

Board of Crawford County Commissioners

Commission Meeting Agenda

CRAWFORD COUNTY COURTHOUSE, COMMISSIONERS' BOARD ROOM
Girard, KS, **Friday, March 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 **March 8, 2019** minutes of the Board of County Commissioners.
 - 2. Authorizing the Chair to sign the vouchers from the previous week.

b. Signing of motions from the previous meeting

Motion 19	74	That the consent agenda be approved including: Approval of the March 5, 2019 minutes
Motion 19	75	To approve the Aid to Local Grant Application for the Kansas Dept. of Health & Environment and Authorize the Chairman to sign.
Motion 19	76	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 to include the Board of County Commissioners and County Counselor Jim Emerson and to reconvene by 10:38 AM.

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
 - i. **Mr. Ed Fields, Noxious Weed Director, Regarding Maintenance of Courthouse Grounds**
 - ii. **Mr. Randy Chiartano, Asphalt Foreman, Regarding Federal Funds Exchange for 2019**
- g. Messages from the public
- h. **New Business**
 - i. Mr. Pyle, County Clerk
 - ii. Mr. Emerson, County Counselor
 - iii. Chairman Moody, Commissioner

Board of Crawford County Commissioners

- iv. Mr. Johnson, Commissioner
- v. Mr. Blair, Commissioner

IV. Old Business

a. Old Business

- i. **Mr. Pyle, County Clerk, Regarding Employee Benefits Committee**
- ii. **Mr. Emerson, County Counselor, Regarding Meeting Policy**
- iii. Chairman Moody, Commissioner
- iv. Mr. Johnson, Commissioner
- v. Mr. Blair, Commissioner

V. Future Business and Announcements

a. Future Business

- i. **March 19, 2019, 9:00 AM** – Work Session with Ms. Cristy Mitchell of Blue Cross and Blue Shield of Kansas to review health insurance.

b. Announcements

- i. **March 20, 2019, 9:00 AM** – Election equipment demonstration by Election Source in the Commission Meeting Room.
- ii. **March 27, 2019, 2:00 PM** – Election equipment demonstration by Henry M. Adkins and Son Inc. in the Commission Meeting Room.

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.

Ed Fields, Noxious Weed Department

Courthouse Grounds Maintenance

Subject: Replanting of existing flowerbeds.

Subject: Expanding South side flowerbeds.

Subject: Fertilization of grass.

Subject: Mulch on existing trees.

Approximately 15 minutes with commissioners on these subjects on Friday, March 15th.

Dwight D. Eisenhower State Office Building
700 S.W. Harrison Street
Topeka, KS 66603-3745

Julie L. Lorenz, Acting Secretary
Michael J. Stringer, P.E., Chief



Phone: 785-296-3861
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kdot#publicinfo@ks.gov
<http://www.ksdot.org>
Laura Kelly, Governor

BLP Memo 19-04

MEMO TO: Board of County Commissioners
Crawford County

DATE: 3/11/2019

SUBJECT: Federal funds distribution/Federal Fund Exchange 2019

I am pleased to announce that the Kansas Department of Transportation (KDOT) is making federal funds, in the amount of \$237,898.86, available to Crawford County for the federal fiscal year 2019 (October 1, 2018 through September 30, 2019). These funds may be used to develop a federal-aid project following the procedures outlined in the KDOT LPA Project Development Manual, or you may exchange them with KDOT under the Federal Fund Exchange Program.

The Federal Fund Exchange program is a voluntary program that allows a local public agency (LPA) to trade all or a portion of its federal fund allocations in a specific federal fiscal year with KDOT in exchange for state transportation dollars. The exchange rate for the 2019 program is \$0.90 of state funds for every \$1.00 of local federal obligation authority exchanged. State funds will be paid on a reimbursement basis as the LPA incurs costs for transportation related projects.

The FFE Program Guidelines and required documents are found at <http://www.ksdot.org/burlocalproj/default.asp>. For your convenience, the amount of funds available to exchange for federal fiscal year 2019 have been entered into the attached Request to Exchange Federal Funds form. **Please remember that the Request to Exchange Federal Funds and the Request for Reimbursement requesting the entire amount of funds available for 2019 must be returned by September 15, 2019.**

We appreciate your participation in the federal-aid/Federal Fund Exchange program for local public agencies. Please contact Ingrid Horton, Tod Salfrank, or me at 785-296-3861 if you have any questions regarding this program or if you need assistance in completing the Request to Exchange Federal Funds form.

Sincerely,

A handwritten signature in black ink that reads "Michael J. Stringer". The signature is fluid and cursive, with a long horizontal stroke at the end.

Michael J. Stringer, P.E., Chief
Bureau of Local Projects

cc: Office of County Engineer
Ronald J. Seitz, P.E., Director, Division of Engineering and Design
Michael J. Moriarty, Chief, Bureau of Transportation Planning



**REQUEST TO EXCHANGE FEDERAL FUNDS
under the Federal-Aid Fund Exchange Master Agreement**

County/City: Crawford

Federal Funds to Be Exchanged: \$ 237,898.86

Exchange Rate for 2019: \$0.90 State Funds/\$1.00 Federal Funds

The Secretary of Transportation is hereby requested to make available to the city/county State Funds in exchange for the city's/county's allotment of Federal Funds in the amount stated above. The Exchange will be made under the Terms and Conditions as set forth in the city/county's Federal Fund Exchange Master Agreement previously executed between the city/county and the Secretary. This request shall be attached to and become a part of the city/county's Federal Funds Exchange Agreement.

Contact Person: _____ Title:

Address:

Phone: _____ Email:

*Signature**

Date

Typed or Printed Name

Title

**The representative signing this request must be authorized by law to bind the city/county to an agreement.*



Federal Fund Exchange Request for Reimbursement

City/County: _____

Date of Request: _____

Description of Work and Location:

Project Name: _____

Work begin date: _____

Work completed date: _____

The undersigned officer of the city/county states that (1) the following items, quantities and services of work have been completed and incorporated into the Project and (2) a warrant has been issued by the City/County for the expenses included in this request and the City/County is submitting the request for reimbursement for payment issued, and (3) the same have been approved and paid by the City/County. Therefore reimbursement is hereby requested to be paid in accordance with Federal Fund Exchange Agreement No. _____.

Firm/Supplier	Invoice No.	Description of Services/Materials	Amount
Total amount request			\$ -

Print Name _____

Signature _____
CITY OR COUNTY OFFICIAL

TITLE

Employee Benefits Committee Volunteers March 15, 2019

<u>Employee Name</u>	<u>Department</u>
Troy Graham	Zoning
Jason VanBecelaere	Emergency Management
Scott Tyrell	Sheriff
Randi Ryan	Clerk
Rebecca Adamson	Health
Alyssa Edwards	Road & Bridge
Aimee Berry	County Attorney
Zach Edwards	Appraiser
John Macary	Appraiser
Jill Warford	EMS

The following procedure is to be used for the submission of documents to the Board of County Commissioners by anyone wishing to conduct business at a commission meeting.

Documents must be submitted to the County Clerk's office two days prior to a commission meeting. Documents that are turned in late or are presented during a meeting may result in that item being moved to a later date.

All documents will be sent by the County Clerk to the County Commissioners and County Counselor for review and will be placed on the County website for review by the public along with an agenda for the upcoming meeting.

In the case of an emergency or to meet a deadline documents may be presented at a Commission meeting with the understanding that approval is not guaranteed.

This policy does not apply to routine business, business items brought up by individual commissioners, and when waived by the Board of County Commissioners.