

3/6/23

Call meeting to order. The board of County Commissioners met in regular session on Monday March 6th, 2023, with all commissioners present.

Caleb Crook, County Counselor, joined the meeting.

Public present. Scott Averill, Richard Kyle, Randy Dick, Derek Dick, Hailey Marple and Francis Deters.

Additions or deletions to the agenda. PBC at 11:00 AM. Motion to except by Holman, second Bailey, all aye, motion carried.

Richard Kyle. You say the pledge to the flag and that is great but can we replace the flag outside the county building? It's ripped and has no lights at night. Will you put money in the budget for a new flag with lights and know the rules of the flag.

Scott Averill. Rails for trail conservancy is applying for a federal grant to build bridges and maintain the trails. Asking the board for a letter of recommendation and not a donation. Are there consequences if the county commissioners do not send a letter, asked Bailey? It will just show less support, said Averill. Shawnee and Overbrook have given us support letters. Bailey asked about home owners support for the trails. Property owners could have people who stray from the trail. Averill responded, those issues are minimal and the benefits outweigh the negatives. Bailey said, this is an issue that has come to my attention and we want to discuss questions we have had about the trail from the land owners. We will discuss this recommendation.

Hailey Marple Employee benefits. I met with Heather and Christen last year. We are here to give you a general overview of services. July is your renewal. We have high employee retention and a good relationship with other carriers. HR consulting and training is an added benefit on page 3. We make sure employees are aware of benefits. We have in person or videos or 1 on 1 services. We keep up to date with changes. We will help with tedious paperwork. We have monthly seminars on FMLA guidelines. We have an employee navigator on-line but we also have paper. If everyone is enrolled, it makes work easier for bookkeeping. We can customize your plan to include special deductibles for using local hospitals or design the plan to fit your area needs. We have monthly flyers with new mandates. Our services take work off the clerk and record keepers. We offer an app to search within so many miles, to compare services and prices. We have wellness programs with biometrics. (Fix you tube and sound 8:52AM). We are very hands on and respond quickly. We can adjust deductibles and prescription expenses. If there are many in your group that take a certain medication, we can make adjustments for a savings or offer coupons. We educate people about the costs and what employers pays. A MRI is a great tool. A free stand vs hospital MRI is about 50 percent savings. We want people to call if there is an issue with their bill. We understand how you go in for one procedure and they add a test and now the coverage changes. You can save money by having the health department give flu shots to your employees. We have plans for 18 months.

Human resources said we currently have a broker for Aetna. They are not forthcoming with reports. We have a lot of deductibles because of switching plans. We don't want to start the

deductibles over for our employees said Bailey. The 18-month plan will help and we will negotiate with carriers to get the best deal. Are you full insured? Bailey, I think so. Kuder, can we be part of self-funded? Level fund is like self-fund with training wheels. How are fees assessed, asked Kuder. It depends on the carrier and premiums but quotes will show those costs. Employee navigator is a value added at no cost. We will make a new hand book for a fee. Our service is year to year with no contract. Maybe April we can get more numbers.

9:35 AM Human Resources, Stephanie Burdett, regarding premiums for benefits and Insurance premiums. I would like to do an audit. It will show what employer and employee paid and see if it matches what we are supposed to pay to make sure it is accurate. Add 20 min. next week to go over results of audit.

9:36 AM Road and Bridge. Ryan fine. 317th road will be made new on other side of the RR track. We will still have to maintain the old road, at our expense. We will be closing the crossing with a barricade or change the ditch line and it will no longer look like a rail road crossing. It is more expensive to add a crossing with arms and maintain it than to building and maintain the new road. Look at RR ordinance drafted by RR. It needs to be signed to proceed with the project. The counselor was not sure if the paperwork was needed. He would like to check the procedure and getting permission from the RR. We are not closing the road, it's just turning. Counselor said he needed to check what exactly we need to do. Can you come back in 2 weeks and we will discuss the RR ordinance. The township approved the plan. Kuder, we need to check legal issues. We need 911 descriptive. Does the street name stay the same or does it become a lane, depends on the rules? We want to cover all the bases. The township will be paid and not the county. I would think they would send you the w9 form. We have 2 years but the engineers say 6 months for their work, before work starts. If we say the crossing will be closed, we have 2 years to close it. Counselor, but we are not really closing the road. Once closed the RR will never open a crossing there again. The new road will connect to the next roads RR crossing. Paperwork will be needed from the land owners for the road work. Councilor, maybe you should contact 911 now to see what will be needed. This project should happen; we just need a few more steps. The township would like to get the engineer started before we are locked into the 2-year time limit, to give us more time. Counselor, if the township wants to, because they are paying for it, but I would wait and proceed with caution. That agreement is not signed yet. KDOT should pay some? Counselor, I was thinking KDOT was already signed. They are not on till we sign this agreement with the rail road. KDOT verbally said they will match once this paperwork is signed. We will discuss this further at the March 20th meeting.

1032 AM Ben Kramer. Sail-A-Way project. We have copies of loans and they are approved. Copy of Exhibit E – request for disbursement from KDHE revolving loan program, signed by chairman given to Ben and treasurers department and was approved in a previous meeting. There are some easements in the subdivision but the sewer easement was on back of the lots and will not work with this system. There were easements in 1968, but if they were executed and filed, we don't know and have not found the easements. If they are existing, we need them. The map is just showing boarder lines and we need construction easements. Counselor said, the last time we sent letters for easement to land owners, it was not an easy process. We had 3 or

4 landowners who did not want to allow an easement because they did not have a home on their land. This will hold up the process for the other land owners.

Kuder, if there was no easement, how did they put in the subdivision legally. Maybe they did go out and get them but did not record them. Even if we find documents they can only be enforced if the same owner still owns the land. The easements are not in the deeds office. How will the cost affect the levy? The more we have to issue letters and research, the more the cost will go up. Counselor said, he was not comfortable on signing off without written land rights. Some people think they are losing something or it is costing them something when they think about easements. Frank is president of the HOA. He is helpful and did sign to have this completed.

The sewer KDHD loan is approved. The treasurer needs to be aware and a copy was given to her. Do we need a separate line in the chart of accounts? Kuder asked, can you search the account that was used for phase one, was it 173? This is sewer district #1. You are collecting with a tax levy and it has its own assessment. We need to make sure the loan goes through and is correct. Treasurer asked, is there going to be a check from KDHD? Will it be electronic. I need to know how much and what fund to put it in. We should already be signed up for electronic payments. Kuder said, the tax levy sheet is on our web site.

We only had one bid at the last bid letting and we were expecting 3. The bid was too high. The homeowners need to know the expense and options. You should get ahead of the homeowner so they can be here next Monday at the meeting.

10:42 Kevin Culley. Noxious weed bids. We can get generics to save money, if we choose to. Motion to approve getting bids for herbicides by Hollman, second Bailey. All aye. Motion carried. Bid deadline is April 3rd, 2023 at 10:00 AM.

10:44 AM Yana Ross, Kcamp Discuss risk management excellence award in handout and how to save money with training. We need a risk manager and coordinator to qualify for 4-6 percent annual contribution. The sheriff uses the risk management grant, but road and bridge does not. The sheriff used it for grill guards and in Franklin County they used the grant for putting stay back signs on their salt trucks. I will send any new grant information to the clerk. I will send grant balances and what you have left to spend. You can use small amounts of money for things like no slip rugs. We can meet at a later time with department head to see if they can use this grant also.

10:57 AM Franny Deters. Senior center, monthly report. The bus is working good mechanically, but not very pretty. Working on writing a grant and wants to take a grant writing workshop. Would like to hire a driver. All drivers are part time. She gave information to each commissioner to look at. 90 people were at our last pot luck on the first Wednesday of each month at noon. Motion to hire Rebecca A. as a new part time driver for Osage County Transportation, by Holman, second Bailey. All aye. Motion carried

Recess for 15 recess

Katelyn Miner. Health department. Needs a grant signed which is an extension for covid from last summer. If we don't spend all the money they will extend, it to June 30th. We have three grants that we have every year and they are filled out and ready to go. Just need signatures. Bailey motion to sign grants, second Kuder. All aye. Motion carried.

Five-minute executive session for non-elected personal. First Holman, second Kuder. All aye. Motion carried at 11:22 AM No action taken.

Is there a date to adjust the days of operation at the health department? March 31st. It should not largely effect the public. It will be for six weeks, from March 31st to May 5th. Back to normal hours may 12th. The only concern is school is in session and what happens if they need to get ahold of the health department on Friday? We will have a Friday contact even if the building closes, for schools with issues that come up. Bailey asked if we were setting a standard for other departments. We need to try everything to say within hours, that is a concern. Katelyn said, I'm the only one in on Friday, so being closed is me. Land development suggested office hours of 8:00 AM – 10 PM, 4 days a week. May people work and cannot come in during the day. Holman asked if she would make every opportunity to be reach in an emergency and Miner agreed. Holman motioned to allow the health department to be open four days a week from March 31st to May 5th. No second. Motion failed. Baily said, some people are used to coming in on Friday. Other departments cannot be closed on Friday and this is setting a precedence. The departments have four employees and will discuss a rotating schedule. Miner with talk to staff and be back the next meeting.

11:37 AM PO for Land Development to purchase a computer and software including Microsoft Office and adobe. Krause has gone through credit card training and will be able to except credit in the future. Tec, Sonny said the licensing only covers one computer so if you get a new computer the software does not work. Adobe will help with on-line forms. Total cost \$1847.13. Motion to approve Purchase order by Holman, second Bailey. All aye. Motion carried.

5 recess

11:55 AM Christine Foster. Treasurer. PO for \$2000.00 for postage to mail tax letters. Motion to approve Holman, second Bailey. All aye. Motion carried.

In the past the policy was no partial payments. Some payments come in as part payment or for the wrong amount or don't pay the late fee. We then check the amount and let them know. We have posted the payment as not paid in full because they still owe the late payment fees. We need to agree how to handle these situations. If I post and they don't pay late fees until the next payment, there is no interest accrued on the late payment The computer system sees the payment as paid. Either way, we follow up with tax payers, so the same expenses are there. If they don't pay the late fees for 3 years, it will put their property in the tax sale. That is why some treasures only allow full amount. If the treasure receives the wrong amount they send a letter, is how it could work. We will publish it in the delinquent notices in the paper. The issue is, should we allow part payment for delinquent accounts. Bailey responded, we need to think what is best for the tax payers. Bailey asked what percentage of property has this issue. Less than 5 % of the

population. Holman said, if it is just late fees owed, then it should be paid with late fees due and a letter sent, but we have to have a policy. Counselor said, the policy is set by the treasurer and advice from the board.

12:20 PM Executive session for Non-elected personal. 5 min. No action taken.

Sonny. Tec. Our back up drive is not working. Reminder that if PO is under \$300.00 it will not have to be signed by the board.

12:30 PM Executive session Christine Foster, treasurer, 15 minutes with commissioners and counselor Caleb Crook, follow up from last week, non- elected personnel. No action taken.

12:45 PM Genine S, from the treasurer's office, resigned without notice.

Sheriff office has PO for vehicle repairs, pay increase for Brenda S. and Emily H. of fifty cents and to hire new dispatch Autumn B. Motion by Holman, second Bailey. All aye. Motion carried.

Christine Foster, Treasurer. There was an issues of duplicated notices, because only half of the notices were mailed out by the service company, to start. The dollar amount and the frustration caused to the people of the county because of the vender should be addressed. The phones never stopped ringing and we could not answer all the calls. I'm trying to make it right for the county.

12:59 PM Heather Kuder Executive session for 15 minutes for attorney client privileges. First Holman, second Bailey. All aye. Motion carried. Issues not needed. Move remaining 15 minutes under Non-elected personnel.

1:20 PM Christine Foster, Treasurer. Fascial management.

I have been talking about staff challenges and fiscal management. Financial support for departments and the board. A Finance coordinator who will help with the budgets. More transparence and putting things on the web site. A point person for audits. To help us keep on track with budget and the audit process, so we are not always playing catch up.

The board asked, how do we divide hours between the departments? Do we even need a financial coordinator? What would this staff do in down time? Kuder said, some larger counties have them, but when are we at that point? We should continue this discussion at the Department head meeting on March 20, 2023. We should have some results from the HR survey then also.

Executive session. Attorney client privilege, with commissioners and counsel, 15 minutes. Motion by Holman, second Bailey. All aye. Motion carried. No action taken.

2:04 PM Instructions to send out letters for tax and delinquent property. Councilor to draft a letter for the treasurer. Bids for real estate tax foreclosure proceedings services and one for Delinquent personal property tax collection services. To be received by 4:45 PM April 14, 2023 Motion by Holman, second Bailey. All aye. Motion carried

Executive session. 10 minutes, with commissioners and counsel for Non- elected personnel.
Motion by Holman, second Bailey. All aye. Motion carried

Motion to extend executive session for 5 minutes by Holman, second Bailey. All aye. Motion
NO action taken.

Motion to direct Calob to write letter of support for Rails for Trails, by Kuder. No second.
Motion failed.

Motion to approve 4-hour training and software for \$600.00 from CIC. First Holman, Second
Bailey. All aye. Motion. Carried.

Motion to approve minutes with minor correction. First Holman, Second Bailey. All aye.
Motion. Carried.

2:48 PM Motion to end meeting. . First Holman, Second Bailey. All aye. Motion. Carried.

March 6, 2023

Open PBC at 11:04 AM The ground breaking may be the 20th at 11:30AM as part of the meeting. They looked at the construction drawings. The conference room has been taken out and they are working on other side work before the main demolition. They start grading April 15th. We want to make sure all budgets are in line so we can make decisions. We want there to be extra money after the bid cost, so if there are other cost issues, we will have the money. We are watching the time line so we can have the building closed in by winter. The new chip factory is taking some of the worker.

Motion to begin pre bid, first Bailey, second Holman. All aye. Motion carried. They discussed with the tight time line, if they could have some meetings by phone. The council said it has to follow the open meetings act, but this could be satisfied by using zoom. We will meet back Monday to discuss more.

Motion to end meeting by Bailey, second Holman. All aye. Motion carried.