



Commissioner Meeting Minutes

January 7, 2019 through Dec. 31, 2019

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Commissioner Meeting Minutes

January 7, 2019 through June 17, 2019

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January 7, 2019

The Mitchell County Commissioners met in formal session on Monday, January 7, 2019 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Tom Claussen and members Mike Cooper and Jim Marshall. Present also was 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 December 31, 2018 meeting were approved as written on motion by Jim Marshall and seconded by Mike Cooper. Motion carried by unanimous vote.

The commission voted to make January "Stalking Awareness Month" in Mitchell County on motion by Jim Marshall and seconded by Mike Cooper. Motion carried by unanimous vote.

Resolution 1-19 regarding the GAAP Waiver was approved on motion by Jim Marshall and seconded by Mike Cooper. Motion carried by unanimous vote.

Public Works Director Dale Housh, along with Engineer Stuart Porter of Schwab-Eaton, met with the commission concerning the bridge(s) on the Mitchell/Jewell County Line. There is a second bridge that will need repair prior to the Federal Project Jewell County agreed to earlier.

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

_____ Tom Claussen, Chairman

ATTEST: _____ Chris Treaster, Mitchell County Clerk

January 14, 2019

The Mitchell County Commissioners met in formal session on Monday, January 14, 2019 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Tom Claussen and members Mike Cooper and Jim Marshall. Present also was Terry Bailey, KSVV 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 January 7, 2019 meeting were approved as written on motion by Jim Marshall and seconded by Mike Cooper. Motion carried by unanimous vote.

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

Heather Hartman and Jason Rabe gave overviews of activities in their respective positions.

Tom Claussen was sworn in as 1st District County Commissioner by County Clerk Chris Treaster. Following the swearing in a new Chairman was named. Mike Cooper will be Chairman for 2019 with Jim Marshall serving as Vice-Chairman and Tom Claussen as a member at-large on motion by Mike Cooper and seconded by Jim Marshall. Motion carried by unanimous vote.

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

_____Mike Cooper, Chairman

ATTEST: _____ Chris Treaster, Mitchell County Clerk

January 22, 2019

The Mitchell County Commissioners met in formal session on Tuesday, January 22, 2019 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Mike Cooper and members Jim Marshall and Tom Claussen. Present also was 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 January 14, 2019 meeting were approved as written on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Dale Housh, Public Works Director, met with the commission along with Schwab-Eaton Engineer Stuart Porter. They discussed the two bridges on the JW-MC line. The commission had planned to go to Mankato to meet with the JW County Commissioners but rescheduled to February 11 due to inclement weather. Mr. Porter discussed the cost of the bridge project and stated that replacing the bridge with a 10' culvert would cost \$95,000 for the culvert alone.

Motion for a 10-minute executive session for trade secrets of a corporation was made by Jim Marshall and seconded by Tom Claussen and held with Jeff Holling, representative for Central Valley Ag. Motion carried by unanimous vote. Also included in session were Dale Housh and County Clerk Chris Treaster. Session began at 9:00 and ended at 9:10 with no decisions made in executive session.

A Neighborhood Revitalization application was approved for Blake and Linda Miller in the amount of \$47,332 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

The commission discussed an email from Dennis Lutgen regarding a plugged culvert at 210 and A Rd. Mr. Housh stated that he would look at it but there would be nothing they could do until it dried up.

The meeting was adjourned at 9:48 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 28, 2019

The Mitchell County Commissioners **did not meet** in formal session on Monday, January 28, 2019 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse for lack of agenda items.

February 4, 2019

The Mitchell County Commissioners met in formal session on Monday, February 4, 2019 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Acting Chairman Jim Marshall and member Tom Claussen, Commissioner Mike Cooper was absent. Present also was Terry Bailey, KSVV Radio; Heather Hartman, Mitchell County Economic 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 January 22, 2019 meeting and the waiver of meeting on January 28th were approved as written on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Dale Housh, Public Works Director, met with the commission and reported that the culvert that Dennis Lutgen had asked about was taken care of by Jewell County. They have finished overhauling TK22. There is a slip on the Ranch Road due to wet conditions. They are working on shoring up this slip.

A Neighborhood Revitalization application was approved for Central Valley Ag, Glen Elder Facility in the amount of \$5,881,453 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Eric Hamel, EMS Director, reported that he was changing his credit card provider to Kan-Pay as it will be less expensive than what they currently use. The commission agreed with the decision.

Heather Hartman and Jason Rabe gave updates on recent activities in their departments.

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

_____ Mike Cooper, Chairman

ATTEST: _____ Chris Treaster, Mitchell County Clerk

February 11, 2019

The Mitchell County Commissioners met in formal session on Monday, February 11, 2019 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Mike Cooper and members Jim Marshall and Tom Claussen. Present also was Terry Bailey, KVSU 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 4, 2019 meeting were approved as written on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Sheriff Tony Perez and Deputy Sheriff Matt Kuiak met with the commission to inform them of a Dane Hansen Grant they are seeking for in-car video systems. The amount of the system is \$40,435. The commission approved the application on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Stuart Porter, Schwab-Eaton, met with the commission to have them sign an agreement for bridge inspections for 2019. The two bridges on the JW-MC line will not be on the list as they will be replaced and both were fracture critical bridges. The contract was approved for bridge inspections not to exceed \$35,640 on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote. This does not include the Causeway or Fisherman's (Brock) Bridges.

Stan Deneke, Noxious Weed, presented the noxious weed report and plan to the commission. They approved and signed the plan on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Kent Miller, President of the Convention and Tourism Committee gave a report concerning upcoming plans and recent activities for their committee.

The commission expressed its condolences to Commissioner Cooper on the loss of his father, Howard Cooper.

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

Mike Cooper, Chairman

ATTEST: _____ Chris Treaster, Mitchell County Clerk

The Commission, County Clerk Chris Treaster, Public Works Director Dale Housh, and Stuart Porter, Schwab-Eaton, met with the Jewell County Commissioners and their Road and Bridge Supervisor at 11:30 to discuss the replacement of the bridge to the east of the KDOT bridge project on A Rd. After discussion with all parties involved it was tentatively decided that Jewell County would install a culvert in that location with Mitchell County doing demolition work on the current bridge and pay half the costs for the project. Jewell County was going to check on prices and availability on the size and length of culvert needed and let Mitchell County know what their plans will be on the March 11, 2019 Multi-County Meeting in Mankato.

February 19, 2019

The Mitchell County Commissioners met in formal session on Monday, February 11, 2019 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Mike Cooper and members Jim Marshall and Tom Claussen.

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

The minutes of the February 11, 2019 meeting were approved as written on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

Dale Housh, Public Works Director, brought a document for the commission to approve to request moving utilities for the bridge project on the JW/MC line. The document was approved on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

Eric Hamel, EMS Director, presented his regular monthly report.

Becky Snook, Communications/911 Director, met with the commission to request the purchase of two new headsets for Dispatch since the current units are over 10-years old. The commission approved the purchase of two headsets at a cost of \$3,068 on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote. Ms. Snook requested, and was granted, a 10-minute executive session for non-elected personnel on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. Session began at 9:37 and ended at 9:47 when it was extended 5-minutes on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. Session ended at 9:52 with no decisions made in executive session. The commission announced that they had given Communications/911 Director a \$2,500 per year increase in pay on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Larry Sharp, Member Services Representative for KCAMP, provided the commission with an update on Mitchell County's activities with their company and utilization of KCAMP's special programs.

The meeting was adjourned at 10:20 on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

_____ Mike Cooper, Chairman

ATTEST: _____ Chris Treaster, Mitchell County Clerk

A Department Head Meeting was held at 10:25. Those attending were:

Brian Streit, Clint Offutt, Stan Deneke, Melinda Latham, Tami Eck, Donna, Schmitt, Yvonne Melton, Becky Snook, Eric Hamel, Dale Housh, Chris Treaster and Lynne Imboden. Departments gave reports on activities in their departments.

February 25, 2019

The Mitchell County Commissioners **did not meet** in formal session on Monday, February 25, 2019 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse.

_____ Mike Cooper, Chairman

ATTEST: _____ Chris Treaster, Mitchell County Clerk

March 4, 2019

The Mitchell County Commissioners met in formal session on Monday, March 4, 2019 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Mike Cooper and members Jim Marshall and Tom Claussen. Also present was Terry Bailey, KSVV 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 February 19, 2019 meeting were approved as written and the waiver of meeting on February 25th on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

Dale Housh, Public Works Director, discussed the snow removal and the commission thanked him and his crew for the job they have done on the roads. There is a State Highway meeting in Abilene on April 3, 2019. The commissioners and Mr. Housh are planning to attend. Mr. Housh will attend the Multi-County Meeting next Monday in Mankato so they can further discuss the bridge replacement on the JW-MC line.

Emily Benedick, NCRPC, met with the commission to ask for their approval of a Resolution for a 5-year plan for the EPA on the NCRPC Economic Development Plan. The commission approved Resolution 2-2019 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

The commission requested Treasurer Yvonne Melton discuss plans for remodeling her office with them as her office was written up for safety violations by the Kansas Department of Labor in January. Ms. Melton has until March 25, 2019 to begin work on the office. Ms. Melton assured the commission she would begin the process.

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

_____ Mike Cooper, Chairman

ATTEST: _____ Chris Treaster, Mitchell County Clerk

March 11, 2019

The Mitchell County Commissioners met in formal session on Monday, March 11, 2019 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Mike Cooper and members Jim Marshall and Tom Claussen. Also present was Terry Bailey, KVSV 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 4, 2019 meeting were approved as written on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

Dale Housh, Public Works Director, provided the explanation to the commission for the billing received after the first of the year for the Causeway Project from the Federal Government. The commission agreed to pay and signed the check.

Eric Hamel, EMS Director, provided his regular monthly report.

Cortney Murrow, County Health Administrator, asked for the commission's signatures on grant applications for her department. The commission approved the grant applications on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote. Mrs. Murrow also discussed the flu that has been going around.

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

_____Mike Cooper, Chairman

ATTEST: _____ Chris Treaster, Mitchell County Clerk

The commission, County Clerk, and Heather Hartman, Community Development, traveled to Mankato for the Multi-County Meeting. Sherry Koster, District Sanitarian, provided reports for the commissions on her recent activities. Each County provided an overview of happenings in their areas. Hospital levies and Pawnee Mental Health were discussed.

March 18, 2019

The Mitchell County Commissioners met in formal session on Monday, March 11, 2019 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Mike Cooper and members Jim Marshall and Tom Claussen. Also present was Terry Bailey, KVSV 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 March 11, 2019 meeting were approved as written on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

Barrett Simon, Post Rock Extension Agent, explained the Stock Growers Field Day to be held in Beloit.

A Neighborhood Revitalization Application was approved for Jerrod Baxa in the amount of \$50,000 on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

Dale Housh, Public Works Director, informed the commission on the condition of roads. He stated that they had tried to fill cracks on bridges and the materials wouldn't stick due to moisture. Don Jones is retiring at the end of June. The commission advised Mr. Housh to advertise for the job unless a current employee in the Public Works area would like the position. The equipment being repaired is all up and running.

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

Mike Cooper, Chairman

ATTEST: _____ Chris Treaster, Mitchell County Clerk

March 25, 2019

The Mitchell County **Commissioners did not meet in formal session on Monday, March 25, 2019** at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse due to a lack of agenda items.

April 1, 2019

The Mitchell County Commissioners met in formal session on Monday, April 1, 2019 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Mike Cooper and members Jim Marshall and Tom Claussen. Also present was 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 March 18, 2019 and waiver of the March 25, 2019 meeting were approved as written on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

Dale Housh, Public Works Director, met with the commission and informed them that their pothole repair machine had broken down. They found one to purchase at a cost of only \$7,000. The commission approved the purchase on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. They have finished gravelling on the Ranch Road. A delivery of posts for the causeway is due to be delivered as many of the posts need replaced due to snow removal damaging the current posts.

Curt Frasier, MCHHS Board member and Eldon Koepke, CFO for MCHHS, met with the commission with a resolution to allow the tax revenue money received from the County to pay the hospital bonds. The commission approved this resolution on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

Tom Claussen made motion to appoint Mary Claussen to the Area Agency on Aging Board. Jim Marshall seconded the motion and it passed by unanimous vote.

The commission passed the ROZ Resolution to continue the program in Mitchell County on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. The funding for the program by Mitchell County is \$12,000.

Kim Springer, CASA Executive Director, asked the commission to pass a resolution declaring April Child Abuse Prevention Month in Mitchell County. The commission approved the resolution on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

Eric Hamel, EMS Director, requested authorization to improve the parking lot at the EMS Building. After discussion, the commission advised Mr. Hamel to check into ground concrete. Mr. Hamel also reported that there was a power outage over the weekend and their radios did not work. He presented a bid for a generator from Heineken Electric. The commission agreed to the purchase. A 10-minute executive session for non-elected personnel was requested by Mr. Hamel and approved on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. Session began at 9:27 and ended at 9:37 with no decisions made in executive session.

Neighborhood Revitalization Applications were approved for Trent & Michelle Harr in the amount of \$290,000 and for Steve Walter for \$40,548 on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

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

Mike Cooper, Chairman

ATTEST: _____ Chris Treaster, Mitchell County Clerk

April 8, 2019

The Mitchell County Commissioners met in formal session on Monday, April 8, 2019 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Mike Cooper and members Jim Marshall and Tom Claussen. Also present was 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 1, 2019 meeting were approved as written on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

The commission appointed Ryan Duskie to the Mitchell County Convention and Tourism Board on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote. Mr. Duskie will be replacing Bob Severance, who has retired from the board.

The commission signed a proclamation making April Sexual Assault Awareness Month in Mitchell County on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

EMS Director Eric Hamel met with the commission and presented an updated cost and bid for the generator they had discussed last week. After discussion the commission approved the purchase of a Generac Generator for the EMS Building at a cost, installed, of \$9,517 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. The parking lot was discussed once again. The commission advised Mr. Hamel to figure out how large an area the lot is to be able to know the amount of expenditure required for rock and/or crushed concrete.

Cortney Murrow, County Health Administrator, informed the commission that she and two others from her department had attended the Governor's Public Health Conference. She stated that Mitchell County is doing things already that Public Health recommends. Mrs. Murrow requested, and was granted, a 10-minute executive session for non-elected personnel on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. Session began at 9:15 and ended at 9:25 when it was extended 5-minutes on motion by Tom Claussen and seconded by Jim Marshall. Session ended at 9:30 with no decisions made in executive session.

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

_____ Mike Cooper, Chairman

ATTEST: _____ Chris Treaster, Mitchell County Clerk

April 15, 2019

The Mitchell County Commissioners met in formal session on Monday, April 15, 2019 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Mike Cooper and members Jim Marshall and Tom Claussen. Also present was 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 April 8, 2019 meeting were approved as written on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Dale Housh, Public Works Supervisor, reported that the Technical College will be doing work in Lulu Township. He also reported that they have taken out a bridge and will be replacing it with 2 4' culverts. They are still working on roads.

Melinda Latham, Appraiser, brought bids for a new computer. After discussion the commission advised Ms. Latham to talk to IT Director Jeff Roberg prior to making a final decision.

Rick Horn, Emergency Management Director, met with the commission to discuss the security inspection done for the Courthouse at the request of District Court. The commission requested that Mr. Horn set up trainings for the Courthouse for active shooter, fire, and tornado drills. A committee will be formed for the Courthouse regarding security. Those on the committee will be Chris Treaster, Shannon Rogers (Extension), Brian Streit (Maintenance), and Sumi Sneath (District Court).

Community Development Director Heather Hartman discussed Destination Boot Camp. She requested permission to apply under Mitchell County. The commission agreed to her request. This is a seminar for community reinvention.

The commission voted to remain in the NCKLEPG and to contribute \$1,500 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Mike Jones presented the 2020 Mitchell County Fair Board budget. They are requesting a \$5,000 increase.

Eric Hamel, EMS Director, reported that he has 8,250' square feet of parking lot/driveway and with 1" of fill rock the cost will be \$1,100 delivered. We would be responsible for spreading the rock. The commission approved the purchase on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote. Mr. Hamel also reported that they had received funding for one Auto-Pulse machine from the Kraft Grant. The commission approved the purchase of the Auto-Pulse at a county cost of \$3,555 on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

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

Mike Cooper, Chairman

ATTEST: _____ Chris Treaster, Mitchell County Clerk

The bi-monthly Department Head meeting was held at 10:15. Attending were: Cortney Murrow; Rick Horn; Tami Eck; Melinda Latham; Eric Hamel; Dale Housh; Stan Deneke; Tony Perez; Becky Snook; and Mark Noah. Each department gave overviews of their departmental activities. The commission reminded departments that they would like to have budgets turned in by June 1.

April 22, 2019

The Mitchell County Commissioners met in formal session on Monday, April 22, 2019 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Mike Cooper and members Jim Marshall and Tom Claussen. Also present was 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 April 15, 2019 meeting were approved as written on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

Commissioner Claussen presented a certificate received from the Desire Toby Sears Chapter of the Daughters of the American Revolution recognizing the work done on the Little Red Schoolhouse project.

The commission approved a proclamation making May 19-25 EMS week on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

Dale Housh, Public Works Supervisor, brought an agreement with Cunningham Telephone and Cable for fiber-optic lines on the JW-MC bridge project. The agreement was approved on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Tom Claussen made motion to approved the by-laws for the Planning and Zoning Committee. Motion was seconded by Jim Marshall and carried by unanimous vote.

Wanda Backstrom, Kansas Department of Corrections, brought documents for the commission to sign for grants to operate the KDOC Adult and Juvenile programs for FY '20. The agreement was approved on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

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

Mike Cooper, Chairman

ATTEST: _____ Chris Treaster, Mitchell County Clerk

April 29, 2019

The Mitchell County Commissioners **did not meet** in formal session on Monday, April 29, 2019 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse as it was the 5th Friday of the month.

May 6, 2019

The Mitchell County Commissioners met in formal session on Monday, May 6, 2019 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Mike Cooper and members Jim Marshall and Tom Claussen. 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 April 22, 2019 and April 29, 2019 waiver were approved as written on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Dale Housh, Public Works Supervisor reported that they are working on a bridge on Lucy Trail. Posts are being replaced on the causeway and the oiler is hopefully repaired. A crane purchase was discussed.

A Neighborhood Revitalization application was approved for Gold Standard Farms in the amount of \$375,000 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

The commission met with Loren Remus concerning a bridge on H Rd just south and west of the Moss Bridge (230 Rd). He reported that the gravel placed over the decking of the bridge is too thick and sloppy for crossing. He also stated that he had been the one who removed the gravel from the bridge and placed it up the hill. The commission assured Mr. Remus that they would try to correct this issue.

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

_____Mike Cooper, Chairman

ATTEST: _____ Chris Treaster, Mitchell County Clerk

May 13, 2019

The Mitchell County Commissioners met in formal session on Monday, May 6, 2019 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Mike Cooper and members Jim Marshall and Tom Claussen. Also present was Jason Rabe, Beloit City Manager; 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 May 6, 2019 meeting were approved as written on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

Kathy Webster, representative of Pawnee Mental Health, brought a proclamation for the commission to approve designating May as "Mental Health Month". The commission approved the proclamation on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Cereal malt beverage licenses were approved for Seven Stars, LLC on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Eric Hamel, EMS Director, presented his regular monthly report.

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

_____Mike Cooper, Chairman

ATTEST: _____ Chris Treaster, Mitchell County Clerk

May 20, 2019

The Mitchell County Commissioners met in formal session on Monday, May 20, 2019 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Mike Cooper and members Jim Marshall and Tom Claussen. Also present was Jason Rabe, Beloit City Manager; Heather Hartman, Community Development Director; and Maci Hancock, Intern for Heather Hartman.

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

The minutes of the May 13, 2019 meeting were approved as written on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Public Works Director Dale Housh informed the commission that Bryan Thorne is interested in the position at the landfill for Don Jones, who is retiring. There is a bridge that is in need of repair on 200 Rd ¼ mile north of Highway 24. Casey Fraser, Foley Tractor, is going to come look at graders to determine what possible trade value they would have toward a new grader.

Doug McKinney, NCRPC, reviewed the Heritage Trust Fund Grant for Mitchell County and it's denial by the committee. After discussion, the commission agreed to issue tax credits for the needed tuck-pointing for the Courthouse building.

Heather Hartman reported that she has been funded for ½ the cost of the Destination Boot Camp from Northwest Kansas Economic Development. She is going to try to get the rest from the Hansen Foundation.

Blue Cross Representative Jeremy McGuire presented the trends for renewal and usage of Mitchell County's Health Insurance. He estimated the increase in premiums to be around 12-14%.

Shelia Nelson-Stout, Patrick Wallerius, Barb Wise, and Susan Sprague, representing OCCK, presented their 2020 budget request to the commission. They also provided an overview of the services provided by OCCK. They requested a 3% increase in funding.

A motion for a 15-minute executive session for non-elected personnel was made by Tom Claussen and seconded by Jim Marshall. County Clerk was asked to remain in session. Motion carried by unanimous vote. Session began at 10:43 and ended at 10:58 with no decisions made in executive session.

The meeting was adjourned at 11:00 on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

_____ Mike Cooper, Chairman

ATTEST: _____ Chris Treaster, Mitchell County Clerk

May 28, 2019

The Mitchell County Commissioners met in formal session on Tuesday, May 28, 2019 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Mike Cooper and members Jim Marshall and Tom Claussen. Also present was Jason Rabe, Beloit City Manager; Heather Hartman, Community Development Director; Maci Hancock, Intern for Heather Hartman, Kelsey Dewitt, Intern for the City of Beloit, and Collette Keeter, an Intern that specializes in graphic design.

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

The minutes of the May 20, 2019 meeting were approved as written on motion by Torn Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Noxious Weed Director Stan Deneke announced that he is resigning his position as of the end of 2019.

Public Works Director Dale Housh met with the commission along with Foley Tractor representative Casey Fraser to discuss the purchase and trade of a motor grader. Mr. Fraser presented two options and, after discussion, the commission approved the trade of the 2010 motor grader for a 2019 CAT 120 M2 for a difference of \$196,446.74 on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote. Mr. Housh also reported that there is water over the Barnard gravel road. They will start mowing ditches next week, weather permitting. 180 & 210 Rds were closed last week for culvert replacement.

Fred Severance, representing the Soil Conservation District informed the commission that they were applying for a Hansen Foundation grant to collect household hazardous waste. This includes paint, chemicals, TVs, computers, etc. He also requested that the City of Beloit and Mitchell County pledge \$2,500 each for a contingency fund. The commission approved the \$2,500 request on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

Commissioner Claussen extended condolences to the Palen family on the death of former 3rd District County Commissioner Virgil Palen.

The meeting was adjourned at 9:38 on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

_____Mike Cooper, Chairman

ATTEST: _____ Chris Treaster, Mitchell County Clerk

June 3, 2019

The Mitchell County Commissioners met in formal session on Monday, June 3, 2019 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Mike Cooper and members Jim Marshall and Tom Claussen. Also present was Jason Rabe, Beloit City Manager; Heather Hartman, Community Development Director; 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 May 28, 2019 meeting were approved as written on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Noxious Weed Director Stan Deneke announced that he is resigning his position as of the end of 2019.

A Neighborhood Revitalization Application was approved for Ron Tice in the amount of \$200,000 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Pawnee Mental Health Executive Director Robbin Cole and PMH Board Members Kathy Webster & Terry Bailey, and therapists Gilletta Molleker, Charlene Trost and Myra Pfeifer presented Pawnee's budget request for 2020. They are requesting a 3 ½% increase in funding.

Stan Deneke, Noxious Weed Director, met with the commission who requested an executive session for non-elected personnel for 15-minutes on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote. County Clerk was asked to remain in session. Session began at 9:52 and ended at 10:07 with no decisions made in executive session.

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

_____ Mike Cooper, Chairman

ATTEST: _____ Chris Treaster, Mitchell County Clerk

June 10, 2019

The Mitchell County Commissioners met in formal session on Monday, June 10, 2019 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Mike Cooper and members Jim Marshall and Tom Claussen. Also present was Jason Rabe, Beloit City Manager; Heather Hartman, Community Development Director; and Terry Bailey, KVSV Radio.

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

The minutes of the June 3, 2019 meeting were approved as written on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

Doug McKinney, NCRPC, met with the commission and discussed tax credits for rehabilitation work for the Courthouse. After discussion the commission voted to approve the issuance of tax credits in which the County will bear 70% of the cost and tax credits 30%. Motion to approve the application for tax credits was made by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Eric Hamel, EMS Director, met with the commission and presented his regular monthly report. Afterwards Mr. Hamel requested, and was granted, a 10-minute executive session for non-elected personnel on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. Session began at 9:05 and ended at 9:15 with no decisions made in executive session.

Dale Housh, Public Works Supervisory, and Stuart Porter, Schwab-Eaton Engineer, met with the commission to present a purchase for right-of-way from Delmar Shoemaker for the bridge project on the Jewell County line. Mr. Shoemaker had requested \$3,000 for 1.3 acres. The commission voted to approve the purchase for said amount on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. Mr. Housh then presented a proposal to replace a bobcat for his department. The commission took the purchase under advisement.

The commission signed a proclamation making June 16-23 Amateur Radio Week on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

The meeting was adjourned at 9:38 on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

_____Mike Cooper, Chairman

ATTEST: _____ Chris Treaster, Mitchell County Clerk

Commissioners and Clerks from Jewell, Osborne and Smith Counties, along with Heather Hartman, Community Development Director, and City of Beloit/Mitchell County Interns, Maci Hancock and Collette Keeter held the Multi-County Meeting in the Commissioner's Room at the Courthouse. At Osborne County's request AMR Medical Service made a presentation on contracted EMS Services to those present. Heather Hartman also gave a review of the Internship Program Beloit & Mitchell County are participating in through the Dane Hansen Foundation. Joelle Wangenblast was introduced as the newly appointed County Clerk for Smith County as Sharon Wolters will retire as of July 31st. Other subjects pertaining to County issues were discussed.

June 17, 2019

The Mitchell County Commissioners met in formal session on Monday, June 17, 2019 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Mike Cooper and members Jim Marshall and Tom Claussen. Also present was Jason Rabe, Beloit City Manager; Heather Hartman, Community Development Director; and Terry Bailey, KVSV Radio.

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

The minutes of the June 10, 2019 meeting were approved as written on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

Dale Housh, Public Works Supervisor, presented a proposal for a trade on the Bobcat skid-loader. With trade the cost would be \$23,687. The commission advised Mr. Housh to look at other options prior to making a decision. Work will begin on the Winkel Bridge north of Glen Elder. A shoo-fly is being constructed for the project. Mowing is done on the west side of the County. They will begin mowing the east portion of the County. There will be a retirement reception for Don Jones, Solid Waste employee, on Friday, June 21st from 3-4 p.m.

A Neighborhood Revitalization application was approved for Dwight Finney for \$82,912 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

The meeting was adjourned at 9:03 on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

_____Mike Cooper, Chairman

ATTEST: _____ Chris Treaster, Mitchell County Clerk

The quarterly department head meeting was held after the regular Commission meeting. Those in attendance included: Eric Hamel; Becky Snook; Cortney Murrow; Melinda Latham; Tami Eck; Rick Horn; Stan Deneke; Clint Offutt; Dale Housh; Donna Schmitt; Brian Streit and Yvonne Melton. Each department provided an overview of recent activities and it was discussed whether to change from sick and vacation time to paid-time-off instead. It was suggested to talk to Jason Rabe, Beloit City Manager, regarding this issue as the City has gone to a PTO policy.

June 24, 2019

The Mitchell County Commissioners **did not meet in formal session on Monday, June 24, 2019** at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse due to lack of agenda items.



Commissioner Meeting Minutes

July 1, 2019 through Dec. 31, 2019

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July 1, 2019

The Mitchell County Commissioners met in formal session on Monday, July 1, 2019 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Mike Cooper and members Jim Marshall and Tom Claussen. Also present was Jason Rabe, Beloit City Manager; Heather Hartman, Community Development Director; 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 June 17, 2019 meeting and June 24, 2019 waiver of meeting were approved as written on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Dale Housh, Public Works Supervisor, discussed the Bobcat skid-loader. They are taking bids but have found that the backhoe attachment won't work on the John Deere or Case models. The bridge north of Glen Elder near Winkel Manufacturing is finished. They will start working on a bridge near the Kris Kimple home in Plum Creek Township.

Kyle Peterson & Vickie Mears, representing the Mitchell County Historical Society, met with the commission with a report and their 2020 budget request.

Jon Jorgensen reported to the commission that the feedlot has been moving cattle across the blacktop road from pens on one side to the other. He feels that this may be a liability to the County and suggested cattle crossing signs be placed near the area the cattle are being moved. He also reported that there is a road in Asherville Township that someone has farmed over. He wants to grade the road but was concerned about destroying the crop. The commission advised him of a statute which allows for right-of-way on roads and advised that he is well within the law to grade the road and destroy the crop in the process.

Jason Rabe, Beloit City Manager, discussed PTO (paid time off) vs. vacation and sick leave. There are pros and cons on both plans. Several Department Heads attended the session to hear what he had to say. The City has not changed over to PTO and they are currently investigating whether their employees want to utilize it.

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

_____Mike Cooper, Chairman

ATTEST: _____ Chris Treaster, Mitchell County Clerk

July 8, 2019

The Mitchell County Commissioners met in formal session on Monday, July 8, 2019 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Mike Cooper and members Jim Marshall and Tom Claussen. Also present was Jason Rabe, Beloit City Manager; Heather Hartman, Community Development Director; 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 July 1, 2019 meeting were approved as written on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Eric Hamel, EMS Director, presented his regular monthly report to the commission.

Cortney Murrow, County Health Administrator, and Jenny Lundine, Bookkeeper, met with the commission to have them write-off \$645.30 in outstanding debts from 2017. The commission approved the write-offs on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

Tony Perez, Sheriff, informed the commission that he was going to purchase 6 cameras for the patrol vehicles in the amount of \$33,620. They had applied for a grant to help with the purchase but it had been denied. They have 2 new cameras currently and they work well and automatically upload the video streams when the cars are in the parking lot at the law enforcement center.

Treasurer Yvonne Melton met with the commission and requested a 15-minute executive session for non-elected personnel which was granted on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote. Session began at 9:50 and ended at 10:05 when it was extended 5-minutes on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote. Session ended at 10:10 with no decisions in executive session. Following the executive session the commission requested Lynne Imboden, Payroll Clerk, to join the meeting. They questioned her regarding balancing the payroll account amounts to the information sheets given to her by the Clerk's office. Ms. Imboden responded that she thought she had resolved the issue of the \$.05 difference in the KPERS amount and had given a sheet to the Treasurer showing the correct amounts. The Treasurer concurred. Ms. Melton stated that the balance in the bank was still off \$340.12 since November of 2017. Clerk Chris Treaster questioned how they could balance on daily statements if they were off that amount. Ms. Melton stated that the balances in the Clerk's office are not the same as her reconciled bank statements. The commission requested that Ms. Imboden check and make sure reports and sheets provided to the Treasurer balance and she stated that she and the Treasurer had agreed earlier that she would provide all that information from now on.

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

_____ Mike Cooper, Chairman

ATTEST: _____ Chris Treaster, Mitchell County Clerk

July 15, 2019

The Mitchell County Commissioners met in formal session on Monday, July 15, 2019 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Acting Chairman Jim Marshall and member Tom Claussen. Commission Chair Mike Cooper was absent. Also present was Heather Hartman, Community Development Director; 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 July 8, 2019 meeting were approved as written on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Public Works Director Dale Housh brought bids for a new skid steer. The prices ranged from \$26-29,000. The decision was tabled until Commissioner Cooper could review the specs and bids. They will try to begin taking out the bridge on the county line on A Rd. Roads are being patched and they will try to get roads overlaid soon. They are working on the bridge near Dr. Kimples.

The commission authorized the job posting advertisement for a Noxious Weed Director. They will take applications until August 15th.

The meeting was adjourned at 9:10 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

_____ Mike Cooper, Chairman

ATTEST: _____ Chris Treaster, Mitchell County Clerk

July 22, 2019

The Mitchell County Commissioners **did not meet in formal session on Monday, July 22, 2019** at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse.

_____ Mike Cooper, Chairman

ATTEST: _____ Chris Treaster, Mitchell County Clerk

July 29, 2019

The Mitchell County Commissioners met in formal session on Monday, July 29th, 2019 at 8:30 am in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Mike Cooper, and member Tom Claussen and member Jim Marshall. Also present was Heather Hartman, Community Development Director; Jason Rabe, Beloit City Manager, 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 July 15th, 2019 meeting were approved as written on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Public Works Director Dale Housh brought in bids for a new back hoe. Back hoe bids presented were from Bobcat, Case, and John Deere. The trade in value of the old backhoe is \$7500.00 The price difference on the bids is 3000.00. The Commissioners decided to go with the John Deere due to better visibility, an access panel for easier repairs and maintenance a further reach with the bucket and wanting to keep business local. Tom Claussen moves to purchase backhoe from Carrico Implement, Beloit KS at the cost of \$37140.00, Jim Marshall seconded. Motion carried by a unanimous vote.

Public Works Director Dale Housh also discussed the overlaying of Jazmine Trail and the rough roads south of Tipton due to heavy truck traffic during harvest. He also has hired two new employees. Leon Engelbert starting August 1st, and Leo Eilert starting date August 12th 2019.

Heather Hartman reminded the Commissioners of the Open House for the interns on August 31st from 5 to 7 pm. Presentation at 6 pm.

Delta Dental was briefly discussed. No decision made.

Tom Claussen opened an issue for thought on employee raises. The auditors will be here on August 5th. They will wait to see what the auditors think and discuss it further once they hear if they think it's feasible.

Tom Claussen made a motion to adjourn, Jim Marshall seconded. Motion carried by unanimous vote.

_____Mike Cooper, Chairman

ATTEST: _____ Chris Treaster, Mitchell County Clerk

August 5, 2019

The Mitchell County Commissioners met in formal session on Monday, August 5, 2019 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Mike Cooper and members Jim Marshall and Tom Claussen. Also present was Jason Rabe, Beloit City Manager 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 July 29, 2019 meeting were approved as written on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Public Works Director Dale Housh met with the commission and informed them that a 2001 JD Tractor had been left in a location east of Beloit which had flooded recently, causing the tractor to be underwater up to the instrument panel in the cab. They are going to have it examined to determine the cost of repair and will also turn it in to the County's insurance. Stuart Porter, Schwab-Eaton, informed the commission that there will be KDOT off-system bridge project 80/20 cost-share that the county can apply for. If we receive money, we would be responsible for the design cost of the bridge.

A Neighborhood Revitalization application for Nutrien Ag Solutions in the amount of \$4,927,117 was approved on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

The recent flooding was discussed.

The meeting was adjourned at 9:00 to go into a work session for the 2020 County budget on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

_____Mike Cooper, Chairman

ATTEST: _____ Chris Treaster, Mitchell County Clerk

The commission, several department heads, and auditor Jeff Reece met to work on the County's 2020 budget. The hearing for the budget will be August 19th at 9:30 for the fire districts and 9:45 for the County. The work session was adjourned at 12:25 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

August 12, 2019

The Mitchell County Commissioners met in formal session on Monday, August 12, 2019 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman Mike Cooper and members Jim Marshall and Tom Claussen. Also present was Jason Rabe, Beloit City Manager; Heather Hartman, Community Development Director; and Terry Bailey, KVSV Radio.

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

The minutes of the August 5, 2019 meeting were approved as written on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Budget hearings were opened for Lulu, Center, and Hayes Townships for a period of 10-minutes at 8:35 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. Session ended at 8:45 and hearing no objections from the public the budgets were passed for the listed townships on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

Public Works Director Dale Housh met with the commission and informed them they had received an estimate of repairs to the 2001 tractor damaged in floodwaters recently. The amount to fix the tractor was estimated at \$44,000. The tractor's original purchase price was \$47,000. Mr. Housh was going to talk to the insurance company and decide if the tractor would be totaled.

Eric Hamel, EMS Director, presented his regular monthly report. He also informed the commission that the washing machine at EMS has quit working. They advised him to purchase a new machine.

Cortney Murrow, County Health Administrator, provided an update to the commission of her department's activities. She then requested a 10-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 9:25 and ended at 9:35 when it was extended 5-minutes on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. Session ended at 9:40 with no decisions made in executive session.

Economic Development Director Heather Hartman gave an update on Neighborhood Revitalization and also informed the commission that she has applied for a Youth Entrepreneurship Challenge.

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

_____ Mike Cooper, Chairman

ATTEST: _____ Chris Treaster, Mitchell County Clerk

August 26, 2019

The Mitchell County Commissioners met in formal session on Monday, August 26, 2019 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were acting Chairman Jim Marshall and member Tom Claussen. Mike Cooper was absent. Also present was Heather Hartman, Community Development Director; 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 August 19, 2019 meeting were approved as written on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Dale Housh, Public Works Director, reported that the insurance company (KCAMP) would pay \$24,000 for the tractor damaged by water earlier this month. They will try using it to mow and see what happens. It has 7,615 hours on it. Ron Harris from Sunflower/AGCO had called and wanted to know if the county could do anything about the draw that is near that property which flooded buildings. Mr. Housh stated that he thought that was on private property and the NCRS would have to be contacted before they did anything to the channel. The bridge near the county well has been taken out. With the wet weather they are hoping to have it repaired soon but it may take some time. Mr. Housh is going to have APAC look at the road below the dam to see what the possibilities are for repair. It is severely deteriorating and nothing seems to be helping.

Eric Hamel, EMS Director, requested, and was granted, 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 8:55 and ended at 9:10 with no decisions made in executive session.

Cortney Murrow, County Health Administrator, along with Brenda Bandy, Gwen Whittit, Amber Martin, Hannah Reardon, Lisa Blad, Stephanie Simmons, Tracy Palen and Alice Thompson brought a proclamation for Mitchell County as a Breastfeeding Advocate County. Proclamation was approved on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

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

_____Mike Cooper, Chairman

ATTEST: _____ Chris Treaster, Mitchell County Clerk

September 9, 2019

The Mitchell County Commissioners met in formal session on Monday, September 9, 2019 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.

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

The minutes of the September 3, 2019 meeting were approved as written on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Eric Hamel, EMS Director, presented his regular monthly report. He requested, and was granted, a 5-minute executive session for non-elected personnel on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. Session began at 9:00 and ended at 9:05.

Becky Snook, Communications Director, requested permission to remain on the Kansas APCO Board as Secretary for another 4-year term. The commission agreed to the request on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Modifications to the Neighborhood Revitalization program plan were discussed. Heather Hartman reported that she had met with Appraiser Melinda Latham and Treasurer Yvonne Melton and they had suggestions on changes. Melinda Latham was unavailable so the issue will be discussed at a later time.

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

_____Mike Cooper, Chairman

ATTEST: _____ Chris Treaster, Mitchell County Clerk

The Commission, County Clerk and Community Development Director Heather Hartman attended the Multi-County meeting in Osborne. Sherry Koster, District Sanitarian gave her quarterly report. Neighborhood Revitalization was discussed. GMR (Global Medical Response) gave another presentation to the commissions. They stated that they could save Osborne County approximately \$140,000 per year if they would use their service instead of having their own EMS Department.

The meeting ended at 2:00.

September 16, 2019

The Mitchell County Commissioners met in formal session on Monday, September 16, 2019 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Acting Chairman Jim Marshall and member Tom Claussen. Also present were 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 September 9, 2019 meeting were approved as written on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Dale Housh, Public Works Director, reported on the riverbank erosion south of Asherville. Schwab-Eaton has recommended a bank stabilization expert be called to look at the problem and provide possible solutions. There is a sinkhole by the Dubbert Farm near Tipton. They are going to borrow a self-propelled roller from Ellsworth County. Tractor bids were discussed. The settlement amount of the tractor less the buy back will be around \$18,000. There was only one bid for a new tractor from Carrico Implement. Commissioners Claussen and Marshall deferred a decision until Commissioner Cooper could be present.

Neighborhood Revitalization Applications were approved for Jonathan & Jennifer Stillwell in the amount of \$57,000 and Beau & Felicia Purvis for \$12,950 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

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

Mike Cooper, Chairman

ATTEST: _____ Chris Treaster, Mitchell County Clerk

September 23, 2019

The Mitchell County Commissioners **did not meet in formal session** on Monday, September 23, 2019 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse due to lack of agenda items.

September 30, 2019

The Mitchell County Commissioners met in formal session on Monday, September 30, 2019 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 were Terry Bailey, KVSV 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 September 16, 2019 and September 23, 2019 meetings were approved as written on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

Dale Housh, Public Works Director, discussed bids for new tractor. The commission tabled a decision until next week's meeting. There are 3 companies coming to look at the road below the dam to see what they suggest doing to maintain that road for heavy truck traffic. Stuart Porter, Schwab-Eaton, met with those present and informed them that there was KDOT cost-share program money that may help pay for the rest of the causeway guardrail. The commission agreed to having Mr. Porter apply for this money. The County's portion of this cost share would be no more than \$250,000. A riverbank specialist will view the erosion problem south of Asherville and give recommendations. They will meet with him Wednesday at 10:00 a.m.

Becky Snook, Communications, requested permission to take a leadership course through APCO. The course is all online except for the last two weeks for a Capstone session. Tom Claussen approved Ms. Snook to take the training at an estimated cost of \$5,793 for the APCO Certified Public Safety Program. Jim Marshall seconded the motion and it carried by unanimous vote.

Rick Horn, Emergency Management Director, reported that the State had informed us that our EOP (Emergency Operations Plan) had expired when it had not. The commission was asked to sign off on the plan.

The commission, Treasurer Yvonne Melton, Appraiser Melinda Latham, and Heather Hartman, Community Development Director, discussed renewal of the Neighborhood Revitalization Program. Commissioner Claussen stated that he felt that the program should be taken to a vote of the public. After a discussion of the pros and cons of the program Jim Marshall made motion to leave the plan as is. Motion was seconded by Mike Cooper. Motion carried by majority vote with Tom Claussen voting against the motion.

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

Mike Cooper, Chairman

ATTEST: _____ Chris Treaster, Mitchell County Clerk

October 7, 2019

The Mitchell County Commissioners met in formal session on Monday, October 7, 2019 at 8:30am in the Commissioners Room of the Mitchell County Courthouse. Present were Chairman Mike Cooper and members Tom Claussen and Jim Marshall. Also present were Heather Hartman Community Development Director, 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 September 30, 2019 meeting were approved as written on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Dale Housh, Public Works Director discussed the tractor purchase for the price of \$85629.51 from Carrico Implement. They have \$16000.00 from the sale of the old dump truck. Tom Claussen made a motion to approve the purchase and Jim Marshall seconded. Motion Carried by unanimous vote. Dale Housh also discussed the meeting with Phil Palch on the riverbank erosion problem south of Asherville. They may possibly need to purchase a Piling Driver at the cost of \$106,000.00 for the riverbank project. Will look into the use of the crane first. And will also talk to Blaine Engelbert on the use of the old concrete that he has to secure the riverbank. This will be discussed further once all the information is gathered. Dale also said that Ergon will be here at the end of the month to take core samples of the Dam road to see if the cracks are in the foundation or just surface cracks.

Eric Hamel requested permission to start a Shadow Program for interested High School Seniors to ride along 3 days a week for an hour. KCAMP sent an Insurance Waiver for recruits to sign to protect from lawsuits in the event of them witnessing a traumatic incident. Eric also mentioned an explorer program started by Virgil Swanson. Jim Marshall and Tom Claussen agreed it was a good idea with the insurance waiver in place.

Jeremy McGuire with BCBS of KS submitted the renewal for our policy beginning 0-01-2020. There will be no changes in the plan and the increase in rates will be 7.5 % Tom Claussen made a motion to approve the BCBS of KS renewal rates. Jim Marshall seconded. Motion carried by unanimous vote.

Chairman Mike Cooper appointed Tom Claussen as voting delegate for Mitchell County for matters pertaining to KCAMP. Jim Marshall has been named the alternate.

Mike Cooper moved to approve NR for Jacob and Molly Krone at 819 N Broadway to build a garage at the cost of 18,875.00. Tom Claussen approved and Jim Marshall seconded. Motion carried by unanimous vote. On Tuesday October 8th the commissioners will be conducting interviews from 6 to 9 pm. 3 candidates are being considered for the position of Noxious Weed Director.

Move to adjourn. Tom Claussen approved, Jim Marshall seconded. Motion carried by unanimous vote. Meeting adjourned at 10:50 am.

Mike Cooper, Chairman

ATTEST: Chris Treaster, Mitchell County Clerk

October 14, 2019

The Mitchell County Commissioners met in formal session on Monday, October 14, 2019 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 were 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 October 7, 2019 meeting were approved as written on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

Stuart Porter, Schwab-Eaton, met with the commission to discuss the state cost-share program. He had updated figures on the possible cost of the project and the amounts applicable to each entity. He stated that the KDOT portion would be around \$807,210 and the County's share \$379,070. The commission voted on motion by Jim Marshall to apply for the cost share program. Tom Claussen seconded and the motion carried by unanimous vote.

Eric Hamel, EMS, gave his monthly report to the commission. He also presented a cost to enclose the Gator for winter snow removal. The commission voted, on motion by Jim Marshall, to purchase the cab kit for the Gator from Carrico Implement. Tom Claussen seconded the motion and it carried by unanimous vote.

Commission Classen was contacted by Ron Harris, AGCO, regarding a water drainage issue near the AGCO plant. Commissioner Claussen was going to meet with him to view the issue.

Jon Jorgensen discussed railroad crossing signs with the commission. He stated that the signs are broken off in Asherville and he wondered who was responsible for replacement. The commission told him it was the railroad's responsibility and Jason Rabe provided contact information for Mr. Jorgensen. Mr. Jorgensen also wondered about stop signs on township roads. The commission informed him that it would be cost prohibitive and really probably wouldn't do much good. Phone lines, etc. planted in or near roadways were discussed. The commission felt that if the utility has a line close enough to the road that the line is cut, they will be responsible for the problem.

The commission declared October as Domestic Violence Awareness month on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

The commission signed a letter of support for Solomon Valley Transportation.

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 9:45 and ended at 9:55 with no decisions made in executive session.

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

_____ Mike Cooper, Chairman

ATTEST: _____ Chris Treaster, Mitchell County Clerk

October 21, 2019

The Mitchell County Commissioners met in formal session on Monday, October 21, 2019 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 were 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 October 14, 2019 meeting were approved as written on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

Dale Housh, Public Works, stated that his department was striping roads, patching many areas on the road below the dam into Glen Elder, and fixing potholes on the causeway. He also said that the tube for the bridge project on the JW-MC line is on its way. The commission stated that they would like to be at the location when it is placed.

Doug McKinney and Brian Streit met with the commission regarding tuck-pointing on the building. Specifications will need to be drawn up for the project to get equal bids. Tax credits were also discussed.

A Neighborhood Revitalization application was approved for Blake and Lydia Housh in the amount of \$40,000 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. Clerk was asked to remain for first 10-minutes of session. Request was granted on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. Session began at 9:34, Clerk left session at 9:44 and session ended at 9:49 with no decisions made in executive session.

Fred Sibley stepped in and visited with the commission regarding the Neighborhood Revitalization program. He would like to see the program either approved or disapproved by the public with a question on the ballot.

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

_____ Mike Cooper, Chairman

ATTEST: _____ Chris Treaster, Mitchell County Clerk

October 28, 2019

The Mitchell County Commissioners met in formal session on Monday, October 28, 2019 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.

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

The minutes of the October 21, 2019 meeting were approved as written on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

Dale Housh, Public Works, presented an agreement for a bridge project to the commission for signatures. The commission signed as it had been approved earlier.

Becky Snook, Communications Director, met with the commission with a grant application for upgrades to 911 equipment. Ms. Snook stated that they needed a new voice recorder and the cost would be approximately \$18,666 with the State paying 60% of the cost. The County's cost would be around \$7,466. The commission approved the grant application on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

Roger Emerson was announced as the new Noxious Weed Director as Stan Deneke will be retiring.

The commission will canvass the results of the November 5, 2019 City-School Election on November 12, 2019 at 9:00 a.m.

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

_____Mike Cooper, Chairman

ATTEST: _____ Chris Treaster, Mitchell County Clerk

November 4, 2019

The Mitchell County Commissioners met in formal session on Monday, November 4, 2019 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, KVSV Radio.

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

The minutes of the October 28, 2019 meeting were approved as written on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Eric Hamel, EMS Director, informed the commission that the 2013 Chevy ambulance has an electronic panel which controls the emergency lights that is not working. He stated that the cost for a replacement was \$2,682. Commissioner Marshall questioned whether one could be purchased cheaper online but it was decided that there would be no guarantee that it would hook up correctly or last any length of time. This is the 2nd time this panel has failed. The commission decided by consensus that there was no alternative but to purchase the unit from the company at the cost stated. Mr. Hamel requested, and was granted a 5-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 8:57 and ended at 9:02 with no decisions made in executive session.

Cortney Murrow, County Health Administrator, presented contracts for physical, occupational and speech therapy services with Remedy Therapy which were approved by the commission on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote. Mrs. Murrow also stated that she wanted to buy lock boxes for clients for opioids and other drugs so they could not be stolen. It is also a liability issue. A part-time person for home health was discussed. There is an employee who will be on maternity leave and they will need some extra help. The commission agreed to the request. Mrs. Murrow requested, and was granted, a 5-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 9:20 and ended at 9:25 with no decisions made in executive session.

Becky Snook, Communications Director, met with the commission with an update for upgrades to 911 equipment. The cost was higher than she anticipated and the County's cost will be around \$46,061 with the grant money picking up the rest of the cost from a total of \$115,104. The commission agreed to still apply for the grant and approved the new cost and grant application on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

Commissioner Claussen discussed his attendance at the retirement celebration for Barb Wise, longtime employee of OCCK.

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

_____ Mike Cooper, Chairman

ATTEST: _____ Chris Treaster, Mitchell County Clerk

November 12, 2019

The Mitchell County Commissioners met in formal session on Tuesday, November 12, 2019 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 Jason Rabe, Beloit City Manager and Terry Bailey, KVSV Radio.

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

The minutes of the November 4, 2019 meeting were approved as written on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

The commission announced that Roger Emerson had resigned his position as Noxious Weed Director. They interviewed and had several applicants. They will pursue other options.

The canvass of the November 5, 2019 City/School General Election was convened at 9:00. The commission reviewed provisional ballots and, finding no changes other than votes for the provisionals, certified the election. There was a coin toss to determine the winners in tied positions.

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

_____ Mike Cooper, Chairman

ATTEST: _____ Chris Treaster, Mitchell County Clerk

November 18, 2019

The Mitchell County Commissioners met in formal session on Monday, November 18, 2019 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were Chairman members Tom Claussen and Jim Marshall. Chairman Mike Cooper was absent. Also present was 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 November 12, 2019 meeting were approved as written on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

A Neighborhood Revitalization application was approved for Ron Tice in the amount of \$18,000 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

The commission decided by consensus to allow employees to have from noon Christmas Day and all day Christmas Day off.

Eric Hamel, EMS Director, gave his regular monthly report to the commission. He then requested, and was granted, a 15-minute executive session for non-elected personnel on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. Session began at 9:05 and ended at 9:20 with no decisions made in executive session.

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 Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. Session began at 9:25 and ended at 9:40 with no decisions made in executive session.

Becky Snook, Communications Director, gave the commission an update on the grant for the new 911 equipment discussed earlier. The total cost of the equipment will be \$133,770 with the State paying \$80,262, and the County's share will be \$53,508.

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

_____ Mike Cooper, Chairman

ATTEST: _____ Chris Treaster, Mitchell County Clerk

November 25, 2019

The Mitchell County Commissioners met in formal session on Monday, November 25, 2019 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 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 November 18, 2019 meeting were approved as written on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Jason Rabe, Beloit City Manager discussed the problems being experienced by the boiler system and heating and cooling at the buildings at the former Youth Center of Beloit. He stated that there would need to be upgrades and that he was informing the County as they have a share of the building currently housing the Sheriff's Department and Jail.

Cortney Murrow, County Health Administrator, brought a contract for physical therapy services with Mitchell County Hospital for Home Health Clients. The commission approved and signed the contract on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote. Ms. Murrow requested, and was granted, a 10-minute executive session for non-elected personnel on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. Session began at 9:15 and ended at 9:25 with no decisions made in executive session.

The commissioners held an executive session for non-elected personnel for a job interview for the Noxious Weed Director position on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote. Session began at 10:30 and ended at 11:00 when it was extended 10-minutes on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote. Session ended at 11:10 when it was extended 5-minutes on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote. Session ended at 11:15 with no decisions made in executive session.

The meeting was adjourned at 11:20 on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

_____Mike Cooper, Chairman

ATTEST: _____ Chris Treaster, Mitchell County Clerk

December 2, 2019

The Mitchell County Commissioners met in formal session on Monday, December 2, 2019 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.

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

The minutes of the November 25, 2019 meeting were approved as written on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Dale Housh, Public Works, informed the commission that they were going to try to pour the deck for the bridge near the old County Well on P Rd. They are hauling gravel to the road by the Green Mound Cemetery and continuing for 8 miles.

Tyler Jensen, President of Rescue Squad, met with the commission to ask for permission to purchase 2 heavy-duty air bag lifts at a cost of \$2,306.00 and to change the rescue truck emission system for approximately \$1,500.00. The commission approved the request on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

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

_____Mike Cooper, Chairman

ATTEST: _____ Chris Treaster, Mitchell County Clerk

December 9, 2019

The Mitchell County Commissioners met in formal session on Monday, December 9, 2019 at 8:30 a.m. in the Commissioner's Room of the Mitchell County Courthouse. Present were members Tom Claussen and Jim Marshall. Chairman Mike Cooper was absent. Also present was Jason Rabe, Beloit City Manager, 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 December 2, 2019 meeting were approved as written on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Eric Hamel, EMS Director, provided his monthly report.

A Neighborhood Revitalization application was approved for Heritage Farms in the amount of \$15,000 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote

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

_____Mike Cooper, Chairman

ATTEST: _____ Chris Treaster, Mitchell County Clerk

A Department Head Meeting was held at 9:30. Those in attendance were: Brian Streit, Stan Deneke, Cortney Murrow, Eric Hamel, Terrence Silvia, Melinda Latham, Tami Eck, Jeff Roberg, Heather Hartman, Tony Perez, and Yvonne Melton.

The commission reminded Department Heads to turn in employee evaluations prior to the end of the year. The commission budgeted for a \$1.00 per hour wage increase for all employees unless a department head could justify a bigger or smaller increase in one employee's rate. Each department gave an overview of their recent activities.

The commissioners, along with County Clerk Treaster and Community Development Director Heather Hartman attended the Multi-County Meeting held in Smith Center. Commissioners discussed hospitals, taxes, and valuations. Elections were discussed with the consensus of commissioners agreeing that due to costs of equipment and difficulties finding board workers Counties should be allowed to decide if they wanted to do all vote by mail elections or allowing individuals to be put on a permanent advanced voting status regardless of reason.

December 16, 2019

The Mitchell County Commissioners met in formal session on Monday, December 16th, 2019 at 8:30 a.m. in the Commissioners room of the Mitchell County Courthouse. Present were Chairman Mike Cooper and members Tom Claussen and Jim Marshall. Also present were Jason Rabe, Beloit City Manager, Terry Bailey, Beloit Call, and Heather Hartman, Community Development Director.

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

The minutes of the December 9th, 2019 meeting were approved as written on a motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

Dale Housh discussed the purchase of a tree cutter from Phillips County at the cost of 4500.00. Sunday and Monday snow was cleared. Coughlin Company has core drilled the road below the dam and flood gates. They then submitted a proposal of a total of \$105000.00 per mile. This process will help to reduce the amount of drop off on the edges of the roadway. Dale Housh will contact the Coughlin Company to have a representative come to discuss this with the County Commissioners face to face. Tom Claussen asked if there could be signage placed at Ullom Trucking to caution drivers of the trucks loading and unloading on the road. Dale Housh will look into the matter.

The Commissioners discussed the possibility of a high voltage power transmission line to be built in the northern part of the county. Further discussion will be needed in the future.

Stan Deneke presented the Commissioners with a resolution to transfer \$50,000.00 from the Noxious Weed fund to the Noxious Weed Special Equipment fund. The transfer was approved.

Jason Rabe, Beloit City Manager, discussed the issue of the HVAC in the LEC Building at the North Campus. At one time the whole campus was controlled by one boiler. The City is making changes in the ownership of some building and the old system is no longer feasible. The system is currently running at 44% efficiency. He has received two bids to replace the system that will control the LEC on its own. Only one bid contained a price of \$264,700.00. Financing for the project could be arranged with a pay off in ten yrs. Tom Claussen said he would like to proceed with the project. It needs to be done and the cost will not go down.

Tami Eck, Register of Deeds. Tami asked if the Commissioners thought it would be better to purchase her copier outright or continue to make installments. After options were discussed the Commissioners decided that she should pay it off instead of payments.

Eric Hamel, EMS Director, asked the Commissioners to sign a grant request. He is applying for two Kraf Grants in hopes to be awarded at least one grant to purchase two Heart Monitors for the ambulances. Each Monitor costs \$20,000.00. The grant if awarded will pay 75% of the cost with Mitchell County being responsible for 25%.

Tom Claussen told Eric Hamel that he was aware of all the extra hours that He and Missy McGinnis have been putting in due to being shorthanded. He asked Eric to submit the hours that he thought they have put in to cover the staffing shortage. Eric said he would turn in a report.

Tom Claussen made a motion to adjourn, Jim Marshall seconded. Mike Cooper adjourned the meeting.

_____ Mike Cooper, Chairman

ATTEST: _____ Chris Treaster, Mitchell County Clerk

December 23, 2019

The Mitchell County Commissioners **did not meet on Monday, December 23, 2019** due to lack of agenda items.

_____ Mike Cooper, Chairman

ATTEST: _____ Chris Treaster, Mitchell County Clerk

December 31, 2019

The Mitchell County Commissioners met in formal session on Tuesday, December 31, 2019 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 Terry Bailey, KVSV Radio.

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

The minutes of the December 16, 2019 meeting and December 23, 2019 waiver of meeting were approved as written on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Kitty Wagner, Appraiser's Office, presented a Resolution authorizing a \$12,000 transfer from the Special Reappraisal Fund to the Special Reappraisal Capital Outlay Fund. The commission approved the Resolution on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

Eric Hamel, EMS Director, met with the commission and discussed the Kraft Grant for 2 heart monitors. The total cost is \$67,240. There is a \$20,000 grant and the County will be responsible for \$47,240. Mr. Hamel was going to look for other grants available. Mr. Hamel requested, and was granted, 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 8:45 and ended at 8:55 when it was extended 5-minutes on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote. Session ended at 9:00 with no decisions made in executive session. The commission announced that Eric Hamel and Missy McGinnis will each receive \$5,000 for covering extra shifts due to reduced staff, illness, etc. on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

Tom Deneke and Fred Severance, representing MCO Fire, met with the commission to ask to transfer \$20,000 from the MCO Fire Fund to the MCO Fire Special Equipment Fund. Request was granted on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Dale Housh, Public Works Director, met with the commission and informed them that there were new CDL laws for the State of Kansas. Anyone with a CDL will have to have a background and driving record check. The company currently providing the drug testing will be used for this requirement. The commissioners will meet with the Coughlin Company and Mr. Housh next Monday to discuss the condition and costs of repair to the road below the dam into Glen Elder. Mr. Housh then presented three (3) transfer requests. \$300,000 from Road & Bridge to Special Highway Improvement, \$250,000 from Road & Bridge to Special Machinery, and \$70,000 from Road & Bridge to Capital Outlay. Transfers were approved on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

The commission approved a transfer of \$40,000 from the County Health Fund to the County Health Capital Outlay Fund on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

The commission approved a contract with Lindburg, Vogel, Pierce, Faris, Chtd. for auditing services for 2019 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

The commission held a 30-minute executive session for non-elected personnel on motion by Tom Claussen and seconded by Jim Marshall. Clerk was asked to remain in session. Motion carried by unanimous vote. Session began at 9:50 and ended at 10:20 with no decisions made in executive session.

The commission reappointed Chris Mondero to the Mitchell County Hospital Board of Trustees and appointed Jim Johnson to replace Curt Frasier who is retiring from the board on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

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

_____Mike Cooper, Chairman

ATTEST: _____ Chris Treaster, Mitchell County Clerk