

Board of Crawford County Commissioners

Commissioners' Journal

2020, **THIRTY-FOURTH** MEETING

CRAWFORD COUNTY COURTHOUSE, COMMISSIONERS' BOARD ROOM
Girard, KS, **Tuesday, April 28, 2020 10:00 AM**

The Crawford County Board of Commissioners met pursuant to Kansas Statutes

Annotated Chapter 19, Article 2, Section 18 in due and regular session with open doors.

Commissioner Bruce Blair served as the presiding officer.

Commissioners Tom Moody and Jeremy Johnson were in attendance.

County Clerk Don Pyle and County Counselor Jim Emerson were seated with the Board.

Chairman Blair led the pledge of allegiance.

UNDER THE HEADING BUSINESS FROM A PREVIOUS MEETING CONSENT AGENDA

On motion (20-190) of Commissioner Moody and the second of Commissioner Johnson that the consent agenda be approved including:

1. Approval of the **April 24, 2020** minutes of the Board of County Commissioners.

Yeas: Commissioners Moody, Blair and Johnson

Nays:

Present but not voting:

Absent or not voting:

The motion prevailed and the consent agenda was approved.

SIGNING OF MOTIONS

The County Clerk presented the following motions for Commissioners' signatures:

Motion 20	182	That the consent agenda be approved including: Approval of the April 21, 2020 minutes
Motion 20	183	To open the Public Hearing on closing and vacating a platted alley in the Town of Opolis, Crawford County, Kansas
Motion 20	184	To close the Public Hearing on closing and vacating a platted alley in the Town of Opolis, Crawford County, Kansas
Motion 20	185	To adopt Resolution #2020-007, A Resolution Closing and Vacating a Platted Alley in the Town of Opolis, Crawford County, Kansas
Motion 20	186	To recess this open session and go into a closed executive session for a period of not more than 10 minutes to discuss Non-Elected Personnel to discuss Emergency Management and to include the Board of County Commissioners and County Counselor Jim Emerson and to reconvene by 11:21 AM

Board of Crawford County Commissioners

Motion 20	187	To recess this open session and go into a closed executive session for a period of not more than 10 minutes to discuss Non-Elected Personnel and the County Shop purchasing card and to include the Board of County Commissioners, County Counselor Jim Emerson and Road and Bridge Coordinator Alyssa Edwards and to reconvene by 11:32 AM
Motion 20	188	To approve allowing Blue Cross and Blue Shield of Kansas to offer a Secure Cancer policy and a Secure Hospital Indemnity policy to Crawford County Employees
Motion 20	189	To increase the credit limit on the County Shop purchasing credit card through GNBANK to \$2,500

UNDER THE HEADING NEW BUSINESS

MESSAGES FROM CRAWFORD CO LOCAL BOARD OF HEALTH

Item One: County Health Officer Rebecca Adamson addressed the Commissioners. She stated that the draft of the Crawford County Re-opening Plan is posted on the Crawford County website and she stated that she will be on the KRPS Radio station on Thursday, April 30, and the information on that forum is also posted on the county website. Ms. Adamson gave an update on the Health Department and stated for the last month they have been testing on site in an outside testing facility. She said that most of the other programs managed by the health department have been conducted through phone calls and she hopes by June 1, 2020, some of the programs can return to their normal operations and that depends on guidance from KDHE. Ms. Adamson discussed the new COVID-19 case in Crawford County and said that she believes it was travel associated. She stated that the individual is doing fine and recovering at home. She said that Crawford County still has persons of interest awaiting results. She discussed statistics of Kansas COVID-19 testing. She explained that she had an inquiry about what Crawford County has spent due to the pandemic and stated that she does not know how much has been spent at this time. Ms. Adamson and the Commissioners discussed grants that could help pay for expenses incurred from the virus. Ms. Adamson discussed the need for masks, the life expectancy of masks and how to care for reusable masks.

Sheriff Danny Smith gave an update on his departments and stated that he had a meeting with his staff and they discussed the steps that will be taken when the governor's order expires. He stated that his lobby will remain closed and he will operate a drive-through VIN Inspection. He stated that he will be operating a few services through the lobby such as fingerprinting. Sheriff Smith said that Emergency Management Director Rusty Akins received a shipment of masks yesterday and those masks were distributed to the tornado shelters and he is preparing a list of the shelters for the public.

PUBLIC HEARINGS AND OPENING OF ANNOUNCED BIDS

MESSAGES FROM THE PUBLIC

MESSAGES FROM APPOINTED OFFICIALS

MESSAGES FROM OTHER GOVERNMENTAL ENTITIES

MESSAGES FROM ELECTED OFFICIALS

PROCLAMATION AND ORDERS OF THE BOARD

NEW BUSINESS

Board of Crawford County Commissioners

Item One: County Counselor Jim Emerson presented the Comprehensive Plan, Reinvestment and JCAB/EBP Funds grants for FY21 for the Restorative Justice Authority. He handed out the narratives and the signature pages for the grant renewals. Mr. Emerson discussed the grants and explained the programs and services that are provided through these grants. He stated that the FY21 Comprehensive Plan Grant and FY21-FY23 Reinvestment Grant are existing grants and the Juvenile Corrections Advisory Board Evidence Based Program Fund is a new grant offered this year.

The Restorative Justice Authority (RJA) FY21 Grants

The FY21 grant process includes two existing grants and one new grant application. Existing grants consist of the FY21 Comprehensive Plan Grant and FY21-FY23 Reinvestment Grant. The Juvenile Corrections Advisory Board (JCAB)/Evidence Based Program Fund is a new grant offered this year.

FY21 Comprehensive Plan Grant:

Brief Organization Description:

RJA serves at-risk youth in Crawford County who are either in the custody of the Kansas Department of Corrections-Juvenile Services (KDOC-JS), on intensive supervised probation, or have been placed in law enforcement police protective custody as a child in need of care or arrested as a juvenile offender. RJA's target population is working with youth who pose a risk to public safety, have failed regular probation, or are returning to the community upon Conditional Release from one of the state correctional facilities. RJA serves Crawford County and provides the following programs: Juvenile Intake and Assessment Systems, Juvenile Intensive Supervised Probation, Case Management and Immediate Intervention Program (IIP) and Wraparound Services and evidence based programming.

The following is a brief description of core programs which are paid for through comprehensive plan grant funds:

Juvenile Intake and Assessment System (JIAS) provides crisis counseling services on a 24/7/365 basis to all youth ages 0-17 who come into contact with law enforcement. The intake process begins when the youth is taken into Police Protective Custody (PPC) as a Child In Need of Care or arrested as a juvenile offender. Law enforcement contacts juvenile intake to request our services. The Juvenile Intake Officer and youth will be provided a confidential setting to complete the intake and assessment process. The Juvenile Intake Officer makes recommendations based on community safety as well as the safety of the child. The Juvenile Intake Officer makes referrals and assists law enforcement with placements as needed. Youth placed in Secure Detention must meet detention criteria. The Crawford County Attorney has 72 hours to decide whether or not to file in PPC cases and 48 hours to have a detention hearing.

Juvenile Intensive Supervised Probation (JISP) monitors youth who have failed on regular probation or have met criteria scores on the YLS/CMI. The Juvenile Supervision Officer (JSO) monitors court orders, arranges services that will best help the youth and family be successful within the community and reports the youth's performance to the court. Youth returned home from a Juvenile Correctional Facility are also supervised on Conditional Release under JISP services. Conditional Release youth are monitored very closely to ensure the youth receives needed services to reintegrate back into the community and promote public safety.

Case Management (CM) monitors youth who have been placed in the custody of the KDOC-JS due to the youth's behaviors and/or crimes committed. CM youth are removed from their home and placed in a foster home, group home, etc. until it is appropriate to return to the community.

Immediate Intervention Program (IIP) was developed as part of SB 367 to provide services and supervision to eligible youth in an effort to avoid prosecution. IIP youth are referred for services by the Crawford County Attorney's Office for youth who meet the program criteria.

This grant funds core programs and services which include the following; JIAS, IIP, JISP and CM services.

FY21 Comprehensive Plan Grant Allocation: \$311,233.69.

Board of Crawford County Commissioners

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Board of Crawford County Commissioners

JCABs will determine if the proposed program or service is in line with the districts goals and plans for serving youth, determining the need and scope of services, ensuring the proposal meets the statutory criteria, etc., and shall approve the application at the local level.

Once the JCAB has approved the proposal, the application and all supporting documentation may be included in the judicial district's comprehensive plan and budget, which is submitted to KDOC every year for the following fiscal year.

KDOC will review the application to determine if the proposed services meet statutory criteria and a decision will be made regarding funding. KDOC will contact the JCAB regarding approval or disapproval of funding. Notification of approval will occur at the same time as notification of comp plan approval.

To allow for the successful integration of evidence-based services into juvenile justice operations, KDOC will allow programs a planning period of 90 days, starting on the date of award approval. This will allow time for staff to be hired, trained, and contracts with service providers to be established. The planning period is optional, and all new projects must be operational no later than 90 days from notification of approval. If program needs an extension of the planning period, a request may be submitted to KDOC, outlining reason for needed extension and new timeline for startup.

Description of proposed service:

The JCAB and RJA would like to employ a full time Program Advocate. Which will be paid for through the Juvenile Corrections Advisory Board (JCAB)/Evidence Based Program Grant Funds, if awarded.

The Program Advocate would:

- be trained in Mentoring4Success to mentor youth
- be a liaison between the school and youth to assist with tutoring, attendance and behavior issues
- educate youth and families regarding post education opportunities and financial aid services
- assist youth interested and eligible to obtain post-secondary opportunities
- be trained in Offender Workplace Development Specialist (OWDS) to help youth learn job skills, complete applications and help youth obtain employment by working with local employers
- set up and participate with the youth in prosocial/leisure activities as well as teach youth the importance of giving back within their community through supervised community service work projects
- provide transportation assistance
- help youth understand budgeting, costs and available community resources for youth with limited support or services

The Juvenile Corrections Advisory Board (JCAB)/Evidence Based Program Fund Allocation: \$82,827.23.

Signatures needed:

FY21 Comprehensive Plan

- Page 9 Administrative County Officials Signature page – Bruce and Don
- Page 50 Grant Conditions - Bruce

Reinvestment Grant

- Page 16 Signatory Approval – Bruce and Don

Note: The Juvenile Corrections Advisory Board (JCAB)/Evidence Based Program Fund grant only requires the signature of the JCAB Chair.

Board of Crawford County Commissioners

FY21 thru FY23 Reinvestment Grant | KDOC-Juvenile Services

Revised 2-6-2020

SIGNATORY APPROVAL

FY 2021 Kansas Department of Corrections
Reinvestment Grant Funds
Budget Summary and Budget Narrative

Agency Name: The Restorative Justice Authority

Director/Administrative Contact

I hereby certify by my signature that I have developed my agency's FY 2021 Budget Summary and Budget Narrative attached hereto, and that I have reviewed the Budget Summary and Narrative for accuracy. I further certify that I find the Budget Summary and Narrative complies with applicable Kansas Statutes, regulations, and Kansas Department of Corrections Standards.

Angie Hadley
Name (typed or printed)

Angie Hadley
Signature

3-25-2020
Date

Advisory Board Chairperson

I hereby certify by my signature below that the Corrections Advisory Board has approved the attached FY2021 Budget Summary and Narrative

Pat Pence
Name (typed or printed)

Pat Pence
Signature

3-26-2020
Date

COUNTY COMMISSION CHAIRPERSON (Sponsoring County)

I hereby certify by my signature below that the Board of County Commissioners has approved the attached FY 2021 Budget Summary and Narrative

Bruce Blair
Name of Chairperson (Typed or Printed)

Crawford County
County
Bruce Blair
Signature

4/28/2020
Date

COUNTY FISCAL OFFICER (Sponsoring County)

I hereby certify by my signature below that the County Fiscal Officer has approved the attached FY 2021 Budget Summary and Narrative

Don Pyle
Name of Fiscal Officer (Typed or Printed)

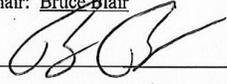
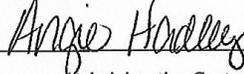
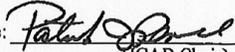
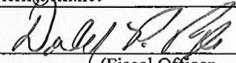
Don Pyle
Signature

4/28/20
Date

Board of Crawford County Commissioners

A. ADMINISTRATIVE COUNTY OFFICIALS SIGNATURE PAGE

Instructions: One page per JD. Be sure to print the BOCC Chairperson name as well as obtain his/her signature and the date of signature. All four sections must be complete, using format shown. The Financial Officer must be different than the Administrative Contact, BOCC Chair and JCAB Chair.

<p style="text-align: center;">A. Board of County Commission</p> <p>Administrative County: <u>Crawford County</u></p> <p>Mailing address: <u>Crawford County</u></p> <p>Mailing address: <u>P.O. Box 249</u></p> <p>City, zip: <u>Girard, KS 66743</u></p> <p>Telephone: <u>620-724-6115</u></p> <p>Fax: <u>620-724-6007</u></p> <p>E-mail: <u>N/A</u></p> <p>Judicial District #: <u>11th CR CO</u></p> <p>County Employer ID #: <u>48-6042132</u></p> <p>Name of BOCC Chair: <u>Bruce Blair</u></p> <p>Signature/Date:  (BOCC Chair)</p>	<p style="text-align: center;">B. Administrative Contact</p> <p>Angie Hadley, Program Coordinator</p> <p>Agency: <u>The Restorative Justice Authority</u></p> <p>Mailing address: <u>665 South 69 Highway</u></p> <p>City, zip: <u>Pittsburg, KS 66762</u></p> <p>Telephone: <u>620-235-7118 ext. 102</u></p> <p>Fax: <u>620-235-7107</u></p> <p>E-mail: <u>ahadley@rjauthority.org</u></p> <p>Signature/Date:  <u>3-25-2020</u> (Administrative Contact)</p>
<p style="text-align: center;">C. Juvenile Corrections Advisory Board</p> <p>C. Juvenile Corrections Advisory Board</p> <p>Name: <u>Pat Pence</u></p> <p>Title: <u>JCAB Chair</u></p> <p>Mailing address: <u>611 Victorian Drive</u></p> <p>City, zip: <u>Pittsburg, KS 66762</u></p> <p>Telephone: <u>620-232-2575</u></p> <p>Fax: <u>N/A</u></p> <p>E-mail: <u>ppence@cox.net</u></p> <p>Signature/Date:  (JCAB Chair)</p>	<p style="text-align: center;">D. Financial Officer of Administrative County</p> <p>Name: <u>Don Pyle</u></p> <p>Title: <u>Crawford County Clerk</u></p> <p>Mailing address: <u>P.O. Box 249</u></p> <p>City, zip: <u>Girard, KS 66763</u></p> <p>Telephone: <u>620-724-6115</u></p> <p>Fax: <u>620-724-6007</u></p> <p>E-mail: <u>countyclerk@ckt.net</u></p> <p>Signature/Date:  (Fiscal Officer)</p>

Board of Crawford County Commissioners

Angie Hadley 3-25-2020
Angie Hadley, RJA Program Coordinator Date

Pat Pence 3-26-2020
Pat Pence, JCAB Chair Date

Address: 611 Victorian Drive, Pittsburg, KS 66762

Phone: 620-232-2575 Fax: N/A Email: pipence@cox.net

Bruce Blair 4/28/2020
Bruce Blair, Board of Crawford County Commissioners Chairperson (Host County Only) Date

Address: P.O. Box 249, Girard, Kansas 66743

Phone: 620-724-6115 Fax: 620-724-6007 Email: N/A

County: Crawford County

Multi-county agencies shall obtain the signature of the County Commission Chairperson of EACH county, unless either of the following is true:

- ✓ The counties have entered into an **Inter-Local Agreement** that specifically states that the host county commission chairperson can sign for all counties. If so, only the signature of the host county commission chairperson is necessary.
- ✓ The counties have entered into an Inter-Local Agreement that bestows the counties' governing authority onto the community corrections advisory board. If so, no county commission chairperson signature is required.

Please use the following page if additional County Commission Chairperson signatures are required for your agency

On motion (20-191) of Commissioner Moody and the second of Commissioner Johnson to approve the RJA FY21 Comprehensive Plan, the FY21-FY23 Reinvestment and JCAB/Evidence Based Program Fund grants and authorize the Chairman to sign.

Yeas: Commissioners Moody, Blair and Johnson

Nays:

Present but not voting:

Absent or not voting:

The motion prevailed.

Item Two: Mr. Emerson handed out information on the High Risk Rural Roads Project and stated that this is a continuance of a project on 260th Street from Highway 171 to Hwy 126 and will run from Hwy 126 to Hwy 160 in this round. He explained that the first document is from Cyclone Engineering LLC and includes the Scope of Services, Responsibility of Client and Payment Provisions. He stated that the 2nd document is a KDOT Form 1302 Project Programming Request from Crawford County to KDOT to notify the state that the county is ready to proceed with this project. Mr. Emerson explained the details of the documents.

Board of Crawford County Commissioners

Chris L. Pross, P.E.
Owner



1212 E Quincy
Pittsburg, KS 66762

Phone (712) 249-6758

cycloneengr.cpross@gmail.com

"Excellence and Quality built into every project"

April 25, 2020

Ms. Alyssa Edwards
Crawford County Road and Bridge Department
111 E. Forest, 2nd Floor Courthouse
Girard, KS 66743

RE: Crawford County – South 260th HRRR

Dear Ms. Edwards,

This letter is to serve as the correspondence of the stipulations for the Crawford County – S. 260th HRRR (PROJECT), as requested by Crawford County Road and Bridge Department. (Client).

Specifically, Cyclone Engineering, LLC. proposes to perform the Scope of Services as outlined below, which you should examine carefully to ensure that your goals and objectives will be met.

1) Scope of Services

- a) Complete a Survey/Layout of the site
- b) Provide Plans, Cross Sections, and Specifications as specified by the Kansas Department of Transportation at the times specified to meet the project schedule
- c) Attend Meetings as applicable throughout the project, for both KDOT and County.
- d) Assist in getting the R/W purchased in a legal manner via process stipulated by KDOT and FHWA, if applicable.

2) Responsibility of Client

The client agrees to provide the following pursuant to Cyclone Engineering LLC accomplishing the Scope of Services outlines herein

- a) Assistance in reviewing the drafts
- b) Provide documents that shall be pertinent to the Project
- c) Assist in Property Owner contact to more economically/efficiently acquire R/W for the need of the project.

3) Payment Provisions

Cyclone Engineering LLC proposes to perform the described Scope of Services, for a total cost of \$ progress payments will be billed at rates in the attached tables.

Board of Crawford County Commissioners



Unless otherwise agreed upon, billing will be made on a monthly basis and paid in a net 30-day agreement. A broken down cost by "Phase" is provided in Exhibit B.

Thank you for contacting us to provide services on the subject of PROJECT. Should you have any questions, or need additional clarification on anything stated please do not hesitate to contact me. A returned executed copy of this letter will serve as our contract and Notice to Proceed with the work.

Sincerely,

A handwritten signature in black ink, appearing to read "C. L. Pross", with "P.E." written in smaller letters to the right of the signature.

Chris L Pross, PE
Owner/Principal Engineer
Cyclone Engineering, LLC

Accepted:

Crawford County

By: _____

Title: _____

Date: _____

Board of Crawford County Commissioners

WORK ESTIMATE FORM On-Call Services Form- Exhibit B

Contract No. _____

Project No. _____
 Firm Name: Cyclone Engineering, LLC
 Project Location: South 260th between K-126 and US-160

SCOPE OF SERVICES: Engineering Services for Design of the Plans, and Specifications as specified by the Kansas Department of Transportation at the times specified to meet the project schedule. This project located on South 260th Street.

<u>Direct Salary</u>	Hourly	Estimated	Total Cost
Position Classification	Rate	Hours	
Survey/Layout	\$2,500.00	1.00	(LUMP SUM) \$2,500.00
Field Check - Professional Engineer	\$75.00	50.00	\$3,750.00
Office Check - Professional Engineer	\$75.00	20.00	\$1,500.00
Final Check - Professional Engineer	\$75.00	10.00	\$750.00
PSE - Professional Engineer	\$75.00	7.00	\$525.00
			\$0.00
			\$0.00
			\$0.00

Overhead Rate 0.580

Subtotal \$9,025.00
 Overhead \$5,234.50

<u>Direct Expense</u>	<u>A</u>	<u>unit</u>	<u>B</u>	<u>A*B</u>
Printing	1.0	L.S.	\$75.00	\$75.00
Mileage	200.0	mi.	\$0.545	\$109.00
Hotel	-	day	\$83.00	\$0.00
Meals	-	day	\$53.00	\$0.00
Sub-Consultants	-	ea.	\$0.00	\$0.00
Large Scale Printing	1.0	ea.	\$100.00	\$100.00
Direct Expenses			\$284.00	

Subtotal \$14,259.50
 Fixed Fee \$1,425.95
 Subtotal \$15,685.45
 Direct Expense \$284.00
 Upper Limit \$15,969.45

Consultant Name Cyclone Engineering, LLC



 Project Manager (Date) 4/24/2020

Client _____
 Project Manager (Date)

Board of Crawford County Commissioners

KANSAS DEPARTMENT OF TRANSPORTATION - BUREAU OF LOCAL PROJECTS

PROJECT PROGRAMMING REQUEST

<input checked="" type="checkbox"/> New Project		<input type="checkbox"/> Amend Existing Project		Date:	4/24/2020
Program Year:		Funding Program:		HRRR (High Risk Rural Roads)	
KDOT District		MPO		MPO TIP #	
4		N/A			
County	City	Route / Corridor	Functional Classification		
Crawford	Pittsburg	N/A	7 = Local		
Project Sponsor / Lead Agency					
Crawford County / Road and Bridge Department					
Project Mgr / Contact		Phone		E-mail Address	
Ms. Alyssa Edwards		620-724-8215		a.edwards@crcoks.net	
Project Title					
Improvements to South 260th St from K-126 to US-160					
Project Length:		Desired Letting Date:			
4.030 miles		April 2022			
Letting Type: <input checked="" type="checkbox"/> KDOT <input type="checkbox"/> LPA <input type="checkbox"/> Force Account					
Location, Project Limits, Description, Scope of Work					
Improvements to South 260th St from K-126 to US-160. Project will include adding aggregate pavement edgewedge, extending culverts under the roadway where needed to accomidated clearzone compliance and facilitate edgewedge construction, installing both retroreflective center and edgelines, and placing objet markers where applicable.					
Purpose and Need					
This portion of 260th Street is a highly traveled narrow roadway connecting two highways (US-160 and K-126) it is used to bypass the traffic of Pittsburg and Frontenac. The current roadway is narrow and has a drop off that is greater than 3" on the sides of the roadway, most of the pavement marking has faded or aged to a point that it is no longer effective at night.					
Project Benefits					
Improve vehicular safety for this section of highly traveled road.					
RR within 1/2 mile?	RR Company Name	No. of Tracks	Existing Crossing Protection		
Yes	WATCO	1	Crossbucks		

In accordance with the Bureau of Local Projects (BLP) Memo 99-11, dated December 16, 1999, we are required, under the Comprehensive Transportation Program (CTP), to collect and record total costs of all work phases of projects. This includes local agency federal-aid and state-aid projects that include any non-participating, pre-construction local agency costs for preliminary engineering (plan design), rights of way and utility adjustments. Please show your estimate of the cost for all work phases below:

Project Cost Estimate			
	<i>Participating</i>	<i>Non-Participating</i>	<i>Total</i>
PE (Design)	\$ -	\$ 16,000.00	\$ 16,000.00
Utilities	\$ -	\$ -	\$ -
ROW	\$ -	\$ -	\$ -
CE (Inspection)	\$ 18,000.00	\$ 2,000.00	\$ 20,000.00
Construction Total	\$ 120,478.05	\$ 12,047.81	\$ 132,525.86
Roadside Improvement	\$ 50,133.60	\$ 5,013.36	\$ 55,146.96
Culvert	\$ 3,375.00	\$ 337.50	\$ 3,712.50
Signing and Pavement Marking	\$ 66,969.45	\$ 6,696.95	\$ 73,666.40
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
Project Totals	\$ 138,478.05	\$ 30,047.81	\$ 168,525.86

Board of Crawford County Commissioners

KANSAS DEPARTMENT OF TRANSPORTATION - BUREAU OF LOCAL PROJECTS

PROJECT PROGRAMMING REQUEST

BE IT RESOLVED: That sufficient funds from Crawford County / Road and Bridge Department

are now, or will be available and are hereby pledged to the Secretary in the amount and at the time required for the supplementing of federal funds available for the completion of this project. Prior to Federal Authorization, any project expenditures made by the LPA are ineligible for federal funding and remain the responsibility of the LPA. Upon cancellation of the project by the LPA, the LPA shall reimburse the Secretary within thirty (30) days after receipt of statement of cost incurred by the Secretary prior to cancellation.

Please sign below in accordance with your local policy.

Recommended for Approval:

Title

ATTEST:

Title

Appropriate Local Officials

Title

Title

Title

On motion (20-192) of Commissioner Moody and the second of Commissioner Johnson to approve the Scope of Services, Responsibility of Client and Payment Provisions from Cyclone Engineering LLC and the KDOT Form 1302 Project Programming Request on the South 260th HRRR Project.

Yeas: Commissioners Moody, Blair and Johnson

Nays:

Present but not voting:

Absent or not voting:

The motion prevailed.

Item Three: Mr. Emerson stated that when opening the Courthouse and the Judicial Center in Pittsburg to the public, someone should screen and take temperatures of the public and employees that will be entering the buildings. He stated that he will talk with EMS Director Randy Sandberg about having a member of his staff conduct the screening.

Item Four: Mr. Emerson addressed the Real Estate 2nd half tax deadline of May 11, 2020. He stated that there has been some misconception and explained and the county does not have the authority to alter this deadline as it is in statute and must be changed by the legislature.

Item Five: Commissioner Johnson discussed the census mailer design. Mr. Johnson displayed different drafts of the mailer he received from Ms. Britton Brenner, City of Pittsburg Planning Assistant and explained the information included in the mailer. He stated that the mailing costs will be put out for bid. Mr. Emerson stated that GIS Director Kyle Nelson is working on compiling addresses from the communities and has also

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received data bases from the cities. Commissioner Johnson stated that Ms. Brenner is looking for the Commissioners input on the design of the mailing.

Item Six: Commissioner Blair stated that he encourages the public to look at the Crawford County Plan for Re-Opening that is posted on the county website and to request any changes before Friday, May 1, 2020, so the County Health Officer and the Commissioners have time to address the requests before the order goes into effect on Monday, May 4, 2020.

OLD BUSINESS:

Item One: Commissioner Johnson addressed the County sanitation services and Mr. Emerson stated that he has not yet received the information from one of the trash haulers that he has been waiting on.

Item Two: Commissioner Johnson discussed handbook and pay schedule. Mr. Emerson stated that Bukaty Company has been contacted and we do have some initial cost estimates. He said that he has also received some salary surveys from other counties.

Item Three: Commissioner Moody discussed the work session on Friday and it was decided that due to circumstances there might be a need to cancel the Friday work session and reschedule for Tuesday, May 5, 2020.

EXECUTIVE SESSION

Item One: County Counselor Jim Emerson requested an executive session for 15 minutes to discuss Non-Elected Personnel.

On motion (20-193) of Commissioner Blair and the second of Commissioner Moody to recess this open session and go into a closed executive session for a period of not more than 15 minutes to discuss Emergency Management Non-Elected Personnel and to include the Board of County Commissioners and County Counselor Jim Emerson and to reconvene by 11:22 AM.

Yeas: Commissioners Moody, Blair and Johnson

Nays:

Present but not voting:

Absent or not voting:

The motion prevailed.

The Commissioners went into Executive Session at 11:07 AM and reconvened the Open Session at 11:22 AM with no action taken except to go back into open session.

UNDER THE HEADING FUTURE BUSINESS AND ANNOUNCEMENTS

FUTURE BUSINESS:

Item One: May 1, 2020 – 9:00 AM Work Session with Elected Officials and Department Heads in reference to employees returning to work.

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ANNOUNCEMENTS:

Item One: The Courthouse will allow only limited public access through May 3, 2020. The offices are operating to assist the public by email and telephone.

UNDER THE HEADING MOTION TO ADJOURN MOTION TO ADJOURN

Item One: Adjournment

On the motion of Commissioner Moody and the second of Commissioner Johnson to adjourn the [April 28, 2020](#) meeting of the Board of Crawford County Commissioners at 11:20 AM and to reconvene at the next regularly scheduled time with open doors.

Yeas: Commissioners Moody, Blair and Johnson

Nays:

Present but not voting:

Absent or not voting:

The motion prevailed.

In Testimony whereof, I have hereunto set my hand and caused to be affixed my official seal and submitted these minutes for the approval of the Board of Crawford County Commissioners.

Don Pyle
County Clerk

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This submission completed at the Crawford County Courthouse in Girard.
[Taken by BKW 4/28/2020 11:20 AM/amended BKW 4/30/2020 2:00 PM](#)