

*****December 4, 2017 *****

The Board of County Commissioners met in regular session on Monday, December 4, 2017. Commissioner Smith, Commissioner Holland and Commissioner Klemp are present; Also present: Mark Loughry, County Administrator; Becky Matzeder, Executive Secretary; David Lutgen, Public Works Director; Ken Miller, City of Lansing; Jeff Heim, Leavenworth County Conservation District; John Richmeier, Leavenworth Times

Residents: James Berry, John Matthews, Gary Starcher, AW Himpel, Cecilia Pruitt, Joe Herring, Linda Sturgeon

PUBLIC COMMENT:

James Berry made comment about the 5 member commission.

ADMINISTRATIVE BUSINESS:

Mark Loughry announced there will be an position opening on the Leavenworth County Port Authority.

Janet Klasinski introduced Jennifer Anderson as the Employee of the Month for December.

David Lutgen requested approval of an updated budget for the 182nd KTA realignment project in the amount of \$60,000.00 to cover easement acquisition and utility relocation costs.

A motion was made by Commissioner Holland and seconded by Commissioner Klemp to approve the updated budget in the amount of \$60,000.00 for the 182nd KTA realignment project.

Motion passed, 3-0.

Jeff Heim proposed to close the Leavenworth County office of the Soil Conservation District and relocate to the office in Jefferson County to improve customer service and program delivery.

It was the consensus of the Board to continue budgetary support to the Leavenworth County Conservation District with the relocation.

A motion was made by Commissioner Klemp and seconded by Commissioner Smith to approve the consent agenda for Monday, December 4, 2017.

Motion passed, 3-0.

Commissioner Klemp inquired about the Genesis Gym agreement.

Mr. Loughry indicated Genesis has been notified of the cancellation.

Commissioner Klemp commented on budgets of elected officials.

A motion was made by Commissioner Smith and seconded by Commissioner Klemp to adjourn.

Motion passed, 3-0.

The Board adjourned at 9:34 a.m.

*****December 7, 2017 *****

The Board of County Commissioners met in regular session on Thursday, December 7, 2017. Commissioner Smith, Commissioner Holland and Commissioner Klemp are present; Also present: Mark Loughry, County Administrator; Becky Matzeder, Executive Secretary; David Van Parys, Senior County Counselor; Bob Weber, County Appraiser; Ken Miller, City of Lansing; John Richmeier, Leavenworth Times

Residents: James Berry, Joe Herring, Donald and Marjorie Starcher, Linda Sturgeon, John Matthews

PUBLIC COMMENT:

Marjorie Starcher made public comment regarding 182nd Street and requested the Board to consider lowering the speed limit to 20 mph, post no commercial vehicle signs and ask the Sheriff to enforce any changes.

ADMINISTRATIVE BUSINESS:

David Van Parys indicated staff met with representatives from Consolidated Rural Water District No. 1 regarding the McIntyre Road project and requested to authorize Consolidated Rural Water District No. 1 to begin acquisition of easements for relocation purposes.

A motion was made by Commissioner Holland and seconded by Commissioner Klemp to authorize Consolidated Rural Water District No. 1 to begin to acquire the easements for the relocation of their water line as required by the McIntyre Road project, subject to reimbursement by the County and a cost restraint of 110% of the easement costs of the County along the McIntyre corridor.

Motion passed, 3-0.

Commissioner Klemp shared information on the Leavenworth County Port Authority.

Commissioner Klemp requested information on what the previous Board told Mr. Loughry what they were going to do on the his evaluation with regards to salary and other terms.

A motion was made by Commissioner Klemp and seconded by Commissioner Holland to approve the consent agenda for Thursday, December 7, 2017.

Motion passed, 3-0.

Mark Loughry requested the Board to accept the waiver of the GAAP audit requirement.

A motion was made by Commissioner Klemp and seconded by Commissioner Smith to adopt Resolution 2017-67, regarding the waiver of the GAAP requirement.

Motion passed, 2-1 Commissioner Holland voting nay.

Bob Weber requested approval of disaster relief tax abatement for 123 Gaslight, Lansing Kansas, tax credit for 24995 Wolcott Road, Leavenworth Kansas and 21688 Limit Road, Easton Kansas.

A motion was made by Commissioner Klemp and seconded Commissioner Holland to approve tax abatement in the amount of \$554.0 assessed value, approximately \$71.00 of property tax for tax year 2017 for 123 Gaslight, Lansing Kansas, Tax I.D. 3-12318, approve tax credit in the amount of \$2,355.00 assessed value, \$275.00 of property tax for tax year 2017 to be applied against 2018 taxes

for 24995 Wolcott Road, Leavenworth Kansas, Tax I.D. 1-08837 and to approve tax credit in the amount of \$2,142.00 assessed value, \$227.00 of property tax for tax year 2017 to be applied against 2018 taxes for 21688 Limit Road, Easton Kansas, Tax I.D. 1-14192 and authorize the chairman to sign.

Motion passed, 3-0.

A request was made for an executive session to discuss the County Administrator's contract.

Commissioner Smith commented he supports Mr. Loughry and there is nothing he needs to say to Mr. Loughry in executive session he wouldn't say in public.

David Van Parys indicated the last proposal was a one year contract with a one year severance.

A motion was made by Commissioner Holland and seconded by Commissioner Smith to go into executive session to discuss the performance evaluation and compensation of the County Administrator, as justified by the discussion of personnel matters of non-elected personnel, as provided for by K.S.A. 75-4319(b)(2) and that this Board resume open session at 9:45 a.m. in the Commission meeting room.

Motion passed, 2-1 Commissioner Klemp voting nay.

Commissioner Holland announced the return to regular session at 9:45 a.m.

Commissioner Smith announced the individuals that returned from executive session were the County Administrator, Mark Loughry, Commissioner Doug Smith and Commissioner Robert Holland.

Commissioner Klemp indicated this was not on the agenda and requested it to be added to Monday's agenda with the information he requested earlier.

Commissioner Smith requested Mr. Loughry draft a new contract with a six month severance and without the car allowance.

A motion was made by Commissioner Klemp and seconded by Commissioner Smith to adjourn.

Motion passed, 3-0.

The Board adjourned at 9:49 a.m.

*****December 11, 2017*****

The Board of County Commissioners met in regular session on Monday, December 11, 2017. Commissioner Smith, Commissioner Holland and Commissioner Klemp are present; Also present: Mark Loughry, County Administrator; Becky Matzeder, Executive Secretary; David Van Parys, Senior County Counselor; Sarah Schafer, Deputy Director Public Works; Ken Miller, City of Lansing; Tim Vandall, Lansing City Administrator; Paul Kramer, Leavenworth City Administrator; John Richmeier, Leavenworth Times

Residents: James Berry, Jim and Marjorie Starcher, Curtis Oroke, John Matthews, Joe Herring, Don Starcher, David Schafer, Jim Trower, Gary Starcher

PUBLIC COMMENT:

James Berry made public comment encouraging the Commission to attend 4-H events.

ADMINISTRATIVE BUSINESS:

Mark Loughry presented an updated County Administrator contract as requested by the Board.

Commissioner Klemp requested research of statute 19-3a04 as to what the duties will be.

A motion was made by Commissioner Smith to accept the County Administrator contract as presented.

The motion was seconded by Commissioner Klemp for discussion.

Commissioner Holland mentioned voters have voted against the position of the County Administrator.

Motion passed, 2-1 Commissioner Holland voting nay.

A motion was made by Commissioner Klemp and seconded by Commissioner Holland to approve the consent agenda for Monday, December 11, 2017.

Motion passed, 3-0.

Mark Loughry presented a letter appointing himself and Fran Keppler as appointees to the KERIT Board of Trustees.

A motion was made by Commissioner Holland and seconded by Commissioner Klemp to approve Fran Keppler and Mark Loughry as appointees to the KERIT Board of Trustees.

Motion passed, 3-0.

Sarah Schafer updated the Board on the potential of a roundabout on Eisenhower Road indicating a draft of the warrant will be completed by December 15th in which it will be distributed to the cities of Leavenworth and Lansing. Ms. Schafer indicated the preliminary traffic counts are not complete but appear to be lower or about the same with no drastic differences.

A motion was made by Commissioner Klemp and seconded by Commissioner Smith to adjourn.

Motion passed, 3-0.

The Board adjourned at 10:02 a.m.

*****December 14, 2017*****

The Board of County Commissioners met in regular session on Thursday, December 14, 2017. Commissioner Smith and Commissioner Klemp are present; Commissioner Holland is absent; Also present: Mark Loughry, County Administrator; Becky Matzeder, Executive Secretary; David Van Parys, Senior County Counselor; Jeff Joseph, Planning and Zoning Director; Ken Miller, City of Lansing; John Richmeier, Leavenworth Times

Residents: James Berry, Cecelia Pruitt, Linda Sturgeon, John Matthews, AW Himpel, Joe Herring, Kevin Smith, David Wagner, Jerry Frantz

PUBLIC COMMENT:

There were no public comments.

ADMINISTRATIVE BUSINESS:

Mark Loughry reported the personnel manual is completed and is being reviewed by Department Heads and anticipates it being on the agenda December 21st.

Mr. Loughry inquired if the 2006 Ford Taurus reserved for Commission use could be reallocated to another department that is in need of it and to just reimburse the Commissioners for mileage.

A motion was made by Commissioner Klemp that the Commission does not need it and not to transfer vehicle and sell it on PurpleWave.

The motion was seconded by Commissioner Smith for discussion indicating it is a good use of taxpayer money to transfer the vehicle that is not being utilized.

Motion failed, 0-2

A motion was made by Commissioner Smith seconded by Commissioner Klemp to declare the 2006 Ford Taurus assigned to the County Commission as surplus equipment.

Motion passed 2-0.

Commissioner Smith requested approval of a bill from Anderson & Byrd for legal services in the amount \$13,632.02.

A motion was made by Commissioner Klemp and seconded by Commissioner Smith to approve payment to Anderson & Byrd in the amount of \$13,632.02.

Motion passed, 2-0.

A motion was made by Commissioner Klemp and seconded by Commissioner Smith to approve the consent agenda for Thursday, December 14, 2017.

Motion passed, 2-0.

Jeff Joseph reported one application was received by David Clark for the vacancy on the Planning Commission.

A motion was made by Commissioner Klemp and seconded by Commissioner Smith to appoint David Clark to serve on the Planning Commission with his term expiring June 30, 2018.

Motion passed, 2-0.

Commissioner Smith forwarded an application to Mr. Loughry for appointment to the Leavenworth County Port Authority Board.

Mr. Loughry indicated he reached out to the cities for recommendations.

A motion was made by Commissioner Klemp and seconded by Commissioner Smith to adjourn.

Motion passed, 2-0.

The Board adjourned at 9:19 a.m.

Final Approved

*****December 18, 2017*****

The Board of County Commissioners met in regular session on Monday, December 18, 2017. Commissioner Smith, Commissioner Holland and Commissioner Klemp are present; Also present: Mark Loughry, County Administrator; David Van Parys, Senior County Counselor; Becky Matzeder, Executive Secretary; Ken Miller, City of Lansing; Kelly Meyer, Executive Director of CASA; Ginny Freeman and Holly Pittman, Board Members of CASA; John Richmeier, Leavenworth Times

Residents: James Berry, Gary Starcher, AW Himpel

PUBLIC COMMENT:

There was no public comment.

ADMINISTRATIVE BUSINESS:

Mark Loughry discussed the meeting schedule for 2018.

It was the consensus of the Board to hold two sessions on Tuesday with session one in the morning and session two in the evening.

A motion was made by Commissioner Klemp and seconded by Commissioner Holland to approve the consent agenda for Monday, December 18, 2017.

Motion passed, 3-0.

Kelly Meyer requested consideration for approval of a revised 2018 budget to continue operations for the Child Advocacy Center programs through CASA in the amount of approximately \$32,000.00.

A motion was made by Commissioner Holland and seconded by Commissioner Klemp to approve additional funding to CASA.

Motion passed, 3-0.

Commissioner Klemp commented he would like to start the budget process earlier.

A motion was made by Commissioner Klemp and seconded by Commissioner Holland to adjourn.

Motion passed, 3-0.

The Board adjourned at 9:40 a.m.

*****December 21, 2017*****

The Board of County Commissioners met in regular session on Thursday, December 21, 2017. Commissioner Smith, Commissioner Klemp and Commissioner Holland are present; Also present: Mark Loughry, County Administrator; Becky Matzeder, Executive Secretary; David Van Parys, Senior County Counselor; David Lutgen, Public Works Director; Sarah Schafer, Public Works Deputy Director; Paul Kramer, Leavenworth City Administrator; Mark Preisinger, Leavenworth City Commissioner; Ken Miller, City of Lansing; John Richmeier, Leavenworth Times

Residents: James Berry, Gary Starcher, AW Himpel, John Matthews, Joe Herring, Jerry Campbell

PUBLIC COMMENT:

There were no public comments.

ADMINISTRATIVE BUSINESS:

Mark Loughry requested the work session on the Access Management Policy be set for January 16th.

Sarah Schafer reported Dr. Russell will be able to give the roundabout presentation at the end of January or beginning of February.

Ms. Schafer requested time to present an update on the signal warrants for 20th and Eisenhower.

Mark Preisinger indicated there is an MOU between the city of Leavenworth, the city of Lansing and Leavenworth County for a traffic signal on 20th and Eisenhower.

A motion was made by Commissioner Klemp and seconded by Commissioner Holland to approve the consent agenda for Thursday, December 21, 2017.

Motion passed, 3-0.

Mr. Loughry requested approval of budget amendments regarding Solid Waste, Debt Service and Tax Bond 2016(B) and Sewer District #3 relating to debt service and debt issuance timing.

Commissioner Smith opened public hearing.

No one spoke in favor or opposition.

Commissioner Smith closed public hearing.

A motion was made by Commissioner Klemp and seconded by Commissioner Holland to accept the budget amendments for Solid Waste and Debt Service and Tax Bond 2016 (B).

Motion passed, 3-0.

The Board convened as the Sewer District Board of Directors.

Commissioner Smith opened public hearing.

No one spoke in favor or opposition.

Commissioner Smith closed the public hearing.

The Board reconvened at the Board of County Commissioners.

A motion was made by Commissioner Klemp seconded by Commissioner Holland to approve the budget amendment for Sewer District #3.

Motion passed 3-0.

Mr. Loughry presented the personnel manual bringing forward changes suggested by the Commission.

Discussion took place regarding the personnel manual.

A motion was made by Commissioner Holland and seconded by Commissioner Klemp to remove the longevity bonuses for the employees.

Motion passed, 2-1 Commissioner Smith voting nay.

Commissioner Holland questioned the eligibility requirement of 10 years for continued participation in the County health plan after retirement and suggested changing it to 5 years.

Mr. Loughry will verify with the County's insurance company to make sure that would be allowed.

A motion was made by Commissioner Holland and seconded by Commissioner Klemp change the 10 years to 5 years on eligibility requirements of the health plan after retirement.

Motion passed, 3-0.

A motion was made by Commissioner Klemp and seconded by Commissioner Holland to accept the policies and procedures with changes to remove the longevity bonuses and change the retirement participation to 5 years.

Motion passed, 3-0.

A motion was made by Commissioner Klemp and seconded by Commissioner Smith to adjourn.

Motion passed, 3-0.

The Board adjourned at 10:50 a.m.

*****December 28, 2017 SESSION I*****

The Board of County Commissioners met in regular session on Thursday, December 28, 2017. Commissioner Smith, Commissioner Klemp and Commissioner Holland are present; Also present: Mark Loughry, County Administrator; Becky Matzeder, Executive Secretary; David Van Parys, Senior County Counselor; Janet Klasinski, County Clerk; David Lutgen, Public Works Director; Sarah Schafer, Public Works Deputy Director; Jeff Joseph, Planning and Zoning Director; Krystal Voth, Senior Planner; Trevor Huhn, Building and Grounds; Major Jim Sherley Leavenworth County Sheriff's Department; Mary Ward, LVSO Administrative Assistant; Linda Lobb, Council on Aging Director; Mark Preisinger, Leavenworth Mayor Pro Tem; Paul Kramer, Leavenworth City Administrator; Mike McDonald, Leavenworth City Public Works Director; Blaine Weeks, LCPA; John Richmeier, Leavenworth Times

Residents: Joe Herring, AW Himpel, Jerry Campbell, Vicki McMullin

PUBLIC COMMENT:

There were no public comments.

ADMINISTRATIVE BUSINESS:

Mark Loughry met with staff regarding the relocation agreement with Consolidated Rural Water District #1 on McIntyre Road indicating the water board will not go out for bid on this project.

David Van Parys reported the agreement indicates the County will pay its proportionate share of the relocation.

A motion was made by Commissioner Klemp and seconded by Commissioner Holland to table until the morning session on January 2nd.

Motion passed, 2-1, Commissioner Smith voting nay.

Mr. Loughry indicated the meetings will be held on Tuesdays at 9:00 a.m. and 7:00 p.m.

Mr. Van Parys indicated there were title issues on the 4-H building and prepared a warranty deed.

A motion was made by Commissioner Klemp and seconded by Commissioner Holland to authorize the chairman sign the warranty deed for the remainder on the 4-H building.

Motion passed, 3-0.

Mr. Van Parys informed the board about a fence viewing indicating the finding will be withdrawn.

Janet Klasinski requested end of year transfers beginning with the Sheriff's Department requesting transfer of \$250,000.00 from the Sheriff Fund to the capital improvement fund for the Sheriff's Department for jail panels.

Major Sherley explained the function of the jail panels.

A motion was made by Commissioner Klemp and seconded by Commissioner Holland to allow the transfer of \$250,000.00 from the Sheriff's fund to the capital improvement fund for the jail panels and approve Board Order 2017-6.

Motion passed, 3-0.

Ms. Klasinski requested to transfer \$80,000.00 from the Special Building, Justice Center Fund to the Capital Improvement Fund Special Building Department for fire alarms.

Trevor Huhn explained the fire alarms go along with the jail panels.

A motion was made by Commissioner Holland and seconded by Commissioner Klemp to approve Board Order 2017-7, transferring funds in the amount of \$80,000.00 from the Special Building, Justice Center Fund to Capital Improvement Fund.

Motion passed, 3-0.

Ms. Klasinski requested to transfer \$50,000.00 from the Election Fund to the Equipment Reserve Election Fund for voting equipment.

A motion was made by Commissioner Klemp and seconded by Commissioner Holland to approve Board Order 2017-8, transferring funds in the amount of \$50,000.00 from the Election Fund to the Equipment Reserve Election.

Motion passed, 3-0.

Ms. Klasinski requested to transfer \$800,000.00 from Road and Bridge Fund to the Capital Reserve Fund.

A motion was made by Commissioner Klemp to approve Board Order 2017-9, transferring funds from the Road and Bridge Fund to the Capital Reserve Fund but retaining the money needed specifically for 182nd Street.

David Lutgen requested those funds be designated for bridge construction projects indicating the Board has already approved RIF funds and sales tax funds for 182nd.

Motion dies lack of second.

A motion was made by Commissioner Klemp and seconded by Commissioner Holland to approve Board Order 2017-9 transferring funds from the Road and Bridge Fund to the Capital Reserve Fund specifically for bridge HP-19.

Motion passed, 3-0.

Mr. Lutgen gave a background on the intersection design for 20th and Eisenhower Road.

Sarah Schafer presented information about design options to include a signalized intersection and a roundabout.

Public Works recommended a roundabout design or keep design as is for future installation and bid alternate item for discussion at time of award.

Mark Preisinger and Mike McDonald commented.

A motion was made by Commissioner Klemp and seconded by Commissioner Holland approve the project and put in stop signs if the city wants stop lights they pay for it.

Commissioner Klemp and Commissioner Holland rescinded the previous motion and second.

A motion was made by Commissioner Klemp and seconded by Commissioner Holland to put a roundabout on 20th and Eisenhower.

Motion passed, 2-1 Commissioner Smith voting nay.

Mr. Preisinger suggested to hold public meetings and requested legal advisors look into the agreement if all parties have to be in agreement to the changes before they take place.

A motion was made by Commissioner Klemp and seconded by Commissioner Holland to approve the consent agenda for Thursday, December 28, 2017 to include Case Number DEV-17-130/131 subject to all conditions.

Motion passed, 3-0.

Linda Lobb requested to accept the bid of \$42,997.00 from Delivery Concepts, Inc. for the Meals on Wheels catering truck.

A motion was made by Commissioner Klemp and seconded by Commissioner Holland to accept bid from Delivery Concepts, Inc. in the amount of \$42,997.00.

Motion passed, 3-0.

A motion was made by Commissioner Holland and seconded by Commissioner Klemp to adjourn.

Motion passed, 3-0.

The Board adjourned Session I at 10:52 a.m.

*****December 28, 2017 SESSION II *****

The Board of County Commissioners met in regular session on Thursday, December 28, 2017. Commissioner Smith, Commissioner Klemp and Commissioner Holland are present; Also present: Mark Loughry, County Administrator; Becky Matzeder, Executive Secretary; David Van Parys, Senior County Counselor; Jeff Joseph, Planning and Zoning Director; Krystal Voth, Senior Planner; Blaine Weeks, LCPA; John Richmeier, Leavenworth Times

Residents: AW Himpel, Joe Herring, Vicki McMullin

PUBLIC COMMENT:

There were no public comments.

ADMINISTRATIVE BUSINESS:

Planning and Zoning presented Case Number DEV-128/129 a preliminary and final plat for Murphy Farms indicating Public Works has labeled 235th Street as an arterial road with a recommendation an internal road or shared driveway.

Joe Herring commented.

A motion was made by Commissioner Holland and seconded by Commissioner Klemp that first lot remains a single entrance and lots 2 and 3 have a shared driveway on Case Number DEV-128/129, subject to all other conditions.

Motion passed, 2-1 Commissioner Smith voting nay.

Planning and Zoning presented Case Number DEV-17-116, consideration of a special use permit for Kountry Kids Daycare.

The applicant, Vickie McMullin, requested to pay the traffic impact fee in increments.

A motion was made by Commissioner Holland and seconded by Commissioner Klemp to approve Case Number DEV-17-116 for 10 years with annual payments for the TIF, subject to all other conditions.

Motion passed, 3-0.

Commissioner Smith opened public hearing

No one spoke in favor or opposition.

Commissioner Smith closed public hearing.

A motion was made by Commissioner Holland and Commissioner Klemp to approve Resolution 2017-68, issuing a special use permit for a daycare facility for Kountry Kids Daycare.

Motion passed, 3-0.

Blaine Weeks requested consideration to restore \$170,650.00 to the Leavenworth County Port Authority budget that had been removed from the initial budget request.

A motion was made by Commissioner Klemp and seconded by Commissioner Holland to restore \$170,650.00 to the Leavenworth County Port Authority budget.

Motion passed, 3-0.

A motion was made by Commissioner Klemp and seconded by Commissioner Smith to approve the legal bill in the amount of \$5,073.00.

Motion passed, 2-1 Commissioner Holland voting nay.

A motion was made by Commissioner Smith and seconded by Commissioner Holland to adjourn.

Motion passed, 3-0.

The Board adjourned at 11:35 a.m.

Final Approved