



## Commissioner Meeting Minutes

**January 9, 2017 through Dec. 29, 2017**

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## Commissioner Meeting Minutes

**January 9, 2017 through June 26, 2017**

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**January 9, 2017**

The Mitchell County Commissioners met in formal session on Monday, January 9, 2017 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Mike Cooper and members Tom Claussen and Jim Marshall. Also present was Terry Bailey, KSVV Radio; Chad Hallack, KDNS Radio; Jason Rabe, Beloit City Administrator; and Heather Hartman, Community Development Director.

The meeting was called to order at 8:30 and the Pledge of Allegiance was recited.

The minutes of the December 30, 2016 meeting and January 3, 2017 waiver of meeting were approved as written on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Carol Torkelson, NCRPC, met with the commission to discuss a change to the Handicapped Accessibility award for the last project of the grant program. She stated that the awarded company had informed her they will not be able to complete the project by the end date of January 31<sup>st</sup>. Jim's Remodeling was the second choice for the project and if they can find a sub-contractor they will do the job. If not, Kansas Sand will be awarded the project.

The commission passed Resolution 1-17 for Generally Accepted Accounting Principles on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

Elected officials were sworn in at 9:00 a.m. Deputy County Clerk Kathy File swore in County Clerk Chris Treaster. Those sworn in by County Clerk Chris Treaster were: Mike Cooper, 2<sup>nd</sup> District County Commissioner; Jim Marshall, 3<sup>rd</sup> District County Commissioner; Tami Eck, Register of Deeds; Mark Noah, County Attorney; and Tony Perez, Sheriff.

The commission held a 10-minute executive session for non-elected personnel on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote. Session began at 9:35 and ended at 9:35 with no decisions made in executive session.

The commission discussed a possible 20 hour per week per week position for Jeff Roberg as IT Director.

The meeting was adjourned at 10:35 on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

\_\_\_\_\_Mike Cooper, Chairman

ATTEST: \_\_\_\_\_Chris Treaster, Mitchell County Clerk

**January 17, 2017**

The Mitchell County Commissioners met in formal session on Tuesday, January 17, 2017 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Jim Marshall and members Tom Claussen and Mike Cooper. Also present was Terry Bailey, KSVV Radio; Chad Hallack, KDNS Radio; and Heather Hartman, Community Development Director.

The meeting was called to order at 8:30 and the Pledge of Allegiance was recited.

The minutes of the January 9, 2017 meeting and were approved as written on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

Commissioner Claussen remarked on the nice reception held Saturday to honor outgoing Sheriff Doug Daugherty. He also expressed his appreciation for the years of service Mr. Daugherty provided for Mitchell County.

Kelly Hawk, EMS, provided his regular monthly report plus his year-end report. Mr. Hawk was appointed to the Local Planning Board on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote. Mr. Hawk will be replacing Mark Eilert who has resigned his position.

Larry Emerson, Public Works, met with the commission and discussed the ice storm that occurred over the weekend. They will work roads as soon as it is dry enough to do so. Mr. Emerson requested, and was granted, a 10-minute executive session for non-elected personnel on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote. Session began at 9:05 and ended at 9:15 with no decisions made in executive session.

A hearing for Neighborhood Revitalization was opened at 9:30. Hearing no objections from the public and having no one in attendance to discuss the program the hearing was closed at 9:40. Resolution 2-2017 for the Neighborhood Revitalization Program was passed on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

The meeting was adjourned at 9:40 on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

\_\_\_\_\_ Jim Marshall, Chairman

ATTEST: \_\_\_\_\_ Chris Treaster, Mitchell County Clerk

## January 23, 2017

The Mitchell County Commissioners met in formal session on Tuesday, January 23, 2017 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Jim Marshall and members Tom Claussen and Mike Cooper. Also present was Chad Hallack, KDNS Radio; and Heather Hartman, Community Development Director.

The meeting was called to order at 8:30 and the Pledge of Allegiance was recited.

The minutes of the January 17, 2017 meeting and were approved as written on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

The commission appointed Kent Miller to the Convention and Tourism Board on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

Becky Snook, Communications Director, met with the commission to discuss the purchase of a new printer for her office. After discussion the commission approved the purchase of an HP printer in the amount of \$1029 + \$130 approximate installation time on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote. Ms. Snook also requested permission to enter into a contract with ATCI, Hays, for mapping maintenance. This was approved on motion by Mike Cooper and seconded by Tom Claussen at a cost of \$2,500 per year. Motion carried by unanimous vote. The EMS and Fire District repeater has been repaired. Who pays for this repair, just over \$600 was discussed as Ms. Snook felt it was not her department's responsibility. The commission authorized the bill be paid by EMS.

Larry Emerson, Public Works, met with the commission and discussed the condition of the roads following the ice and rain. They are very muddy and sloppy. A couple more loads of salt have been purchased. Mr. Emerson was recently in an accident at Hwy 24 and 230 Rd when a pickup tried to pass him going west as he was turning south on to 230 Rd. There was \$2,200 in damages. Mr. Emerson announced that March 31<sup>st</sup>, 2017 will be his last day on the job.

Carol Torkelson, NCRPC, brought two amendments for documents pertaining to the Housing Accessibility Grant. The first was for lead paint inspection at no more than \$800 per property and the second a procurement and civil rights document that were approved on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote. The grant expires on January 31<sup>st</sup>.

Stan Deneke, Noxious Weed Director, had the commission sign his annual noxious weed report and plan which were approved on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote. Also discussed was his progress planting wildflowers in various areas around the county. A flatbed trailer was stolen from the Noxious Weed building and has not been recovered by law enforcement. Mr. Deneke plans to purchase a new trailer and lock it up.

A Neighborhood Revitalization application was approved for Dean Grauerholz in the amount of \$36,000 on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote.

The meeting was adjourned at 9:50 on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

\_\_\_\_\_  
Jim Marshall, Chairman

ATTEST: \_\_\_\_\_ Chris Treaster, Mitchell County Clerk

## January 30, 2017

The Mitchell County Commissioners met in formal session on Monday, January 30, 2017 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Jim Marshall and members Tom Claussen and Mike Cooper. Also present was Chad Hallack, KDNS Radio; and Jason Rabe, Beloit City Administrator.

The meeting was called to order at 8:30 and the Pledge of Allegiance was recited.

The minutes of the January 23, 2017 meeting and were approved as written on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

Carol Torkelson, NCRPC, brought paperwork for the commission to sign concerning the Handicapped Accessibility Grant to finalize the program at the end of January. These documents are part of an earlier portion of the grant that was approved by the commission.

Kelly Hawk, EMS Director, met with the commission and requested an executive session for non-elected personnel for 10-minutes which was granted on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote. Session began at 8:45 and ended at 8:55 with no decisions made in executive session.

Larry Emerson, Public Works, Dale Housh, and Karm Princ met with the commission along with Stuart Porter, Schwab-Eaton, to discuss bridge inspections for the upcoming year. After discussion the commission approved Schwab-Eaton to perform the listed bridge inspections at a cost of \$35,545 except for the Causeway Bridge and the Fisherman's Bridge on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote. The commission approved transfers for 2016 for Road and Bridge as follows: \$200,000 from Road and Bridge to Road and Bridge Special Machinery; \$280,000 from Road and Bridge to Road and Bridge Capital Improvement Fund on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote. Mr. Emerson then requested a 20 minute executive session for attorney-client privilege which was approved on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote. County Attorney Mark Noah was present for the session as was Chris Treaster, County Clerk. Session began at 9:35 and ended at 9:55 with no decisions made in executive session.

The following transfers were approved by the commission for 2016. \$100,000 from the General Fund to Courthouse Renovation and \$50,000 from the General Fund to Courthouse Technology on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote.

The meeting was adjourned at 10:30 on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

\_\_\_\_\_ Jim Marshall, Chairman

ATTEST: \_\_\_\_\_ Chris Treaster, Mitchell County Clerk

## February 6, 2017

The Mitchell County Commissioners met in formal session on Monday, February 6, 2017 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Jim Marshall and members Tom Claussen, Mike Cooper was absent. Also present was Chad Hallack, KDNS Radio; Terry Bailey, Beloit Call; Jason Rabe, Beloit City Administrator; and Heather Hartman, Community Development Director.

The meeting was called to order at 8:30 and the Pledge of Allegiance was recited.

The minutes of the January 30, 2017 meeting and were approved as amended on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Carol Torkelson, NCRPC, brought paperwork for the commission to sign regarding unused funds for the Handicapped Accessibility Grant and also for late contracts.

Nichole McDaniel, NCRPC, met with the commission to see if they would like help with the Heritage Trust Grant or possibly other monies available to tuck/point the Courthouse. The commission agreed that any help would be appreciated.

A Neighborhood Revitalization application was approved for Farmway Coop, Inc in the amount of \$2,750,000 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

The following were appointed to the Convention and Tourism Board: Kyle Peterson, Kim Ellenz, and Lydia Housh on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

The following transfers were approved by the commission for 2016 on motion by Tom Claussen: Noxious Weed to Noxious Weed Special Equipment \$10,000; Ambulance, Rescue Squad to Rescue Squad Special Equipment \$14,000; Reappraisal to Reappraisal Capital Outlay \$24,000; Solomon Rapids Fire to Solomon Rapids Fire Special Equipment \$8,500; Tipton Fire to Tipton Fire Special Equipment \$6,500; MCO Fire to MCO Fire Special Equipment \$3,000; Election to Election Technology \$2,500; County Health to County Health Capital Outlay \$60,000; Ambulance to Ambulance Capital Outlay \$5,000; Ambulance to Ambulance Special Equipment \$205,000. Motion was seconded by Jim Marshall and carried by unanimous vote.

An agreement for the Economic Development Director was signed by the commission, the City of Beloit and the Beloit Chamber of Commerce on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. The county funds this position with ½ mil.

Randy Gengler, Rescue Squad, discussed the possible purchase of a different Rescue Truck. They have located one in Colorado which is a 2001 Ford F550 4x4 with 27,000 miles with most of the equipment needed for \$65,000. They were going to go and look at the truck before possible purchase. Mr. Gengler also stated that they are looking at a new jaw of life as new vehicles are made of harder metals that cannot be cut by their current jaws. He estimated the cost at \$20,000.

The commission called and visited with Erin Jessee, who is the new contact for the Causeway Project. The commission felt that the specifications currently planned for the causeway would be better

served by fewer parking spaces and more guardrail or cable. Ms. Jessee stated that she would look into the matter.

The meeting was adjourned at 9:50 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

\_\_\_\_\_ Jim Marshall, Chairman

ATTEST: \_\_\_\_\_ Chris Treaster, Mitchell County Clerk



## February 13, 2017

The Mitchell County Commissioners met in formal session on Monday, February 13, 2017 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Jim Marshall and members Tom Claussen, Mike Cooper was absent. Also present was Terry Bailey, Beloit Call; Jason Rabe, Beloit City Administrator; and Heather Hartman, Community Development Director.

The meeting was called to order at 8:30 and the Pledge of Allegiance was recited.

The minutes of the February 6, 2017 meeting and were approved as amended on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Tom Claussen made motion to purchase the rescue truck discussed at last week's meeting at a cost of \$58,000. Motion was seconded by Mike Cooper and carried by unanimous vote.

Kelly Hawk, EMS Director, provided his monthly report for January, 2017.

Larry Emerson and Dale Housh met with the commission and provided paperwork from the State regarding participation in the fracture critical bridge inspection program. The commission voted to participate in the program on motion by Tom Claussen and seconded by Mike Cooper, dependent upon the cost of the program. Motion carried by unanimous vote. Gravel will be tested near the Doug Schmidt place and he has agreed to sell the gravel for \$3.00 yd. Darin Drake resigned his position in the Road and Bridge Department. They have completed the Moss Road gravelling and will do the north end of the Victor Road. Dale Housh requested, and was granted, an executive session for non-elected personnel for 10-minutes on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote. Session began at 9:15 and ended at 9:30 with no decisions in executive session.

Brian Streit, Maintenance, met with the commission and provided two bids for the remodeling project at the Health Department. A bid from Coffield Construction was in the amount of \$9,000 and the other a bid from MiTre Construction in the amount of \$9,242. Commissioner Cooper owns MiTre and abstained from discussion and voting. The commission awarded the bid to MiTre Construction as their bid provided a more comprehensive explanation of costs and materials to be used along with a two-week completion time for the work. Motion to award the bid to MiTre Construction was made by Tom Claussen and seconded by Jim Marshall. Commissioner Cooper abstained from voting and the motion carried by majority vote.

The meeting was adjourned at 9:55 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

\_\_\_\_\_  
Jim Marshall, Chairman

ATTEST: \_\_\_\_\_ Chris Treaster, Mitchell County Clerk

## February 21, 2017

The Mitchell County Commissioners met in formal session on Tuesday, February 21, 2017 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Jim Marshall and members Tom Claussen and Mike Cooper. Also present was Terry Bailey, Beloit Call; Jason Rabe, Beloit City Administrator; and Chad Hallack, KDNS Radio.

The meeting was called to order at 8:30 and the Pledge of Allegiance was recited.

The minutes of the February 13, 2017 meeting and were approved as amended on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

Carol Torkelson, NCRPC, met with the commission at 8:30 and opened the hearing for the Handicapped Accessibility Grant. Hearing no public comment the hearing was closed and Chairman Marshall signed the documents to close out the grant.

A letter was received from Kyle Peterson, Mitchell County Museum Director, requesting a letter of support from the commission to apply for a Dane Hansen Grant to help with moving and finishing the former American Legion Building for the museum. The commission moved to send a letter of support on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote.

The commission made motion to extend their participation in the NCKLEPG and the pay the \$1,500 fee on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

The commission made motion to pay the \$175 fee to KAC for access to the KAC Compensation survey on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote. This service is provided online.

Larry Emerson met with the commission and asked if they had received the correspondence concerning who actually owns the Cawker City Causeway and Bridge. The commission had received the correspondence and, according to research done by John Cashatt on behalf of the County there was supposed to have been a Quit Claim Deed filed to turn this area over, which was never done. The commission felt that due to wording in the original document there is a statement of transfer of land, which would be enough proof for the project to continue.

Chris Treaster, County Clerk, requested and was granted a 10-minute executive session for non-elected personnel on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote. Session began at 10:20 and ended at 10:30 when it was extended 10-minutes on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote. Session began at 10:30 and ended at 10:40 with no decisions made in executive session.

The commission discussed jail rates and referred to rates being charged at jails near Mitchell County. They will ask Sheriff Perez to meet with them at next week's meeting.

Kelly Hawk, EMS Director, met with the commission and requested a 10-minute executive session for non-elected personnel which was granted on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote. Session began at 9:55 and ended at 10:05 with no decisions made in executive session.

Brian Streit, Maintenance, met with the commission to discuss the alarm system in the Courthouse, specifically the elevator. Mr. Streit is trying to come up with a cost effective solution for the system due to the loss of the system at Dispatch.

Chris Treaster, County Clerk, requested a 5-minute executive session for non-elected personnel, with Brian Streit in attendance, which was granted on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote. Session began at 10:20 and ended at 10:25 with no decisions made in executive session.

The meeting was adjourned at 10:25 on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

\_\_\_\_\_ Jim Marshall, Chairman

ATTEST: \_\_\_\_\_ Chris Treaster, Mitchell County Clerk

## February 27, 2017

The Mitchell County Commissioners met in formal session on Monday, February 27, 2017 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Jim Marshall and members Tom Claussen and Mike Cooper. Also present was Terry Bailey, Beloit Call; Jason Rabe, Beloit City Administrator; Chad Hallack, KDNS Radio; and Heather Hartman, Community Development Director.

The meeting was called to order at 8:30 and the Pledge of Allegiance was recited.

The minutes of the February 21, 2017 meeting and were approved as written on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

Randy Gengler, Rescue Squad, met with the commission and discussed the possible purchase of tools for their units. The commission approved their purchase to the extent of money they have available after the purchase of their rescue truck. Rescue Squad did received a Solomon Valley Foundation grant in the amount of \$3,000.

Larry Emerson met with the commission and reported that they had removed trees for Doug McBlair. They are done rocking the Victor Road and will put gravel over the rock on the Hunter Road to the north. There are no estimates for the cost on the snooper truck bridge inspections due to incomplete numbers of participants in the program.

Sheriff Tony Perez and Jail Supervisor Geri McCune met with the commission and they discussed raising the per day charge for housing prisoners from other counties to \$35 per day instead of \$30. Sheriff Perez was going to check with other counties to see what they charge and see if Saline County would still use us for housing if the cost was increased. The commission requested that the Sheriff get the jail staff to clean the facility as it is currently being done by Courthouse staff.

The meeting was adjourned at 9:25 on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote.

\_\_\_\_\_ Jim Marshall, Chairman

ATTEST: \_\_\_\_\_ Chris Treaster, Mitchell County Clerk

A Department Head Meeting was held at 10:00. Those present included: Stan Deneke; Rick Horn; Kelly Hawk; Brian Streit; Becky Snook; Tony Perez; Tami Eck; Jeff Roberg; Yvonne Melton; Larry Emerson & Karm Princ; Cortney Murrow; and Clint Offutt. Each department provided an overview of recent activity. It was announced that Kathy File will be retiring from the Clerk's Office and Lynne Imboden will be a new employee in the office.

## March 6, 2017

The Mitchell County Commissioners met in formal session on Monday, March 6, 2017 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Jim Marshall and members Tom Claussen and Mike Cooper. Also present were Terry Bailey, KSVV Radio; Chad Hallack, KDNS Radio; and Heather Hartman, Community Development Director.

The meeting was called to order at 8:30 and the Pledge of Allegiance was recited.

The minutes of the February 27, 2017 meeting were approved as written on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

Brian Streit, Maintenance Supervisor asked for a 10-minute executive session for non-elected personnel which was granted on motion made by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote. No decisions were made in executive session.

After reviewing an agreement from Tyco SimplexGrinnell for a monitoring system of the fire alarms in the elevator, Mike Cooper moved to accept this agreement for terms and conditions for the provision of equipment and services in the amount of \$649.00 annual contract. Tom Claussen seconded. Motion carried by unanimous vote. Mr. Streit will complete the necessary paperwork and get it sent in. The contract will run from March 1, 2017 to February 28, 2022.

Work hours of the Maintenance Supervisor was increased from 40 hours a week to 50 hours with no additional pay rate increase, (a salaried position) on motion made by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

Community Development Director, Heather Hartman visited about some coming events such as Business Appreciation Month in June and the Tree City State Conference being held on March 22<sup>nd</sup> and 23<sup>rd</sup> in Beloit. She will be also attending the Dane Hansen Forum. Larry Emerson, Public Works Director and Dale Housh presented the commission with an agreement between Eric Dunstan Trucking and the County. The hauler will transport Mitchell County solid waste from the transfer station to Rolling Meadows Landfill in Topeka. The County will pay \$515.00 per trip plus any fuel surcharge. The contract shall be for a period of one year beginning with first load hauled on March 7, 2017. Tom Claussen moved to accept this agreement and it was seconded by Mike Cooper. Motion carried for unanimous vote.

The subject of County wide clean-up was discussed and Heather Hartman visited about the \$20,000.00 grant money available for this project. The details are still to be worked out.

Emerson visited about the work being done by the county crew. Phone line has been moved on K Road and low water crossing around Pruitt Farms south of town is being replaced. The wells at the landfill will need to be tested by the end of this year. New gravel has been located on the Doug Schmitt's farm and will be purchased at \$3.50 a cubic yard. The engine on a loader locked up last week. It is 21 years old and has 6,000 hours on it. They are hoping to be able to repair this in the shop.

Kelly Hawk, EMS Director, discussed the Hunter run last week. Information was shared on purchasing additional AED devices so that each emergency response vehicle and City in Mitchell County would have a machine available if needed. There is grant money available for this project and Heather Hartman will help with the application process. Hawk also informed the commissioner he was interviewing for open positions in his department.

The meeting was adjourned at 9:50 on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous.

\_\_\_\_\_ Jim Marshall, Chairman

ATTEST: \_\_\_\_\_ Chris Treaster, Mitchell County Clerk

The Multi-County meeting was hosted by Jewell County in the basement of the courthouse and was well attended. Anna Porter, Jewell County Appraiser, provided handouts explaining agricultural land values and state wide comparisons on real, personal & utilities values. Sherry Koster, District Sanitarian, gave an update on her activities. Other items discussed were the tax lid, State budget needs and grant availability for courthouse restorations. The next meeting will be hosted by Mitchell County. Information will be sent out at a later date.

## March 13, 2017

The Mitchell County Commissioners met in formal session on Monday, March 13, 2017 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Jim Marshall and members Tom Claussen and Mike Cooper. Also present was Terry Bailey, Beloit Call; Chad Hallack, KDNS Radio; and Heather Hartman, Community Development Director.

The meeting was called to order at 8:30 and the Pledge of Allegiance was recited.

The minutes of the March 6, 2017 meeting and were approved as written on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

Sheriff Tony Perez met with the commission and requested a raise in pay for Matt McMillan, Jailer, at \$.26 per hour to be in line with other jailers. He stated that Mr. McMillan was doing an exceptional job and deserved the increase in pay. The commission agreed by consensus. Sheriff Perez also stated that he had contacted several jails and found that the going rate was \$35 per day per inmate for housing. On motion by Mike Cooper and seconded by Tom Claussen the charge for housing a prisoner at the Mitchell County Jail will be increased to \$35 per day as of March 7, 2017. Motion carried by unanimous vote.

EMS Director Kelly Hawk met with the commission and provided his regular monthly report.

Dale Housh, Public Works, met with the commission and reported that they are working on repairing the loader and that they had found gravel on the Doug Schmidt place. Mr. Housh also asked if the commissioners were going to attend the regional highway meeting in Clay Center. All three stated they were planning to attend. Mr. Housh requested, and was granted, a 10-minute executive session for non-elected personnel on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote. Session began at 9:08 and ended at 9:18 with no decisions made in executive session.

County Health Administrator Cortney Murrow presented the annual grant request documents for the commission's signature. Tom Claussen made motion to sign the grant request documents with Mike Cooper seconding the motion. Motion carried by unanimous vote.

A Neighborhood Revitalization Application was approved for Charles and Kristin Lawrence in the amount of \$54,085 on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

KCAMP Administrator David Luke and Risk Manager Maura Chambers provided information concerning Mitchell County's loss ratio, etc. They also presented the County with a dividend check of \$12,602.

Commissioner Claussen left the meeting to attend a funeral.

Nolan Bristow, Thyssenkrup Elevator, informed the commission of the cost of upgrading the Courthouse elevator electronic system. The cost will be approximately \$68,000. The elevator's electronics are at their life end and no replacement parts will be available. Mr. Bristow also commented that it would be better to be proactive on this issue rather than have the elevator fail and be down.

The meeting was adjourned at 10:25 on motion by Mike Cooper and seconded by Jim Marshall. Motion carried by unanimous vote.

\_\_\_\_\_  
Jim Marshall, Chairman

ATTEST: \_\_\_\_\_ Chris Treaster, Mitchell County Clerk

# March 20, 2017

The Mitchell County Commissioners met in formal session on Monday, March 20, 2017 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Jim Marshall and members Tom Claussen and Mike Cooper. Also present was Terry Bailey, Beloit Call; Chad Hallack, KDNS Radio; and Jason Rabe, Beloit City Administrator.

The meeting was called to order at 8:30 and the Pledge of Allegiance was recited.

The minutes of the March 13, 2017 meeting and were approved as written on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote.

Brian Streit, Maintenance, met with the commission to discuss the elevator upgrades presented to the commission at last week's meeting. After discussion the commission voted unanimously, on motion by Mike Cooper and seconded by Tom Claussen, to replace the elevator electronic components recommended by Thyssenkrup elevator at a cost of \$67,893 plus any additional expenses incurred for wiring, etc.

Keely Leister, representative for Blue Cross/Blue Shield of Kansas met with the commission and discussed a possible change of renewal date for the County to receive premium costs prior to setting budgets. If that date is changed, many employees who have reached their deductibles would have to start over at \$0 deductible in the same year. The commission discussed paying the \$750 deductible for anyone affected by this change, but did not make any decision and left the renewal date the same for now.

The meeting was adjourned at 10:00 on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote.

\_\_\_\_\_ Jim Marshall, Chairman

ATTEST: \_\_\_\_\_ Chris Treaster, Mitchell County Clerk



## March 27, 2017

The Mitchell County Commissioners met in formal session on Monday, March 27, 2017 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Jim Marshall and members Tom Claussen and Mike Cooper. Also present was Heather Hartman, Community Development Director.

The meeting was called to order at 8:30 and the Pledge of Allegiance was recited.

The minutes of the March 20, 2017 meeting and were approved as written on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

Barb Wise, OCCK, reported to the Commissioners that the State of Kansas will divide the state into several districts for Special Needs services. OCCK will bid for one of the districts and the organization requested a letter of support for this venture. The commission voted to give their support to OCCK on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

Carol Miller and others, representing CASA requested the commission sign a proclamation declaring April Child Abuse Prevention month. The commission did so on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

MCO Fire representatives Larry Heidrick and Tom Deneke met with the commission to report that their department had been reimbursed for their help with the fire in southern Kansas last year in the amount of \$6,456.

Dale Housh/Larry Emerson, Public Works and Karm Princ, met with the commission to discuss how to handle the billing for Countywide Clean-up day. The dates for the clean-up are May 1-6 and there is \$20,000 available for that time period. The money will be expended on a first-come, first-served basis and when the \$20,000 threshold is reached the program will be closed. Dale Housh stated that due to recent and expected wet weather the bridge project on K Rd will be done after wheat harvest. They are gravelling the Center Schoolhouse Road.

Melinda Latham, Appraiser, requested, and was granted a 10-minute executive session for non-elected personnel on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote. Session began at 9:45 and ended at 9:55 with no decisions made in executive session.

The commissioners approved the purchase of a new IBM AS/400 server from Manatron/Thomson-Reuters in the amount of \$22,488.90 on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote.

The meeting was adjourned at 10:40 on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote.

\_\_\_\_\_  
Jim Marshall, Chairman

ATTEST: \_\_\_\_\_ Chris Treaster, Mitchell County Clerk

**April 3, 2017**

The Mitchell County Commissioners met in formal session on Monday, April 3, 2017 at 8:30 a.m. in the Commissioner’s Room of the Mitchell County Courthouse. Present were Chairman Jim Marshall and members Tom Claussen and Mike Cooper. Also present was Jason Rabe, Beloit City Manager; Chad Hallack, KDNS Radio; and Heather Hartman, Community Development Director.

The meeting was called to order at 8:30 and the Pledge of Allegiance was recited.

The minutes of the March 27, 2017 meeting and were approved as written on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

Sheriff Tony Perez and Deputy Sheriff Steve Martin met with the commission to discuss the purchase of a vehicle. They will sell the Challenger on Purple Wave or trade it in on a Dodge Durango depending on which provides a better deal. The commission approved them pursuing the purchase.

Dale Housh, Public Works Director, informed the commission that they are still working on the loader. 2<sup>nd</sup> quarter concrete bids were opened. Bids received were: Abram Ready-mix, 6 sack-33% rock, \$114.94 cu yd; Beloit Ready-mix, 6 sack-33% rock, \$119 cu yd. The commission approved the bid from Abram Ready-Mix on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote. Mr. Housh requested a 15-minute executive session for non-elected personnel which was granted on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote. Session began at 9:17 and ended at 9:32 with no decisions made in executive session.

A Neighborhood Revitalization application was approved for Ken & Diana Roe in the amount of \$29,540 on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

The commission declared April Sexual Assault Awareness Month on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

Stephanie Simmons, Mitchell County Regional Medical Foundation, met with the commission to discuss applications for grants for the foundation for Public and Community Health. Letters from the Commission showing support for the foundation were approved and signed on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

The meeting was adjourned at 10:35 on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

\_\_\_\_\_ Jim Marshall, Chairman

ATTEST: \_\_\_\_\_ Chris Treaster, Mitchell County Clerk

**April 10, 2017**

The Mitchell County Commissioners met in formal session on Monday, April 10, 2017 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Jim Marshall and members Tom Claussen and Mike Cooper. Also present was Jason Rabe, Beloit City Manager; Chad Hallack, KDNS Radio; Terry Bailey, Beloit Call; and Heather Hartman, Community Development Director.

The meeting was called to order at 8:30 and the Pledge of Allegiance was recited.

The minutes of the April 3, 2017 meeting and were approved as written on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

Julie Willoughby, DVACK, met with the commission and had them approve and sign a proclamation making April Sexual Assault Awareness Month on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote.

Melinda Latham, Appraiser, requested and was granted a 10-minute executive session for non-elected personnel on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote. Session began at 8:38 and ended at 8:48 with no decisions made in executive session.

Kelly Hawk, EMS Director, presented his regular monthly report to the commission.

Dale Housh, Public Works Director, reminded the commission of a topic covered at the regional highway meeting they attended last week. After discussion, it was decided to raise the fee for a moving permit from \$10 to \$100 on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote. The money received from these fees will be deposited in the Road and Bridge fund and the Clerk's Office will still process the requests. Countywide cleanup was again discussed and fees at the landfill. There will be more information forthcoming about the program in the newspapers.

A Neighborhood Revitalization application was approved for Brett & Jenica Behymer in the amount of \$88,000 on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

Community Development Director Heather Hartman discussed the Countywide cleanup program and also informed the commission of a reception to be held for recipients of the Solomon Valley Community Foundation grants.

The meeting was adjourned at 9:45 on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote.

\_\_\_\_\_  
Jim Marshall, Chairman

ATTEST: \_\_\_\_\_ Chris Treaster, Mitchell County Clerk

## April 17, 2017

The Mitchell County Commissioners met in formal session on Monday, April 17, 2017 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Jim Marshall and members Tom Claussen and Mike Cooper. Also present was Chad Hallack, KDNS Radio; Terry Bailey, Beloit Call; and Heather Hartman, Community Development Director.

The meeting was called to order at 8:30 and the Pledge of Allegiance was recited.

The minutes of the April 10, 2017 meeting and were approved as written on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

Randy Gengler, Rescue Squad, met with the commission to seek their guidance on how to dispose of the old rescue truck since they had purchased the new one. The commission advised him to list the truck on Nex-Tech and see what happens as that service is free to use. Boxes will be added to the new truck by Watts Equipment, Salina, for storage.

The commission passed Resolution 2-17 to increase the fees for housing out of county prisoners from \$30 to \$35 per day on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

Melinda Latham, Appraiser, requested and was granted a 15-minute executive session for non-elected personnel on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote. Session began at 8:55 and ended at 9:10 with no decisions made in executive session. Following the executive session, the commission announced that Melinda Latham had signed a contract for four years until June 30, 2021 on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

A Neighborhood Revitalization application was approved for EZ Stor, Inc. in the amount of \$62,741 on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

Dale Housh, Public Works Director, discussed Hayes Township and how to handle the roads and budget since that Township was turned over to the County. The Clerk was asked to check the budget and discuss the situation with the auditor.

Kristi Vandaveer, Deputy County Clerk, requested a 5-minute executive session for non-elected personnel, County Clerk asked to remain in session, which was granted on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote. Session began at 9:38 and ended at 9:43 with no decisions made in executive session.

The meeting was adjourned at 9:53 on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

\_\_\_\_\_  
Jim Marshall, Chairman

ATTEST: \_\_\_\_\_ Chris Treaster, Mitchell County Clerk

## April 24, 2017

The Mitchell County Commissioners met in formal session on Monday, April 24, 2017 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Jim Marshall and members Tom Claussen and Mike Cooper. Also present was Chad Hallack, KDNS Radio; Terry Bailey, Beloit Call; and Heather Hartman, Community Development Director.

The meeting was called to order at 8:30 and the Pledge of Allegiance was recited.

The minutes of the April 17, 2017 meeting and were approved as written on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

Heather Hartman, Community Development Director, informed the commission that there was an individual who stated they would remove the entire grass pile in Tipton for \$1,000. Commissioner Marshall was going to talk to the City Clerk to see how this was going to work. The commission stated that if that was the way the City wanted to use their \$1,000 share of the cleanup money they were going to be responsible for paying the individual.

Wanda Backstrom, Community Corrections and Juvenile Justice Director, requested that the commission approve her request for funding for FY 2018 for the comprehensive plan for adult and juvenile services. The commission passed the request on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote,

Cortney Murrow, County Health Administrator, met with the commission and provided amounts for write-offs for 2016. Mike Cooper made motion and Tom Claussen seconded to write-off the bad debts for County Health for 2016. Motion carried by unanimous vote.

County Attorney Mark Noah met with the commission and asked for a 10-minute executive session for Attorney-Client privilege which was granted on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote. Session began at 9:40 and ended at 9:50 with no decisions made in executive session. The commission announced that Regine Thompson will be hired as a prosecutor for Mr. Noah as he has a conflict of interest in a case.

The meeting was adjourned at 10:00 on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote.

\_\_\_\_\_  
Jim Marshall, Chairman

ATTEST: \_\_\_\_\_ Chris Treaster, Mitchell County Clerk

May 1, 2017

The Mitchell County Commissioners met in formal session on Monday, May 1, 2017 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Jim Marshall and members Tom Claussen and Mike Cooper. Also present was Chad Hallack, KDNS Radio; Terry Bailey, Beloit Call; Jason Rabe, Beloit City Manager; and Heather Hartman, Community Development Director.

The meeting was called to order at 8:30 and the Pledge of Allegiance was recited.

The minutes of the April 24, 2017 meeting and were approved as written on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

Heather Hartman, Community Development Director, informed the commission that the county-wide cleanup was now in effect.

A Neighborhood Revitalization application was approved for Landen & Nicki Cleveland for \$19,110 on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

County Attorney Mark Noah met with the commission to discuss who pays for an autopsy. Mr. Noah explained that if the Sheriff, Coroner, or Highway Patrol request the autopsy the county is obligated to pay for it.

Kathy Webster, Pawnee Mental Health Representative requested the commission sign a proclamation making May "Mental Health Month". The commission approved and signed the proclamation on motion by Mike Cooper and Tom Claussen. Motion carried by unanimous vote.

May 29<sup>th</sup> is the fifth Monday of May and the commission cancelled the meeting for that date.

The meeting was adjourned at 9:40 on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote.

\_\_\_\_\_ Jim Marshall, Chairman

ATTEST: \_\_\_\_\_ Chris Treaster, Mitchell County Clerk

May 8, 2017

The Mitchell County Commissioners met in formal session on Monday, May 8, 2017 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Jim Marshall and members Tom Claussen and Mike Cooper. Also present was Terry Bailey, Beloit Call; and Jason Rabe, Beloit City Manager.

The meeting was called to order at 8:30 and the Pledge of Allegiance was recited.

The minutes of the May 1, 2017 meeting and were approved as written on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

County Attorney Mark Noah and Sheriff Tony Perez met with the commission to discuss autopsies and who orders them. The Sheriff and Attorney informed the commission that if the Coroner orders an autopsy the County is required to pay for it. There are usually autopsies requested for any suspicious deaths. The commission also questioned the Sheriff about give-away items for children. The Sheriff stated that he receives grant money to purchase these items.

Dale Housh, Public Works Director, discussed the landfill and County-wide clean-up. About half the money from the grant has been used. The commission decided to open the landfill again on Saturday May 13<sup>th</sup> and then the 15<sup>th</sup>-20<sup>th</sup> of May or until the money runs out. A bridge near Steve Schneider was discussed. Farm Services will need to be contacted as there is quite a bit of sediment due to the flow of water in the bridge area.

Tammy Kimminau, Director of Solomon Valley Transportation and Harold Heidrick, President of the Board of SVT had the commission approve a proclamation making May 14-20 National Transportation Week on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

The meeting was adjourned at 10:05 on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

\_\_\_\_\_ Jim Marshall, Chairman

ATTEST: \_\_\_\_\_ Chris Treaster, Mitchell County Clerk

May 15, 2017

The Mitchell County Commissioners met in formal session on Monday, May 15, 2017 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Jim Marshall and members Tom Claussen and Mike Cooper. Also present was Terry Bailey, Beloit Call; and Chad Hallack, KDNS Radio.

The meeting was called to order at 8:30 and the Pledge of Allegiance was recited. The minutes of the May 8, 2017 meeting and were approved as written on motion by Tom Clausen and seconded by Mike Cooper. Motion carried by unanimous vote.

Robbin Cole, Director of Pawnee Mental Health, presented her organizations 2018 budget request. They requested an increase due to budget cuts at the State level.

Dale Housh, Public Works Director, discussed the landfill and County-wide clean-up. The Federal Program for repairs to the Causeway were discussed. Mitchell County has been paying some invoices on this project already. Mr. Housh discussed the possibility of using large or several culverts instead of building bridges to save money. He was going to discuss whether these could be used on several upcoming projects with Stuart Porter, Schwab-Eaton.


EMS Director Kelly Hawk presented his April monthly report to the commission. He also stated that he had one bid for replacement of a garage door in the ambulance barn. The commission advised him to wait to purchase a new door until the old one became completely unusable. Andrew Hartzell passed his written and practical testing for certification as a Paramedic. The Rural Planning Commission was discussed as there has been a vacancy on the commission due to a member's death. Barb File was 1st alternate and was going to be contacted about whether she was still interested in the position. Mark Eilert was going to be contacted about becoming the new 1st alternate. Mr. Hawk stated that the ambulance unit at Cawker City had been designated for the dive team for the Disaster Board and is not being used. Glen Elder City asked if they could use the unit to carry equipment. The commission agreed to the request as long as they agreed to pay for



maintenance, etc. on the vehicle. They also stated that after one year they may make the unit available to the city on a permanent basis.

Treasurer Yvonne Melton met with the commission and requested a 10-minute executive session for non-elected personnel which was granted on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote. Session began at 10:30 and ended at 10:40 with no decisions made in executive session.

The meeting was adjourned at 10:47 on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote.



Jim Marshall, Chairman



TEST: r:taJJJ bJM) Chris Treaster, Mitchell County Clerk

## May 22, 2017

The Mitchell County Commissioners met in formal session on Monday, May 22, 2017 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Jim Marshall and members Tom Claussen and Mike Cooper. Also present was Terry Bailey, Beloit Call; Jason Rabe, Beloit City Manager; Heather Hartman, Community Development Director and citizens John Roudybush, Charles F & Deanna Jordan, and Matt Schroeder.

The meeting was called to order at 8:30 and the Pledge of Allegiance was recited.

The minutes of the May 15, 2017 meeting and were approved as written on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

Randy Gengler, Rescue Squad, met with the commission to discuss the sale of the rescue truck. He has listed it on Purple Wave. There is no fee for government agencies on this site. Rescue Squad would also like to buy a new jaws of life as their old ones will not cut through the current metal bodies of newer cars. The cost is \$26,957. The commission approved the purchase on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote.

County Clerk Chris Treaster discussed a proposal for a new postage machine. After reviewing and consulting with other Clerks it was decided to buy a NeoPost Postage Machine from Midwest Connect on a 60-month lease at \$275.72 per month. Commission approved purchase on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote.

Dale Housh, Public Works, met with the commission and informed them that a box bridge in Lulu Township had gone down. He was going to check on replacing it with a large culvert. It was decided to close the county-wide clean-up at the landfill unless there can be an option to collect old tires. Charles Jordan brought up a water problem on 280 Rd at S Rd. This is in Round Springs Township and has been discussed before. Mr. Housh was going to take a look at the road.

Carol Miller, CASA, presented that organization's 2018 budget request. It is the same as the 2017 amount.

John Roudybush met with the commission and informed them that a prisoner from Saline County in our jail had been transported to Saline County on Mitchell County's money. Sheriff Tony Perez stated that they had a prisoner to pick up in Salina so it didn't cost anything to have a transport on the way to a pick up. Mr. Roudybush became very belligerent with the commission and accused the Sheriff's Department of stalking him and not providing his rights in jail. Mr. Roudybush also believes that County Attorney Mark Noah should represent him in his case in Saline County. Mr. Noah answered that was not his job.

The commission took a 10-minute recess.

Representatives from OCCK presented their 2018 budget request. They are requesting a 3% increase in funding.

The meeting was adjourned at 10:15 on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

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Jim Marshall, Chairman

ATTEST: \_\_\_\_\_ Chris Treaster, Mitchell County Clerk

A Department Head meeting was held at 10:15. Those in attendance were: Becky Snook; Yvonne Melton; Donna Schmitt; Melinda Latham; Tami Eck; Karm Princ; Cortney Murrow; Rick Horn; Mark Noah; Dale Housh; Kelly Hawk; Cyndee McCullough; Stan Deneke; Brian Streit; and Tony Perez. Each department provided an overview of their activities and changes to payroll were discussed. Cortney Murrow also informed the group that they will try having the health fair in the fall this year. It will tentatively be the first weekend of November.

## June 5, 2017

The Mitchell County Commissioners met in formal session on Monday, June 5, 2017 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were members Tom Claussen and Mike Cooper. Chairman Jim Marshall was absent. Also present was Terry Bailey, Beloit Call; Chad Hallack, KDNS Radio; Jason Rabe, Beloit City Manager; and Heather Hartman, Community Development Director.

The meeting was called to order at 8:30 and the Pledge of Allegiance was recited.

The minutes of the May 22, 2017 meeting and were approved as written on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote.

Nathan Gentry brought a proclamation setting June 18 to 24 as Amateur Radio Week. His organization will set up at the Barstow Building on the Fairground on June 24 if people would like to stop by to see what they do and how they operate. The commission approved the proclamation on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote.

Mike Cooper requested a 10-minute executive session for non-elected personnel in the form of a motion which was seconded by Tom Claussen and carried by unanimous vote. Clerk was asked to remain in session. Session began at 8:45 and ended at 8:55 with no decisions made in executive session.

Dale Housh, Public Works Director, discussed replacement of a culvert near the Hartman place. He also stated that they are putting asphalt on the Gilbert Rd bridge. Another culvert is out near the Don & Barb Cox residence and will need to be replaced. Spending the remaining Clean-up Grant money was discussed. Tractor tires will be taken until the grant funds have been completely expended.

Cortney Murrow, County Health Administrator, discussed the purchase of a new vaccine refrigerator. Total cost of replacement is \$4,160 of which half will be reimbursed by the State of Kansas. The commission approved the purchase on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote. Mrs. Murrow also discussed the loss of vaccine due to a refrigerator malfunction in May.

The commission appointed Barb File to the open position on the Mitchell County Planning Board on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote. There is now an open position for an alternate.

The meeting was adjourned at 10:05 on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote.

\_\_\_\_\_  
Jim Marshall, Chairman

ATTEST: \_\_\_\_\_ Chris Treaster, Mitchell County Clerk

## June 12, 2017

The Mitchell County Commissioners met in formal session on Monday, June 12, 2017 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Jim Marshall and members Tom Claussen and Mike Cooper. Also present was Chad Hallack, KDNS Radio; and Jason Rabe, Beloit City Manager.

The meeting was called to order at 8:30 and the Pledge of Allegiance was recited.

The minutes of the June 5, 2017 meeting and were approved as written on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

Kelly Hawk, EMS Director, brought Lisa Kiser, representative of Delisa Billing, to explain the new software and reporting system her company is using for the EMS Department for billing and coding purposes. She also informed the commission that they can tailor the reports to anything the commission would like to see each month. Mr. Hawk then presented his regular monthly report to the commission. He also reported that all the ambulance units are currently having mechanical issues and they have borrowed a unit from Lincoln County until one or more of the ambulances are repaired.

Dale Housh, Public Works Director, reported that straw had been removed from under a bridge on the curve near Hunter. Mr. Housh also reported that the snooper truck that must be used to inspect the Brock and Causeway Bridges will cost \$5,700 and \$7,000 respectively. The commission commented that it is a large cost but must be done. The landfill is taking tractor tires until the Clean-up grant has been exhausted. The commission discussed with Mr. Housh whether he would be willing to purchase a semi/belly-dump truck instead of a regular dump truck for their next truck purchase. Mr. Housh had reservations but thought they might try one to see how things work. He also stated that the next equipment purchases that his department might need include a forklift and backhoe.

The meeting was adjourned at 10:05 on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote.

\_\_\_\_\_  
Jim Marshall, Chairman

ATTEST: \_\_\_\_\_ Chris Treaster, Mitchell County Clerk

The Multi-County Meeting was held in Beloit at Plum Creek Restaurant. Those attending included the Mitchell County Commissioners and Clerk along with Lynne Imboden from the Clerk's Office; Jewell County Commissioners Steve Greene, Keith Roe and Clerk Carla Waugh; Osborne County Commissioners Al Reif, Bill Seaman, Craig Pottberg and Clerk Vienna Janis; Smith County Commissioners Art Before, Tom James, Roger Allen and Clerk Sharon Wolters. The main topic of discussion was the 2018 budget and the tax lid. Many of the commissioners present expressed the opinion that schools receive too much local tax and don't need any more money. The meeting ended at around 1:45 p.m. The next meeting will be in Osborne County on September 11<sup>th</sup>.

## June 19, 2017

The Mitchell County Commissioners met in formal session on Monday, June 19, 2017 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Jim Marshall and members Tom Claussen and Mike Cooper. Also present was Terry Bailey, KSVV Radio; Chad Hallack, KDNS Radio; Jason Rabe, Beloit City Manager; and Heather Hartman, Community Development Director.

The meeting was called to order at 8:30 and the Pledge of Allegiance was recited.

The minutes of the June 12, 2017 meeting and were approved as written on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

Stan Deneke, Noxious Weed Director, met with the commission and requested a 15-minute executive session for non-elected personnel which was granted on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote. Session began at 8:35 and ended at 8:50 with no decisions made in executive session.

The commission passed amendments to the KCAMP by-laws and approved Resolution 3-17 regarding those by-laws on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote.

The commission passed a Resolution stating that Melinda K. Latham has been appointed County Appraiser on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote.

Dale Housh, Public Works Director, informed the commission that it will be possible to replace bridges in Blue Hill Township with large culverts. There is a considerable price difference. Mr. Housh had checked on several of the issues reported at last week's meeting concerning plugged culverts and could find none. The front differential is going out on the loader. It will need to be repaired. The equipment is 10-years old.

Commissioner Cooper left the meeting for an appointment.

Kyle Peterson, Director of the Mitchell County Museum, presented the 2018 budget request for the museum. He also highlighted much of the work and donations that are still needed to complete the renovation of the American Legion Building.

The meeting was adjourned at 9:55 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

\_\_\_\_\_  
Jim Marshall, Chairman

ATTEST: \_\_\_\_\_ Chris Treaster, Mitchell County Clerk

**June 26, 2017**

The Mitchell County Commissioners met in formal session on Monday, June 26, 2017 at 8:30 a.m. in the Commissioner’s Room of the Mitchell County Courthouse. Present were Chairman Jim Marshall and members Tom Claussen and Mike Cooper. Also present was Terry Bailey, KVSV Radio; Chad Hallack, KDNS Radio; Jason Rabe, Beloit City Manager; and Heather Hartman, Community Development Director.

The meeting was called to order at 8:30 and the Pledge of Allegiance was recited.

The minutes of the June 19, 2017 meeting and were approved as written on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote.

Heather Hartman, Community Development Director, gave a recap of her recent activities.

Dale Housh, Public Works Director, informed the commission that the bridge on K-Rd between 240 and 250 Rd will be closed for replacement for approximately 2-3 months now that harvest is all but finished. He also reported that the intersection that Carl Prather inquired about has been repaired.

The meeting was adjourned at 9:15 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

\_\_\_\_\_ Jim Marshall, Chairman

ATTEST: \_\_\_\_\_ Chris Treaster, Mitchell County Clerk



## Commissioner Meeting Minutes

**July 3, 2017 through Dec. 29, 2017**

~ Second half of year archive. ~

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**July 3, 2017**

The Mitchell County Commissioners met in formal session on Monday, July 3, 2017 at 8:30 a.m. in the Commissioner’s Room of the Mitchell County Courthouse. Present were Chairman Jim Marshall and members Tom Claussen and Mike Cooper. Also present was Terry Bailey, KSVV Radio; and Chad Hallack, KDNS Radio.

The meeting was called to order at 8:30 and the Pledge of Allegiance was recited.

The minutes of the June 26, 2017 meeting and were approved as written on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

Dale Housh, Public Works Director, informed the commission that K-Rd between 240 and 250 Rd will be closed for bridge replacement for approximately 2-3 months beginning on July 5th. He also reported on overlaying on the Coursen Grove Road. Federal Funding for bridges was discussed. Concrete bids were to be opened but there were no bids submitted.

Mike Cooper made motion for Jim Marshall to be voting delegate for Mitchell County at the Kansas Association of Counties meeting in November. Motion was seconded by Tom Claussen and carried by unanimous vote. Chairman Marshall then appointed Mike Cooper and Tom Claussen to be 2<sup>nd</sup> and 3<sup>rd</sup> alternate voting delegates.

The meeting was adjourned at 10:00 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

\_\_\_\_\_ Jim Marshall, Chairman

ATTEST: \_\_\_\_\_ Chris Treaster, Mitchell County Clerk

## July 10, 2017

The Mitchell County Commissioners met in formal session on Monday, July 10, 2017 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Jim Marshall and members Tom Claussen and Mike Cooper. Also present was Terry Bailey, KSVV Radio; Chad Hallack, KDNS Radio; Jason Rabe, Beloit City Manager; and Heather Hartman, Community Development Director.

The meeting was called to order at 8:30 and the Pledge of Allegiance was recited.

The minutes of the July 3, 2017 meeting and were approved as written on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

Since the Clerk will be absent on July 24<sup>th</sup> the commission decided to cancel the meeting on that date and hold their meeting on the 31<sup>st</sup>.

The elevator in the Courthouse will be closed for repairs and upgrades beginning July 17<sup>th</sup> for 2-3 weeks.

A Neighborhood Revitalization application was approved for Clint Heller in the amount of \$200,000 on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote.

Kelly Hawk, EMS Director, met with the commission and provided his regular monthly report. New ambulance units were discussed.

Cortney Murrow, County Health Administrator, met with the commission for approval of WIC contract services for dietician services with Jewell and Ottawa Counties which was approved on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

Treasurer Yvonne Melton requested a 5-minute executive session for non-elected personnel which was granted on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote. Session began at 9:30 and ended at 9:35 with no decisions made in executive session.

Treasurer Yvonne Melton brought up the fact that her books are not balancing with what the Clerk's Office has been providing her for payroll withholding ACH withdrawals. The issues will be researched by the Clerk's Office and phone calls will be made to KPERS to find out why they have taken out more money than reported each month.

The meeting was adjourned at 10:05 on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote.

\_\_\_\_\_  
Jim Marshall, Chairman

ATTEST: \_\_\_\_\_ Chris Treaster, Mitchell County Clerk

**July 17, 2017**

The Mitchell County Commissioners met in formal session on Monday, July 17, 2017 at 8:30 a.m. in the Commissioner’s Room of the Mitchell County Courthouse. Present were Chairman Jim Marshall and members Tom Claussen and Mike Cooper. Also present was Terry Bailey, KSVV Radio; Chad Hallack, KDNS Radio; and Jason Rabe, Beloit City Manager.

The meeting was called to order at 8:30 and the Pledge of Allegiance was recited.

The minutes of the July 10, 2017 meeting and were approved as written on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

Dale Housh, Public Works Director, reported that it will cost approximately \$12,700 for the underwater inspection of the Brock and Causeway Bridges. They have hit a rock ledge on the K Road bridge and it is taking longer than expected to drive the pilings. There are 32 pilings that need to be driven. The overlay on the Feedlot Road will be started today. Mike Cooper made motion to approve the bridge inspections which was seconded by Tom Claussen and carried by unanimous vote.

County Clerk Chris Treaster informed that commission that the county’s Standard and Poors rating had increased to aa-. This is a very good rating.

The dates and times for the fire district and county budget hearings was set for August 31<sup>st</sup> at 9:30 and 10:00 a.m. The commission and those present, Yvonne Melton, Melinda Latham, Tami Eck, and Dale House and Karm Princ, along with auditor Jeff Reece worked on the preparation of the county’s 2018 budget. It was noted that Blue Cross representative Kelly Leister had informed Commissioner Tom Claussen that the county should plan for a 25% increase in health insurance costs. All budgets with payroll had to be amended for this change.

The meeting was adjourned at 1:00 on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote.

\_\_\_\_\_ Jim Marshall, Chairman

ATTEST: \_\_\_\_\_ Chris Treaster, Mitchell County Clerk

**July 24, 2017**

The Mitchell County Commissioners did not meet on Monday, July 24, 2017

\_\_\_\_\_ Jim Marshall, Chairman

ATTEST: \_\_\_\_\_ Chris Treaster, Mitchell County Clerk

## July 31, 2017

The Mitchell County Commissioners met in formal session on Monday, July 31, 2017 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Jim Marshall and members Tom Claussen and Mike Cooper. Also present was Terry Bailey, KSVV Radio; Chad Hallack, KDNS Radio; Heather Hartman, Community Development Director; and Jason Rabe, Beloit City Manager.

The meeting was called to order at 8:30 and the Pledge of Allegiance was recited.

The minutes of the July 17 and July 24, 2017 meeting and were approved as written on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

Heather Hartman, Community Development Director stated that she had given a job description for her position to Osborne County as they were wanting to find someone for the County there for development. Solomon Valley Community Foundation Grant applications are due tomorrow. Mitchell County is making application for 15 AED's to be placed in various locations and with emergency entities within Mitchell County. The County and/or its departments will be responsible for paying for half the cost of the AED units. The Dane Hansen Foundation will be giving \$400,000 in \$100,000 increments over the next four years if the entities will provide a strategic plan.

Kelly Leister, Blue Cross & Blue Shield representative, presented the commission with a review of claims from last September to June 30<sup>th</sup> for their review and to perhaps get a better handle on why rates would be increasing. Overall, Mitchell County's usage was not up substantially.

The commission approved and signed the Management Representation letter for Lindburg Vogel Pierce Faris Chtd for the 2016 audit on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote.

The public hearing for Fire Districts 1, 2, and 3 was opened at 9:30 on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote. No one was present for the hearing and it was closed at 9:45 and the Fire Districts' budgets on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote.

The hearing for the Mitchell County budget was opened at 10:00 on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote. No one was present for the hearing and it was closed at 10:15 and the budget and resolution for Fire District 2 was passed on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

The meeting was adjourned at 10:18 on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote.

\_\_\_\_\_  
Jim Marshall, Chairman

ATTEST: \_\_\_\_\_ Chris Treaster, Mitchell County Clerk

## August 7, 2017

The Mitchell County Commissioners met in formal session on Monday, August 7, 2017 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Jim Marshall and members Tom Claussen and Mike Cooper. Also present was Terry Bailey, KSVV Radio

The meeting was called to order at 8:30 and the Pledge of Allegiance was recited.

The minutes of the July 31, 2017 meeting and were approved as written on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

Jeff Roberg, IT Director, requested, and was granted, a 15-minute executive session for trade secrets of a corporation on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote. Session began at 8:35 and ended at 8:50 with no decisions made in executive session.

Public Works Director Dale Housh met with the commission and provided updates to his department's activities. He stated that they are patching roads, working on the K-Rd bridge and he also needed a signature for a contract on the Causeway Project.

The commission approved Resolution 4-17 regarding the Solid Waste Management Plan for the NCK region on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote.

The meeting was adjourned at 9:45 on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

\_\_\_\_\_ Jim Marshall, Chairman

ATTEST: \_\_\_\_\_ Chris Treaster, Mitchell County Clerk

## August 14, 2017

The Mitchell County Commissioners met in formal session on Monday, August 14, 2017 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Jim Marshall and members Tom Claussen and Mike Cooper. Also present was Terry Bailey, KSVV Radio, Heather Hartman, Community Development Director, and Jason Rabe, Beloit City Manager.

The meeting was called to order at 8:30 and the Pledge of Allegiance was recited.

The minutes of the August 7, 2017 meeting and were approved as written on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

Nicole McDaniel, NCRPC, presented the commission with a contract for services with NCRPC if the County receives a Heritage Trust Grant for exterior renovation of the Courthouse. There is no charge for the grant application. The commission agreed to the contract provisions on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote. She also informed the commission that the grants will be awarded in February.

EMS Director Kelly Hawk met with the commission with his regular monthly report. He also reported that the cardiac monitors purchased from Phillips were currently under recall and they are having problems with the ones purchased several years ago and the company is dragging its feet on making the necessary upgrades. After discussion the commission voted, on motion by Tom Claussen, to purchase two Zoll monitors in the amount of \$65,527. Motion was seconded by Mike Cooper and carried by unanimous vote.

A Neighborhood Revitalization application was approved for David & Janet Wilkey in the amount of \$20,000 on motion by Mike Cooper and seconded by Tom Claussen.

Community Development Director Heather Hartman provided a report and overview of the "First Impressions" tour of Beloit. There were many helpful suggestions to make the area more user friendly such as signage to certain venues, etc. There were also many good comments about the community.

Wanda Backstrom, DOC Community Corrections presented the 2017 Outcome Report to the commission. She stated that they did not meet the 75% success rate but had not been notified of losing any funding due to not meeting the standard set by the State of Kansas. The commission accepted the report on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote.

The meeting was adjourned at 10:05 on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote.

\_\_\_\_\_  
Jim Marshall, Chairman

ATTEST: \_\_\_\_\_ Chris Treaster, Mitchell County Clerk

## August 21, 2017

The Mitchell County Commissioners met in formal session on Monday, August 21, 2017 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Jim Marshall and members Tom Claussen and Mike Cooper. Also present was Terry Bailey, KSVV Radio, Chad Hallack, KDNS Radio; Heather Hartman, Community Development Director, and Jason Rabe, Beloit City Manager.

The meeting was called to order at 8:30 and the Pledge of Allegiance was recited.

The minutes of the August 14, 2017 meeting and were approved as amended on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

Public Works Director Dale Housh reported that his department is still proceeding on the K-Rd Bridge but will need to pull the crew from that project to work on overlaying roads as all hands are needed to do the chip/seal project. Mr. Housh is waiting on a bid from Caterpillar for a backhoe before he presents the bids to the commission. A belly-dump trailer was discussed. Mr. Housh was going to investigate costs, etc.

Tom Claussen stated that he had discussed the renovation and upkeep on the Little Red Schoolhouse Building in the roadside park on Highway 24. There seems to be quite an interest in the community to keep the roadside attraction but no one will step up and volunteer to take on the project. Commissioner Claussen suggested that the County and City allow workers time during working hours to do repairs and maintenance to the building to seal it up before winter. Commissioner Marshall wondered if it was worth the time and money to repair the building if it will just fall back into disrepair if no one volunteers to make the schoolhouse an ongoing project.

Tammy Kimminau and Harold Heidrick met with the commission to provide an update on Solomon Valley Transportation. Mrs. Kimminau reported that they had recently purchased a handicapped accessible mini-van. They are making numerous trips and have logged many miles this past year. The program seems to be working very well for those who utilize its services. This service is available to anyone. SVT is working on connecting to another transportation bus which goes from Concordia to Salina and back to Concordia to see if that will work.

A Neighborhood Revitalization Application was approved for AJ & Karlene Baxa in the amount of \$350,000 on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

The meeting was adjourned at 9:40 on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote. The commission then met City Manager Jason Rabe at the Little Red Schoolhouse for a tour of the building.

\_\_\_\_\_  
Jim Marshall, Chairman

ATTEST: \_\_\_\_\_ Chris Treaster, Mitchell County Clerk



## August 28, 2017

The Mitchell County Commissioners met in formal session on Monday, August 28, 2017 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Jim Marshall and members Tom Claussen and Mike Cooper. Also present was Terry Bailey, KVSV Radio, Chad Hallack, KDNS Radio; Heather Hartman, Community Development Director, and Jason Rabe, Beloit City Manager.

The meeting was called to order at 8:30 and the Pledge of Allegiance was recited.

The minutes of the August 21, 2017 meeting and were approved as written on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

Sheriff Tony Perez and Deputy Luke Deneke discussed the Special Response Team or SRT. They asked the commission to sign a memorandum of understanding regarding the team which consists of 12 members from 6 counties. There are also two members who are paramedics. The Counties involved are Osborne, Smith, Mitchell, Ottawa, Jewell and Clay. The commission approved and signed the MOU on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

Community Development Director Heather Hartman reported that there had been Dane Hansen grants awarded to several entities in the county to purchase AED devices. There will be 15 devices purchased to be placed around the county.

Nichole McDaniel, NCRPC, discussed the Heritage Trust Fund Grant for the county.

Neighborhood Revitalization Applications were approved for Michael Brummer in the amount of \$270,985 and for LeSage Designs in the amount of \$230,000 on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

Kathy Webster, Pawnee Mental Health, requested that the commission proclaim September as "Recovery Month" which was done on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote.

The meeting was adjourned at 9:40 on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

\_\_\_\_\_  
Jim Marshall, Chairman

ATTEST: \_\_\_\_\_ Chris Treaster, Mitchell County Clerk

## September 5, 2017

The Mitchell County Commissioners met in formal session on Tuesday, September 5, 2017 due to the Labor Day Holiday at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Jim Marshall and members Tom Claussen and Mike Cooper. Also present was Terry Bailey, KVSV Radio, Chad Hallack, KDNS Radio; Heather Hartman, Community Development Director, and Jason Rabe, Beloit City Manager.

The meeting was called to order at 8:30 and the Pledge of Allegiance was recited.

The minutes of the August 28, 2017 meeting and were approved as written on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

Public Works Director Dale Housh reported that they are still working on chip sealing the road south of Asherville. He will bring bids for a backhoe as soon as he receives one more. Work will continue on the K-Rd bridge when road sealing has been completed. The "lonely mile" road was worked, but became too soft to work on.

Community Development Director Heather Hartman discussed the ROZ (Rural Opportunity Program) in Mitchell County. After discussion, the commission increased the number of county sponsored participants from 6 to 8 on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

The meeting was adjourned at 9:45 on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote.

\_\_\_\_\_ Jim Marshall, Chairman

ATTEST: \_\_\_\_\_ Chris Treaster, Mitchell County Clerk

## September 11, 2017

The Mitchell County Commissioners met in formal session on Monday, September 11, 2017 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Jim Marshall and members Tom Claussen and Mike Cooper. Also present was Chad Hallack, KDNS Radio; Heather Hartman, Community Development Director, and Jason Rabe, Beloit City Manager.

The meeting was called to order at 8:30 and the Pledge of Allegiance was recited.

The minutes of the September 5, 2017 meeting and were approved as written on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

Dale Housh, Public Works Supervisor, and Casey Fraser, Foley Tractor Representative, met with the commission regarding price quotes for a backhoe. Mr. Housh was going to review the quotes and specifications and give the commission a recommendation.

Sheriff Tony Perez and Administrative Assistant Donna Schmitt met with the commission to discuss closing their separate checking account for their department and placing funds into their county account so there is oversight to the monies located there. This was suggested by the auditor. This will be taken care of at the first of the year.

Treasurer Yvonne Melton was also questioned about her special motor vehicle fund monies per information received from the auditor. Mrs. Melton stated that she had statutory authority to do with the money as she saw fit. After a call to the auditor the issue is only an accounting of the money through the county's check and balance system and the fund will be set up at the first of the year.

Heather Hartman presented a Resolution for the commission to approve and sign increasing the county's contribution from 6 to 8 persons. Motion to approve Resolution 2017-5 was made by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote.

EMS Director Kelly Hawk presented his regular monthly report. He also reported that the money from the grant for AED's will be in around the 27<sup>th</sup> of September. There was a problem with the transmission on one of the ambulance units. It has been repaired and there does not seem to be any serious damage.

Becky Snook, Communications Director, informed the commission that they had a radio problem and that a computer had gone out. It was over 5-years old and she has already ordered a replacement.

A Neighborhood Revitalization application was approved for Henk Family Trust in the amount of \$88,954 by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

The meeting was adjourned at 9:45 on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote.

\_\_\_\_\_  
Jim Marshall, Chairman

ATTEST: \_\_\_\_\_ Chris Treaster, Mitchell County Clerk

## September 18, 2017

The Mitchell County Commissioners met in formal session on Monday, September 18, 2017 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Jim Marshall and members Tom Claussen and Mike Cooper. Also present was Chad Hallack, KDNS Radio; and Terry Bailey, KSVV Radio.

The meeting was called to order at 8:30 and the Pledge of Allegiance was recited.

The minutes of the September 11, 2017 meeting and were approved as written on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

Dale Housh, Public Works Supervisor, and Casey Fraser, Foley Tractor Representative, met with the commission regarding price quotes for a backhoe. After discussion, it was decided to purchase the Caterpillar backhoe from Foley equipment and keep the old backhoe as the trade allowance was not enough to trade in. Tom Claussen made motion to purchase the Cat 430F2 backhoe from Foley Equipment for \$116,758 with no trade. Mike Cooper seconded the motion and it carried by unanimous vote. Mr. Housh stated that there had been an accident with a semi-truck on the Hunter Road while they were mowing. No one was injured and the mower and tractor received very little, if any, damage. After looking for a belly dump trailer at the commissioner's suggestion Mr. Housh recommended the purchase of a 34' trailer from R&D Quality Trailers which was made into a motion by Mike Cooper at a cost of \$31,850. Tom Claussen seconded and the motion carried by unanimous vote. The commission recommended changing the wheels and tires.

Rick Horn, Emergency Management Director, reported on his trip to assist with hurricane damage in Houston, TX. He stated that the damage was unbelievable and described what duties he performed while he was there.

Fred Sibley questioned the commission about tall weeds along roads and the danger of deer jumping out in front of cars. The commission informed Mr. Sibley that mowing is currently being done around the county.

The meeting was adjourned at 9:30 on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

\_\_\_\_\_  
Jim Marshall, Chairman

ATTEST: \_\_\_\_\_ Chris Treaster, Mitchell County Clerk

## September 25, 2017

The Mitchell County Commissioners met in formal session on Monday, September 25, 2017 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Jim Marshall and members Tom Claussen and Mike Cooper. Also present was Chad Hallack, KDNS Radio; Terry Bailey, KVSV Radio; and Jason Rabe, Beloit City Manager.

The meeting was called to order at 8:30 and the Pledge of Allegiance was recited.

The minutes of the September 18, 2017 meeting and were approved as written on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

Sheriff Tony Perez met with the commission to discuss the purchase of a new vehicle for his department. After discussion Mike Cooper made motion to purchase a 2018 Dodge Durango AWD SSV for \$31,674. Motion was seconded by Tom Claussen and carried by unanimous vote. There will be no trade-in and the 2010 Tahoe will be put on Purple Wave for sale.

The commission voted to nominate Gary Caspers as representative for the NC District on the KWORCC board on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote. Voting delegates for the KWORCC annual meeting at KAC are Jim Marshall with Tom Claussen as alternate on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

The commission was notified by FHAAA that Jay Rowh's last term is up and they are seeking a new board member to replace him.

The meeting was adjourned at 9:40 on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote.

\_\_\_\_\_ Jim Marshall, Chairman

ATTEST: \_\_\_\_\_ Chris Treaster, Mitchell County Clerk

**October 2, 2017**

The Mitchell County Commissioners met in formal session on Monday, October 2, 2017 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Jim Marshall and members Tom Claussen and Mike Cooper. Also present was Terry Bailey, KSVV Radio; and Jason Rabe, Beloit City Manager.

The meeting was called to order at 8:30 and the Pledge of Allegiance was recited.

The minutes of the September 25, 2017 meeting and were approved as written on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

Jerry Boettcher met with the commission to discuss the future of the Little Red Schoolhouse. Mr. Boettcher's father, Harold, was instrumental in founding the building, etc. along with other individuals and Mr. Boettcher has pledged to donate money to get the building back into usable condition if someone will provide labor and willingness to check and maintain the building going forward. Mr. Boettcher stated that he would appreciate any and all ideas concerning the building, either by the city or county.

Becky Snook, Communications, requested a 10-minute executive session to discuss non-elected personnel which was granted on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote. Session began at 9:00 and ended at 9:10 when it was extended 5-minutes on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote. Session ended at 9:15 with no decisions made in executive session. Ms. Snook discussed the new 911 system and its capability to receive 911 texts.

Larry Sharp, KCAMP, provided the KCAMP usage report to the commission.

Nichole McDaniel, NCRPC, met with the commission to discuss the Heritage Trust grant for tuck pointing and cleaning the outside of the Courthouse. Ms. McDaniel stated that since the county had installed replacement windows not approved by the historical society nor asked for an appeal they may have difficulty receiving a grant. They can, however, give tax credits for individuals who want to get tax credit for contributions to the repair of the building. It was decided to pursue the grant.

The commission appointed Tom Claussen as voting delegate to the KCAMP meeting and Mike Cooper as alternate.

Mike Cooper made motion to retain Lindburg, Vogel, Pierce, Faris as auditors for Mitchell County in 2018. Motion was seconded by Tom Claussen and carried by unanimous vote.

The commission received a proclamation from Cloud County and declared October as Downs Syndrome Awareness Month on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote.

Commissioner Claussen discussed the meeting he attended in Concordia regarding the Tyson Chicken plant.

The meeting was adjourned at 10:30 on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote.

\_\_\_\_\_ Jim Marshall, Chairman

ATTEST: \_\_\_\_\_ Chris Treaster, Mitchell County Clerk

**October 9, 2017**

The Mitchell County Commissioners met in formal session on Monday, October 9, 2017 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Jim Marshall and members Tom Claussen and Mike Cooper. Also present was Heather Hartman, Community Development Director.

The meeting was called to order at 8:30 and the Pledge of Allegiance was recited.

The minutes of the October 2, 2017 meeting and were approved as written on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote.

County Clerk Chris Treaster requested, and was granted, a 10-minute executive session for non-elected personnel on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote. Session began at 9:35 and ended at 9:45 with no decisions made in executive session.

Community Development Director Heather Hartman reported that the Dane Hansen Grant for AED's in Mitchell County has been received. Match money will need to be received by the County from the entities that participated in purchasing the AED's before they can be paid for. Kelly Hawk will be in charge of ordering the units. The Strategic Doing meeting held last week was a success. Ms. Hartman reported approximately 140 people attended this event. Ms. Hartman also reported on several conferences she had recently attended.

EMS Director Kelly Hawk presented his regular monthly report to the commission.

Kelly Leister, Blue Cross and Blue Shield representative provided health insurance renewal information for 2018 to the Commission. The cost of the plan is only increasing an average of 2%. The commission renewed the policy for 2018 on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote.

The meeting was adjourned at 10:05 on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote.

\_\_\_\_\_ Jim Marshall, Chairman

ATTEST: \_\_\_\_\_ Chris Treaster, Mitchell County Clerk

## October 16, 2017

The Mitchell County Commissioners met in formal session on Monday, October 16, 2017 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Jim Marshall and members Tom Claussen and Mike Cooper. Also present was Jason Rabe, Beloit City Manager, Terry Bailey, KSVS Radio, Chad Hallack, KDNS Radio and Heather Hartman, Community Development Director.

The meeting was called to order at 8:30 and the Pledge of Allegiance was recited.

The minutes of the October 9, 2017 meeting and were approved as written on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

Dale Housh, Public Works Director, reported that the painting machine for road lines has seen better days. He also stated that there is a company that will paint lines from Nebraska that may be a better and cheaper alternative to a new machine. Work will be done by the Vo-Tech on roads in Lulu Township this fall. The bridge on K-Rd will hopefully be completed by the end of this month depending on the weather.

A Neighborhood Revitalization Application was approved for Tom & Karen Stover in the amount of \$15,727 on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

The commission signed a letter of support for Solomon Valley Transportation for a grant on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote.

Heather Hartman reported on the ROZ program and the invoice received by Mitchell County. She also reported on several meetings recently attended.

The Clerk was asked to draft a letter of support for Kyle Railroad for a National Infrastructure grant for rail repairs.

Treasurer Yvonne Melton requested a 5-minute executive session for Trade Secrets of a Corporation which was granted on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote. Clerk was asked to remain in session. Session began at 9:30 and ended at 9:35 with no decisions made in executive session.

Tom Claussen made motion to continue the Select Account Medical Reimbursement program. Motion was seconded by Jim Marshall and carried by unanimous vote.

The meeting was adjourned at 9:45 on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

\_\_\_\_\_  
Jim Marshall, Chairman

ATTEST: \_\_\_\_\_ Chris Treaster, Mitchell County Clerk



**October 23, 2017**

\*There was No Meeting on October 30, 2017

The Mitchell County Commissioners met in formal session on Monday, October 23, 2017 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Jim Marshall and members Tom Claussen and Mike Cooper. Also present was Jason Rabe, Beloit City Manager, Terry Bailey, KSVV Radio, and Heather Hartman, Community Development Director.

The meeting was called to order at 8:30 and the Pledge of Allegiance was recited.

The minutes of the October 16, 2017 meeting and were approved as written on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

Nichole McDaniel, NCRPC brought a final copy of the application for the Heritage Trust Grant. The commission signed the assurances on the grant on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote. The grants will be awarded in February and tax credits will not be issued until the grant is or is not awarded.

Stuart Porter, Schwab-Eaton Engineers, reported that the bridge on the Jewell-Mitchell County line in need of replacement has been awarded funding from the State. He also stated that there will need to be an official Interlocal Agreement between Jewell and Mitchell Counties concerning this project. Mr. Porter was going to contact the County Attorney to draw up the agreement. Mr. Porter also informed the commission that his firm will be the engineer for Bridge PL3 replacement which was accepted by the commission on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote.

The meeting was adjourned at 9:30 on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote.

\_\_\_\_\_ Jim Marshall, Chairman

ATTEST: \_\_\_\_\_ Chris Treaster, Mitchell County Clerk

October 30, 2017

The Mitchell County Commissioners did not meet in formal session on Monday,  
October 30, 2017

\_\_\_\_\_ Jim Marshall, Chairman

ATTEST: \_\_\_\_\_ Chris Treaster, Mitchell County Clerk

**November 6, 2017**

The Mitchell County Commissioners met in formal session on Monday, November 6, 2017 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Jim Marshall and members Tom Claussen and Mike Cooper. Also present was Jason Rabe, Beloit City Manager, Terry Bailey, KSVS Radio, Chad Hallack, KDNS Radio, Beloit Chief of Police Dave Elam, and Heather Hartman, Community Development Director.

The meeting was called to order at 8:30 and the Pledge of Allegiance was recited.

The minutes of the October 23, 2017 meeting and waiver of meeting on October 30, 2017 were approved as written on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

Public Works Director Dale Housh reported that the bridge on K-Rd has been completed. They also replaced a bridge on the Palen Road. The Vo-Tech is working on roads and ditches in Lulu Township. There is a bridge that needs work in Blue Hill Township a mile west of the Victor Road. They are working on the loader to see why there is metal showing up in the oil.

Cortney Murrow and Lisa Blad, County Health, requested, and were granted, a 10-minute executive session for non-elected personnel on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote. Session began at 8:45 and ended at 8:55 when it was extended 5-minutes on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote. Session ended at 9:00 with no decisions made in executive session.

Sheriff Tony Perez, Communications Director Becky Snook, and IT Jeff Roberg met with the commission to discuss changing from Global to Enterpol by Huber & Associates for networking. This switch will allow sharing of information between counties for the Sheriff, Beloit Police Department and Communications. The departments involved also commented that Global was not providing support services up to the standard of the costs paid for those services. The commission voted, on motion by Mike Cooper and seconded by Tom Claussen to purchase the Enterpol system from Huber & Associates in the amount of \$86,000. Motion carried by unanimous vote.

Community Development Director Heather Hartman reported that the annual report for the Solomon Valley Community Foundation is available and provided copies for the commission and the press. They are working on the capital campaign. There will be a second strategic doing meeting on November 29<sup>th</sup> at the Vo-Tech.

A Neighborhood Revitalization application was approved for Mike Lake, West Place, in the amount of \$16,808 on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

EMS Director Kelly Hawk met with the commission and requested and was granted a 15-minute executive session for non-elected personnel on motion by Tom Claussen and seconded by Mike Cooper. Session began at 9:45 and ended at 10:00 with no decisions made in executive session.

The meeting was adjourned at 10:10 on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote.

\_\_\_\_\_  
Jim Marshall, Chairman

ATTEST: \_\_\_\_\_ Chris Treaster, Mitchell County Clerk

**November 13, 2017**

The Mitchell County Commissioners met in formal session on Monday, November 13, 2017 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Jim Marshall and members Tom Claussen and Mike Cooper. Also present was Jason Rabe, Beloit City Manager, Terry Bailey, KSVR Radio, Chad Hallack, KDNS Radio, and Heather Hartman, Community Development Director.

The meeting was called to order at 8:30 and the Pledge of Allegiance was recited.

The minutes of the November 6, 2017 meeting were approved as written on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

Eric Hamel, Assistant Director of EMS, requested, and was granted a 15-minute executive session for non-elected personnel on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote. Clerk was asked to remain in session. Session began at 8:35 and ended at 8:50 when it was extended 5-minutes and Kelly Hawk was asked to join session on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote. Session ended at 8:55 with no decisions made in executive session. The commission announced that Kelly Hawk had resigned his position as Director of EMS for family reasons and that Eric Hamel will be the new director beginning November 27, 2017.

Kelly Hawk, EMS, provided his regular monthly report.

Beloit City Manager Jason Rabe met with the commission to discuss the sharing of GIS information from the County to the City for their use with a system provided by GIS Workshop. The commission stated that they felt that any way the city and county could work together that it would be beneficial. Mr. Rabe still had to make the proposal to the City Council. Jerry Boettcher joined Mr. Rabe's session to discuss the Little Red Schoolhouse project. He reiterated that his family/business would pay for the repairs to the building if the city and county workers would provide labor. He also stated that he would like to have an organized committee for the building to guarantee its upkeep and function. The commission agreed that they would participate.

The meeting was adjourned at 10:00 on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

The commission reconvened to canvass the November 7, 2017 City/School/Extension General Election. Finding no appreciable errors or omissions the results were declared official.

\_\_\_\_\_ Jim Marshall, Chairman

ATTEST: \_\_\_\_\_ Chris Treaster, Mitchell County Clerk

**November 20, 2017**

The Mitchell County Commissioners met in formal session on Monday, November 20, 2017 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Jim Marshall and member Tom Claussen. Mike Cooper was absent. Also present was Jason Rabe, Beloit City Manager, Terry Bailey, KSVS Radio, Chad Hallack, KDNS Radio, and Heather Hartman, Community Development Director.

The meeting was called to order at 8:30 and the Pledge of Allegiance was recited.

The minutes of the November 13, 2017 meeting were approved as written on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

There was a coin-toss to determine the winner of the mayor's race in Simpson. Tim Bell was heads and Bill Bergmann was tails. Tails was the winner.

The commission discussed their recent KAC Conference in Overland Park, KS. They thought it was very good.

Dale Housh and Stuart Porter, Schwab-Eaton, met with the commission and Mr. Porter presented the commission with a document to send to the State informing them of the bridge on the Jewell-Mitchell County Line. They will need to have an interlocal agreement with Jewell County prior to the form being submitted. Mr. Housh brought bids for a new mower for their tractor. There were two bids: Rhino mower for \$32,111 less trade-in allowance of \$19,586 for a difference of \$15,525; John Deere mower for \$26,221 with a trade-in allowance of \$14,981 for a difference of \$11,240. The commission approved the purchase of the Rhino mower as it was bigger and has a heavier gear box on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Cortney Murrow, County Health Administrator, met with the commission and requested a 15-minute executive session for non-elected personnel. Session was granted on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. Session began at 9:00 and ended at 9:15 with no decisions made in executive session. Mrs. Murrow stated that they will be looking for a replacement car for her department and it was also announced she will be assisting Jewell County's Health Department until they hire a new director.

Eric Hamel, EMS, met with the commission and requested a 15-minute executive session for non-elected personnel which was granted on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. Session began at 9:20 and ended at 9:35 with no decisions made in executive session. Mr. Hamel announced that Missy McGinnis would be the new Assistant Director for EMS beginning November 27.

The meeting was adjourned at 9:45 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

\_\_\_\_\_ Jim Marshall, Chairman

ATTEST: \_\_\_\_\_ Chris Treaster, Mitchell County Clerk

## November 27, 2017

The Mitchell County Commissioners met in formal session on Monday, November 27, 2017 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Jim Marshall and members Tom Claussen and Mike Cooper. Also present was Jason Rabe, Beloit City Manager, Chad Hallack, KDNS Radio, and Heather Hartman, Community Development Director.

The meeting was called to order at 8:30 and the Pledge of Allegiance was recited.

The minutes of the November 20, 2017 meeting were approved as written on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

Mike Cooper made motion to approve the agreement between the County and Schwab-Eaton for engineering services for the bridge replacement on the Jewell County line. Tom Claussen seconded and the motion carried by unanimous vote.

The commission approved the memorandum to keep KCAMP Insurance for a period of three-years with a rate guarantee not to exceed 5% on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

A Neighborhood Revitalization application for Jason Golly d/b/a Gold Standard Farms, was approved for \$3,407,224 on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote. An application was also approved for Eddie & Charlie Green for \$80,000 on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

The meeting was adjourned at 9:15 on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

\_\_\_\_\_ Jim Marshall, Chairman

ATTEST: \_\_\_\_\_ Chris Treaster, Mitchell County Clerk

## December 4, 2017

The Mitchell County Commissioners met in formal session on Monday, December 4, 2017 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Jim Marshall and members Tom Claussen and Mike Cooper. Also present was Jason Rabe, Beloit City Manager, Chad Hallack, KDNS Radio, and Heather Hartman, Community Development Director.

The meeting was called to order at 8:30 and the Pledge of Allegiance was recited.

The minutes of the November 27, 2017 meeting were approved as written on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

Frank & Michael Ohsat met with the commission to have them allow the Ohsat's to move an 18,000-gallon anhydrous ammonia tank from Hunter to their location in Carr Creek Township in Section 32-7-10. The commission approved the request on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

Dale Housh, Public Works, gave the commission an update on their projects and also presented them with an interlocal agreement with Jewell County for the bridge project on the Jewell-Mitchell County line. Agreement was approved on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

Eric Hamel, EMS Director, met with the commission and asked for permission to buy 17 reflective coats for his department at a cost of \$375 each. The commission advised Mr. Hamel to look around first to see if he could find a cheaper option. Mr. Hamel requested and was granted a 10-minute executive session for non-elected personnel on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote. Session began at 8:50 and ended at 9:00 with no decisions made in executive session.

Jeff Roberg, IT, met with the commission and requested an executive session for security issues for 15-minutes which was granted on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote. Session began at 9:10 and ended at 9:25 with no decisions made in executive session.

The meeting was adjourned at 9:30 on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote.

\_\_\_\_\_  
Jim Marshall, Chairman

ATTEST: \_\_\_\_\_ Chris Treaster, Mitchell County Clerk

The commission and County Clerk, along with Heather Hartman, attended the Multi-County meeting in Smith Center. Discussion centered around county owned and/or operated landfill/transfer stations. IT personnel was also discussed.

**December 11, 2017**

The Mitchell County Commissioners met in formal session on Monday, December 11, 2017 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Jim Marshall and members Tom Claussen and Mike Cooper. Also present was Jason Rabe, Beloit City Manager, Chad Hallack, KDNS Radio, and Heather Hartman, Community Development Director.

The meeting was called to order at 8:30 and the Pledge of Allegiance was recited.

The minutes of the December 4, 2017 meeting were approved as written on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

Eric Hamel, EMS Director, provided the commission with the regular monthly report.

Dale Housh, Public Works, questioned the commission on prepayment of chips and fuel. He also asked about purchasing shoulder rock. The commission advised him to do whatever he felt was appropriate.

Community Development Director Heather Hartman gave an update of recent activities that she is involved in.

The meeting was adjourned at 9:30 on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote.

\_\_\_\_\_ Jim Marshall, Chairman

ATTEST: \_\_\_\_\_ Chris Treaster, Mitchell County Clerk



**December 18, 2017**

The Mitchell County Commissioners met in formal session on Monday, December 18, 2017 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Jim Marshall and members Tom Claussen and Mike Cooper. Also present was Jason Rabe, Beloit City Manager, Chad Hallack, KDNS Radio, and Heather Hartman, Community Development Director.

The meeting was called to order at 8:30 and the Pledge of Allegiance was recited.

The minutes of the December 11, 2017 meeting were approved as written on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

Commissioner Mike Cooper requested a 15-minute executive session for non-elected personnel. Motion was seconded by Tom Claussen and carried by unanimous vote. Session began at 8:35 and ended at 8:50 at which time it was extended 10-minutes on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote. Session ended at 9:00 with no decisions made in executive session.

Bill Bunger, Fire District #3, informed the commission of the fire district's intent to purchase a new quick response vehicle begin a Ford 4x4 pickup which will be retrofitted with a tank. They will finance the project with a municipal lease from on the financial institutions in Beloit.

Mike Cooper made motion to approve the 2018 contract for services with Pawnee Mental Health. Motion was seconded by Tom Claussen and carried by unanimous vote.

The commission will meet on December 29<sup>th</sup> for end of year business and will not meet the first week of January, 2018.

The meeting was adjourned at 9:35 on motion by Mike Cooper and seconded by Tom Claussen. Motion carried by unanimous vote.

\_\_\_\_\_ Jim Marshall, Chairman

ATTEST: \_\_\_\_\_ Chris Treaster, Mitchell County Clerk

**December 29, 2017**

The Mitchell County Commissioners met in formal session on Friday, December 29, 2017 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Jim Marshall and members Tom Claussen and Mike Cooper. Also present was Chad Hallack, KDNS Radio.

The meeting was called to order at 8:30 and the Pledge of Allegiance was recited.

The minutes of the December 18, 2017 meeting were approved as written on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

Chairman Jim Marshall brought up renewing the MCHHS Endowment Committee Trustees Brian Eilert, Janice Peters, and Brian Dillner. Tom Claussen made the motion to approve them for another term. Mike Cooper seconded the motion. Motion carried by unanimous vote.

Tom Claussen made the motion to renew the MCHHS Hospital Board Trustees Brad Eilert and Bridget Gasper; and for Jerrica King to take the place of Michael Heller. Motion was seconded by Mike Cooper. Motion carried by unanimous vote.

Chairman Jim Marshall stated that the County of Mitchell would like to thank Michael Heller for his 27 years of service as hospital board trustee.

Tom Claussen made the motion to approve the \$.50 per hour raise for all full-time employees and the annual salary of \$37,200 for Jeff Roberg. Motion was seconded by Mike Cooper. Motion carried by unanimous vote.

Tom Claussen made the motion that the salaries of the three County Commissioners remain the same as their 2017 rate. Mike Cooper seconded the motion. Motion carried by unanimous vote.

Jim Marshall made a motion at 8:40 a.m. to go into work session until 9:00 a.m. Motion was seconded by Mike Cooper. Motion carried by unanimous vote. Let the record show that Jim Marshall signed warrants during the work session.

The meeting was brought back in session at 9:00 a.m. by Jim Marshall.

Karm Princ and Dale Housh were present from the Public Works Department. Karm said she had talked to the county auditor the day before and that he had approved the \$775,000 in transfers for their department: \$300,000 from Road & Bridge to Special Highway Improvement; \$200,000 from Road & Bridge to Special Machinery; and \$275,000 from Road & Bridge to Capital Outlay. Mike Cooper made the motion to approve the transfers. Motion was seconded by Tom Claussen. Motion carried by unanimous vote.

A lease agreement between the Solomon Rapids Fire District #3 and Guaranty State Bank had been brought in to the Treasurer's Office the day before so the Treasurer brought them in to the Commissioners. Mike Cooper made the motion for Jim Marshall to approve and sign the lease agreement. Motion was seconded by Tom Claussen. Motion carried by unanimous vote.

At 9:53 a.m. Mike Cooper made a motion to adjourn the meeting. Motion was seconded by Tom Claussen. Motion carried by unanimous vote.

\_\_\_\_\_ Jim Marshall, Chairman

ATTEST: \_\_\_\_\_ Chris Treaster, Mitchell County  
Clerk