

\*\*\*\*\*April 3, 2019 \*\*\*\*\*

The Board of County Commissioners met in regular session on Wednesday, April 3, 2019. Commissioner Smith, Commissioner Kaaz and Commissioner Culbertson are present; Mark Loughry, County Administrator Also present: David Van Parys, Senior County Counselor; Janet Klasinski, County Clerk; Linda Scheer and Helen Klinkenberg, County Clerk's office; Megan Waters, Community Corrections Director; Jamie Miller, EMS Director; Jeff Joseph, Director of Planning & Zoning, Christa Magaha, Assistant Planner; Stephanie Sloop; Glenn Berry, Animal Control Officer; Debbie Cox, Acting Secretary; John Richmeier, Leavenworth Times

Residents: John Matthews, Janette Labbee-Holdeman, Mike Stieben, Joe Herring, David Frese, Rocky Hempil, Ken Miller, Gene Kirby, Anne Brookhoff, Dan Watkins.

**PUBLIC COMMENT:**

There were no public comments.

**ADMINISTRATIVE BUSINESS:**

Mark Loughry pointed out the county wide cleanup is in effect, allowing one free visit per residence within the year. The Transfer Station offers many services which are listed at [www.leavenworthcounty.org](http://www.leavenworthcounty.org) or residents may phone with specific questions.

***A motion was made by Commissioner Culbertson and seconded by Commissioner Kaaz to adjourn as the board of Leavenworth County Commissioners and convene as the board of County Canvassers.  
Motion passed, 3-0.***

Janet Klasinski reported a special election was held on March 26 to fill the new 4<sup>th</sup> and 5<sup>th</sup> Commission Districts. Candidate David Frese commented and asked about recount requests.

***A motion was made by Commissioner Kaaz and seconded by Commissioner Culbertson to count the provisional ballots recommended to be qualified by the County Clerk.  
Motion passed, 3-0.***

***A motion was made by Commissioner Culbertson and seconded by Commissioner Kaaz to adjourn as the board of County Canvassers and reconvene as the board of Leavenworth County Commissioners.  
Motion passed, 3-0.***

***A motion was made by Commissioner Kaaz and seconded by Commissioner Culbertson to approve the consent agenda for Wednesday, April 3, 2019.  
Motion passed, 3-0.***

***A motion was made by Commissioner Culbertson and seconded by Commissioner Kaaz to reappoint Dr. Roger Bonner to the Adult Advisory Board for a two year term.  
Motion passed, 3-0.***

***A motion was made by Commissioner Culbertson and seconded by Commissioner Kaaz to appoint Mr. Gene Kirby, Ms. Kristine Thomas, Dr. Vernon Fields and Ms. Menissa Hill-Bronx to the Adult Advisory Board for a two year term.  
Motion passed, 3-0.***

***A motion was made by Commissioner Kaaz and seconded by Commissioner Culbertson to reappoint Mr. Keith Rickard and Ms. Theresa Carroll to the Juvenile Advisory Board for a two year term and appoint Mr. Kyle Deere and Ms. Menissa Hill-Bronx to the Juvenile Advisory Board for a two year term.***

***Motion passed, 3-0.***

Jamie Miller requested the board to approve needed equipment purchases from Stryker which is the same company that services the EKG machines.

***A motion was made by Commissioner Kaaz and seconded by Commissioner Culbertson to authorize the EMS Department to purchase Power Cot Systems and Lucas CPR devices from Stryker in the amount not to exceed \$540,500.00.***

***Motion passed, 3-0.***

Mr. Loughry discussed requests from the Special Parks fund. The fund receives approximately \$9,500 each year. Funding the requests received will be dipping into the reserve.

***A motion was made by Commissioner Culbertson and seconded by Commissioner Kaaz to approve a funding request for R.I.C.E. Athletics in the amount of \$500.***

***Motion passed, 3-0.***

John McEvoy spoke in favor of the funding request from the Easton Youth Athletic Association. He identified several teams which would be supported by the donation.

***A motion was made by Commissioner Culbertson and seconded by Commissioner Kaaz to approve a funding request from the Easton Youth Athletic Association in the amount \$7,000.00.***

***Motion passed, 3-0.***

***A motion was made by Commissioner Kaaz and seconded by Commissioner Culbertson to approve the 2019 Mel Hedrick Fishing Derby for June 22, 2019, in an amount not to exceed \$600.***

***Motion passed, 3-0.***

Planning and Zoning presented Case Number DEV-18-108, consideration of a renewal of a special use permit for Miller Sign Shoppe.

Commissioner Smith opened public hearing

John Matthews spoke in favor of the permit.

Commissioner Smith closed public hearing.

***A motion was made by Commissioner Kaaz seconded by Commissioner Smith to approve Resolution 2019-7, a special use permit for Miller Sign Shoppe, subject to all conditions.***

***Motion passed, 3-0.***

***A motion was made by Commissioner Kaaz and seconded by Commissioner Culbertson to approve Case Number DEV-19-041, replacing existing Restriction One (one entrance drive per lot) with "Entrances are subject to the current Access Management Policy".***

***Motion passed, 3-0.***

Commissioner Culbertson spoke on Fink Acres on the Consent Agenda which has one lot not buildable. Mr. Joseph advised the application is usually sent to KDOT and ask for their opinion when there is any question.

Commissioner Smith reminded everyone of the Council on Aging fundraiser on April 26 at the Church of the Open Door at 5:30. Encourage everyone to attend. The Alliance Against Family Violence has re-opened. He and Commissioner Kaaz attended the Tonganoxie Business Association awards dinner, and the Port Authority.

Commissioner Kaaz attended the Leavenworth Education Foundation breakfast, the Live Well and Suicide Prevention meetings, the Mental Health Task Force meeting, and the poverty simulation held recently. She and Commissioner Smith will be serving at the Leavenworth County Child Abuse Prevention Council breakfast on April 11. The Extension Office is interested in meeting with the full commission once the new Commissioners take office.

Commissioner Culbertson mentioned the Easton United Methodist chicken dinner this Saturday, and Sunday morning is the Kickapoo Township Fire Department Pancake breakfast at the Schwinn Barn.

The new County Commissioners will be sworn in Friday morning at 11:00 a.m. in Courtroom 2. A reception will follow in the Commission chambers.

***A motion was made by Commissioner Culbertson and seconded by Commissioner Kaaz to adjourn as the board of Leavenworth County Commissioners and reconvene as the board of County Canvassers. Motion passed, 3-0.***

Janet Klasinski reported the official number of ballots cast is 3,342.

Chad Schimke received the most votes for the 4<sup>th</sup> Commission District.

Mike Stieben received the most votes for the 5<sup>th</sup> Commission District.

Mrs. Klasinski advised she has had a request for a recount. The recount will take place tomorrow so that the new commissioners will be able to take their Oath of Office on Friday morning as planned.

***A motion was made by Commissioner Culbertson and seconded by Commissioner Kaaz to accept the results from the March 26 Special Election and to certify the election results as presented by the County Clerk. Motion passed, 3-0.***

***A motion was made by Commissioner Culbertson and seconded by Commissioner Kaaz to adjourn as the board of County Canvassers and reconvene as the board of Leavenworth County Commissioners. Motion passed, 3-0.***

Commissioner Smith addressed that County Roads are getting better. HP10&17 are open, but some more work to be done and asked Mr. Loughry to check into having the contractor complete the painting so that county crews can continue their work on the roads.

Commissioner Kaaz addressed safe speeds on gravel roads.

Commissioner Culbertson addressed the bridge on Millwood Road. We looked at declaring it an emergency, but there would be no gain. Recent inspections were checked and it was not expected to deteriorate so soon. This winter was harsh on it. It is the top of our list.

*A motion was made by Commissioner Kaaz and seconded by Commissioner Culbertson to adjourn.  
Motion passed, 3-0*

The Board adjourned at 10:04 a.m.

Final Approved

\*\*\*\*\*April 10, 2019 \*\*\*\*\*

The Board of County Commissioners met in regular session on Wednesday, April 10, 2019. Commissioner Smith, Commissioner Kaaz, Commissioner Culbertson, Commissioner Stieben and Commissioner Schimke are present; Also present: Mark Loughry, County Administrator; David Van Parys, Senior County Counselor; Becky Matzeder, Executive Secretary; Janet Klasinski, County Clerk; Mike Spickelmier, Public Works Director; Linda Lobb, Council on Aging Director; Larry Malbrough, Information Systems Director; John Richmeier, Leavenworth Times

Residents: Larry Van Fleet, John Matthews, Joe Herring, Larry Pinkerton, Janet Labbee-Holdeman, Brooke Smith, Samantha Hunsecker, Dustin Myers, Mark Breuer, Rick and Donna Prentiss, Larry Pinkerton, James Seeman, Bill Loechler

**PUBLIC COMMENT:**

Janet Labbee-Holdeman welcomed the new Commissioners.

Larry Pinkerton recognized the American Red Cross as active in Leavenworth County.

Bill Loechler asked about chip and seal on 219<sup>th</sup> St.

**ADMINISTRATIVE BUSINESS:**

Mark Loughry indicated he is working on a comp time policy change.

***A motion was made by Commissioner Kaaz and seconded by Commissioner Culbertson to approve the consent agenda for Wednesday, April 10, 2019.***

***Motion passed, 5-0.***

Brooke Smith and Samantha Hunsecker spoke about DECA and requested funding in the amount of \$1,600.00 for a Nationals trip to Florida.

Janet Klasinski indicated the Board has given to DECA programs before and the funds have come from the BOCC contributions.

***A motion was made by Commissioner Schimke and seconded by Commissioner Kaaz to approve the funding request for Lansing DECA not to exceed \$1,600.00.***

***Motion passed, 5-0.***

Larry Malbrough requested approval of the purchase of Exchange software that serves the email for the County.

***A motion was made by Commissioner Culbertson and seconded by Commissioner Kaaz to approve the IS Department to purchase Exchange Solution in the amount of \$61,227.89.***

***Motion passed, 5-0.***

Linda Lobb requested authorization to access the Memorial Account to purchase two delivery vehicles for the Meals-On-Wheels program.

Commissioner Stieben asked about the Council on Aging space in Linwood.

Ms. Lobb reported work is still being done on the roof and bathrooms indicating it could be June or July.

***A motion was made by Commissioner Kaaz and seconded by Commissioner Stieben to approve the request from Council on Aging in the amount of \$40,354.00 from the Memorial Account.***

***Motion passed, 5-0***

***A motion was made by Commissioner Culbertson and seconded by Commissioner Schimke to allow Council on Aging to dispose two vehicles on PurpleWave.***

***Motion passed, 5-0.***

Commissioner Smith recognized the Council on Aging Benefit Dinner on April 26 at 5:30 at the Church of the Open Door.

Commissioner Kaaz recused herself from awarding the bid for dust abatement.

Mike Spickelmier requested to accept bids for the dust abatement program, group one from Lexeco in the amount of \$1,916,477.09 with an asphalt alternative.

***A motion was made by Commissioner Stieben and seconded by Commissioner Culbertson to accept group 1 projects 174<sup>th</sup> St. (Kansas to Metro) Kansas Ave (166<sup>th</sup> to 178<sup>th</sup>) 166<sup>th</sup> (Cantrell to Metro) Stillwell Road (158<sup>th</sup> to 170<sup>th</sup>) from Lexeco in the amount of \$1,916,477.09 as an asphalt alternative.***

***Motion passed, 4-0 Commissioner Kaaz recused from voting.***

Commissioner Smith asked about the PRP roads.

Mr. Loughry indicated those projects were not passed off to Schlagel for review but now has been added to their list of tasks.

Mark Breuer reported the preliminary plans and deficiency reviews have been completed on 219<sup>th</sup> Street and will most likely move forward this year.

A brief discussion took place on various PRP projects.

Mr. Breuer briefed the Board on a new asphalt alternative.

***A motion was made by Commissioner Kaaz and seconded by Commissioner Culbertson to approve to put groups 2 and 3 out for bid including an added alternate of stabilized subgrade to the request.***

***Motion passed, 5-0.***

Mr. Loughry addressed numerous work sessions and when the Board would like to conduct those.

It was the consensus of the Board to have work sessions in the afternoons after the weekly meetings.

Commissioner Stieben mentioned raising the quorum from three to four.

David Van Parys reported legislation amended the definition as to no longer a majority but a majority of the membership with an interpretation that two members can meet indicating staff will look into it further.

Commissioners Smith and Kaaz will attend the Juvenile Corrections Advisory Board meeting this afternoon.

Commissioner Kaaz indicated the Mental Health Task Force meeting has been moved to Friday and will attend the Child Abuse Prevention Council Breakfast fundraiser along with Commissioner Smith.

The Board adjourned at 10:31 a.m.

Final Approved

\*\*\*\*\*April 17, 2019 \*\*\*\*\*

The Board of County Commissioners met in regular session on Wednesday, April 17, 2019. Commissioner Smith, Commissioner Kaaz, Commissioner Culbertson, Commissioner Stieben and Commissioner Schimke are present; Also present: Mark Loughry, County Administrator; David Van Parys, Senior County Counselor; Becky Matzeder, Executive Secretary; Janet Klasinski, County Clerk; Jeff Joseph, Planning and Zoning Director; Krystal Voth, Planning and Zoning Deputy Director; Mike Spickelmier, Public Works Director; Nancy Bauder, Leavenworth City Commissioner; Dick Gerald and Dennis Hayes with KCATA; Vernon Fields, Basehor City Council; Leslee Rivarola, Basehor City Administrator; Curtis Oroke, Tonganoxie City Council; Senator Kevin Braum; John Richmeier, Leavenworth Times

Residents: John Matthews, Joe Herring, David Schafer, John Bradford, Mary Dwyer, Tamara Jo Sevcik

**PUBLIC COMMENT:**

David Schafer inquired about the appraisal process.

**ADMINISTRATIVE BUSINESS:**

Commissioner Kaaz requested to have a bill for Kaaz Construction pulled and voted on separately.

***A motion was made by Commissioner Culbertson and seconded by Commissioner Schimke to approve the consent agenda for Wednesday, April 17, 2019 excluding the Kaaz Construction bill.***

***Motion passed, 5-0.***

***A motion was made by Commissioner Culbertson and seconded by Commissioner Stieben to accept the consent agenda with the Kaaz Construction bill.***

***Motion passed, 4-0 Commissioner Kaaz abstained.***

***A motion was made by Commissioner Culbertson and seconded by Commissioner Kaaz to adjourn as the Board of County Commissioners and convene as the Leavenworth County Board of Health.***

***Motion passed, 5-0.***

Jamie Miller requested to declare an emergency health order for a broken sewer line on the property located at 22451 139<sup>th</sup> St in Basehor Kansas.

***A motion was made by Commissioner Kaaz and seconded by Commissioner Culbertson to declare an emergency health order at the property located at 22451 139<sup>th</sup> St Basehor Kansas.***

***Motion passed, 5-0.***

***A motion was made by Commissioner Culbertson and seconded by Commissioner Kaaz to adjourn as the Leavenworth County Board of Health and reconvene as the Board of County Commissioners.***

***Motion passed, 5-0.***

John Bradford and Tamara Sevcik spoke on behalf of the American Legion post 411 and requested funding to support the Boy State, Girls State and Cadet Law.

***A motion was made by Commissioner Schimke and seconded by Commissioner Kaaz to approve the funding in the amount of \$1500.00 to the American Legion post 411.***

***Motion passed, 5-0.***



Mike Spickelmier requested approval to accept bid from Cutler Repaving with bid alternate 2 plus base bid in the amount of \$1,011, 844.82 for County Road 1 resurfacing.

***A motion was made by Commissioner Stieben and seconded by Commissioner Culbertson to accept bid from Cutler Repaving with bid alternate 2 plus base bid in the amount of \$1,011, 844.82 for County Road 1 resurfacing and authorize the chairman to sign the contract.***

***Motion passed, 4-1 Commissioner Kaaz voting nay.***

Jeff Joseph presented the options for the County Road 1 Land use analysis and reminded the Board about the moratorium that is in place.

Commissioner Smith opened the public hearing.

No one spoke in favor or opposition.

Commissioner Smith closed the public hearing.

***A motion was made by Commissioner Kaaz and seconded by Commissioner Schimke to approve plan A for the County Road 1 Land Use Analysis.***

***Motion passed 4-1 Commissioner Smith voting nay.***

Mark Loughry presented six amendments to the personnel manual to include eliminating comp time, change to the shared leave, discretionary days, timekeeping, records security and sick leave in the event an employee passes away.

***A motion was made by Commissioner Kaaz and seconded by Commissioner Stieben to authorize six amendments to the personnel manual as submitted.***

***Motion passed, 5-0.***

***A motion was made by Commissioner Stieben and seconded by Commissioner Schimke to lift the moratorium on County Road 1 in conjunction with the passage of concept A for land use.***

***Motion passed, 5-0.***

Nancy Bauder updated the Board about a planning grant for transportation that was presented to the county last year.

Dick Gerald spoke about funding and expansion for transportation.

Dennis Hayes encouraged the Board to consider future adaptation of public transit.

Commissioner Stieben attended the Linwood City Council meeting last night.

Commissioners Kaaz and Smith served at the Child Abuse Prevention Council breakfast on April 11 and both attended the LCDC annual meeting, the Leavenworth County Women's Luncheon and the Juvenile Corrections Advisory Board meeting.

Commissioner Kaaz attended to the Leavenworth City Commission meeting and the Mental Health Task Force meeting.

Commissioner Smith attended Basehor City Council meeting last Wednesday

Commissioner Schimke will attend the Lansing city meeting on Thursday.

The Board adjourned at 10:51 a.m.

Final Approved

\*\*\*\*\*April 17, 2019 \*\*\*\*\*

The Board of County Commissioners met in a work session on Wednesday, April 17, 2019. Commissioner Smith, Commissioner Kaaz, Commissioner Culbertson, Commissioner Stieben and Commissioner Schimke are present; Also present: Mark Loughry, County Administrator; David Van Parys, Senior County Counselor; Becky Matzeder, Executive Secretary; Jeff Joseph, Planning and Zoning Director; Krystal Voth, Planning and Zoning Deputy Director; Janet Klasinski, County Clerk; Stacy Driscoll, Register of Deeds; Chelsi Meyer, Tim Goetz, Sonya Murphy and Chris Onstad with K-State Research and Extension Office; John Richmeier, Leavenworth Times

Residents: John Matthews, Joe Herring

A work session was held to discuss a proposal of districting the Leavenworth County Extension Office with Atchison County.

It was the consensus of the Board to discuss the Extension Office budget to see if there is a need for additional funding.

A work session was held to discuss the length of public comments.

It was discussed to change the public comment length to five minutes.

A work session was held to discuss the makeup of the Planning Commission with the five new Commission districts.

Direction was given to staff to place the Planning Commission makeup on the agenda in two weeks to draft a new Resolution.

A work session was held to discuss the Elected Official's salaries.

Direction was given staff to pull the Elected Officials salaries from the Payplan.

The Board ended the work session at 3:11 p.m.

\*\*\*\*\*April 24, 2019 \*\*\*\*\*

The Board of County Commissioners met in regular session on Wednesday, April 24, 2019. Commissioner Smith, Commissioner Kaaz, Commissioner Culbertson, Commissioner Stieben and Commissioner Schimke are present; Also present: Mark Loughry, County Administrator; David Van Parys, Senior County Counselor; Becky Matzeder, Executive Secretary; Jeff Joseph, Planning and Zoning Director; Mike Spickelmier, Public Works Director; Megan Waters, Community Corrections Director; Mike Smith, Mayor of Lansing; Tim Vandall, Lansing City Administrator; Ken Miller, City of Lansing; Steve Jack, LCDC Director; Brian Habjan, Commerce Bank; John Richmeier, Leavenworth Times

Residents: Joe Herring, Chloe Snow, Nick Hawley, Dale and Judy Etter, Brooke Kunkel

**PUBLIC COMMENT:**

Judy Etter spoke about the Millwood Road Bridge.

Joe Herring spoke about the lack of minutes on the work sessions and requested a recording or video.

**ADMINISTRATIVE BUSINESS:**

Mark Loughry indicated the resolutions regarding the Elected Officials salaries and the Planning Commission will be on the agenda for May 8<sup>th</sup>.

Mike Spickelmier received annual KDHE inspection at the Transfer Station with no noted deficiencies.

Mr. Spickelmier updated the Board on Millwood Road Bridge reporting that a Construction Management at Risk process could speed up the construction and requested to put it out for bid.

***A motion was made by Commissioner Culbertson and seconded by Commissioner Kaaz to approve Public Works to proceed with the Construction Management at Risk for Millwood Road Bridge.***

***Motion passed, 5-0.***

Mr. Loughry requested action on the public comment policy that was discussed in a work session last week.

***A motion was made by Commissioner Culbertson and seconded by Commissioner Stieben to update the public comment policy from three to five minutes for the public to speak.***

***Motion passed, 5-0.***

***A motion was made by Commissioner Kaaz and seconded by Commissioner Culbertson to approve the consent agenda for Wednesday, April 24, 2019.***

***Motion passed, 5-0.***

Chloe Snow and Nick Hawley spoke about Leavenworth DECA and fundraising they have done requesting \$1,500.00 to pay for partial hotel fees and DECA jackets.

***A motion was made by Commissioner Kaaz and seconded by Commissioner Culbertson to approve \$1500.00 to be provided to Leavenworth DECA for the hotel and jacket expenses.***

***Motion passed, 5-0.***

Megan Waters requested approval of the Fiscal Year 2020 Juvenile Comprehensive Grant Funding and Application, Fiscal Year 2020 Adult Comprehensive Plan Competitive Grant Application and the Fiscal Year 202 Adult Behavioral Health Grant.

***A motion was made by Commissioner Kaaz and seconded by Commissioner Schimke to approve the Juvenile Comprehensive Plan Grant for 2020.***

***Motion passed, 5-0.***

***A motion was made by Commissioner Kaaz and seconded by Commissioner Stieben to approve the Adult Comprehensive Grant for 2020.***

***Motion passed, 5-0.***

***A motion was made by Commissioner Schimke and seconded by Commissioner Stieben to approve FY 2020 Adult Behavioral Grant Application and Budget for Adult Community Corrections.***

***Motion passed, 5-0.***

Mr. Loughry requested three amendments to the personnel manual with regards to sick leave accrual for part time employees.

***A motion was made by Commissioner Culbertson and seconded by Commissioner Kaaz to accept the changes to the personnel manual as submitted.***

***Motion passed, 5-0.***

Steve Jack presented a proposal to partner with the city and county during the next year's budget for funding of spec building incentives.

Jeff Joseph reported a press release is ready for the Comp Plan and updated the Board on the meeting schedules.

Commissioner Smith asked for an update on Eisenhower Road sales tax project.

David Van Parys indicated the current status is the County offered to undertake the relocate of the water line within the County right of way working with the water district engineer indicating the water district prefers to have additional private easements.

Commissioner Stieben requested the work sessions for May 8<sup>th</sup> be moved to May 7<sup>th</sup>.

The Board adjourned at 10:29 a.m.

\*\*\*\*\*April 24, 2019 \*\*\*\*\*

The Board of County Commissioners met in a work session on Wednesday, April 24, 2019. Commissioner Smith, Commissioner Kaaz, Commissioner Culbertson, Commissioner Stieben and Commissioner Schimke are present; Also present: Mark Loughry, County Administrator; David Van Parys, Senior County Counselor; Becky Matzeder, Executive Secretary; Jeff Joseph, Planning and Zoning Director; Mike Spickelmier, Public Works Director; Janet Klasinski, County Clerk; John Richmeier, Leavenworth Times

Residents: Joe Herring

A work session was held to discuss local service roads.

Direction was given to staff to change section three of the policy that the reopening of a road is at the cost of person and frontage required will be based on zoning also adding definitions to section five.

A work session was held to discuss capital improvement projects.

Direction was given to staff to update and remove outdated projects on the capital improvement list.

A work session was held to discuss the dust abatement projects.

A work session was held to discuss the MARC 2050 projects.

The Board ended the work session at 3:18 p.m.