



Atchison County Commission Meeting

Atchison County Courthouse
423 North 5th St
Atchison, Kansas 66002
January 13, 2020
REGULAR MEETING AGENDA

Chairman Jack Bower, 1st District

Commissioner Eric Noll, 2nd District

Commissioner Henry W. Pohl, 3rd District

1. Call To Order

The County Commission is called to order by the Chairman

2. Pledge Of Allegiance

3. Public Comment

4. Reading And Approval Of Minutes

Approval of Minutes from Last commission meeting

4.1. Approved 1/13/2020 Atchison County Commission Meeting Minutes

Documents:

[01-13-2020.PDF](#)

5. Commissioner Comments And Committee Reports

6. Reports Of Elected Officials And Department Heads

7. New Business Before The Board

7.1. James (Jay) Harbour, Public Works Director

Soldier Creek Transmission Line Interim Agreement for Right-of-Way Work

7.2. Organizational Meeting

Organizational Meeting for Atchison County for 2020

Documents:

[2020 ORGANIZATIONAL AGENDA.PDF](#)

8. Old Or Unfinished Business Before The Board

9. County Counselor Updates

10. Executive Sessions (Time Reserved For Executive Sessions)
11. Presentation And Approval Of Claims
12. Presentation Of Petitions, Memorials, And Remonstrances
13. Introduction And Consideration Of Resolutions
14. Notices And Communications
15. Public Comment
16. Adjournment

Monday, January 13, 2020

Pursuant to the law, the Atchison County Commission Board met in Regular Session at 1:00 PM on the 1st floor of the courthouse, 423 N 5th St. Atchison, KS. Chairman Jack Bower called the meeting to order with Commissioner Henry W. Pohl, Commissioner Eric Noll, and County Counselor Patrick Henderson present for the meeting. County Clerk, Michelle Phillips recorded the minutes.

The Board recited the pledge of allegiance to start the meeting.

***Public Comment:**

There were no Public Comments.

Minutes of the January 7, 2020 meeting were reviewed with no corrections noted. Commissioner Noll made the motion to approve the minutes. Commissioner Pohl seconded the motion. Chairman Bower called for a vote, all voted aye. The motion passed 3-0.

***Commissioner Comments and Committee Reports:**

Commissioner Noll mentioned that he has meeting with NEK Multi-County Health Department on Monday, January 13, 2020. He will also be having meetings with Northeast Kansas Environmental Services (NEKES) and NEK-CAP on Thursday, January 16, 2020.

Commissioner Noll stated that he had a meeting with the Northeast Kansas Area Agency on Aging Thursday, January 9, 2020, and there was nothing new to report.

***New Business Before the Board:**

Chairman Bower stated that the Board received a letter from the Atchison Planning Commission in regards to a public hearing that will be held on Wednesday, February 5, 2020, on a possible zoning change at 832 Commercial, Atchison, Kansas (the former Backyard Atlas building). There were no concerns expressed by the Board.

The Board received a request from the Atchison Sports Activities and Fitness, Inc. in regards to disbursement of the quarterly maintenance fees in the amount of \$10,000.00, for the Sports Complex facilities located in Atchison. The Board also received a request from USD # 377 in regards to disbursement of the quarterly maintenance fees in the amount of \$2,500.00, for the Sports Complex facilities located in Effingham. Commissioner Pohl moved to approve the maintenance fee disbursements for a total of \$12,500.00. Commissioner Noll seconded the motion. Chairman Bower called for a vote, all voted aye. The motion passed 3-0.

The organizational meeting for the 2020 year was opened by Chairman Bower.

Commissioner Pohl nominated Commissioner Bower for the Chairperson position. Chairman Noll seconded the motion. Chairman Bower called for a vote, all voted aye. Motion passed 3-0.

Commissioner Pohl nominated Commissioner Noll for the Vice-Chairperson position. Chairman Bower seconded the motion. Chairman Bower called for a vote, all voted aye. Motion passed 3-0.

Chairman Bower read the current list of the committees that the board members are appointed to. Commissioner Noll mentioned that last year, with the retirement of Peggy House, he was appointed to the Area Agency on Aging Board and Commissioner Pohl was asked to fill in on the Ambulance Advisory Board. Commissioner Noll asked that this be continued. Commissioner Pohl made a motion to keep the committees the same as 2019 with the Ambulance Advisory Change. Commissioner Noll seconded the motion. The committees are as follows:

Committee Boards assigned to Commissioners for 2020	
Ambulance Advisory Board	Commissioner Henry W. Pohl
Area Agency on Aging	Vice-Chair Eric Noll
Atchison Area Chamber of Commerce Board	Jamie Madison, HR Director
Community Corrections Advisory Board (exp. 01-2020)	Commissioner Henry W. Pohl
County Health	Vice-Chair Eric Noll
KDOC (Juvenile Corrections Advisory Board)	Commissioner Henry W. Pohl
Atchison County Communications Board	Chairman Jack Bower
NEK-CAP Regional Board	Vice-Chair Eric Noll
Northeast Kansas Environmental Services (NEKES)	Vice-Chair Eric Noll
Project Concern	Commissioner Henry W. Pohl
Solid Waste Advisory Board	Chairman Jack Bower
Economic Development Advisory Board (EDAG)	Chairman Jack Bower

Commissioner Noll made a motion to continue having Jamie Madison, HR Director, as the KERIT Trustee, and Michelle Phillips, County Clerk, as the Alternate Trustee. Commissioner Pohl seconded the motion. Chairman Bower called for a vote, all voted aye. Motion passed 3-0.

Commissioner Noll moved to re-appoint Terry McKinney as a Memorial Hall Trustee with his new term expiring 12-2022. Commissioner Pohl seconded the motion. Chairman Bower called for a vote, all voted aye. The motion passed 3-0. The other Trustees are Larry Servaes, whose term expires 12-2020, and Terry McKinney, whose terms expires 12-2019.

The proposed holiday schedule presented to the Board was the schedule that was approved by the Supreme Court of the State of Kansas. Jamie Madison, HR Director, presented the Board with a holiday poll that was completed by County employees. Connie Ellerman, County Treasurer, told the Board that it would be better for her office to follow

the schedule approved by the state, since there would be nobody available if they needed support, as well as, the banks not being open. Sheriff Jack Laurie also noted that his office worked closely with the courts. Commission Pohl moved to approve the list of holidays, as approved by the state. Chairman Bower seconded the motion. Discussion was held and Commissioner Noll mentioned that he would like to keep Christmas Eve the same as last year by giving only a half day off. Chairman Bower called for a vote. The motion passed 2-1, with Commissioner Noll voting no. The list of approved holidays are as follows:

2020 Approved Holiday's
Martin Luther King, Jr Day - Monday, January 20th
President's Day - Monday, February 17 th
Memorial Day - Monday, May 25 th
Independence Day - Friday, July 3rd
Labor Day - Monday, September 7th
Veteran's Day - Wednesday, November 11th
Thanksgiving Day - Thursday, November 26th
Thanksgiving Day After - Friday, November 27th
Christmas Eve - Thursday, December 24th
Christmas Day - Friday, December 25th
New Year's Day - Friday, January 1st, 2021

Commissioner Noll moved to allow a work day training for the employees, where the courthouse would be closed to the public, on Columbus Day, Monday, October 12, 2020. Commissioner Noll mentioned that he would like to see some more specific trainings for the Columbus Day training. Commissioner Pohl seconded the motion. Chairman Bower called for a vote, all voted aye. The motion passed 3-0.

Commissioner Noll moved to continue to hold their regular meetings on Tuesdays, with a work session at 10:00 a.m. and a regular session at 1:00 p.m. Commissioner Pohl seconded the motion. Chairman Bower called for a vote, all voted aye. Motion passed 3-0.

Commissioner Noll moved to set the 2021 Organizational Meeting for the second Monday in 2021, January 11, 2021. Commissioner Pohl seconded the motion. Chairman Bower called for a vote, all voted aye. Motion passed 3-0.

Commissioner Noll moved to accept the recommendation of the County Treasurer, Connie Ellerman, to approve the Exchange Bank & Trust, UMB Bank, The Union State Bank of Everest, d/b/a Bank of Atchison, and Bank of Blue Valley as eligible depositories. Commissioner Pohl seconded the motion. Chairman Bower called for a vote, all voted aye. The motion passed 3-0.

Commissioner Pohl moved to accept the recommendation of the County Treasurer, Connie Ellerman, to name Exchange Bank & Trust as the main depository for Atchison County. Commissioner Noll seconded the motion. Chairman Bower called for a vote, all voted aye. Motion passed 3-0.

Commissioner Noll moved that Atchison County use the State of Kansas mileage rate which is 58.0 cents per mile. This is the same as the federal rate. Commissioner Pohl seconded the motion. Chairman Bower called for a vote, all voted aye. Motion passed 3-0.

Commissioner Noll moved to keep the meal allowance/reimbursement as it has been in the past, stated \$15.00 per meal, total of \$38.00 per day. Commissioner Pohl seconded the motion. Chairman Bower called for a vote, all voted aye. Motion passed 3-0.

Director Madison mentioned to the Board that the County hasn't changed rates for cell phone reimbursement in quite a while and would ask that the Board consider an increase from \$25 to \$30 a month for call only, and from \$40 to \$60 for data and call. Discussion was held and Commissioner Pohl mentioned that he agreed with the call only increase, but felt the data and call increase should be \$50. Director Madison told the Board that it is up to the department head who gets the reimbursement and what plan they should be on. Commissioner Noll made a motion to approve the increase from \$25 to \$30 a month for call only, and from \$40 to \$60 for data and call. Chairman Bower seconded the motion. Chairman Bower called for a vote, all voted. Motion passed 2-1, with Commissioner Pohl voting no.

The current sales tax split between the joint Communication and Solid Waste Department is set at 77% Joint Communication and 23% Solid Waste. Commissioner Pohl moved to table any changes to the split until the numbers could be researched. Commissioner Noll seconded the motion. Chairman Bower called for a vote, all voted aye. The motion passed 3-0.

Commissioner Noll moved to adopt Resolution No. 2020-1460 waiving the General Accepted Accounting Principles (GAAP) for the 2020 audit. Commissioner Pohl seconded the motion. County Counselor Patrick Henderson noted that the General Accepted Accounting Principles (GAAP) require using an accrual basis accounting system, whereas Atchison County uses a cash-basis method for accounting as mandated by state statute. This resolution, if adopted, will allow the auditors to waive the requirements of the accrual method of accounting and proceed with the cash basis accounting. Chairman Bower called for a vote, all voted aye. The motion passed 3-0.

Resolution No. 2020-1460

WHEREAS the County of Atchison, Kansas, has determined that the financial statements and financial reports for the year ended 2020 be prepared in conformity with the requirements of K.S.A. 75-1120a(a) are not relevant to the requirements of the cash basis and budget laws of this state and are of no significant value to the County Commissioners or the members of the general public of the County of Atchison and

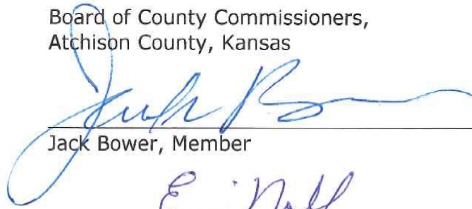
WHEREAS, there are no revenue bond ordinances or resolutions or other ordinances or resolutions of the municipality which require financial statements and financial reports to be prepared in conformity with. K.S.A. 75-1120a(a) for the year ended 2020.

NOW, THEREFORE BE IT RESOLVED, by the County Commissioners of County of Atchison, Kansas, in regular meeting duly assembled this 13th day of January, 2020 that the County Commissioners waives the requirements of K.S.A. 75-1120a(a) as they apply to the County of Atchison for the year ended 2020.

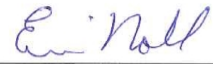
BE IT FURTHER RESOLVED that the County Commissioners shall cause the financial statements and financial reports of the County of Atchison to be prepared on the basis of cash receipts and disbursements as adjusted to show compliance with the cash basis and budget laws of this State.

Dated this 13th day of January, 2020


Board of County Commissioners,
Atchison County, Kansas



Jack Bower, Member



Eric Noll, Member



Henry W. Pohl, Member

Attest: 

Michelle Phillips, County Clerk

The Board discussed setting the date for County Government Day. Commissioner Pohl moved that there be a date scheduled in the fall. Commissioner Noll seconded the motion. Chairman Bower called for a vote, all voted aye. The motion passed 3-0.

The Board discussed the possibility of setting a fee for 911 addressing. The County does not currently charge a fee. Commissioner Noll moved to table the matter and to address the issue of fees at a later date. Commissioner Pohl seconded the motion. Chairman Bower called for a vote, all voted aye. The motion passed 3-0.

The Board was presented with an updated 2021 budget calendar.

Chairman Bower told Michelle Phillips, County Clerk, that he would like to see the outside agency appropriation request letters to go out with an appointment time to meet with the Board. Chairman Bower asked that all information be sent in at least 1 week prior to the appointment time.

Commissioner Pohl moved to table the resolution for authorizing the nursing home administrator to sign certain documents that pertain to the nursing home. Commissioner Noll seconded the motion. Commissioner Noll called for a vote, all voted aye. The motion passed 3-0.

Discussion was held in regards to holding a joint meeting with all the cities, since this hasn't been done for multiple years. Commissioner Pohl mentioned that he would prefer waiting until the Sales Tax interlocal agreements are updated before meeting with them all. The Board decided to table this discussion until there is something to discuss with them.

***County Counselor Updates:**

County Counselor Patrick Henderson told the Board that he has been in contact with Sean Gordon, of Gordon CPA in regards to the proposed engagement letter for the 2019 audit services for the county. Counselor Henderson had made some changes that he feels are important for the county. Chairman Bower wanted to table approving the engagement letter until feedback has been received back from those that will work closely with him.

Add, abate, escapes for real estate and personal property taxes were presented to be approved.

There were no claims presented for approval.

Commissioner Noll made the motion to adjourn at 1:50 pm. Commissioner Pohl seconded the motion. Chairman Bower called for a vote, all voted aye. The motion passed 3-0.

*Note: Once approved these minutes will be the official minutes of the Board of County Commissioners. Regular meetings of the Board of County Commissioners are video-recorded. The video of these meeting is generally available for supplementation of the minutes. The videos can be located under the Government tab at www.atchisoncountyks.org.

Attest: Michelle Phillips, County Clerk

Organizational meeting January 13, 2020

- 1. To nominate a Chairman for 2020**
- 2. To nominate a Vice Chairman for 2020**
- 3. Appointment of Commissioners or County Personnel to various committees for 2020.**
- 4. Appointment for KERIT Trustee and Alternate Trustee**
- 5. Renew Memorial Hall Trustee for Terry McKinney. Term expired December 2019.**
- 6. Approve holidays for County for 2020**
- 7. Approve Columbus Day Employee Training for Monday, October 12th.**
- 8. Approve Meeting Dates for 2020**
- 9. Date of Organizational Meeting for 2021?**
- 10. To name the following banks as eligible depositories (Exchange Bank & Trust, UMB, Bank of Atchison, and Bank of Blue Valley).**
- 11. Recommendation made by County Treasurer to name Exchange Bank & Trust as the main depository for Atchison County.**
- 12. Mileage rate for 2020 (IRS 58.0 cents per mile, State of Kansas 58.0 cents per mile)**
- 13. Meal Reimbursement**
- 14. Cell Phone Reimbursement**
- 15. Percentage to be set for Sales Tax Distribution between Solid Waste and Joint Communication.**
- 16. Resolution for Waiving of the GAAP for the 2020 Audit.**
- 17. Renew Memorial Hall Trustee for Terry McKinney. Term expired December 2019.**
- 18. Set County Government Day.**
- 19. Set 911 Addressing Permit fees, if wanted for 2019.**

Organizational meeting January 13, 2020

20. Approve the 2020 Budget Calendar

21. ASV Board Resolution for Authorizing Signatures

22. Discussion for Joint Meeting with all Cities in County and setting date.

23. Discussion for Township Meeting and setting date.