



Atchison County Commission Meeting

Atchison County Courthouse
Lower Level
423 North 5th St
Atchison, KS 66002
January 9, 2023
REGULAR MEETING AGENDA
Starting at 12:00 pm
Chairman Eric Noll, 2nd District

Commissioner Allen Reavis, 1st District

Commissioner Casey Quinn, 3rd District

1. ZOOM MEETING ID # 848 4089 9410
2. Call To Order
The County Commission is called to order by the Chairman
3. Pledge Of Allegiance
4. Public Comment
5. Additions To Agenda
6. Reading And Approval Of Minutes
Approval of Minutes from Last commission meeting
- 6.1. Approved 01/09/2023 Atchison County Commission Meeting Minutes
Documents:
[01-09-2023.PDF](#)
7. Commissioner Comments And Committee Reports
8. Reports Of Elected Officials And Department Heads
9. New Business Before The Board
- 9.1. Organizational Meeting
Organizational Meeting for Atchison County for 20223
Documents:
[2023 ORGANIZATIONAL AGENDA.PDF](#)
- 9.2. KERIT Worker's Compensation Purchase Order Approval

- 9.3. Michelle Phillips, County Clerk
Approval of 2023 Chamber of Commerce Dues
10. Old Or Unfinished Business Before The Board
11. County Counselor Updates
12. Executive Sessions (Time Reserved For Executive Sessions)
13. Presentation And Approval Of Claims
14. Presentation Of Petitions, Memorials, And Remonstrances
15. Introduction And Consideration Of Resolutions
16. Notices And Communications
17. Public Comment
18. Adjournment
19. Zoom Details

Atchison County will be limiting public access to all Atchison County departments and offices to take preventative measures designed to reduce the spread of the Coronavirus illness. We are making arrangements to adjust services to be in the best interest of the employees and citizens of Atchison County and following the interim guidance as provided by KDHE and the CDC. The Atchison County Board of County Commission meetings will be utilizing Zoom to meet the Kansas Open Meetings Act. Members of the public can connect to the meetings via smart phone, or computer connections. The meeting ID number will be listed on the corresponding agenda. Members of the public can attend the BOCC meeting in-person; however, we urge and encourage all citizens to take active steps to prevent the spread of COVID-19. If you have any symptoms similar to the flu, including fever, cough or shortness of breath, please do not attend until symptoms have subsided and you have been fever-free for 24 hours.

Tuesday, January 9, 2023 (including Organizational Meeting)

Pursuant to the law, the Atchison County Commission Board met in Regular Session at 12:00 PM at the Atchison County Courthouse, Lower Level, 423 N 5th St., Atchison, KS. A link to the meeting was made available to the public prior to the meeting. In addition, public attendance was available for the Commission meeting at the Atchison County Courthouse, Lower Level, 423 N 5th St., Atchison, KS. Chairman Eric Noll, called the meeting to order with Commissioner Casey Quinn, Commissioner Allen Reavis, and County Counselor Patrick Henderson present for the meeting. Kalee M. Vanderweide, Deputy County Election Officer recorded the minutes.

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

At the beginning of the meeting, Allen Reavis took his oath as County Commissioner administered by the Hon. Gerald R. Kuckelman.

***Public Comment:**

There were no public comments.

***Reading and Approval of Minutes:**

Minutes of the December 27, 2022 meeting were reviewed with no corrections noted. Commissioner Quinn noted that she was not present for the meeting, but that she had watched the video of the meeting. Commissioner Quinn made the motion to approve the minutes as presented. Chairman Noll seconded the motion. Chairman Noll called for a vote, all voted aye. The motion passed 2-0.

Minutes of the January 3, 2023 meeting were reviewed with no corrections noted. Commissioner Quinn made the motion to approve the minutes as presented. Chairman Noll seconded the motion. Chairman Noll called for a vote, all voted aye. The motion passed 2-0.

***Commissioner Comments and Committee Reports**

Commissioner Quinn stated she is excited for this upcoming year and welcomed Commissioner Reavis to the Board.

Chairman Noll welcomed Commissioner Reavis to the Board.

***New Business Before the Board:**

The organizational meeting pursuant to K.S.A. 19-219 for the 2023 year was opened by Chairman Noll.

Commissioner Reavis nominated Commissioner Quinn for the Chairperson position. Chairman Noll seconded the motion. Chairman Noll called for a vote, all voted aye. The motion passed 3-0. Chairman Noll will finish the meeting as chairman with Commissioner Quinn taking over at the next meeting.

Commissioner Quinn nominated Commissioner Noll for the Vice-Chairperson position. Commissioner Reavis seconded the motion. Chairman Noll called for a vote, all voted aye. The motion passed 3-0.

The Board discussed the current list of the committees that the board members and County Personnel are appointed to. The Commission discussed several reassignments from previous years. The committees are as follows:

Committee Boards assigned to Commissioners and Staff for 2023	
Area Agency on Aging	Commissioner Eric Noll
ASAF Board	Not Applicable/Scratch
Atchison Senior Village	Commissioner Casey Quinn
Chamber Board – Quarterly Updates	Not Applicable/Scratch
Community Corrections Advisory Board (exp. 01-2024)	Commissioner Allen Reavis
County Health	Commissioner Eric Noll
JJA (JCAB)	Commissioner Allen Reavis
Joint Communication	Commissioner Allen Reavis
NEK CAP Regional Board	Commissioner Eric Noll
NEKES	Commissioner Eric Noll
Project Concern	Commissioner Allen Reavis
Safety Committee	Commissioner Eric Noll
Solid Waste Advisory Board	Commissioner Casey Quinn
Economic Development Representative	Commissioner Allen Reavis
*Atchison County Extension Board – Quarterly Updates	No Board Seat

The Board choose to place Jodi Moore, HR Director, for KERIT Trustee, and Michelle Phillips, County Clerk, as the Alternate Trustee.

The Trustee for Memorial Hall pursuant to K.S.A. 73-407 will be tabled until February 7, 2023. The term of office for Terry McKinney is set to expire. A request for letters of interest from qualified individuals has been added to the County website.

The Board approved the following holidays:

2023 Proposed Holidays

Martin Luther King, Jr Day - Monday, January 16th (previously approved)
 President’s Day - Monday, February 20th

Memorial Day - Monday, May 29th
Juneteenth – Monday, June 19th
Independence Day - Tuesday, July 4th
Labor Day - Monday, September 4th
Veteran’s Day – Friday, November 10th
Thanksgiving Day - Thursday, November 23rd
Thanksgiving Holiday - Friday, November 24th
Christmas Eve - Friday, December 22nd
Christmas – Monday, December 25th
New Year’s Eve Day - Monday, January 1, 2024
Martin Luther King, Jr Day – Monday, January 15, 2024

The Board would like to table the Columbus Day Employee Training for Monday, October 9, 2023, for more feedback from Department Heads.

The Board discussed continuing having the work session and regular meeting on Tuesdays. More discussion will be held.

The Board set the 2024 Organizational Meeting for the second Monday in 2024, January 8, 2024 at 12:00 pm, and to cancel the regular meeting set for Tuesday, January 9, 2024.

The Board accepted the recommendation of the County Treasurer, Connie Ellerman, to approve the Exchange Bank & Trust, UMB Bank, Bank of Atchison, and Bank of Blue Valley as eligible depositories.

The Board accepted the recommendation of the Treasurer Ellerman, to name Exchange Bank & Trust as the main depository for Atchison County.

The Board discussed the spending authority for the department heads prior to appearing before the Board for approval. The current limits are \$7,500.00 for the Road & Bridge Department, and \$2,500.00 for all other departments. The Board confirmed that those limits should continue to apply. The Board wants all departments to seek approval on all Capital Outlay projects and/or equipment.

For 2023, Atchison County will use the State of Kansas mileage rate reimbursement rate, which is currently 58.5 cents per mile.

The Board approved to keep the meal allowance/reimbursement as it has been in the past, stated \$15.00 per meal, total of \$38.00 per day. This remains the same as in the past.

The Board approved the cell phone reimbursement of \$30 per month for call only, and \$60 per month for data and call. This remains the same as in the past.

The Board discussed the fees charged for copies and research and review when gathering data for Kansas open Records Act request. In the past there have been questions on the total amount invoiced for reports. County Clerk Michelle Phillips, and County Counselor Patrick Henderson would like to get something approved by the Board to ensure consistency for all open records request. This will be tabled for further discussion.

There was presented a Resolution to waive the GAAP requirements for the audit of financial records for Atchison County.

Commissioner Quinn moved that the Resolution be adopted waiving the General Accepted Accounting Principles (GAAP) for the 2023 audit. 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. The motion was seconded by Commissioner Reavis. Chairman Noll called for a vote, all voted aye. The motion passed 3-0. Chairman Noll declared the Resolution duly adopted and the Resolution was then duly numbered Resolution No. 2023-1512, which was then signed by the Commissioners and attested by the County Clerk.

The Board discussed setting the date for County Government Day. The Board would like to see it restated, but will be at the discretion of County Clerk Michelle Phillips to plan.

The Board was presented with an updated 2024 budget calendar. This will be discussed at the January 24th meeting.

There was presented a Resolution entitled:

A RESOLUTION OF THE BOARD OF ATCHISON COUNTY
COMMISSIONERS AUTHORIZING PARTICIPATION IN RURAL
OPPORTUNITY ZONE STUDENT LOAN REPAYMENT PROGRAM
CALENDAR YEAR 2023

Commissioner Reavis moved that the Resolution be adopted. The motion was seconded by Commissioner Quinn. Chairman Noll called for a vote, all voted aye. The motion passed 3-0. Chairman Noll declared the Resolution duly adopted and the Resolution was then duly numbered Resolution No. 2023-1513, which was then signed by the Commissioners and attested by the County Clerk.

Michelle Phillips, County Clerk, appeared before the Board asking for a change in the meeting schedule during the week of the General Election, with no meeting on the week of the election, and a meeting on the Monday following the election for the canvass of that election. Holding the canvass on the Monday after the election would eliminate the need for an additional publication. The Board approved this request.

The Board was given a purchase order payable to Kansas Eastern Region Insurance Trust (KERIT), Kansas City, MO, in the amount of \$66,743.00 for the Workers Compensation Contribution for 2023 Renewal. Commissioner Quinn made a motion to approve the payment for the workers compensation renewal. Commissioner Reavis seconded the motion. Chairman Noll called for a vote, all voted aye. The motion passed 3-0.

The Board was presented two different purchase orders for the Chamber of Commerce for consideration. The Board tabled the purchase order approval for further discussion.

Chairman Noll presented a purchase order, on behalf of Atchison Senior Village, to Net Health, for the implementation, training, and monthly subscription fee, in the amount of \$6,450.00. Commissioner Quinn made a motion to approve the purchase order to Net Health, in the amount of \$6,450.00. Commissioner Reavis seconded the motion. Chairman Noll called for a vote, all voted aye. The motion passed 3-0.

***County Counselor Updates**

There were none.

***Public Comment:**

Commissioner Noll welcomes Commissioner Reavis to the Commission.

Commissioner Quinn stated she is excited to have Commissioner Reavis on the Commission.

Commissioner Reavis asked about the process for the agenda and how to place items on the agenda for the meetings.

There were no public comments.

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

Bills were presented to be signed.

Commissioner Reavis made the motion to adjourn at 1:35 pm. Commissioner Quinn seconded the motion. Chairman Noll 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: Kalee M. Vanderweide, Deputy County Election Officer

**Atchison County Organizational Meeting
January 9, 2023**

- 1) Swear in New Commissioner.**
- 2) To nominate a Chairperson for 2023.**
- 3) To nominate a Vice Chairperson for 2023.**
- 4) Discussion of Current Committee Boards with removal and additions, if needed.**
- 5) Appointment of Commissioners or County Personnel to various committees for 2023.**
- 6) Appointment for KERIT Trustee and Alternate Trustee.**
- 7) Renew Memorial Hall Trustee for Terry McKinney. Term expired December 2022.**
- 8) Approve holidays for County for 2023**
- 9) Approve Columbus Day Employee Training for Monday, October 9, 2023.**
- 10) Approve Work Session/Official Meeting dates and times for 2023.**
- 11) Date and Time of Organizational Meeting for 2024? (No normal meeting on the following Tuesday)**
- 12) To name the following banks as eligible depositories (Exchange Bank & Trust, UMB, and Union State Bank of Everest (Bank of Atchison).**
- 13) Recommendation made by County Treasurer to name Exchange Bank & Trust as the main depository for Atchison County.**
- 14) Verification of Spending Authority for Department Heads.**
- 15) Mileage rate for 2023 (IRS 65.5 cents per mile, State of Kansas 58.5 cents per mile)**
- 16) Meal Reimbursement Verification**
- 17) Cell Phone Reimbursement Verification**
Current rates are \$30.00 per month for voice calling only and \$60.00 per month for voice, text and data.
- 18) KORA Cost for copies and research time.**
- 19) Resolution for Waiving of the GAAP for the 2023 Audit.**
- 20) Discuss County Government Day.**

**Atchison County Organizational Meeting
January 9, 2023**

21) Approve the 2023 Budget Calendar

22) Rural Opportunity Zone (ROZ) Resolution for 2023.

23) Set Canvass Dates and Election Meeting Dates:

a) November Election November 7th - **No meeting**

b) November Election Canvass - **Monday, November 13th**

i) The dates above will not require a special publication, whereas holding the election canvass on a Tuesday will require a publication.

ii) There will not be a Tuesday meeting November 8th or 15th, due to holding on Monday the 14th.