



Atchison County Commission Meeting

Atchison County Courthouse  
423 North 5th St  
Atchison, Kansas 66002  
May 25, 2021  
REGULAR MEETING AGENDA  
Starting at 1:00 pm

Chairman Jack Bower, 1st District

Commissioner Eric Noll, 2nd District

Commissioner Casey Quinn, 3rd District

1. 1:00 P.M. ZOOM MEETING ID # 951 7500 6596
2. Call To Order  
The County Commission is called to order by the Chairman
3. Pledge Of Allegiance
4. Public Comment
5. Reading And Approval Of Minutes  
Approval of Minutes from Last commission meeting
- 5.1. Approved 05/25/2021 Atchison County Commission Meeting Minutes  
Documents:  
[05-25-2021.PDF](#)
6. Commissioner Comments And Committee Reports
7. Reports Of Elected Officials And Department Heads
8. New Business Before The Board
- 8.1. Harvey Felzke, KCAMP-Kansas County Association Multi-Line Pool  
County Lake Dam Coverage
- 8.2. Joe Snyder, Road & Bridge Superintendent  
Grading & Backfilling Bridge 270 Project Bid Opening
- 8.3. Trevor Tutt  
Kansas Rural Preservation Grant
- 8.4. Martha Smith, NEKES  
Sanitation Code Discussion

- 8.5. Jerry Henry, Achievement Services For NE Kansas  
2022 Budget Request
- 8.6. Ray Ladd, Atchison County Extension Office  
2022 Budget Request
- 8.7. Memorial Hall Trustees  
2022 Budget Request
- 8.8. Karen Wilson, Northeast Kansas Area Agency On Aging  
2022 Budget Request
- 8.9. Michelle Phillips, Atchison County Clerk  
Disposal Order  
Kansas County Commission Association Dues Approval
9. Old Or Unfinished Business Before The Board
10. County Counselor Updates
11. Executive Sessions ( Time Reserved For Executive Sessions)
- 11.1. Executive Session, Non-Elected Personnel  
Jamie Madison, HR Director
  - 1.) Road & Bridge
  - 2.) HR Department
12. Presentation And Approval Of Claims
13. Presentation Of Petitions, Memorials, And Remonstrances
14. Introduction And Consideration Of Resolutions
15. Notices And Communications
16. Public Comment
17. Adjournment
18. 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, May 25, 2021**

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 5<sup>th</sup> 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 via the Zoom platform by visiting the Clerk's Office on the 1st floor of the courthouse, 423 N 5<sup>th</sup> St., Atchison. Chairman Jack Bower called the meeting to order with Commissioner. Commissioners Eric Noll, Commissioner Casey Quinn, and County Counselor Patrick Henderson were 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.

### **\*Reading and Approval of Minutes:**

Minutes of the May 17, 2021 joint County/City meeting were reviewed with no corrections noted. Commissioner Noll made the motion to approve the minutes as written. Commissioner Quinn seconded the motion. Chairman Bower called for a vote, all voted aye. The motion passed 3-0.

Minutes of the May 18, 2021 meeting were reviewed with no corrections noted. Commissioner Quinn made the motion to approve the minutes. Commissioner Noll seconded the motion. Chairman Bower called for a vote, all voted aye. The motion passed 2-0. Chairman Bower abstained from voting due to his absence.

### **\*Commissioner Comments and Committee Reports:**

Commissioner Quinn mentioned that she has been in contact with Live Well, Live Atchison and has attended one of the meetings. She feels continuation of this could be a positive thing for Atchison County.

Commissioner Quinn noted that the last two work sessions have been very productive with lots of participation from some of the Elected Officials and Department Heads. The Board feels it has been very beneficial and will be adjusting the work sessions to adapt for the additional involvement. The meetings are public, and the public will still be able to attend; however, the morning meetings will no longer be broadcast over the Zoom platform.

Commissioner Quinn briefly discussed concerns that have come to the attention of the Board in regards to the funding of the Solid Waste and Joint Communication budgets with the one-cent sales tax.

**\*New Business Before the Board:**

Harvey Felzke, Kansas County Association Multi-Line Pool (KCAMP), to brief the Board on the insurance provided for the Atchison County Lake. Mr. Felzke told the Board that additional insurance may be needed for coverage on the actual dam. The Board will discuss this at the next work session and get back with Mr. Felzke.

Joe Snyder, Road & Bridge Superintendent, appeared before the Board for a bid opening for grading and bridge backfilling for Bridge 270. There was only one bid received in the County Clerk's Office prior to the deadline. The bid received was from Wagner Excavating LLC in the amount of \$31,750.00. Superintendent Snyder asked if he could bring his recommendation back to the Board next week.

Superintendent Snyder presented the Board with some proposed language changes and updates to the Road Policy along with updates to the Dust Control Acknowledgment. Commissioner Noll made a motion to approve the proposed documents. Commissioner Quinn seconded the motion. Chairman Bower called for a vote, all voted aye. The motion passed 3-0.

Superintendent Snyder presented the Board with an updated contract and purchase order payable to Norfolk Contracting in the amount of \$143,777.00. The contract was revised to show that Norfolk would be responsible for the bridge removal and furnishing the concrete. Commissioner Quinn made a motion to approve the revised contract and purchase order for Bridge No. F.0-12.4. Commissioner Noll seconded the motion. Chairman Bower called for a vote, all voted aye. The motion passed 3-0.

Superintendent Snyder told the Board that he would reach out to the Kansas Department of Ag to get the requested information for Mr. Felzke to bring back next week.

Trevor Tutt, Mo-Kan Regional Council, appeared before the Board via Zoom to talk to the Board about a Rural Preservation Grant in which Atchison County previously applied for. The Rural Preservation Grant review committee has recommended funding in the amount of \$9,450.00, pending the approval of the National Park Service (NPS). Mr. Tutt informed the Board that a letter of acceptance would need to be sent before proceeding.

Martha Smith, Northeast Kansas Environmental Services (NEKES), appeared before the Board via Zoom. Ms. Smith previously presented proposed updates to the Atchison County Sanitation Codes. Once the Board approves the proposed changes, Ms. Smith plans to present them to a small committee for review. After receiving the codes back from the committee, the Board will need to reapprove any changes made, before they are presented to the Kansas Department of Health and Environment for final approval. Ms. Smith was instructed to move forward and present the codes to the committee.

Jerry Henry, Achievement Services, appeared before the Board via the Zoom platform with the 2022 Budget Request.

Ray Ladd and Diane Nielson of the Atchison County Extension Council, along with various Board members appeared before the Board via the Zoom platform with the 2022 Budget Request.

Karen Wilson, Northeast Kansas Area Agency on Aging, appeared before the Board via the Zoom platform with the 2022 Budget Request.

Michelle Phillips, County Clerk, presented the Board with a Disposition Order No. 2021-1 for proper disposal of records within her office. Commissioner Noll made a motion to approve the disposition order. Commissioner Quinn seconded the motion. Chairman Bower called for a vote, all voted aye. The motion passed 3-0.

Clerk Phillips presented the Board with a purchase order payable to Kansas County Commission Association (KCCA) for the 2021 membership dues in the amount of \$485.00. Commissioner Quinn made a motion to approve the membership renewal for the 2021 year. Commissioner Noll seconded the motion. Chairman Bower called for a vote, all voted aye. The motion passed 3-0.

There was presented a Resolution entitled:

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF  
ATCHISON COUNTY, KANSAS CERTIFYING LEGAL AUTHORITY TO APPLY  
FOR THE 2021 KANSAS SMALL CITIES COMMUNITY DEVELOPMENT  
BLOCK GRANT PROGRAM FROM THE KANSAS DEPARTMENT OF  
COMMERCE AND AUTHORIZING THE CHAIRMAN TO SIGN AND SUBMIT  
SUCH AN APPLICATION**

Commissioner Noll moved that the Resolution be adopted. The motion was seconded by Commissioner Quinn. Chairman Bower called for a vote, all voted aye. The motion passed 3-0. Chairman Bower declared the Resolution duly adopted and the Resolution was then duly numbered Resolution No. 2021-1480 and was signed by the Commissioners and attested by the County Clerk.

**\*Executive Session(s):**

Commissioner Noll moved that the Board of County Commissioners recess into executive session at 3:15 pm to discuss personnel matters of nonelected personnel, as allowed by K.S.A. 75-4319(b) (1), and that the purpose of the closed session is to protect the privacy rights of the employee, and that the Board come out of the executive session at 3:35 pm, in the commission room, 1st floor, courthouse. Those present will be: The Commissioners, Counselor Henderson, HR Director Jamie Madison, and Road & Bridge Superintendent Joe Snyder. Commissioner Quinn second the motion. Chairman Bower called for a vote, all voted aye. The motion carried 3-0. There was no action taken during the executive session.

Commissioner Noll made a motion to increase the salary of Joe Snyder, Road and Bridge Superintendent, since he has been carrying out the duties of the former Public Works Director. Superintendent Snyder's salary will increase \$15,000 bringing his total salary to \$65,000. Commissioner Quinn seconded the motion. Discussion was held. Commissioner Quinn wanted to let everyone know that there will no longer be a public works director position. The County is restructuring based on identifying the needs of the county. Chairman Bower called for a vote, all voted aye. The motion passed 3-0.

Commissioner Noll moved that the Board of County Commissioners recess into executive session at 3:37 pm to discuss personnel matters of nonelected personnel, as allowed by K.S.A. 75-4319(b) (1), and that the purpose of the closed session is to protect the privacy rights of the employee, and that the Board come out of the executive session at 3:57 pm, in the commission room, 1st floor, courthouse. Those present will be: The Commissioners, Counselor Henderson, and HR Director Jamie Madison. Commissioner Quinn second the motion. Chairman Bower called for a vote, all voted aye. The motion carried 3-0.

There was no action taken during the executive session.

Commissioner Noll moved that the Board of County Commissioners recess into executive session at 3:54 pm for consultation with an attorney for the public body which would be deemed privileged in the attorney-client relationship, as allowed by K.S.A. 75-4319(b) (2), and that the purpose of the closed session is to protect confidentiality of the discussion, and that the Board come out of the executive session at 4:19 pm, in the commission room, 1st floor, courthouse. Those present will be: The Commissioners, Counselor Henderson, and Corey Scott, Emergency Medical Services Director. Commissioner Quinn second the motion. Chairman Bower called for a vote, all voted aye. The motion carried 3-0.

There was no action taken during the executive session.

**\*Public Comment:**

Joe Warren, City of Atchison, discussed some concerns in regards to the funding of the Solid Waste and Joint Communication budgets with the one-cent sales tax.

Bills were presented to be signed.

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

Commissioner Noll made the motion to adjourn at 4:32 pm. Chairman Bower 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](http://www.atchisoncountyks.org).

Attest: Michelle Phillips, County Clerk