

Leavenworth County
Board of County Commissioners

Regular Meeting Agenda
300 Walnut Street, Suite 225
Leavenworth, KS 66048
January 23, 2018
5:30 p.m.

- I. CALL TO ORDER**
- II. PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE**
- III. ROLL CALL**
- IV. PUBLIC COMMENT:** A citizen desiring to speak on an item that is directly relevant to the county commission business may do so at this time. A speaker shall refrain from making personal, rude or slanderous remarks against any person. Individuals, personnel issues and pending legal matters shall NOT be discussed in open meetings, including in the citizen comment portion of the meeting.
- V. ADMINISTRATIVE BUSINESS:**
- VI. CONSENT AGENDA:** The items on the Consent Agenda are considered by staff to be routine business items. Approval of the items may be made by a single motion, seconded, and a majority vote with no separate discussion of any item listed. Should a member of the Governing Body desire to discuss any item, it will be removed from the Consent Agenda and considered separately.
 - a) Approval of the Minutes from January 16, 2018 Session I
 - b) Approval of the Minutes from January 16, 2018 Session II
 - c) Approval of the Schedule for the week of January 29, 2018
 - d) Approval of check register
 - e) Approve and sign the OCB's
- VII. SPECIAL ALCOHOL COMMITTEE DISCUSSION**

BOARD WILL ADJOURN SESSION I

BOARD WILL CONVENE SESSION II

VIII. LINWOOD COMMUNITY BUILDING DISCUSSION

IX. ADJOURN SESSION II

LEAVENWORTH COUNTY COMMISSIONERS MEETING SCHEDULE

Monday, January 22, 2018

Tuesday, January 23, 2018

- 8:00 a.m. Workforce Partnership Board meeting
• 8535 Bluejacket, Lenexa, KS
- 11:15 a.m. MARC Budget and Personnel Committee Meeting
• 600 Broadway, Suite 200, Kansas City, MO
- 12:15 p.m. MARC Board of Directors Meeting
• 600 Broadway, Suite 200, Kansas City, MO

Tuesday, January 23, 2018 SESSION I

- 5:30 p.m. Public Comment/Administrative Business/Consent Agenda:
• Approval of Minutes of January 16, 2018 Session I
• Approval of Minutes of January 16, 2018 Session II
• Approve the schedule for the week of January 29, 2018
• Approve check register
• Approve and sign the OCB's
- Special Alcohol committee discussion

Tuesday, January 23, 2018 SESSION II

Linwood Community Building discussion

Wednesday, January 24, 2018

Thursday, January 25, 2018

Friday, January 26, 2018

ALL SUCH OTHER BUSINESS THAT MAY COME BEFORE THE COMMISSION

ALL MEETINGS ARE OPEN TO THE PUBLIC

COMMENTS SHOULD BE OF GENERAL INTEREST OF THE PUBLIC AND SUBJECT TO THE RULES OF DECORUM

*****January 16, 2018 SESSION I*****

The Board of County Commissioners met in regular session on Tuesday, January 16, 2018. Commissioner Smith, Commissioner Klemp and Commissioner Holland are present; Also present: Mark Loughry, County Administrator; David Van Parys, Senior County Counselor; Becky Matzeder, Executive Secretary; Jeff Joseph, Planning and Zoning Director; Krystal Voth, Senior Planner; Melissa Johnson, Code Enforcement Officer; David Lutgen, Public Works Director; Ken Miller, City of Lansing; John Richmeier, Leavenworth Times

Residents: Glen Berry, Joe Herring, AW Himpel, Mark Breuer, Dan Lynch, Dave Thiel, David and Karen Sherrill, Roger Dill, Kevin Smith, Charlie Stimac, Tamara Miller

PUBLIC COMMENT:

Karen Sherrill requested the County to look at the Planning and Zoning regulations regarding the number of dogs allowed at a residence and their definition of a kennel.

Joe Herring requested to rescind Resolution 2017-1 prior to the work session to discuss the Access Management Policy.

Glen Berry made public comment.

ADMINISTRATIVE BUSINESS:

Commissioner Smith commented he feels there should be two meetings a week.

David Van Parys indicated the charter resolution that was adopted does not preclude the Board to meet more than once a week.

A motion was made by Commissioner Holland and seconded by Commissioner Smith to approve the consent agenda for Tuesday, January 16, 2018.

Motion passed, 3-0.

David Lutgen requested to approve an agreement with Kansas Department of Transportation and Noxious Weeds to spray state owned right of ways within Leavenworth County for control of noxious weeds.

A motion was made by Commissioner Holland and seconded by Commissioner Smith to approve the agreement with KDOT for spraying state owned right of ways.

Motion passed, 3-0.

Mr. Lutgen requested to approve an agreement with Kansas Department of Corrections for inmate labor.

Commissioner Holland asked about the pay rate.

Mr. Loughry will check into rates.

Mr. Van Parys requested approval of a resolution appointing Roger Marrs for delinquent sales tax services.

A motion was made by Commissioner Smith to adopt Resolution 2018-1 to allow Roger Marris to perform the duties of the tax sale.

Commissioner Holland seconded the motion for discussion.

Commissioner Holland asked the current salary for Roger Marris.

The motion and the second were rescinded.

A motion was made by Commissioner Holland and seconded by Commissioner Smith to adjourn Session I.

Motion passed, 3-0.

The Board adjourned Session I at 9:41 a.m.

*****January 16, 2018 SESSION II*****

The Board of County Commissioners met in regular session on Tuesday, January 16, 2018. Commissioner Smith, Commissioner Klemp and Commissioner Holland are present; Also present: Mark Loughry, County Administrator; David Van Parys, Senior County Counselor; Becky Matzeder, Executive Secretary; Jeff Joseph, Planning and Zoning Director; Krystal Voth, Senior Planner; Melissa Johnson, Code Enforcement Officer; David Lutgen, Public Works Director; Sarah Shafer, Deputy Director of Public Works; Ken Miller, City of Lansing; John Richmeier, Leavenworth Times

Residents: Glen Berry, Joe Herring, AW Himpel, Mark Breuer, Dan Lynch, Dave Thiel, Roger Dill, Kevin Smith, Charlie Stimac, Tamara Miller

The Board of County Commissioners convened as the Board of Health.

Melissa Johnson presented Case Number VIO-12-030 and requested to declare the property located at 14829 Rolling Hills Road, Basehor Kansas, a nuisance and in violation of Resolution 2009-27.

A motion was made by Commissioner Holland and seconded by Commissioner Smith to declare 14829 Rolling Hills Road, Basehor Kansas, a nuisance and in violation of Resolution 2009-27.

Motion passed, 3-0.

The Board adjourned as the Board of Health and reconvened as the Leavenworth County Commission.

Mr. Loughry reported the current salary for Roger Marrs.

A motion was made by Commissioner Smith and seconded by Commissioner Klemp to adopt Resolution 2018-1 for Roger Marrs to provide services for the tax sale.

Motion passed, 2-1 Commissioner Holland voting nay.

A motion was made by Commissioner Smith and seconded by Commissioner Holland to adjourn Session II to go into a work session to discuss Access Management Policy.

Motion passed, 3-0.

The Board adjourned Session II at 9:56 a.m.

A motion was made by Commissioner Klemp to reconvene into Session II.

The motion dies for lack of a second.

A work session was held to discuss the Access Management Policy.

LEAVENWORTH COUNTY COMMISSIONERS MEETING SCHEDULE

Monday, January 29, 2018

Tuesday, January 30, 2018 SESSION I

- 9:00 a.m. Public Comment/Administrative Business/Consent Agenda:
- Approval of Minutes of January 23, 2018 Session I
 - Approval of Minutes of January 23, 2018 Session II
 - Approve the schedule for the week of February 5, 2018
 - Approve check register
 - Approve and sign the OCB's
 - Case Number DEV-17-137/138 Consideration for a Preliminary and Final Plat for Smith's Corner

Leavenworth County Port Authority discussion

Tuesday, January 30, 2018 SESSION II

Planning and Zoning

- Case Number DEV-17-119 Consideration of a Special Use Permit for Doodlebug Blessing Golden Doodles
- Case Number DEV-18-007 Report on complaint on kennel definition

Access Management Policy resolution

Road Improvement Fees and Development Improvement Fees resolutions

Wednesday, January 31, 2018

- 11:30 a.m. LCPA meeting
- 1294 Eisenhower, Leavenworth KS

Thursday, February 1, 2018

Friday, February 2, 2018

ALL SUCH OTHER BUSINESS THAT MAY COME BEFORE THE COMMISSION

ALL MEETINGS ARE OPEN TO THE PUBLIC

COMMENTS SHOULD BE OF GENERAL INTEREST OF THE PUBLIC AND SUBJECT TO THE RULES OF DECORUM

LEAVENWORTH COUNTY
CLAIMS REGISTER FOR APPROVAL
PAYABLES ONLY
START PAY DATE: 01/19/2018 END PAY DATE: 01/19/2018

<u>VENDOR NUMBER</u>	<u>VENDOR NAME</u>	<u>DOCUMENT NUMBER</u>	<u>DOCUMENT DATE</u>	<u>ACCOUNT NUMBER</u>	<u>ACCOUNT DESCRIPTION / DESCRIPTION</u>	<u>AMOUNT</u>	<u>TOTALS</u>
FUND 001 - GENERAL							
25101	CANON U S A INC	0086581	01/18/2018	8-001-5-02-304	CO. CLERK: COMMODITIES: COPIES 1865950 CLERK/ELECTION	13.10	\$13.10
		DEPARTMENT TOTAL		(DEPT - CO CLERK)			\$13.10
6049	AT&T	0086577	01/18/2018	8-001-5-07-210	SHERIFF: CONTRACTUAL TELEPHONE AT&T SHF MONTHLY	185.57	\$185.57
		DEPARTMENT TOTAL		(DEPT - SHERIFF)			\$185.57
36	PATRICK J CAHILL	0086587	01/18/2018	8-001-5-09-231	CO COUNSELOR: CONTRACTUAL ATTORNEY'S COURT APPOINTED ATTORNEY	3,000.00	\$3,000.00
362	BENJAMIN CASAD	0086585	01/18/2018	8-001-5-09-231	CO COUNSELOR: CONTRACTUAL ATTORNEY'S COURT APPOINTED ATTORNEY	3,000.00	\$3,000.00
81	GARY L FULLER ATTY	0086586	01/18/2018	8-001-5-09-231	CO COUNSELOR: CONTRACTUAL ATTORNEY'S COURT APPOINTED ATTORNEY	3,000.00	\$3,000.00
1941	LAW OFFICE OF E ELAINE HALLEY	0086588	01/18/2018	8-001-5-09-231	CO COUNSELOR: CONTRACTUAL ATTORNEY'S COURT APPOINTED ATTORNEY	3,000.00	\$3,000.00
8187	MICHAEL G HIGHLAND	0086590	01/18/2018	8-001-5-09-231	CO COUNSELOR: CONTRACTUAL ATTORNEY'S ATTORNEY VOUCHER	427.50	\$544.30
				8-001-5-09-231	CO COUNSELOR: CONTRACTUAL ATTORNEY'S ATTORNEY VOUCHER	112.50	
				8-001-5-09-231	CO COUNSELOR: CONTRACTUAL ATTORNEY'S ATTORNEY VOUCHER	4.30	
30	FRANK E KOHL	0086584	01/18/2018	8-001-5-09-231	CO COUNSELOR: CONTRACTUAL ATTORNEY'S COURT APPOINTED ATTORNEY	3,000.00	\$3,000.00
149	MICHAEL F WILLCOTT	0086589	01/18/2018	8-001-5-09-231	CO COUNSELOR: CONTRACTUAL ATTORNEY'S COURT APPOINTED ATTORNEY	3,000.00	\$3,000.00
		DEPARTMENT TOTAL		(DEPT - CO COUNSELOR)			\$18,544.30

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4755	LEAVENWORTH PAPER AND OFFICE SUPPLY	0086578	01/18/2018	8-001-5-11-301	CO ATTY: COMODITIES OFFICE SUPPLIES		
				8-001-5-11-301	CO ATTY: SUPPLY PURCHASES	66.24	
					CO ATTY: COMODITIES OFFICE SUPPLIES		
					CO ATTY: SUPPLY PURCHASES	1,199.60	
							\$1,265.84
					DEPARTMENT TOTAL (DEPT - CO ATTORNEY)		\$1,265.84
		0086579	01/18/2018	8-001-5-28-306	HR: COMM OFFICE SUPPLIES		
					HR OFFICE SUPPLIES	50.66	
							\$50.66
6433	SELECT PHYSICAL THERAPY HOLDINGS, INC	0086583	01/18/2018	8-001-5-28-212	HR: PRO REHAB		
					ATTN: WORKSTRATEGIES	230.00	
							\$230.00
					DEPARTMENT TOTAL (DEPT - HUMAN RESOURCES)		\$280.66
25101	CANON U S A INC	0086582	01/18/2018	8-001-5-41-201	APPRAISERS: COPIES		
					1865950: COPIER MAINT	82.26	
							\$82.26
461	LEAV CO COOP	0086580	01/18/2018	8-001-5-41-304	APPRAISERS: GASOLINE		
					DECEMBER GASOLINE	257.91	
							\$257.91
					DEPARTMENT TOTAL (DEPT - APPRAISER)		\$340.17
25101	CANON U S A INC	0086581	01/18/2018	8-001-5-49-340	ELECTION: PRIMARY ELECTION		
					1865950 CLERK/ELECTION	2.32	
							\$2.32
					DEPARTMENT TOTAL (DEPT - ELECTION)		\$2.32
					FUND TOTAL (FUND 001 - GENERAL)		\$20,631.96
***	***	***	***	***	***	***	***
	FUND 108 - COUNTY HEALTH						
22543	COMPLETE FAMILY CARE	0086574	01/18/2018	8-108-5-00-280	COUNTY HEALTH: CONTRACTUAL CONTRACTED SE		
				8-108-5-00-280	HEALTH DEPT JANUARY	1,200.00	
					COUNTY HEALTH: CONTRACTUAL CONTRACTED SE		
					HEALTH DEPT JANUARY	300.00	
							\$1,500.00
					DEPARTMENT TOTAL (DEPT - HEALTH DEPARTMENT)		\$1,500.00
					FUND TOTAL (FUND 108 - COUNTY HEALTH)		\$1,500.00

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*** ** FUND 133 - ROAD & BRIDGE							
5637	CLEARWATER ENTERPRISES,LLC	0086572	01/18/2018	8-133-5-00-304	ROAD & BRIDGE: COMMODITIES FUEL ROAD 342-5600011712 GAS SHOP	338.89	
DEPARTMENT TOTAL (DEPT - PUBLIC WORKS)							\$338.89
FUND TOTAL (FUND 133 - ROAD & BRIDGE)							\$338.89
*** ** FUND 145 - COUNCIL ON AGING							
537	LEAVENWORTH TIMES	0086570	01/18/2018	8-145-5-00-209	COUNCIL ON AGING: CONTR MEMBERSHIP & SUB ACCT 185: JOB ADS	34.50	
				8-145-5-00-209	COUNCIL ON AGING: CONTR MEMBERSHIP & SUB ACCT 185: JOB ADS	34.50	
				8-145-5-00-209	COUNCIL ON AGING: CONTR MEMBERSHIP & SUB ACCT 185: JOB ADS	34.50	
DEPARTMENT TOTAL (DEPT - COUNCIL ON AGING)							\$103.50
FUND TOTAL (FUND 145 - COUNCIL ON AGING)							\$35.00
*** ** FUND 146 - COUNTY TREASURER SPECIAL							
315	TERRY SALDIVAR	0086568	01/18/2018	8-146-5-00-248	CO TREASURER SPECIAL: JANITORIAL ANNEX JANITORIAL SVC 725 LAMING	400.00	
DEPARTMENT TOTAL (DEPT - CO TREAS SPECIAL)							\$400.00
FUND TOTAL (FUND 146 - COUNTY TREASURER SPECIAL)							\$400.00
*** ** FUND 160 - SOLID WASTE MANAGEMENT							

LEAVENWORTH COUNTY
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9271	CITY OF LANSING	0086569	01/18/2018	8-160-5-00-210	SOLID WASTE MGMT: TELEPHONE/UTILITIES TRANSFER STATION	27.90	\$27.90
DEPARTMENT TOTAL (DEPT - SOLID WASTE)							\$27.90
FUND TOTAL (FUND 160 - SOLID WASTE MANAGEMENT)							\$27.90
*** **							
FUND 510 - PAYROLL CLEARING							
1504	DELTA DENTAL OF KANSAS	0086566	01/18/2018	8-510-2-00-942	DELTA DENTAL JANUARY PREMIUMS	16,579.15	
				8-510-2-00-942	DELTA DENTAL JANUARY PREMIUMS	1,408.05	\$17,987.20
8500	METLIFE (VISION PLAN)	0086567	01/18/2018	8-510-2-00-944	METLIFE VISION JANUARY PREMIUMS	3,637.05	\$3,637.05
DEPARTMENT TOTAL (DEPT - DEPARTMENT)							\$21,624.25
FUND TOTAL (FUND 510 - PAYROLL CLEARING)							\$21,624.25
TOTAL ACCOUNTS	30	GRAND TOTAL					\$44,661.50

LINWOOD DEVELOPMENT CORPORATION

105 E. 3rd Street
Linwood, KS 66052

January 3, 2018

Board of County Commissioners
Mr. Doug Smith, Chairman
Mr. Robert Holland, Commissioner
Mr. Louis Klemp, Commissioner
300 Walnut Street
Suite 225
Leavenworth, Kansas 66048

Re: Linwood Community Building

Gentlemen:

We are contacting you as members of the volunteer Board of Directors of the Linwood Development Corporation (LDC), a Kansas not -for-profit corporation, which owns the Linwood Community Building located at 105 E 3rd Street, Linwood, Kansas.

For background purposes, LDC was incorporated for the purpose of developing a building that would serve as the new home for the Linwood Community Library and provide a meeting facility for the Linwood community. The 6,000 square foot, metal building was privately financed and ultimately opened in 1980. A floor plan of the building is attached. The Linwood Library was located in the western portion of the building, with the remainder occupied by a large community room, kitchen facility and common restrooms. The building's financing was paid off through rental payments from the Library and facility rentals. Due to growth in the Library, the Library relocated to a new facility several years ago and the former library portion remains unoccupied.

The building is currently utilized by the community as the polling place for Sherman Township and the City of Linwood, public meetings, family events and multiple civic club events and dinners. Financially, LDC is having a difficult time generating enough event rental income to cover normal utility, insurance and operating expenses. It is only through volunteer community work on the building, quarterly bingo events and private donations that we have been able to remain operational. The building is a 37 year old metal structure, in dire need of substantial maintenance, restroom upgrades and remodeling.

Page two
January 3, 2018

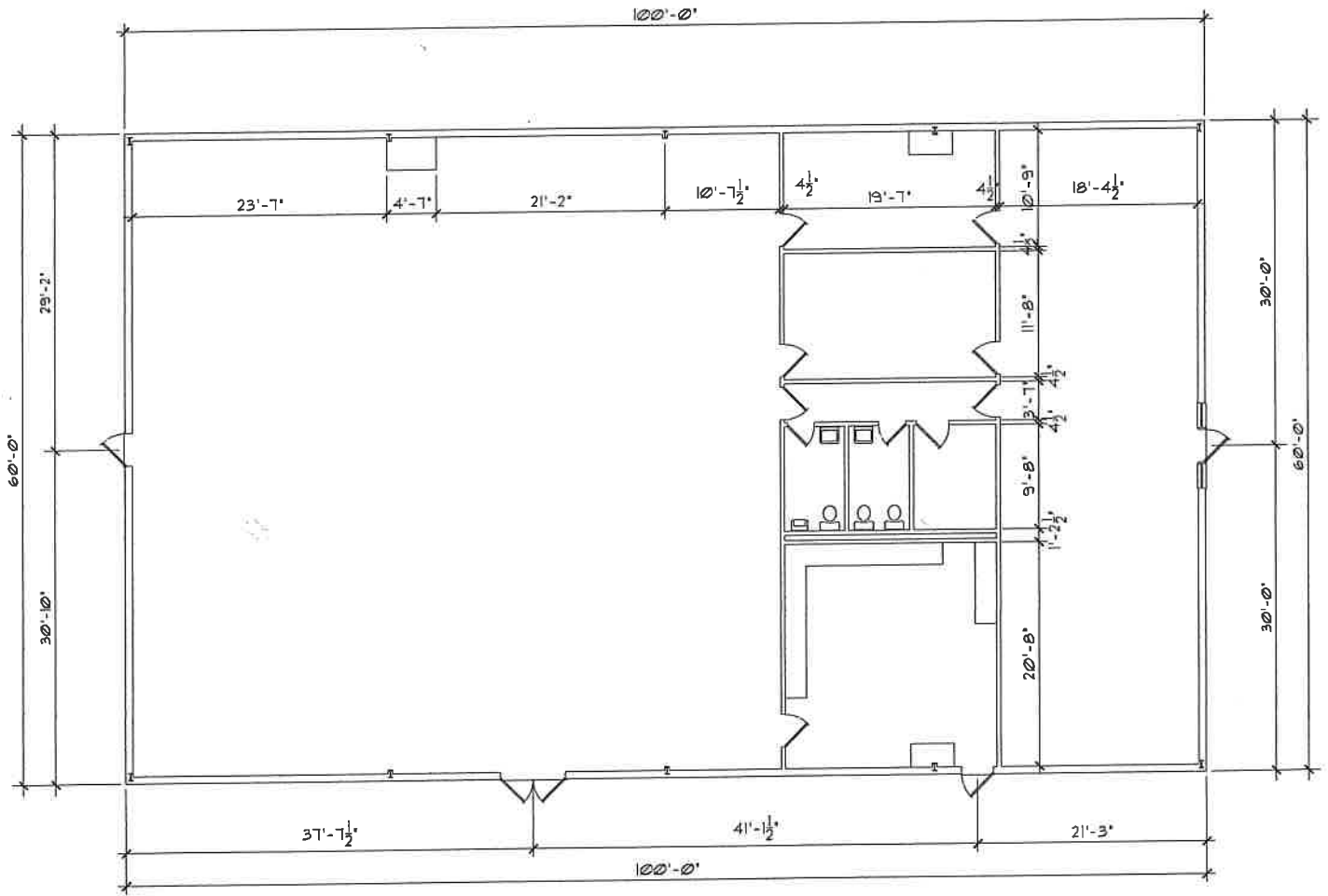
It is the LDC's opinion that the continued viability of the Linwood Community Building cannot be sustained solely on long term voluntary community support. We first considered donating the building to the City of Linwood. However, the City has concerns as to its ability to finance the improvements and upgrades required. In fairness, the City of Linwood should not by itself bear the financial responsibility for a building that benefits the entire Linwood community, the majority of which is outside the city limits.

Therefore, we would like to open a dialogue with you, as representatives of Leavenworth County, to consider a proposal whereby LDC would donate the building jointly to Leavenworth County and the City of Linwood. We would suggest the possibility of an inter-local agreement that could provide for joint ownership, management, maintenance and the financial stability required to sustain this important community resource.

We would request that this issue be placed on the agenda for one of your meetings in January, or we would be happy to meet with your representatives to discuss. Your consideration of our proposal would be much appreciated.

Sincerely,

Dale Esman
Jenna B...
Karen A. Kane
Dana H...
Connie J. Ternerden
Joe Puy



Linwood Community Building

Financial Summary – 2017

Revenue:

1. Rentals:	
a. Gross Rentals	\$7,570.00
b. Less Security Deposits refunded	<u>(\$2,860.00)</u>
c. Net Rentals	<u>\$4,710.00</u>
2. Donations:	\$ 375.00
3. Bingo Proceeds:	
a. Gross receipts	\$3189.25
b. Less expenses	<u>(\$908.84)</u>
c. Net Proceeds	<u>\$2,280.41</u>
4. Net Revenue:	<u>\$7,365.41</u>

Expenses:

1. Westar	\$1,120.73
2. Atmos Energy	\$1,050.29
3. Water	\$1,588.07
4. Insurance	\$2,498.77
5. Misc.	<u>\$ 140.00</u>
6. Total Expenses	<u>\$6,397.86</u>

Linwood Community Building Renovation Proposal

Projects are listed by priority - Costs are rough estimates.

- | | |
|--|-----------------|
| 1. Roof : Replace with new metal - | \$30,000 |
| 2. Plumbing : Install ADA compliant restrooms – upgrade and replace existing supply and drainage systems as needed. | \$20,000 |
| 3. Electrical : upgrade and expand existing electrical service . | \$ 5,000 |
| 4. Doors : Replace existing doors, frames and hardware. | \$ 8,000 |
| 5. HVAC : upgrade existing systems | \$10,000 |
| 6. Kitchen : | |
| a. Install exhaust fan | \$ 600 |
| b. Install drop ceiling | \$ 1,000 |
| c. New countertop | \$ 1,500 |
| d. Install new lighting | \$ 2,000 |
| 7. Community Room : | \$30,000 |
| a. Install Drop ceiling | |
| b. Install new lighting | |
| c. Re –sheetrock walls | |
| d. New tile floor | |
| 8. Exterior Work : | |
| a. Remove and replace sidewalks | \$ 5,000 |
| b. Pave parking area | \$12,000 |
| c. Exterior – lighting, landscaping | <u>\$ 4,000</u> |
| 9. Total - | \$129,100 |