Bell has taken the place of Bailey Luck at the front check in desk as Mr. Luck has moved to the Law Enforcement Center as a detention officer.

Mr. Goetz submitted shared leave for an employee that is out due to COVID.

9:27 a.m. Becky Luntsford, County Treasurer submitted the information to finalize the tax sale.

MOTION: Commissioner Foley moved to approve the purchase of laptop computers and scanners with Cares Spark funding in the amount of \$5079.35 from Iconic IT for the County Treasurer. Commissioner Henning seconded the motion. The motion was approved upon the unanimous vote of the County Commissioners.

MOTION: Commissioner Henning moved to approve the purchase of laptop computers and docking stations with Cares Spark Funding in the amount of \$3653.68 from Iconic IT for the County Clerk's Office. Commissioner Foley seconded the motion. The motion was approved upon the unanimous vote of the County Commissioners.

MOTION: Commissioner Henning moved to approve the court order to pay the final bills from the tax sale. Commissioner Foley seconded the motion. The motion was approved upon the unanimous vote of the County Commissioners.10:16

9:37 a.m. Linda Langley, Internal Auditor was in to review the budget reports for all departments and sales tax totals.

Commissioners discussed the Expo Center Capital Improvement fund which is currently \$204,210.00. They would like to take \$67,000.00 of it to pay the overage in the Expo Center Budget that was used for the repairs and siding. After the transfer they want the remaining put back into the General Fund reserve funds.

10:16 a.m. Mary Schwartz, Health Nurse has hired an employee that will start on the 28<sup>th</sup> of September.

Mr. Goetz discussed the grant that Ms. Schwartz is receiving and the one time payment adjustments to their salaries for COVID.

EXECUTIVE SESSION: Commissioner Henning requested an executive session with Linda Langley, Internal Auditor, Mary Schwartz, Health Nurse; Stan Goetz, HR and John Caton, County Counselor to discuss employee's performance at 10:25 a.m. pursuant to the exception under the Kansas Open Meetings Act for discussion of non-elected personnel matters of nonelected personnel in order to protect the privacy interests of the individuals to be discussed, and will return to open session in the Board meeting room at 10:40 a.m. Commissioner Foley seconded the motion. The motion was approved upon the unanimous vote of the County Commissioners.

Commissioners returned to regular session at 10:40 a.m.

Commissioners hired a new employee for the Health Department and a one-time payment adjustment for the health department employees.

Commissioners asked Mr. Jump to ask his comment from earlier this morning.

Ms. Schwartz let Mr. Jump know that the question has come up all over the state about the need for the precautions.

Ms. Schwartz said it will probably remain in place as the county continues to have an increase in cases.

Mr. Schott said that checking at the door doesn't keep people from entering the Courthouse because numbers of entrances have remained constant.

Mr. Schott discussed extending the emergency declaration for 90 days as the current declaration ends the 20<sup>th</sup>.

MOTION: Commissioner Foley moved to extend the Emergency Declaration for 90 days. Commissioner Henning seconded the motion. The motion was approved upon the unanimous vote of the County Commissioners.

Mr. Schott discussed the Spark Funding and that Witt O'Brien will be reviewing the bills and checks will start going out. The spending plan has been approved by the state without any recommendations for changes.

Mr. Schott let the Commissioners know that they have received seven subrecipient applicants. After they are reviewed by Witt O'Brien they will be brought before the County Commissioners.

Witt O'Brien will hold a weekly meeting on Fridays.

Tomorrow, the regional advisor from Spark will be on call with the Spark Board in attendance.

Mr. Schott let the Commissioners know that he is applying for a grant for an EOC.

Mr. Schott and Ms. Schwartz left the meeting at 11:22 a.m.

11:24 a.m. Charles Arensdorf, Public Works Director was in with the following permits:

1. Flat Ridge 3 Right of Way Construction Permits from Wood Company.
2. Southern Pioneer Electric Company- Install new power line between Sections 11 & 12 Township 30, Range 10 (Liberty).

Mr. Arensdorf submitted his departments August financial reports.

Mr. Arensdorf let the Commissioners know that the Dale #20 (Burnt River Bridge) has begun.

The B.3-5.0 Box site on NW 20 St is ready to pour top.

Kirkham Michael is preparing design agreement for FAS Bridge #13 South of Adams.

Chairman Steffen recessed the meeting to the Law Enforcement Center at 11:29 a.m.

EXECUTIVE SESSION: Commissioner Foley moved to go into executive session with Susan Hubbell, Register of Deeds and John Caton, County Counselor at 12:12 p.m. to discuss an employee's performance pursuant to the exception under the Kansas Open Meetings Act for discussion of non-elected personnel matters of nonelected personnel in order to protect the privacy interests of the individual to be discussed, and will return to open session in the Board meeting room at 12:17 p.m. Commissioner Henning seconded the motion. The motion was approved upon the unanimous vote of the County Commissioners.

The Commissioners returned to regular session at 12:17 p.m. and no binding action was taken.

EXECUTIVE SESSION: Commissioner Steffen moved to go into executive session with Susan Hubbell, Register of Deeds and John Caton, County Counselor at 12:17 p.m. to discuss an employee's performance pursuant to the exception under the Kansas Open Meetings Act for discussion of non-elected personnel matters of nonelected personnel in order to protect the privacy interests of the individual to be discussed, and will return to open session in the Board meeting room at 12:21 p.m. Commissioner Henning seconded the motion. The motion was approved upon the unanimous vote of the County Commissioners.

The Commissioners returned to regular session at 12:21 p.m. with no binding action taken.

The County Commissioners signed County vouchers in the amount of \$681,438.92.

The County Commissioners signed Road & Bridge vouchers in the amount of \$150,268.85.

12:24 a.m. Becky Luntsford, County Treasurer and Linda Langley, Internal Auditor were in to discuss a request made by the Register of Deeds to invest \$50,000.00 into a 15-month CD.

MOTION: Commissioner Foley moved to approve the \$50,000.00 investment to CBK for a 15-month CD. Commissioner Henning seconded the motion. The motion was approved upon the unanimous vote of the County Commissioners.

MOTION: Commissioner Foley moved to amend the motion for the approval of the purchase of laptop computers and scanners with Cares Spark funding in the amount of \$5079.35 from Iconic IT for the County Treasurer to the amount of \$6038.57. Commissioner Henning seconded the motion. The motion was approved upon the unanimous vote of the County Commissioners.

MOTION: Commissioner Henning moved to approve the state holidays with the addition of the New Year's Eve 2021. Commissioner Foley seconded the motion. The motion was approved upon the unanimous vote of the County Commissioners.

Commissioners discussed the Public Building Commission Bond and if it was paid off. John Caton let the Commissioners know that the Bond has been paid off and put back to the Hospital.

MOTION: Commissioner Henning moved to adjourn the regular board meeting at 12:42 p.m. Commissioner Foley seconded the motion. The motion was approved upon the unanimous vote of the County Commissioners.