



## 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, 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 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 1<sup>st</sup> 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 28<sup>th</sup> 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, 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 February 19, 2019 meeting were approved as written and the waiver of meeting on February 25<sup>th</sup> 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 3<sup>rd</sup> 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, KVSV 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 Mollerker, 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, KVSU 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 21<sup>st</sup> 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.