

Board of Crawford County Commissioners

Commission Meeting Agenda

CRAWFORD COUNTY COURTHOUSE, COMMISSIONERS' BOARD ROOM
Girard, KS, Tuesday, April 15, 2019, 10:00AM.

I. Meeting called to order

- a. Pledge of Allegiance

II. Business from a previous meeting

a. Approval of consent agenda

- i. Consent agenda additions or deletions

- 1. Approval of the April 12, 2019 minutes of the Board of County Commissioners, and
- 2. Approval of the accounts payable warrant numbers 589863 to 590139 dated March 15, 2019 in the total amount of \$333,233.62.

b. Signing of motions from the previous meeting

Motion 19	111	That the consent agenda be approved including: Approval of the April 9, 2019 minutes
Motion 19	112	To take a 5 minutes recess at 10:55 AM
Motion 19	113	To adopt Resolution #2019-010, A Resolution Establishing an Early Retirement Program for Crawford County Employees
Motion 19	114	To authorize the Chairman to sign the proposal from Asphalt Paving & Maint. for Recycled Asphalt for 2019

III. New Business

- a. Scheduled public hearings and opening of announced bids
- b. Proclamations and orders of the Board
- c. Messages from the Crawford County Local Board of Health
- d. Messages from other governmental entities
- e. Messages from elected officials
- f. Messages from appointed officials
- g. **Messages from the public**
 - i. Mr. Travis Klinesmith regarding John Deere motor graders.
- h. **New Business**
 - i. Mr. Pyle, County Clerk
 - ii. **Mr. Emerson, County Counselor**
 - 1. Presenting Kansas Housing Resource Corporation Emergency Solutions Grant Recipient Request for Reimbursement and Financial Status Report.
 - 2. KDOT County Quarry Road List addition.
 - iii. Chairman Moody, Commissioner
 - iv. Mr. Johnson, Commissioner

Board of Crawford County Commissioners

- v. Mr. Blair, Commissioner
- IV. Old Business**
 - a. **Old Business**
 - i. Mr. Pyle, County Clerk
 - ii. Mr. Emerson, County Counselor
 - iii. Chairman Moody, Commissioner
 - iv. Mr. Johnson, Commissioner
 - v. Mr. Blair, Commissioner
- V. Future Business and Announcements**
 - a. **Future Business**
 - i. **April 16, 2019** – Work Session **immediately after the regular session** with Ollson Associates to discuss land development plan.
 - ii. **April 23, 2019** – Ms. Angie Hadley, Director Restorative Justice Authority presenting FY 2020 Comprehensive and Reinvestment grants.
 - iii. **April 23, 2019** – Ms. Debra Anthony representing the Wellness Committee
 - iv. **April 26, 2019 – 8:30 AM** Work Session to sign April bills and payroll vouchers.
 - v. **April 26, 2019 – 10:00 AM** Public Hearing on Vacating a Platted Alley in the Original Town of Chicopee.
 - b. **Announcements**
 - i. **April 19, 2019** – The Courthouse will be closed all day in observance of Good Friday.
 - ii. **April 23, 2019** – Student Government Day.
- VI. Motion for adjournment**

Individuals who wish to have their name listed on the official meeting agenda should please call the County Clerk's Office (620-724-6115) by 12:00 p.m. on the day preceding the meeting at which they wish to appear. Individuals are welcome to appear without their name on the agenda. Advance notification simply makes it easier for the County Clerk's Office to prepare the agenda. Thank you. If you are an individual with special needs, please contact the County Clerk's Office in advance of your attendance at the meeting so any necessary arrangements can be made.



Jim Emerson
County Counselor
Crawford County
P.O. Box 249
Girard, KS 66743-0249

April 9, 2019

Dear Mr. Emerson:

Please find enclosed the ESG Financial Status Report for the months of January, February, and March 2019, for the signature of the Chair of the County Commissioners.

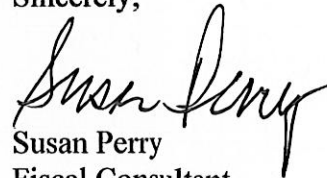
Please forward the FSR to James Chiselom at Kansas Housing Resources Corporation. Please be aware that this must be accompanied by a letter from the County with an Invoice on Letterhead, or a Cover Letter on Letter-Head that contains the following:

- 1) The Grant number of the funds being requested.
- 2) The date of the request.
- 3) The amount being requested.
- 4) Name of the authorized person making the request.
- 5) The signature of the authorized person making the request.

Mr. Chiselom has informed us that the only time we need to send the paper backup is for the First Quarter.

If you have any questions or concerns, please feel free to contact me Susan Perry, (Fiscal Consultant), or Rebecca Brubaker, Executive Director), at (620) 231-8692.

Sincerely,



Susan Perry
Fiscal Consultant

**KANSAS HOUSING RESOURCE CORPORATION
EMERGENCY SOLUTIONS GRANT (ESG)
RECIPIENT REQUEST FOR REIMBURSEMENT AND FINANCIAL STATUS REPORT**

SUB RECIPIENT ORGANIZATION (CITY, COUNTY)

SAFEHOUSE CRISIS CENTER - CRAWFORD COUNTY

CONTRACT NUMBER

ESG - FFY2018

DATE REQUEST SUBMITTED

April 9, 2019

CASH OUTLAYS FOR MONTH(S) OF

January, February, March 2018

PART A. BUDGET CATEGORY

COMMENTS

A. ADMINISTRATION \$0.00

B. STREET OUTREACH \$0.00

C. EMERGENCY SHELTER \$6,027.00

D. HMIS \$0.00

E. HOMELESS PREVENTION \$0.00

F. RAPID RE-HOUSING \$0.00

F. SUB-TOTAL ESG FUNDS REQUESTED \$6,027.00

G. LOCAL MATCH OUTLAYS \$6,027.00

H. TOTAL PROJECT OUTLAYS \$12,054.00

SUB RECIPIENT ORGANIZATION (CITY/COUNTY)

SAFEHOUSE CRISIS CENTER - CRAWFORD COUNTY

CONTRACT NUMBER

ESG - FFY2018

PART B. FINANCIAL STATUS REPORT

REPORT AS OF

3/31/2019

CONTRACT PERIOD BEGINNING:

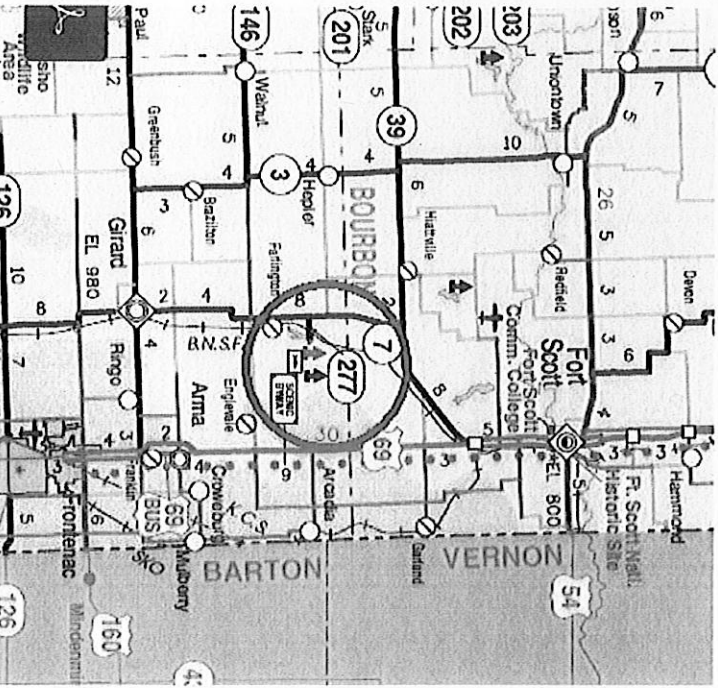
July 01, 2018 to June 30, 2019

COL. (1)	COL. (2)	COL. (3)	COL. (4)	COL. (5)	COL. (6)	COL. (7)	COL. (8)	COL. (9)	COL. (10)
BUDGET CATEGORY	ADMIN.	Street Outreach	Emergency Shelter	HMIS	Homeless Prevention	Rapid Re-housing	TOTAL ESG FUNDS	LOCAL MATCHING FUNDS	TOTAL PROJECT BUDGET
A. TOTAL PROJECT BUDGET							\$0.00		\$0.00
B. APPROVED BUDGET ADJUSTMENTS	\$635.00		\$23,150.00	\$350.00			\$24,135.00	\$24,135.00	\$48,270.00
C. ADJUSTED PROJECT BUDGET	\$635.00	\$0.00	\$23,150.00	\$350.00	\$0.00	\$0.00	\$24,135.00	\$24,135.00	\$48,270.00
D. CUMULATIVE CASH OUTLAYS (Line "F" from Previous report; -0- if first report)	\$0.00	\$0.00	\$9,151.00	\$350.00	\$0.00	\$0.00	\$9,501.00	\$9,501.00	\$19,002.00
E. CURRENT REIMBURSEMENT REQUEST (from totals on pg 3)	\$0.00	\$0.00	\$6,027.00	\$0.00	\$0.00	\$0.00	\$6,027.00	\$6,027.00	\$12,054.00
F. CUMULATIVE CASH OUTLAYS (Line "D" plus line "E")	\$0.00	\$0.00	\$15,178.00	\$350.00	\$0.00	\$0.00	\$15,528.00	\$15,528.00	\$31,056.00
G. UNLIQUIDATED OBLIGATIONS (A. Total Project Budget less F. Cash Outlays)	\$635.00	\$0.00	\$7,972.00	\$0.00	\$0.00	\$0.00	\$8,607.00	\$8,607.00	\$17,214.00
H. TOTAL CASH OUTLAYS & UNLIQUIDATED OBLIGATIONS (Lines "F" + "G")	\$635.00	\$0.00	\$23,150.00	\$350.00	\$0.00	\$0.00	\$24,135.00	\$24,135.00	\$48,270.00

SUB RECIPIENT ORGANIZATION (CITY/COUNTY)		CONTRACT NUMBER
SAFEHOUSE CRISIS CENTER - CRAWFORD COUNTY		ESG - FFY2018
TOTAL PAGE OF SUB-AWARDEE		
by categories for which reimbursement is requested)		
D. HOMELESS PREVENTION		
Rental Assistance (short term)	\$0.00	\$0.00
Rental Assistance (medium term)	\$0.00	\$0.00
Rental Assistance (arrears)	\$0.00	\$0.00
Housing Relocation & Stabilization Services/Financial Assistance	\$0.00	\$0.00
Moving costs	\$0.00	\$0.00
Rental application fees	\$0.00	\$0.00
Security deposits	\$0.00	\$0.00
Last month's rent	\$0.00	\$0.00
Utility deposits	\$0.00	\$0.00
Utility payments	\$0.00	\$0.00
Services	\$0.00	\$0.00
Housing search & placement	\$0.00	\$0.00
Housing stability case management	\$0.00	\$0.00
Mediation	\$0.00	\$0.00
Legal services	\$0.00	\$0.00
Credit repair	\$0.00	\$0.00
TOTAL HOMELESS PREVENTION	\$0.00	\$0.00
(Amount should match Page 2, Line E, Col. 6)		
D. RAPID RE-HOUSING		
Rental Assistance (short term)	\$0.00	\$0.00
Rental Assistance (medium term)	\$0.00	\$0.00
Rental Assistance (arrears)	\$0.00	\$0.00
Housing Relocation & Stabilization Services/Financial Assistance	\$0.00	\$0.00
Moving costs	\$0.00	\$0.00
Rental application fees	\$0.00	\$0.00
Security deposits	\$0.00	\$0.00
Last month's rent	\$0.00	\$0.00
Utility deposits	\$0.00	\$0.00
Utility payments	\$0.00	\$0.00
Services	\$0.00	\$0.00
Housing search & placement	\$0.00	\$0.00
Housing stability case management	\$0.00	\$0.00
Mediation	\$0.00	\$0.00
Legal services	\$0.00	\$0.00
Credit repair	\$0.00	\$0.00
TOTAL RAPID RE HOUSING	\$0.00	\$0.00
(Amount should match Page 2, Line E, Col. 7)		
TOTAL PROJECT OUTLAYS		
(REQUEST FOR REIMBURSEMENT)	\$6,027.00	\$6,027.00
(Amount should match Page 2, Line E, Col. 8)		

RECIPIENT ORGANIZATION (CITY/COUNTY)		CONTRACT NUMBER	
SAFEHOUSE CRISIS CENTER - CRAWFORD COUNTY		ESG - FFY2018	
PART C. CERTIFICATION STATEMENT		PART D. FOR KANSAS HOUSING RESOURCES CORPORATION ONLY	
<p>I certify to the best of my knowledge and belief that this report is correct and complete and that all outlays and unliquidated obligations are for the purposes set forth in the award documents.</p>		DATE REIMBURSEMENT REQUEST RECEIVED	AMOUNT AUTHORIZED FOR PAYMENT
		AUTHORIZED BY (ESG COORDINATOR)	DATE SUBMITTED TO FISCAL FOR PAYMENT
SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL		VOUCHER NUMBER AND DATE	DATE CHECK MAILED TO RECIPIENT ORGANIZATION
TYPED OR PRINTED NAME		OTHER (NOTE REASONS FOR VARIANCES AND/OR OTHER INFORMATION REGARDING PAYMENT)	
TYPED OR PRINTED TITLE			
DATE			
PREPARED BY			
PREPARER'S SIGNATURE			
TYPED OR PRINTED NAME			
Rebecca Brubaker			
Susan Perry			
TYPED OR PRINTED TITLE			
Executive Director			
Fiscal Consultant			
TELEPHONE NUMBER			
620-231-8692			

					North	South	East	West
Crawford	Midwest Minerals	98-0684	00801702	S30	30S	24E	Dirt-0.5 Miles	N/A
Crawford	Nelson Quarries	99-5172	00800115	S20	30S	24E	N/A	N/A
Crawford	Mulberry Limestone	99-5175	00802101	S02	29S	25E	N/A	N/A
Crawford	Midwest Minerals	97-0232	00801703	S31	27S	24E	0-0.5 (adjacent to highway) N/A	N/A
Crawford	Mulberry Limestone	98-1043	00802102	S25	28S	24E	N/A	Asphalt 0.25 Miles



Alyssa,

We need to correct our list of quarry roads and this one noted used to come out onto State Highway 277 (road into the Crawford State Park). We gave that road back to Crawford County several years ago, along with quite a bit of money. We have an asphalt producer who will set up and haul asphalt out of this MWM quarry this summer. Sometime in the fall we will tally up the tons hauled out (& materials in) x the length (nearest .25 miles) x \$0.06, and KDOT will send the county a check.

Please let the Commissioners know and send me a note that they are aware so Topeka will add this piece to the County quarry road list.

Thanks!
The Pittsburg Office

KANSAS DEPARTMENT OF TRANSPORTATION (KDOT)

Policy for Quarry Roads Reimbursement

It is the KDOT policy to reimburse Kansas Counties in accordance with the following rates of reimbursement and procedures for damages caused by the hauling of crushed material or aggregate from a quarry, sand from a pit, or crushed gravel from a gravel pit to a state highway for a KDOT let construction project. Reimbursement will be on a project by project basis for projects that are let for construction and that meet the quantity requirements specified below. KDOT will not reimburse counties for materials used for routine maintenance functions except for those materials let and produced as Hot Mix/Cold Lay (Stockpile). KDOT will determine the quantities hauled from the quarries, sandpits or crushed gravel pits (material producers) on the basis of the final pay quantities and theoretical proportions of each material.

A Quarry Road is considered to be a road leading from a material producer whether a rock quarry, sandpit or gravel pit. Quarry Roads are distinguished from Haul Roads which are roads leading to and from a plant to the work site and which are covered in the latest edition of the KDOT Standard Specifications and applicable Special Provisions. Haul roads from a plant to the work site will be paid for, maintained, and administered as they have in the past.

Additionally, implementation and administrative procedures follow and supplement this policy.

I. IMPLEMENTATION PROCEDURES

The policy and associated procedure will be superseding the 2001 policy and will begin with the January 2009, KDOT letting and meet the following requirements on KDOT let projects.

A. Quantity Requirements for Items Covered.

1. Hot Mix Asphalt materials used on project if the project generates a total of more than 1,000 Tons of Hot Mix Asphalt material.
 - If the project includes more than one mix designation, the generated quantity will be the sum of all mixes used on the project.
 - If the project is a host (106) project or state tied project, the generated quantity will include the sum of all mixes used on the individual projects included in the host project or state tied project.
 - If a Stockpile(s) is let in conjunction with the other KDOT projects, the generated quantity will include the stockpile material.
2. Aggregate Base used under Hot Mix Asphalt if the base is used in conjunction with a project covered in number 1 above and generates more than 1,000 Tons.
 - If more than one type of aggregate base is used on the project, the generated quantity will be the sum of the aggregate bases used on the project.
 - If the project is a host (106) project or state tied project, the generated quantity will include the sum of all aggregate bases included in the host project or state tied projects.
3. Aggregate for Shoulders if the quantity of aggregate shoulder exceeds 1,000 Tons whether the aggregate is let as a separate contract or as part of either a Hot Mix Asphalt Surface project or Portland Cement Concrete Pavement (PCCP) project.
 - If the project is a host (106) project or state tied projects, the generated quantity will include the sum of all Aggregate for Shoulders included in the host project or state tied projects.

- Do not include the Pavement Edge Wedge aggregate used on overlay projects.
- 4. All PCCP thicker than 5 inches and shoulders associated with the PCCP if the quantities are greater than 1,000 SQ YDS.
 - If there is more than one thickness of PCCP designated on the project, the generated quantity will include the sum of all the different PCCP's used on the project.
 - If the project is a host (106) project or state tied project, the generated quantity will include the sum of the PCCP on the individual projects.
- 5. All aggregate base, cement treated base, or other base if the base is used in conjunction with a PCCP project covered in number 4 above.
 - If there is more than one thickness or different type of aggregate base designated on the project, the generated quantity will include the sum of the various thicknesses or the sum of all the different aggregate bases.
 - If the project is included in a host (106) project or state tied project, the generated quantity will include the sum of all the aggregate bases included in the host project or state tied projects.
- 6. All Crushed Stone Riprap, Slope Protection, and Aggregate Ditch Lining used on projects if more than 150 Tons of Crushed Stone Riprap, Slope Protection, or Aggregate Ditch Lining is used on the project.
 - If the project includes more than one type of crushed stone riprap, slope protection or aggregate ditch lining the generated quantity will be the sum of these crushed stones used on the project.

B. Rates of reimbursement.

KDOT will determine reimbursement on a Ton/mile basis for items covered and hauled on County roads from the materials producers to the state highway. County roads include any City streets or Township roads used as quarry haul roads, and the County (not KDOT) will be responsible for reimbursing the City or Township for monies KDOT paid the County for City streets or Township roads. KDOT will use the following rates per Ton/mile on the following types of roads when computing reimbursement:

Dirt or Gravel at \$0.02/Ton/mile

Asphalt Seal at \$0.04/Ton/mile (assumes that surface is a combination of asphalt seals, cold mix asphalt, or both)

Hot Mix Asphalt at \$0.06/Ton/mile (includes an Asphalt Seal over a Hot Mix Asphalt surface)

C. Calculation of the quantities from the quarries.

KDOT will determine the quantities obtained from the individual material producers on the projects using theoretical/computed amount based on the percentage of the various materials necessary to produce the product. On many mixes, the contractor may vary the percentages of materials until the production is brought into balance. When this occurs, KDOT will apply the percentage that was used for the majority of the project production. KDOT will make no allowance for waste or any material the contractor sold for non-project work. KDOT will not require the contractor to provide any weight tickets or invoices on the amount of material purchased from the various material producers. The calculation will be made on a Quarry Road Reimbursement Form.

II. ADMINISTRATIVE PROCEDURES

The KDOT District Engineer has responsibility for administering the program but may assign this work to other KDOT personnel working in the District.

A. Determining length of road from the materials producer to the state highway.

1. The District Engineer or designee will meet with the County Engineer or County Supervisor in those Counties that have KDOT approved quarries, sand pits or crushed gravel pits to determine the length and type(s) of County roads used from all material producers' locations to the state highway. The material producers will be identified using the same designation as the Bureau of Materials and Research uses.
2. The District Engineer or designee will determine the surface type (Dirt or Gravel, Asphalt Seal, or Hot Mix Asphalt) and the length of each quarry road from the material producer to the state highway. The length from the material producers' site to the state highway will be measured to the nearest 0.25 miles. (Note: it is generally intended the quarry road will be the shortest distance to the state highway.) If the material may be hauled from more than one direction, measure each route and identify routes from which the material will be hauled (North, East, South, West).
3. The District Engineer or designee will submit the surface type of all quarry roads and corresponding lengths to the Bureau of Construction and Maintenance. Bureau of Construction and Maintenance personnel will input the information to the Bureau of Construction & Maintenance web page.

B. Payment Calculation.

1. On construction projects covered by this policy, the field office will submit a completed Quarry Road Reimbursement Form to the District. The field office will submit the form within 20 days after the contractor has completed the covered Hot Mix Asphalt, PCCP, Aggregate Shoulders, Aggregate Base, Crushed Stone Riprap, Slope Protection, Aggregate Ditch Lining, or combination of these.
2. Annually on the first business day in November, the field office will complete and submit a Quarry road Reimbursement Form on all active projects that have not been completed and that contain items and quantities meeting the requirements for reimbursement. KDOT will reimburse the counties for the remaining quantities when they are actually completed. This provision is intended for projects that are constructed over two or more construction seasons or for projects that may not be completed by the first business day of November deadline.
3. The KDOT field office will compute the individual quantities of materials used for the project based on the actual percentage of material in the product. The rate for the type of road and the miles from the materials producers to the state highway will be obtained from the listing on the Bureau of Construction & Maintenance web page. If the material producer indicates more than one direction from its site, the field will use the direction in closest proximity to the project.
4. Using the information in Section B.3 and Rates of Reimbursement designated above, the KDOT field office will compute the dollar amount owed to the County and enter the results on a Quarry Road Reimbursement Form.

C. Payment to the Counties.

1. The Bureau of Construction and Maintenance will generate the Master Agreement with each County that has material producers. Only one Master Agreement will be required, regardless of the number of material producers located in a County. The Master Agreement will be on file in the Bureau of Construction and Maintenance and the Bureau of Fiscal Services.
2. Only Counties with Master Agreements will have a listing of material producers and the surface type(s) and lengths noted in Section A.

3. For Quarry Road Reimbursement Forms that equal or are greater than \$100.00 payments will be made. To make actual payments to the County, the Districts will generate a contract in the Construction Management System (CMS) based on the information on the Quarry Road Reimbursement Form and submit this form with the appropriate cover letter to the Bureau of Construction and Maintenance.
4. The Bureau of Fiscal Services will make payment directly to the Counties after the Bureau of Construction and Maintenance has approved payment.

Roy D. Risky 9/1/09
Recommended by: Date
Roy D. Risky, P.E.
Chief of Construction & Maintenance

Catherine M. Patrick 9-1-09
Approved by: Date
Catherine Patrick, P.E.
Director of Operations

Jerry Younger 9/2/09
Approved by: Date
Jerry Younger, P.E.
Deputy Secretary for Engineering & State Transportation Engineer