

**MINUTES OF**  
**BOARD OF HARVEY COUNTY COMMISSIONERS**  
**May 22 - 24, 2017**

The Board of Harvey County Commissioners met in regular session on May 22, 2017 with all three commissioners present. Chairman Krehbiel called the meeting to order at 9:00 a.m.

**ITEMS ADDED TO AGENDA:**

1. Commissioner Westfall reported that he was contacted by Little Arkansas River (LAR) Drainage District officer Phil Schmitt who expressed interest in helping with the cleanup of the site near the Bright property in Sedgwick. Phil stated that the LAR does not have jurisdiction in the area so they would not be able to be the sponsoring agency, but watersheds and drainage districts are allowed to assist each other and other entities with labor and equipment.
2. Commissioner Krehbiel presented a letter he received from the City of Halstead regarding an appointment of a City of Halstead representative on the County Planning & Zoning Board.

**CALENDAR ITEMS:**

1. The commissioners are invited to attend the Fair Board meeting at 6:30 p.m. on May 23 in the Courthouse Community Room.

Minutes of the May 15 Commission regular meeting were approved upon a motion by Commissioner Westfall, seconded by Commissioner Hague. Motion passed unanimously.

**ADMINISTRATIVE ITEMS:**

1. Anthony Swartzendruber, Administrator, reported that the Annual Meeting of the Harvey County Economic Development Council is scheduled for 11:30 a.m. to 1:30 p.m. on June 27 at the Meridian Center. The commissioners are invited to attend.
2. Anthony asked if the commissioners had recommendations to fill the open position for a City of Newton representative on the Harvey County Public Building Commission (PBC). The commission directed Anthony to contact the City of Newton for a recommendation. Anthony also reported that Rich Denno contacted him about not continuing as a member of the PBC after his current term expires on June 30, 2017.
3. Anthony presented copies of the handouts that were received at the KAC Regional supper last week. Anthony, Dan Bronson and Commissioner Westfall attended the event in Emporia where representatives from the Kansas Division of Property Valuation presented information on property taxation and valuation. Some of the statistics from the presentation were discussed. Anthony stated that one interesting fact is that more revenue is received statewide from motor vehicle tags/taxes than from the 49 million acres of agricultural land. Charts in the presentation showed the breakdown of taxes by property type/class for a number of counties, the chart for Harvey County shows that more than 54% of the total property taxes come from the residential property type/class.
4. Anthony stated that Sandcreek Watershed officials have been contacted about possible sponsorship of the Emergency Watershed Protection Program (EWP) project for the Bright property in Sedgwick. Anthony stated that he sent a letter to Fred Bright informing him of the current status and progress of finding a resolution for the situation.
5. Anthony distributed copies of the Independent Auditors' Report for the 2016 financial statements of the county. The report concluded that the financial information was fairly represented and there were no significant issues or budget or cash violations. Anthony

- stated that the report will be posted on the county website.
6. Rollin Schmidt, Solid Waste Director, presented the proposed invitation to bidders for a new 2017 or 2018 batwing mower for the Solid Waste Department. Rollin stated that this mower with a minimum specified width of 15' would replace the current 6' wide mower which has been in use for a number of years. Bids are due by 5:00 p.m. on June 2 and will be opened on June 5. Commissioner Hague made a motion to approve and send the invitation to bid as presented. Commissioner Westfall seconded the motion and it was passed unanimously.
  7. Don Gruver, Communications Director, reported that 9-1-1 was involved with a lot of weather events last week. He also reported that some equipment is in the process of being repaired after being affected by the weather.
  8. Gary Denny, Emergency Management Director, reported that tornado sirens were activated in four communities in the county during the storm last Friday night. He also stated that 2017 is currently on track to be the 3<sup>rd</sup> wettest year in history.
  9. Byron Warta reported that during the Water Authority meeting last week, information was presented about a bill that has been introduced in the legislature to impose a monthly fee for utilities and a yearly fee for water rights owners to help fund education.
  10. Kass Miller, Director of Parks, reported that West Park was included in the tornado warning on Friday night. He also reported that a suicide victim was discovered at West Park on Saturday. Kass stated that two individuals who were already banned from East Park for damaging property were caught damaging property at West Park on Sunday, criminal charges will be filed. Kass reported that registrations for the Conquer the Gauntlet event at East Park on July 15 are exceeding expectations and more waves are being added to allow more participants.
  11. Dan Bronson, Assistant County Administrator/Finance Director, stated that department budget presentations to the commission begin today and will be concluded on Wednesday.
  12. Counselor Greg Nye stated that the tax foreclosure sale is scheduled for next Wednesday, May 31 and that some properties have already been redeemed and removed from the sale.

#### **CITIZENS FORUM:**

There were no items presented during Citizen's Forum.

Warrant checks in the amount of \$47,450.90 total were approved upon a motion by Commissioner Hague, seconded by Commissioner Westfall. Motion passed unanimously.

Anthony presented copies of the Workforce Innovation and Opportunity Act (WIOA) Regional Plan for areas 1 and 4 and a Chief Elected Official Board Agreement for Local Workforce Development Area 1. The agreement was revised to a one-year agreement with an expiration date of June 30, 2018 due to the efforts by the county to have Harvey County reassigned to Area 4. Commissioner Hague made a motion to authorize the agreement as presented and authorize the chair to sign. Commissioner Westfall seconded the motion and it was passed unanimously.

The commissioners toured the Law Enforcement Center (LEC) and discussed changes proposed by the City of Newton to convert the gun range into office space.

The commissioners returned to the commission room and Anthony presented an overview of the 2018 budget process and reminded the Commissioners that as they hear and review the budget for each of the departments, to consider the priorities of the county and how to fund them while adhering

to the mission of the county. The mission of Harvey County is to provide our citizens with beneficial, essential, public services in a professional, courteous and fiscally responsible manner. The schedule for the budget presentations, work session, public hearing, and adoption was reviewed with the Commissioners. The recommended budget is scheduled to be presented on June 12 and final modifications will be made and presented prior to the July 1 deadline to notify the County Clerk whether an election will be required to comply with the property tax lid imposed by the legislature. Anthony encouraged the commission to adopt a budget that would not require an election. The commissioners agreed that, especially because this is the first year of the tax lid, all efforts should be made to adopt a budget that does not require an election.

Dr. Ron Morford presented the proposed 2018 budget for the District Coroner department. There are no significant changes to the budget, but a number of their expenses are variable and uncontrollable. The commissioners asked about cremation fees. Dr. Morford replied that the current fee is \$35 each and about 150 cremation permits are issued per year. The commission suggested considering a cremation fee increase.

Rex Yohn, Noxious Weed Director, presented the proposed 2018 Noxious Weed budget. The operations budget remained flat compared to the 2017 budget. The proposed budget includes a supplemental request of \$970 for annual software licensing for the AgTerra spray mapping and logging system that was installed in 2017 to have detailed and accurate records of the application of herbicides. He gave an overview of 2016 accomplishments and statistics, current 2017 projects and goals for 2018.

The meeting recessed at noon for travel to the Harvey County Historical Society for a luncheon meeting and budget presentation.

The meeting reconvened at 12:05 p.m. at the Harvey County Historical Society.

Debra Hiebert, Executive Director, presented the 2018 proposed budget and appropriation request for the Harvey County Historical Society. She reported on the 2016-17 activities and statistics and the goals for 2017-18. They are requesting a total appropriation of \$57,500, the same as last year.

The meeting was recessed at 1:15 p.m. to return to the courthouse.

The meeting reconvened at 1:20 p.m. in the commission room.

Dwayne Roux, Josh Budde, Andy Love, Jed Claassen and Dana Stahl presented the 2018 proposed budget and appropriation request for the Harvey County Conservation District. They reported on the 2016-2017 activities and community involvement statistics and the goals for 2017-2018. They stated that the appropriation was raised to \$20,000 last year. They are requesting an additional \$5,000 appropriation to maximize the state matching funds appropriation in their budget. The state will provide matching funds at a rate of 83% of the county appropriation, up to \$25,000.

Ciaira Herren and Crystal Martin presented the 2018 proposed low income assistance budget appropriation for the Mid-Kansas Community Action Program. There are 19 counties that participate in the program which provides financial, rent, and other assistance for clients. Thirty-five individuals and families in Harvey County were provided housing assistance in 2016. Fourteen individuals and families in Harvey County were provided transitional housing services in 2016. The 2018 budget request is \$5,000, the same amount appropriated last year.

Elizabeth Schmidt, Harvey-Marion County Community Developmental Disability Organization (CDDO), Executive Director, presented the 2018 appropriation request. CDDO is requesting an appropriation for 2018 of \$102,500. The request is for the same amount as the appropriation awarded for 2017. Elizabeth expressed appreciation for the funding from the county and the timeliness of the distribution payments.

Matt Schmidt, Executive Director of Health Ministries, presented the 2018 appropriation request. Health Ministries is requesting an appropriation for 2018 of \$10,000. The request is for the same amount as the appropriation awarded for 2017. Matt reported on the activities and services provided at their three facilities in the county. He stated that they served 4,544 patients in 2016, 78% of which were Harvey County residents.

Lynnette Redington, Health Department Director, Tobey Harkins, Assistant Director, and Mark Bowman, Health Department Fiscal Management Coordinator, presented the proposed 2018 budget for the Health Department. The operations budget remained flat compared to the 2017 budget. A supplemental request for \$7,655 for yearly maintenance fees for the electronic health records system was included. They gave an overview of 2016 accomplishments and statistics and current 2017 projects and goals. They also reported on the goals for 2018. Lynnette reported that in 2016 the department received a total of \$439,000 in federal, state and local grant funds to supplement the operation, programs and activities of the Health Department.

Gary Denny presented the proposed 2018 budget for the Emergency Management Department. The operations budget remained flat compared to the 2017 budget. He gave an overview of 2016 accomplishments and statistics, current 2017 projects and goals for 2018. The budget includes supplemental requests for \$800 to replace the tires on the Emergency Management vehicle and \$5,000 to create a Community Emergency Response Team (CERT). The budget includes 2018 CIP requests for \$2,200 to purchase and install wireless weather station on the roof of the LEC.

Gina Bell, Planning, Zoning & Environmental Director, presented the proposed 2018 budget for Planning, Zoning & Environmental. The operations budget remained flat compared to the 2017 budget. She gave an overview of 2016 accomplishments and statistics, current 2017 projects and goals for 2018. The proposed budget includes a supplemental request of \$7,000 to purchase additional licenses for the GIS software. She stated that they use this software every day but frequently are not allowed to open the software because all of the licenses are already in use. Gina stated that the last Comprehensive Plan was adopted in 2001 and the statistics need updating, she is hoping to have a new plan done in 2021, following the 2020 census.

Becky Opland, Treasurer, presented the proposed 2018 budget for the Treasurer's Office. The operations budget remained flat compared to the 2017 budget. She gave an overview of 2016 accomplishments and statistics, current 2017 projects and goals for 2018. A CIP request was included to remodel the Treasurer's Office to include the Drivers License clerks. Becky stated that she would like to have all of her employees in the same room and cross train them so that customers can go to any clerk for any service.

The meeting was adjourned at 3:50 p.m.

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The Board of Harvey County Commissioners met in special session on May 23, 2017 with all three commissioners present. Chairman Krehbiel called the meeting to order at 9:00 a.m.

Margaret Hermstein, Register of Deeds, presented the proposed 2018 budget for the Register of Deeds office and the ROD Technology fund. The operations budgets remained flat compared to the 2017 budget. She gave an overview of 2016 accomplishments and statistics, current 2017 projects and goals for 2018. As a result of the legislation passed in 2014, the mortgage registration fees are still decreasing at a rate higher than the increase in recording fees. 2017 is the last year of the phase out of mortgage registration fees. The technology fund balance was reduced considerably due to providing part of the funding to purchase the new tax & land record software currently being installed.

Robert Carlton, Director of Department on Aging, presented the 2018 proposed budgets for the Elderly Services Program fund and the Elderly Services Transportation fund. Karen Kaufman assisted with the budget presentation. The operations budgets remained flat or were down slightly compared to the 2017 budget. They gave an overview of 2016 accomplishments and statistics, current 2017 projects and goals for 2018. Robert reported that the total of the grants provided by his department to senior services agencies remained the same but \$600 was subtracted from the amount granted to ENLITE and added to the amount granted to Newton Meals on Wheels. The proposed Transportation budget includes a supplemental request of \$59,795 to purchase dispatching and tracking software that is being implemented throughout the state; this initial cost should be reimbursed by KDOT. Karen reported that the Elderly Services Transportation department is mostly funded with KDOT grants and passenger fees. She reported that the department provided 13,032 trips for residents of the county and the Harvey Interurban vehicles covered 68,531 miles in 2016.

Kass Miller, Director of Parks, and Derrick Richling, Parks Operations Supervisor, presented the 2018 proposed budgets for the Parks Department. The operations budgets remained flat compared to the 2017 budget. Kass gave an overview of 2016 accomplishments and statistics, current 2017 projects and goals for 2018. Budget items were reviewed and discussed. 2018 Capital Improvement requests include \$8,000 to purchase attachments for the track loader, \$25,000 to purchase and install 2 cabins with utilities at East Park for patron rental, \$30,000 to replace the playground equipment in the Walnut Grove area at West Park and \$15,000 to replace the siding on the West Park residence. Kass also reviewed the CIP projects for 2019-2022. These include replacing the playground equipment in other areas at both parks, install a pre-cast bathroom/shower house/storm shelter at Willow Bend beach, updating the 30 amp service to 50 amp service, paving the roads and camping pads, and purchasing/replacing tables & chairs for two shelter houses. A discussion was held regarding replacement of the playground equipment and the proposal to add rental cabins.

LeeAnn Daniels, Data Processing Director, presented the proposed 2018 Budget for the Data Processing Department. She gave an overview of 2016 accomplishments and statistics, current 2017 projects and goals for 2018. The budget includes a supplemental request of \$12,572 to cover the increased costs of equipment maintenance agreements.

Craig Clough, Appraiser, presented the proposed 2018 budget for the Appraiser's Office. The operations budgets remained flat or were down slightly compared to the 2017 budget. He gave an overview of 2016 accomplishments and statistics, current 2017 projects and goals for 2018. The proposed CIP budget for the Real Estate Division includes \$25,000 to replace one vehicle. Craig reported that the 2017 CIP project to fly aerial photography is currently planned to occur in the fall to piggyback with the NG911 flyover. This project will update the County's current aerial photography last flown in 2006. Customer access fees were discussed and the commissioners suggested possibly increasing the \$250 per year fee.

Rollin Schmidt, Solid Waste Director, presented the proposed 2018 budgets for each of the Solid Waste funds. The operations budgets remained flat or were down slightly compared to the 2017

budget. He gave an overview of 2016 accomplishments and statistics, current 2017 projects and goals for 2018. The budgets contain new CIP requests; \$60,000 for replacing the concrete floor of the transfer station and \$510,000 to purchase a compactor. The budgets also contain previously submitted CIP projects; \$10,000 to repair or replace chain link fencing, \$20,000 for HVAC replacement in the transfer station building and the recycle building, \$60,000 for replacing the overhead doors, \$152,000 for asphalt replacement at the transfer station and \$164,500 to replace or repair equipment. A discussion was held about the merits of purchasing a compactor versus a grinder.

Jim Meier, Road & Bridge Superintendent, presented the proposed 2018 budget for the Road & Bridge department. The operations budgets remained flat compared to the 2017 budget. He gave an overview of 2016 accomplishments and statistics, current 2017 projects and goals for 2018. The CIP budget includes a new request for \$197,000 for RCB replacements and \$2,026,000 for the scheduled road improvements, including unsurfaced road improvements, and the replacement of bridge M-17.6 just west of N. West Rd. on NW 36<sup>th</sup> St. An additional \$489,000 is included in the 2018 equipment replacement plan to replace a loader, 2 dump trucks, 2 snow plows and a brine storage system. He presented information about the percentages of total road miles in each district and the percentages of improvements within the last 5 years in each district. A discussion was held about the RCB replacement plan and prioritizing the CIP requests which currently exceed the available fund balance.

The meeting was recessed at 12:05 p.m. for lunch.

The meeting reconvened at 1:15 p.m.

Martha Gartner, Dwayne Roux and many other representatives presented the 2018 proposed budget for the Harvey County Extension Council for consideration. The total request is slightly lower than the appropriation awarded for 2017. They gave an overview of 2016 accomplishments and statistics, current 2017 projects and goals for 2018. If the commission does not approve the proposed budget they must return it to the Extension Council within 10 days. The commission must approve the final Harvey County Extension Council budget prior to the July 15 deadline for submitting their budget to the County Clerk.

David Yoder, County Attorney, presented the proposed 2018 budget for the County Attorney department and the Diversion fund. He gave an overview of 2016 accomplishments and statistics, current 2017 projects and goals for 2018. A supplemental request of \$4,838 for increased operational costs due to an increased caseload was included. David stated that the total number of cases filed is increasing and he is scheduled to prosecute a capital murder case in 2018, but he does not have an estimate of the additional costs that will be incurred. The proposed CIP budget includes \$6,625 to replace the carpet in the department offices.

Don Gruver, Director of 911 Communications Department, presented the proposed 2018 budget for the department and the 911 fund. The operations budgets were down slightly compared to the 2017 budget. He gave an overview of 2016 accomplishments and statistics, current 2017 projects and goals for 2018. He reported that the migration to the statewide Next-Gen 9-1-1 system is scheduled for the fall 2017. Capital outlay items include \$28,500 to replace the pickup truck, \$3,500 to replace Don's desk, \$164,080 to replace the computer aided dispatch (CAD) system and \$36,000 to replace or upgrade the Mobile ACU unit. Don stated that the vendor is offering a considerable discount to upgrade the CAD system.

Anthony presented the proposed 2018 Administration and County Commission budgets. The operations budgets remained flat compared to the 2017 budgets. The Administration budget contains capital outlay requests of \$13,400 to replace two computers and a copier.

Anthony presented the proposed 2018 budget for the Bond and Interest Fund. He stated that the total debt as of January 1, 2017 is \$12,366,399. The county currently has general obligation bonds for Schaben Road and Parking, Solid Waste facility, KLP development and the airport runway. The Public Building Commission has revenue bonds for the fairground development and land, airport Hangar W, courthouse energy project and the 800 MHz radio project. The county also has a lease purchase for the Motorola Radio Project. The 2018 budget includes \$854,197 for bond principal and \$315,646 for bond interest.

Anthony presented the proposed 2018 budget for the Courthouse General fund. The operations budgets remained flat compared to the 2017 budgets. The budget includes 2018 CIP requests for \$50,000 for courthouse security enhancements and \$6,500 to replace the mower. A supplemental request was included for \$47,813 to add a Detention Deputy I position to backfill the position that was lost when a deputy was assigned to patrol the courthouse fulltime.

The meeting was adjourned at 3:30 p.m.

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The Board of Harvey County Commissioners met in special session on May 24, 2017 with all three commissioners present. Chairman Krehbiel called the meeting to order at 1:00 p.m.

Rick Piepho, County Clerk, presented the proposed 2018 Clerk and Elections budgets. The operations budgets remained flat compared to the 2017 budget. He gave an overview of 2016 accomplishments and statistics, current 2017 projects and goals for 2018. He included an estimated cost of \$185,000 to replace the Ivotronic voting machines currently being used that are at over 10 years old and are due to be replaced, but are still functioning well and their replacement can be delayed for a few years. The budget includes a supplemental request of \$6,400 for increased workstation fees for the statewide voter registration system. Rick stated that his 2017 budget will exceed estimates due to conducting a Special General Election in April.

Jessie Kaye, Prairie View, Inc., President & CEO, presented the 2018 mental health appropriation request. She gave an overview of 2016 accomplishments and statistics, current 2017 projects and goals for 2018. She stated that Prairie View is the designated Community Mental Health Center (CMHC) for Harvey County. She reported that Federal and State funding has been drastically reduced in recent years, but the services are still necessary. Jessie explained that the average per capita county funding for the 26 CMHC's in the state is \$7.44; the per capita amount received from Harvey County last year was \$3.74. She calculated that the additional funding to achieve the average per capita funding is \$129,743. She is proposing that funding be increased by 1/3 of the total per year for the next three years. Prairie View is requesting an appropriation for 2018 of \$174,447. The request is \$43,248 higher than the \$131,200 appropriation awarded in 2017. A discussion was held about the importance of mental health programs to increase the well-being of all citizens and reduce crime rates, drug use, suicides and other related issues.

Kevin Stubbs, Caring Hands Humane Society, Executive Director, presented the 2018 appropriation request. Caring Hands Humane Society is requesting an appropriation for 2018 of \$9,000. The request is for the same amount as the appropriation awarded for 2017.

Jennifer Foster and LDeena Jones presented the proposed 2018 budget for District Court and Court Services. The operations budgets remained flat compared to the 2017 budget. They gave an overview of 2016 accomplishments and statistics, current 2017 projects and goals for 2018. Jennifer stated that the addition of a full-time officer patrolling the courthouse and securing the access doors to restricted areas of the court and the Court Services office was greatly appreciated. The budget includes CIP equipment replacement plan requests of \$29,850 for courtroom sound systems, computer equipment, and a printer to create a self-help station for legal services. The budget includes CIP requests of \$17,000 to remodel the Court Services office and construct a wall with a pass-thru window and to replace carpets throughout all of the offices. The budget includes a supplemental request of \$6,000 to supplement the judicial salary of Magistrate Judge, Stephen Hilgers.

Mike Riffel, Harvey County Free Fair, President, presented the 2018 appropriation request. Harvey County Free Fair is requesting an appropriation for 2018 of \$24,500. The request is for the same amount as the appropriation awarded for 2017.

Sharon Matz and Sandy Frazier, Newton Saddle Club, presented the 2018 appropriation request. The Newton Saddle Club is requesting an appropriation for 2018 of \$3,500. The request is \$500 more than the amount of the appropriation awarded for 2017.

Sheriff Chad Gay and Undersheriff Shawn Chapman presented the proposed 2018 budget for the Sheriff's departments. The operations budgets remained flat or were down slightly compared to the 2017 budget. He gave an overview of 2016 accomplishments and statistics, current 2017 projects and goals for 2018. A supplemental request for \$4,700 to increase the funding for the Drug Task Force was attached. A supplemental request was attached for \$135,228 to create and fill 2 additional investigator positions. Chad asked the commission to consider creating and filling one of the investigator positions in 2017. The budget includes 2018 CIP equipment replacement plan requests for \$250,000 to replace 8 vehicles and multiple desktop computers. Chad discussed the future needs and current condition of the Detention Center. The budget includes CIP requests of \$70,000 to replace or repair flooring, toilets, jail door locks and furniture in the Detention Center.

The meeting was adjourned at 4:10 p.m.

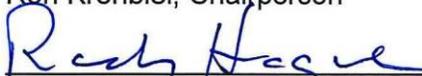
BOARD OF HARVEY COUNTY COMMISSIONERS



ATTEST:

  
Rick Piepho, County Clerk

  
Ron Krehbiel, Chairperson

  
Randy Hague, Member

  
George A. "Chip" Westfall, Member