

# Board of Crawford County Commissioners

## Commissioners' Journal

2015, [SEVENTY-FIFTH](#) MEETING

CRAWFORD COUNTY COURTHOUSE, COMMISSIONERS' BOARD ROOM  
Girard, KS **Tuesday, October 13, 2015, 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 Carl Wood served as the presiding officer. Commissioners Tom Moody and Jeff Murphy were in attendance. County Clerk Don Pyle and County Counselor Jim Emerson were seated with the Board. Chairman Wood led the pledge of allegiance.

### **UNDER THE HEADING BUSINESS FROM A PREVIOUS MEETING**

#### **CONSENT AGENDA**

**On motion (15-292)** of Commissioner Moody and the second of Commissioner Murphy that the consent agenda be approved including:

1. Approval of the **October 9, 2015** minutes of the Board of Commissioners.

Yeas: Commissioners Moody, Wood and Murphy

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 15	288	That the consent agenda be approved including: Approval of the October 6, 2015 minutes
Motion 15	289	To authorize the County Appraiser to lease purchase a vehicle through the State of Kansas Contract Purchasing Program
Motion 15	290	To transfer the Worker's Comp Dividend Amount of \$65,407 to the Risk Management Fund
Motion 15	291	To recess this open session and go into a closed executive session for a period of not more than 5 minutes to discuss Personnel Issues Related to Non-Elected Personnel and to include the Board of County Commissioners and County Counselor Jim Emerson

### **UNDER THE HEADING NEW BUSINESS**

#### **PUBLIC HEARINGS AND OPENING OF ANNOUNCED BIDS**

## Board of Crawford County Commissioners

### CRAWFORD COUNTY BOARD OF HEALTH

**Item One:** Mr. Rick Pfeiffer and Ms. Janis Goedeke, regarding the 1422 Grant expenditures over the last year. Ms. Goedeke reviewed most of the items that were paid for over the last year with this grant. Ms. Goedeke discussed the proposals that have been received from several of the local communities for walking trails and other items that will help to promote fitness, wellness and good nutrition in the county. Commissioner Moody was answered that they have been to Arma City Council Meetings and they are working on some ideas. There was a discussion of developing some trails and other items that could tie the communities together.

# Board of Crawford County Commissioners

**KANSAS DEPARTMENT OF HEALTH AND ENVIRONMENT  
CONTRACT  
FOR THE  
ONGOING IMPLEMENTATION OF THE 1422 GRANT IN CRAWFORD COUNTY**

**1. Parties to Contract –**

- 1.1. Kansas Department of Health and Environment [KDHE]
- 1.2. Crawford County Health Department, 410 E. Atkinson, Suite A, Pittsburg, KS 66762 [CCHD]

**The Parties agree to the following terms and conditions:**

1. The purpose of this Contract is to support implementation of the *State and Local Public Health Actions to Prevent Obesity, Diabetes, and Heart Disease and Stroke (DP14-1422PPHF14)* (1422) grant that will address population-wide and priority population approaches to prevent obesity, diabetes, and heart disease and stroke and reduce health disparities in these areas among adults.
2. The period of this Contract shall be September 30, 2015 through September 29, 2016 with the option to renew for two (2) additional one (1) year periods. This Contract may be renewed under the same terms and conditions in effect as of September 29, 2016, contingent on continued funding and an amended budget agreement.
3. Duties of the CCHD –
  - 3.1. Conduct work in accordance with the approved itemized budget (Appendix D). Submit affidavits of expenditure within thirty (30) days of the end of the quarter in accordance with the Payment and Affidavit table (Appendix C).
  - 3.2. Coordinate the day to day operations of the 1422 local project and to serve as a liaison to KDHE.
  - 3.3. Continue to work with the convened 1422 local implementation team to guide implementation of 1422 activities as determined by the approved CCHD workplan and in accordance with the KDHE Community Guidance document.
  - 3.4. Participate in the 1422 Community of Practice and Webinar Series facilitated by the Wichita State University Center for Community Support and Research.
  - 3.5. Attend all required conference calls, webinars and in person trainings and meetings associated with planning and implementing the 1422 grant.
  - 3.6. Coordinate local working teams and/or subcontract with local and state entities as needed to assure completion of activities for each of the 15 strategies under the two 1422 grant components.
  - 3.7. Participate in monthly project coordination calls with KDHE.
  - 3.8. Respond to 1422 inquiries from local partners, KDHE and KDHE contractors in a timely manner.
  - 3.9. Assist in the development of a minimum of one local 1422 success story per component.
  - 3.10. Complete all required reporting as directed by KDHE.
4. Duties of KDHE –
  - 4.1. Provide oversight for all aspects of the federal 1422 grant.
  - 4.2. Coordinate and oversee a team of KDHE content experts and state contractors to provide training and technical support for local 1422 planning and implementation efforts.
  - 4.3. Provide timely guidance, technical support and feedback on all 1422 related work products and inquiries.

# Board of Crawford County Commissioners

## 5. Compensation –

- 5.1. KDHE shall make an initial payment of \$62,308 upon receipt of a signed contract. Subsequent payments based upon receipt and approval of an affidavit of expenditure and according to the attached payment schedule (Appendix C). Affidavit of expenditures must be submitted for approval to KDHE for all funds received.
- 5.2. The Contract shall not exceed \$302,308 during the first budget cycle.

## 6. Miscellaneous Terms and Conditions –

- 6.1. This Contract is contingent upon the availability of state or federal funds and may be terminated by thirty (30) day advance written notice by either party.
- 6.2. Binding Appendices. The provisions found in Appendix A, (Contractual Provisions Attachment [Form DA-146a]), Appendix B, (Whistleblower and Debarment Certification), Appendix C, (payment schedule) and Appendix D, (Itemized Budget), are hereby incorporated in this Contract and made a part hereof. Such provisions shall take precedence over any contrary provisions of this Contract.
- 6.3. Amendments. This Contract may be amended as necessary if such amendment is in writing and executed by the Parties with the same formalities as this Contract.
- 6.4. Termination. This Contract may be terminated by either Party upon providing written notice to the other party at least thirty (30) days in advance of the effective date of termination. If this Contract is terminated, the CCHD will be paid for those fees earned and costs incurred prior to the date of termination. KDHE shall receive all materials and products produced prior to the date of termination.

THE PARTIES, through duly authorized representatives, assent to the terms and conditions of this Contract and have executed it as of the date shown below.

**Kansas Department of Health and Environment**

**Crawford County Local Board of Health Commission**

By:

By:

\_\_\_\_\_  
Susan Mosier, M.D., M.B.A.  
KDHE Secretary

\_\_\_\_\_  
*Carl R. Wood*  
Carl Wood  
Chair

\_\_\_\_\_  
Date

10-13-15  
Date

# Board of Crawford County Commissioners

APPENDIX A  
State of Kansas  
Department of Administration  
DA-146a (Rev. 06-12)

## CONTRACTUAL PROVISIONS ATTACHMENT

Important: This form contains mandatory contract provisions and must be attached to or incorporated in all copies of any contractual agreement. If it is attached to the vendor/contractor's standard contract form, then that form must be altered to contain the following provision:

"The Provisions found in Contractual Provisions Attachment (Form DA-146a, Rev. 06-12), which is attached hereto, are hereby incorporated in this contract and made a part thereof."

The parties agree that the following provisions are hereby incorporated into the contract to which it is attached and made a part thereof, said contract being the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

1. **Terms Herein Controlling Provisions:** It is expressly agreed that the terms of each and every provision in this attachment shall prevail and control over the terms of any other conflicting provision in any other document relating to and a part of the contract in which this attachment is incorporated. Any terms that conflict or could be interpreted to conflict with this attachment are nullified.

2. **Kansas Law and Venue:** This contract shall be subject to, governed by, and construed according to the laws of the State of Kansas, and jurisdiction and venue of any suit in connection with this contract shall reside only in courts located in the State of Kansas.

3. **Termination Due To Lack Of Funding Appropriation:** If, in the judgment of the Director of Accounts and Reports, Department of Administration, sufficient funds are not appropriated to continue the function performed in this agreement and for the payment of the charges hereunder, State may terminate this agreement at the end of its current fiscal year. State agrees to give written notice of termination to contractor at least 30 days prior to the end of its current fiscal year, and shall give such notice for a greater period prior to the end of such fiscal year as may be provided in this contract, except that such notice shall not be required prior to 90 days before the end of such fiscal year. Contractor shall have the right, at the end of such fiscal year, to take possession of any equipment provided State under the contract. State will pay to the contractor all regular contractual payments incurred through the end of such fiscal year, plus contractual charges incidental to the return of any such equipment. Upon termination of the agreement by State, title to any such equipment shall revert to contractor at the end of the State's current fiscal year. The termination of the contract pursuant to this paragraph shall not cause any penalty to be charged to the agency or the contractor.

4. **Disclaimer Of Liability:** No provision of this contract will be given effect that attempts to require the State of Kansas or its agencies to defend, hold harmless, or indemnify any contractor or third party for any acts or omissions. The liability of the State of Kansas is defined under the Kansas Tort Claims Act (K.S.A. 75-6101 et seq.).

5. **Anti-Discrimination Clause:** The contractor agrees: (a) to comply with the Kansas Act Against Discrimination (K.S.A. 44-1001 et seq.) and the Kansas Age Discrimination in Employment Act (K.S.A. 44-1111 et seq.) and the applicable provisions of the Americans With Disabilities Act (42 U.S.C. 12101 et seq.) (ADA) and to not discriminate against any person because of race, religion, color, sex, disability, national origin or ancestry, or age in the admission or access to, or treatment or employment in, its programs or activities; (b) to include in all solicitations or advertisements for employees, the phrase "equal opportunity employer"; (c) to comply with the reporting requirements set out at K.S.A. 44-1031 and K.S.A. 44-1116; (d) to include those provisions in every subcontract or purchase order so that they are binding upon such subcontractor or vendor; (e) that a failure to comply with the reporting requirements of (c) above or if the contractor is found guilty of any violation of such acts by the Kansas Human Rights Commission, such violation shall constitute a breach of contract and the contract may be cancelled, terminated or suspended, in whole or in part, by the contracting state agency or the Kansas Department of Administration; (f) if it is determined that the contractor has violated applicable provisions of ADA, such violation shall constitute a breach of contract and the contract may be cancelled, terminated or suspended, in whole or in part, by the contracting state agency or the Kansas Department of Administration.

Contractor agrees to comply with all applicable state and federal anti-discrimination laws.

The provisions of this paragraph number 5 (with the exception of those provisions relating to the ADA) are not applicable to a contractor who employs fewer than four employees during the term of such contract or whose contracts with the contracting State agency cumulatively total \$5,000 or less during the fiscal year of such agency.

6. **Acceptance Of Contract:** This contract shall not be considered accepted, approved or otherwise effective until the statutorily required approvals and certifications have been given.

7. **Arbitration, Damages, Warranties:** Notwithstanding any language to the contrary, no interpretation of this contract shall find that the State or its agencies have agreed to binding arbitration, or the payment of damages or penalties. Further, the State of Kansas and its agencies do not agree to pay attorney fees, costs, or late payment charges beyond those available under the Kansas Prompt Payment Act (K.S.A. 75-6403), and no provision will be given effect that attempts to exclude, modify, disclaim or otherwise attempt to limit any damages available to the State of Kansas or its agencies at law, including but not limited to the implied warranties of merchantability and fitness for a particular purpose.

8. **Representative's Authority To Contract:** By signing this contract, the representative of the contractor thereby represents that such person is duly authorized by the contractor to execute this contract on behalf of the contractor and that the contractor agrees to be bound by the provisions thereof.

9. **Responsibility For Taxes:** The State of Kansas and its agencies shall not be responsible for, nor indemnify a contractor for, any federal, state or local taxes which may be imposed or levied upon the subject matter of this contract.

10. **Insurance:** The State of Kansas and its agencies shall not be required to purchase any insurance against loss or damage to property or any other subject matter relating to this contract, nor shall this contract require them to establish a "self-insurance" fund to protect against any such loss or damage. Subject to the provisions of the Kansas Tort Claims Act (K.S.A. 75-6101 et seq.), the contractor shall bear the risk of any loss or damage to any property in which the contractor holds title.

11. **Information:** No provision of this contract shall be construed as limiting the Legislative Division of Post Audit from having access to information pursuant to K.S.A. 46-1101 et seq.

12. **The Eleventh Amendment:** "The Eleventh Amendment is an inherent and incumbent protection with the State of Kansas and need not be reserved, but prudence requires the State to reiterate that nothing related to this contract shall be deemed a waiver of the Eleventh Amendment."

13. **Campaign Contributions / Lobbying:** Funds provided through a grant award or contract shall not be given or received in exchange for the making of a campaign contribution. No part of the funds provided through this contract shall be used to influence or attempt to influence an officer or

ONGOING IMPLEMENTATION OF THE 1422 GRANT IN CRAWFORD COUNTY  
KDHE - CCHD  
SEPTEMBER 2015-2016

Page | 3

employee of any State of Kansas agency or a member of the Legislature regarding any pending legislation or the awarding, extension, continuation, renewal, amendment or modification of any government contract, grant, loan, or cooperative agreement.

# Board of Crawford County Commissioners

## APPENDIX B

### COMPLIANCE WITH THE

#### "PILOT PROGRAM FOR ENHANCEMENT OF CONTRACTOR EMPLOYEE WHISTLEBLOWER PROTECTIONS"

Congress has enacted a law, found at 41 U.S.C. 4712, that encourage employees to report fraud, waste, and abuse. This law applies to all employees working for contractors, grantees, subcontractors and subgrantees on federal grants and contracts [for the purpose of this document, "Recipient of Funds"]. The National Defense Authorization Act (NDAA) for Fiscal Year 2013 (Pub. L. 112-239, enacted January 2, 2013) mandates a pilot program entitled, "PILOT PROGRAM FOR ENHANCEMENT OF CONTRACTOR EMPLOYEE WHISTLEBLOWER PROTECTIONS".

This program requires all grantees, their subgrantees and subcontractors to:

- Inform their employees working on any Federal award they are subject to the whistleblower rights and remedies of the pilot program;
- Inform their employees in writing of employee whistleblower protections under 41 U.S.C. 4712 in the predominant native language of the workforce; and,
- Contractors and grantees will include such requirements in any agreement made with a subcontractor or subgrantee.

Employees of a contractor, subcontractor, grantee [or subgrantee] may not be discharged, demoted, or otherwise discriminated against as reprisal for "whistleblowing." In addition, whistleblower protections cannot be waived by any agreement, policy, form or condition of employment.

Whistleblowing is defined as making a disclosure "that the employee reasonably believes is evidence of any of the following:

- Gross mismanagement of a federal contract or grant;
- A gross waste of federal funds;
- An abuse of authority relating to a federal contract or grant;
- A substantial and specific danger to public health or safety; or,
- A violation of law, rule, or regulation related to a federal contract or grant (including the competition for, or negotiation of, a contract or grant).

To qualify under the statute, the employee's disclosure must be made to:

- A Member of Congress or a representative of a Congressional committee;
- An Inspector General;
- The Government Accountability Office;
- A federal employee responsible for contract or grant oversight or management at the relevant agency;
- An official from the Department of Justice, or other law enforcement agency;
- A court or grand jury; or,
- A management official or other employee of the contractor, subcontractor, grantee, or subgrantee who has the responsibility to investigate, discover, or address misconduct.

The requirement to comply with, and inform all employees of, the "Pilot Program for Enhancement of Contractor Employee Whistleblower Protections" is in effect for all grants contracts, subgrants, and subcontracts through January 1, 2017.

**The Recipient of Funds acknowledges that as a condition of receiving funds, it has complied with the terms of the "PILOT PROGRAM FOR ENHANCEMENT OF CONTRACTOR EMPLOYEE WHISTLEBLOWER PROTECTIONS", and has informed its employees in writing and in the predominant native language of the workforce, that by working on any Federal award, the employees are subject to the whistleblower rights and remedies of the pilot program.**

#### NON-DEBARMENT CERTIFICATION AND WARRANTY

The Recipient of Funds acknowledges that KDHE is required to verify that the Recipient of Funds has not been suspended, debarred or otherwise excluded from receiving federal funds. Verification may be accomplished by 1) checking the Excluded Parties List System (EPLS) maintained by the General Services Administration; 2) obtaining a certification from the entity; or 3) by adding a clause or condition to the transaction.

**The Recipient of Funds, as a condition of receiving funds, certifies and warrants that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency, or by any department or agency of the State of Kansas.**

## Board of Crawford County Commissioners

Grant funds will be available to the grantee based upon receipt of an affidavit of expenditure and released according to the following payment schedule.

### Appendix C – Budget Cycle Year 1 (Sept. 30, 2015 – Sept. 29, 2016)

Payments and Affidavit of Expenditure Due Dates		
Payment Date	Amount	Affidavit of Expenditure Due
Upon receipt of signed contract (Sept. 30, 2015)	\$62,308	Monday, February 1, 2016
January 4, 2016	\$80,000	Monday, May 2, 2016
April 1, 2016	\$80,000	Monday, August 1, 2016
July 1, 2016	\$80,000	Monday, October 31, 2016
<b>Total Grant Award</b>	<b>\$302,308</b>	

### Appendix D – Itemized Budget

Budget Category	Total Budgeted
Personnel & Fringe	\$117,708.00
Travel/Training	\$4,895.00
Supplies	\$5,700.00
Facility Costs	\$0
Equipment	\$1,000.00
Contractual Services	\$154,405.00
Other	\$18,600.00
<b>Total</b>	<b>\$302,308.00</b>

**On motion (15-293)** of Commissioner Moody and the second of Commissioner Murphy to approve the Contract with the Kansas Department of Health and Environment for the Ongoing Implementation of the 1422 Grant in Crawford County from September 30, 2015, through September 29, 2016, and authorize the Chairman to sign.

Yeas: Commissioners Moody, Wood and Murphy

Nays:

Present but not voting:

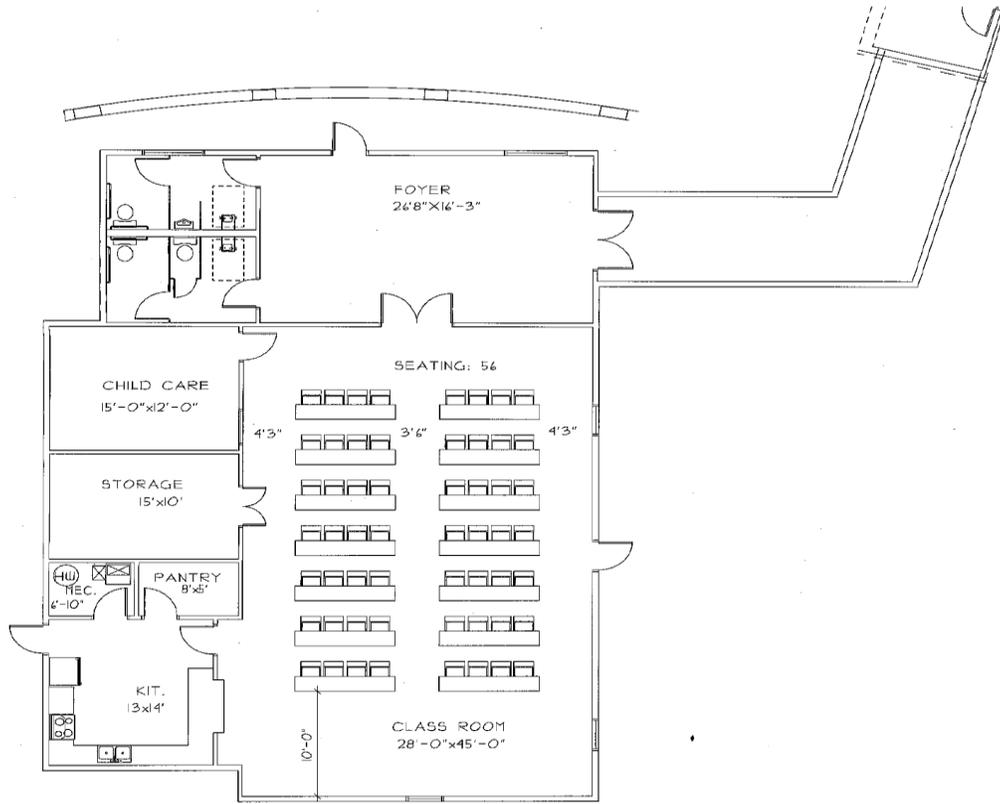
Absent or not voting:

**The motion prevailed.**

**Item Two:** Mr. Rick Pfeiffer and Ms. Janis Goedeke, regarding some needs that they have become aware of for more education on health and wellness issues. Ms. Goedeke stated that they have researched the building of a separate classroom and certified kitchen that would be separate from the Health Dept. but it would still be accessible by a hallway that could be secured. It was discussed that this facility could be used for classes and

## Board of Crawford County Commissioners

meetings both during the day and during hours that the Health Dept. is closed and that the certified kitchen could be used for cooking classes and for canning and preserving foods that can be used by others and that can be put up for sale. Mr. Pfeiffer explained that the Mental Health Center would help with this project and that both he and Ms. Goedeke think that they can pay for this construction without asking for additional funds from the county. There was a discussion of the location of this proposed building and if there was land available for expansion later and how it was located in conjunction with other buildings in that area. The Commissioners agreed that Ms. Goedeke and Mr. Pfeiffer should proceed with work on this project to help see what the cost will be.



OPTION #3

### MESSAGES FROM THE PUBLIC

### MESSAGES FROM OTHER GOVERNMENTAL ENTITIES

**Item One:** Dr. Jim Triplett, Chairman of the Crawford County Solid Waste Planning Committee and President of the SEK Recycling Center, regarding funding issues due to the loss of some of their larger corporate recycling partners. Mr. Triplett stated that they are working to develop some new working relationships with local industries that have surplus byproducts that need to be recycled. Mr. Triplett also stated that they still have some good partnerships with local thrift stores for the surplus clothes that cannot be sold at the thrift shops and can be purchased and sold by the recycling center. Mr. Triplett discussed some of the programs that the recycling center is considering including a pilot project on curbside recycling. Mr. Triplett discussed the HHW program, the large item drop off, and the e-waste programs. Mr. Triplett stated that the recycling currently has a large of CRT units that have been collected during e-waste efforts and that the center will need to spend about \$10,000 to complete the recycling of those units. Mr. Triplett stated that with those items, the recycling center could end up short by about \$15,000 for this

## Board of Crawford County Commissioners

year. Mr. Triplett introduced the Commissioners to Mr. Jerry Babcock the new operations manager for the recycling center and he thanked the Commissioners for their support.

**MESSAGES FROM APPOINTED OFFICIALS**  
**MESSAGES FROM ELECTED OFFICIALS**  
**PROCLAMATIONS AND ORDERS OF THE BOARD**  
**NEW BUSINESS**

**Item One:** County Clerk Don Pyle presented the Commissioners with a schedule that detailed the amounts that were transferred back into expenses for December of 2014 from the payroll paid on January 30 of 2015. Mr. Pyle explained that the auditor will be here in a week to discuss whether or not to continue this practice and if the Commissioners do not want to continue, these amounts or part of them could be used for start a reserve fund.

End of Year Payroll Accruals Posted 12/31/14

Fund #	Fund Name	Department	75%
030	Ambulance		\$ 11,562
100	General	Commissioners	\$ 1,071
		Fiscal Clerk	\$ 1,328
		Clerk	\$ 1,609
		Treasurer	\$ 3,201
		Register of Deeds	\$ 2,159
		County Attorney	\$ 5,087
		Sheriff	\$ 18,911
		Jail	\$ 13,098
		Courthouse	\$ 3,059
		Coroner	\$ 641
		Zoning	\$ 855
		Emergency Mgmt.	\$ 303
		Computer	\$ 1,421
		Special Projects	\$ 661
		County Counselor	\$ 1,240
		Court Security	\$ 3,244
		GIS	\$ 1,103
		LEPP	\$ 161
		Appraiser	\$ 10,489
		Election	\$ 717
110	Health Dept.		\$ 11,645
140	Road & Bridge		\$ 11,882
			\$ 140,590
			\$ 105,443

**Item Two:** Mr. Jim Emerson, County Counselor presenting Kansas Housing Resource Corporation Emergency Solutions Grant (ESG) Recipient Request for Reimbursement and Financial Status Report.

# Board of Crawford County Commissioners

KANSAS HOUSING RESOURCE CORPORATION EMERGENCY SOLUTIONS GRANT (ESG) RECIPIENT REQUEST FOR REIMBURSEMENT AND FINANCIAL STATUS REPORT		
RECIPIENT ORGANIZATION (CITY, COUNTY) <b>SAFEHOUSE CRISIS CENTER - CRAWFORD COUNTY</b>		
CONTRACT NUMBER <b>ESG - FFY2015</b>	DATE REQUEST SUBMITTED <b>October 7, 2015</b>	CASH OUTLAYS FOR MONTH(S) OF <b>July, August, and September, 2015</b>
PART A. BUDGET CATEGORY		COMMENTS
A. ADMINISTRATION	\$0.00	
B. STREET OUTREACH	\$0.00	
C. EMERGENCY SHELTER	\$5,927.31	
D. HMIS	\$0.00	
E. HOMELESS PREVENTION	\$0.00	
F. RAPID RE-HOUSING	\$0.00	
<b>F. SUB-TOTAL ESG FUNDS REQUESTED</b>	<b>\$5,927.31</b>	
G. LOCAL MATCH OUTLAYS	\$22,000.00	
H. TOTAL PROJECT OUTLAYS	\$27,927.31	

Page 1 of 4

RECIPIENT ORGANIZATION (CITY/COUNTY) <b>SAFEHOUSE CRISIS CENTER - CRAWFORD COUNTY</b>							CONTRACT NUMBER <b>ESG - FFY2015</b>		
PART B. FINANCIAL STATUS REPORT									
REPORT AS OF <b>10/7/2015</b>				CONTRACT PERIOD BEGINNING: July 01, 2015 to June 30, 2016					
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	\$595.00		\$17,000.00	\$5,000.00			\$22,595.00	\$22,000.00	\$44,595.00
C. ADJUSTED PROJECT BUDGET	\$595.00	\$0.00	\$17,000.00	\$5,000.00	\$0.00	\$0.00	\$22,595.00	\$22,000.00	\$44,595.00
D. CUMULATIVE CASH OUTLAYS (Line "F" from Previous report; -0- if first report)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E. CURRENT REIMBURSEMENT REQUEST (from totals on pg 3)	\$0.00	\$0.00	\$5,927.31	\$0.00	\$0.00	\$0.00	\$5,927.31	\$22,000.00	\$27,927.31
F. CUMULATIVE CASH OUTLAYS (Line "D" plus line "E")	\$0.00	\$0.00	\$5,927.31	\$0.00	\$0.00	\$0.00	\$5,927.31	\$22,000.00	\$27,927.31
G. UNLIQUIDATED OBLIGATIONS (A. Total Project Budget less F. Cash Outlays)	\$595.00	\$0.00	\$11,072.69	\$5,000.00	\$0.00	\$0.00	\$16,667.69	\$0.00	\$16,667.69
H. TOTAL CASH OUTLAYS & UNLIQUIDATED OBLIGATIONS (Lines "F" + "G")	\$595.00	\$0.00	\$17,000.00	\$5,000.00	\$0.00	\$0.00	\$22,595.00	\$22,000.00	\$44,595.00

# Board of Crawford County Commissioners

RECIPIENT/ORGANIZATION/CITY/COUNTY	TOTAL PAGE OF ALL SUB-RECIPIENTS	CONTRACT NUMBER
<b>SAFEHOUSE CRISIS CENTER - CRAWFORD COUNTY</b>	<b>TOTAL PAGE OF ALL SUB-RECIPIENTS</b>	<b>ESG - FFY2015</b>
<b>DETAILED BREAKDOWN OF EXPENDITURES SUMMARY (list expenditures by categories for which reimbursement is requested)</b>		
<b>A. ADMINISTRATION</b>	<b>D. HOMELESS PREVENTION</b>	
Eligible Admin Expenses	Rental Assistance (short term)	\$0.00
Other	Rental Assistance (medium term)	\$0.00
<b>TOTAL ADMINISTRATION</b>	Rental Assistance (arrears)	\$0.00
(Amount should match Page 2, Line E, Col. 2)	Housing Relocation & Stabilization Services/Financial Assistance	\$0.00
<b>B. STREET OUTREACH</b>	Moving costs	\$0.00
Engagement	Rental application fees	\$0.00
Case management	Security deposits	\$0.00
Emergency Health / Mental Health	Last month's rent	\$0.00
Transportation	Utility deposits	\$0.00
Other (Specify)	Utility payments	\$0.00
<b>TOTAL STREET OUTREACH</b>	Services	
(Amount should match Page 2, Line E, Col. 3)	Housing search & placement	\$0.00
<b>C. EMERGENCY SHELTER</b>	Housing stability case management	\$0.00
Essential Services	Mediation	\$0.00
Case management	Legal services	\$0.00
Life skills	Credit repair	\$0.00
Child care	<b>TOTAL HOMELESS PREVENTION</b>	
Health/Mental Health/Substance Abuse	(Amount should match Page 2, Line E, Col. 6)	\$0.00
Education Services	<b>D. RAPID RE-HOUSING</b>	
Employment/Job training	Rental Assistance (short term)	\$0.00
Transportation	Rental Assistance (medium term)	\$0.00
Legal services	Rental Assistance (arrears)	\$0.00
Operations	Housing Relocation & Stabilization Services/Financial Assistance	
Maintenance (minor or routine)	Moving costs	\$0.00
Rent	Rental application fees	\$0.00
Staff Costs	Security deposits	\$0.00
Insurance	Last month's rent	\$0.00
Utilities	Utility deposits	\$0.00
Food	Utility payments	\$0.00
Portable motel	Services	
Supplies	Housing search & placement	\$0.00
<b>TOTAL EMERGENCY SHELTER</b>	Housing stability case management	\$0.00
(Amount should match Page 2, Line E, Col. 4)	Mediation	\$0.00
<b>D. HMIS</b>	Legal services	\$0.00
Hardware/Software	Credit repair	\$0.00
Data collection	<b>TOTAL RAPID RE-HOUSING</b>	
Data quality/Data analysis	(Amount should match Page 2, Line E, Col. 7)	\$0.00
Training	<b>TOTAL PROJECT OUTLAYS</b>	
<b>TOTAL HMIS</b>	<b>(REQUEST FOR REIMBURSEMENT)</b>	\$5,927.31
(Amount should match Page 2, Line E, Col. 5)	(Amount should match Page 2, Line E, Col. 8)	

## Board of Crawford County Commissioners

RECIPIENT ORGANIZATION (CITY/COUNTY)		CONTRACT NUMBER
<b>SAFEHOUSE CRISIS CENTER - CRAWFORD COUNTY</b>		<b>ESG - FFY2015</b>
<b>PART C. CERTIFICATION STATEMENT</b>	<b>PART D. FOR KANSAS HOUSING RESOURCES CORPORATION ONLY</b>	
<p style="font-size: x-small;">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> <p style="font-size: x-small;">SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL</p> <p style="font-size: x-small;">TYPED OR PRINTED NAME</p> <p style="font-size: x-small;">TYPED OR PRINTED TITLE</p> <p style="font-size: x-small;">DATE</p> <p style="font-size: x-small;"><b>PREPARED BY</b></p> <p style="font-size: x-small;">PREPARER'S SIGNATURE</p> <p style="font-size: x-small;">TYPED OR PRINTED NAME</p> <p style="font-size: x-small;">TYPED OR PRINTED TITLE</p> <p style="font-size: x-small;">TELEPHONE NUMBER</p>	DATE REIMBURSEMENT REQUEST RECEIVED	AMOUNT AUTHORIZED FOR PAYMENT
	AUTHORIZED BY (ESG COORDINATOR)	DATE SUBMITTED TO FISCAL FOR PAYMENT
	VOUCHER NUMBER AND DATE	DATE CHECK MAILED TO RECIPIENT ORGANIZATION
	OTHER (NOTE REASONS FOR VARIANCES AND/OR OTHER INFORMATION REGARDING PAYMENT)	
<p style="font-size: x-small;">Carl R. Wood</p> <p style="font-size: x-small;">Carl R. Wood</p> <p style="font-size: x-small;">Chairman BOCC</p> <p style="font-size: x-small;">10-13-2015</p>		
<p style="font-size: x-small;">Rebecca Brubaker</p> <p style="font-size: x-small;">Susan Perry</p> <p style="font-size: x-small;">Executive Director</p> <p style="font-size: x-small;">Fiscal Consultant</p> <p style="font-size: x-small;">620-231-8692</p>		

**On motion (15-294)** of Commissioner Wood and the second of Commissioner Moody to approve the Kansas Housing Resource Corporation Emergency Solutions Grant (ESG) Recipient Request for Reimbursement and Financial Status Report in the amount of \$5,927.31 and authorize the Chairman to sign.

Yeas: Commissioners Moody, Wood and Murphy

Nays:

Present but not voting:

Absent or not voting:

**The motion prevailed.**

**Item Three:** Commissioner Murphy regarding a class on Bridge Maintenance on November 10, 2015. Mr. Murphy wanted to send the Road & Bridge Foremen and Randy Chiartano to this training and the other Commissioners agreed.

### UNDER THE HEADING OLD BUSINESS

**Item One:** Commissioner Murphy regarding the status of the proposed revisions to the county personnel policy and the formation of a committee to review the proposed changes. The Commissioners agreed that Commissioner Murphy should check to see the status of the formation of this committee.

### EXECUTIVE SESSION

**Item One:** Emergency Management Director Eldon Bedene requested an executive session to discuss Personnel Issues Related to Non-Elected Personnel.

## Board of Crawford County Commissioners

**On motion (15-295)** of Commissioner Moody and the second of Commissioner Wood to recess this open session and go into a closed executive session for a period of not more than 15 minutes to discuss Personnel Issues Related to Non-Elected Personnel and to include the Board of County Commissioners, Emergency Management Director Eldon Bedene and County Counselor Jim Emerson.

Yeas: Commissioners Moody, Wood and Murphy

Nays:

Present but not voting:

Absent or not voting:

**The motion prevailed.**

The Commissioners went into Executive Session at 11:02 AM and reconvened the Open Session at 11:17 AM with no action taken except to go back into open session.

### **UNDER THE HEADING FUTURE BUSINESS AND ANNOUNCEMENTS**

#### **FUTURE BUSINESS:**

#### **ANNOUNCEMENTS:**

**Item One: October 13, 2015 – 4:45 PM** Meeting with the Pittsburg City Commissioners on Economic Development at the Pittsburg Law Enforcement Center.

**Item Two: October 15, 2015 – 7:30 AM** Kansas Board of Regents breakfast meeting at the Robert W. Plaster Center. All three Commissioners may be in attendance.

### **UNDER THE HEADING MOTION TO ADJOURN**

#### **MOTION TO ADJOURN**

**Item One:** Adjournment

**On the motion** of Commissioner Moody and the second of Commissioner Murphy to adjourn the [October 13, 2015](#) meeting of the Board of Crawford County Commissioners at 11:19 AM and to reconvene at the next regularly scheduled time with open doors.

Yeas: Commissioners Moody, Wood and Murphy

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**

Crawford County Clerk

◇

# Board of Crawford County Commissioners

**This submission completed at the Crawford County Courthouse in Girard.**  
Taken by DPP 10/13/15 at 11:19 AM, Amended by DPP on 10/13/15 at 3:17 PM