

**FORD COUNTY COMMISSIONERS' MEETING MINUTES**  
**REGULAR MEETING OF January 22, 2018**  
**MEETING NUMBER 2018-02**  
**COMMISSION CHAMBERS**  
**9:30 P.M.**



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The Board of County Commissioners met in regular session in the Commission Chambers at the Ford County Government Center.

Those present were:

Chris Boys, Chairman  
Ken W. Snook, Commissioner  
Shawn Tasset, Commissioner

J.D. Gilbert, County Administrator  
Debbie Cox, County Clerk

Chairman Tasset called the meeting to order at 9:30 p.m. Pastor Corky Spitler, with Christ the King Lutheran Church led the group in prayer. Chairman Tasset then led the Pledge of Allegiance.

Chairman Tasset moved to amend the agenda to add to the Legal Counsel part of the agenda under #8, Exhibit A, Bloom Pilot agreement. Commissioner Boys seconded the motion.

**Motion carried 3-0.**

**Open Public Comment-None**

**Reorganization of Board of County Commission**

**Elect Chairman**

Commissioner Snook moved to elect Commissioner Chris Boys, Chairman for 2018. Chairman Tasset seconded the motion. **Motion carried 3-0.**

**Elect Vice-Chairman**

Chairman Boys moved to elect Commissioner Shawn Tasset Vic-Chairman. Commissioner Snook seconded the motion. Motion carried 3-0.

**Legal Counsel**

**Resolution No. 2018-01**

Mr. Glenn Kerbs Ford County Legal Counsel, presented for approval, **Resolution No. 2018-01**  
**A RESOLUTION DIVIDING FORD COUNTY, KANSAS, INTO THREE COMMISSIONER DISTRICTS.**

Commissioner Tasset moved to adopt **Resolution No. 2018-01 A RESOLUTION DIVIDING FORD COUNTY, KANSAS, INTO THREE COMMISSIONER DISTRICTS.**

Commissioner Snook seconded the motion. Motion carried 3-0.

**Resolution No. 2018-02**

Mr. Glenn Kerbs Ford County Legal Counsel, presented for approval, **Resolution No. 2018-02 A RESOLUTION SETTING THE REGULAR MEETING DATES AND TIMES FOR THE BOARD OF COUNTY COMMISSIONERS.**

Chairman Boys moved to adopt, **Resolution No. 2018-02. A RESOLUTION SETTING THE REGULAR MEETING DATES AND TIMES FOR THE BOARD OF COUNTY COMMISSIONERS.** Commissioner Snook seconded the motion. **Motion carried 3-0.**

**Resolution No. 2018-03**

Mr. Glenn Kerbs Ford County Legal Counsel, presented for approval. **Resolution No. 2018-03 A RESOLUTION DESIGNATING LANDMARK NATIONAL BANK AS AN OFFICIAL DEPOSITORY BANK.**

Commissioner Tasset moved to adopt **Resolution 2018-03 A RESOLUTION DESIGNATING LANDMARK NATIONAL BANK AS AN OFFICIAL DEPOSITORY BANK.** Chairman Boys seconded the motion. **Motion carried 3-0.**

**Resolution No. 2018-04**

Mr. Glenn Kerbs Ford County Legal Counsel, presented for approval. **Resolution No. 2018-04 A RESOLUTION DESIGNATING OFFICIAL DEPOSITORIES FOR FUNDS OF FORD COUNTY, KANSAS.**

Chairman Boys moved to adopt **Resolution No. 2018-04 A RESOLUTION DESIGNATING OFFICIAL DEPOSITORIES FOR FUNDS OF FORD COUNTY, KANSAS.** Commissioner Tasset seconded the motion. **Motion carried 3-0.**

**County Counselor Contract**

Mr. Glenn Kerbs Ford County Legal Counsel, presented the contract he had prepared for his services for 2018, with no changes in services or rate. Mr. Kerbs did ask the commission to think about having Clayton Kerbs as Deputy County Counsel so that when Mr. Kerbs could not attend there would be someone that could advise them. The commission does not have to move on that now; it is something to think about for the future. Mr. Clayton Kerbs had been with his law firm since July of 2013. Chairman Boys thanked Mr. Kerbs for his services. Commissioner Snook also thanked Mr. Kerbs for his help when he had called Mr. Kerbs. Commissioner Tasset stated that when Mr. Kerbs decides to retire there would be a lot of knowledge lost.

Chairman Boys moved to approve the County Counselor Contract with Mr. Glenn Kerbs. Commissioner Tasset seconded the motion. **Motion carried 3-0.**

**Landmark National Bank Certification**

Mr. Glenn Kerbs Ford County Legal Counsel, presented for approval Landmark Nation Bank Certification. Landmark National bank must have a revised Certification of Signatures reflecting the change in Commission Chairman.

Chairman Boys moved to approve the Certification of Signatures as presented for the Landmark Bank Accounts. Commissioner Tasset seconded the motion. **Motion carried 3-0.**

**Open Meeting Training Information**

Mr. Glenn Kerbs Ford County Legal Counsel informed the Commission that DCCC trustees would be having training on the Kansas Open Meeting Laws, Thursday, January 25 at 6:00 pm. in the boardroom. This would be free training. Melissa Wangemann will be the presenter. It will be an hour-long training. This would be a good chance to be updated on the changes made last year on the Open Meetings act.

**Exhibit "A" Bloom Wind (PILOT)**

Mr. Glenn Kerbs Ford County Legal Counsel presented a revised Exhibit "A" PILOT between CP Bloom Wind LLC and Ford County for approval. The original Exhibit "A" PILOT was prepared based upon installation of 42 wind towers, and the capacity to generate 138.6 MW. At the completion, the Bloom Wind Project has 44 wind towers and a capacity of 145.2 MW. Mr. Kerbs has modified Exhibit A to the PILOT to reflect the increased capacity and resulting increased payment from \$388,080 to \$406,550.

Commissioner Tasset moved to approve revise Exhibit "A" PIOLT between CP Bloom Wind LLC and Ford County. Chairman Boys seconded the motion. **Motion carried 3-0.**

**Consent Agenda**

Approval of Minutes: Meeting 2017-53; 2018-01

Approval of Additions & Abatements-PP 2017 \$7,444.04; Watercraft 2017 \$-17.98

Credit Card Statement- \$23,813.80

CMB License-Manuel Manriquez/Dodge City Downs

CMB Application-Andrew De La Torre/Rancho Santa Fe

Commissioner Tasset moved to approve the consent agenda as presented. Commissioner Snook seconded the motion. **Motion carried 3-0.**

**Approval of Claims for Payment: \$712,328.69**

Commissioner Snook moved to approve the payment of claims for \$712,728.69. Chairman Boys seconded the motion. **Motion carried 3-0.**

**County Administrator's Report****County Engineer Report**

Jon Halbgewachs Ford County Engineer presented the commission with an award from the Kansas Ready Mixed Concrete Association, for the county's work in decorative concrete on the medical campus development.

Mulberry Creek Truss- Mr. Halbgewachs said he has spoken with Mr. Lee Haws and Mr. Wayne Keller to discuss parameters and schedule of the project. Both men are willing to work with the County to complete construction of the new bridge. The county Surveyor will complete the field survey by the end of February so that we can state on the preliminary design. Mr. Halbgewachs is working with the County Administrator on an engineering design agreement for the new bridge, with anticipated presentation of this agreement to the Commission at the January or the February meeting. Jewell and 135 Drainage- Chris O'Neal Road and Bridge Supervisor, has requested the County Counselor to prepare a deed to transfer ownership of the needed right of way to the County. 104 Road Culvert Drainage- Due to the weather, the meeting with the Wilburn Township was postponed until next month. New Business- Chris O'Neal Road and Bridge Supervisor will be getting together to discuss developing a plan to address the deteriorating pavement on Jewell Road east of Wright and the other paved road in the county. Commissioner Tasset asked Chris O'Neal about the machine that they looked at that could help in this. Mr. O'Neal stated they are running \$60,000 to \$70,000.

**Off-System Bridge 56 Engineering Design Agreement**

Jon Halbgewachs from Kirkham Michael, presented plans for the construction of a new bridge, Off-System Bridge 56, to be built adjacent to the existing Mulberry Creek truss bridge on Valley Road. He expects the bid date to be October 2019; he does have in the agreement under B #2 the date as October 2018 that will need to be changed. The bid will be done by KDOT because it is a federal aid project.

Commissioner Tasset moved to approve the agreement for Engineering Services between Ford County and Kirkham, Michael with the correction of date under B # 2 from October 2018 to October 2019. Commissioner Snook seconded the motion. **Motion carried 3-0.**

**State of Kansas Master Federal Fund Exchange Agreement**

Chris O'Neal Road and Bridge Director presented for approval a supplemental agreement to the Mater Federal Fund Exchange Agreement. Mr. Glenn Kerbs has looked over and approved the agreement. Mr. O'Neal stated the state will no longer be allowing the counties to bank the funds with the state, if you do not get the funds reimburse to you the year they are presented you lose them. The state has also changed the exchange rate from 95 percent to 75 percent on the dollar. This was a decision within KDOT. Commissioner Tasset state he was not happy with the state taking more of the federal money.

Chairman Boys moved to approve the State of Kansas Master Federal Fund Exchange supplemental agreement. Commissioner Snook seconded the motion. **Motion carried 3-0.**

### **Community Development block Grant (CDBG) Semi-Annual Report**

Pat Heeke HR Director presented for approval the semi-annual report for the Community Development Block Grant. She stated we have one loan out yet that has a balance of \$3,800. Commissioner Snook asked why there were not more loans with the money that is out there. Ms. Heeke stated the requirements are very restrictive; it is hard for applicants to meet the requirements.

Chairman Boys moved to approve the Community Development Block Grant Semi-Annual Report. Commissioner Tasset seconded the motion. **Motion carried 3-0.**

### **Dodge City Senior Center-Representative Replacement**

The Dodge City Senior Center board of Directors, sent a letter requesting the appointment of a new representative of the Senior Center to the Ford County Council on Aging. Representative Walt Gould's term has expired. The Senior Center Board of Directors are requesting the Commission appoint Connie Penick as his replacement.

Chairman Boys moved to approve Connie Penick as representative of the Senior Center to the Ford County Council on Aging. Commissioner Snook seconded the motion. **Motion carried 3-0.**

### **Appraiser-K.S.A. 79-1613 Real Property Tax Relief Applications**

Ford County Appraiser, Patti Israel, presented two property tax relief applications. The first one is from tax year 2016. This was a house fire on King Street, of a residential dwelling that was 100 % destroyed. The cause of the fire is listed as possible floor furnace. Commissioner Tasset asked for more information as to the cause, he would like to know as the law is intended to be for a natural disaster.

The second one is from the fire the county had in March of 2017. These are 2 mobile homes on 113 Road.

Commissioner Tasset moved to split in two different requests, and vote on these applications separately. Chairman Boys seconded the motion. **Motion carried 3-0.**

Commissioner Snook moved to table the application from King Street until more information could be provided on the cause of the fire. Commissioner Tasset seconded the motion. **Motion carried 3-0.**

Chairman Boys moved to refund the full year for the application on 113 Road. Commissioner Snook seconded the motion. **Motion carried 3-0.**

### **Western State Bank Expo-Grant Application Request**

Danielle Crouch Western State Bank Expo Center Manager, is asking for approval to apply for Mariah grant funds. The funds would be used to purchase 20 additional stalls. This is a 60/40 grant. It will be about \$17,000 to \$20,000.

Chairman Boys moved to approve Ms. Crouch to apply for Mariah grant funds. Commissioner Snook seconded the motion. **Motion carried 3-0.**

**Ford County GIS-Census Bureau Program**

Ben Rumbaugh Ford County Surveyor, would like to know if the commission would like the County to participate in the LUCA program for the Census Bureau. This program is requesting the county to go through our address list and check every house against what is occupied and vacant and put that information in their format and give to the Census Bureau. Based on the class that he attended it would be about 120 hours of work for him and his office. This could lead to a more accurate census count. It is the Census Bureau’s job to count people. Commissioner Tasset stated that we are sure our census is not accurate. Commissioner Snook stated they should go to the schools and get information on the students such as addresses. Commissioner Tasset asked if these would increase the accuracy of the census. The answer was no, the population that escapes the count will still not be counted. The information they are wanting is out there already, it is DASC and NG911. This is a supplemental request. Commissioner Snook asked if there are any funds that we get because of more people that are counted. Mr. Rumbaugh stated he does not know.

Commissioner Tasset moved to decline to participate in the LUCA program for the Census Bureau. Chairman Boys seconded the motion. **Motion carried 2-1.** Commissioner Snook voted no.

**Emergency Management-Victory Hills Land Conveyance/ Weather Siren**

Michael Dunmars Ford County Emergency Manager, is asking for approval site control in order to put a siren on. Victory Electric has a piece of property they would like to turn over to the County for no fee. Chairman Boys asked if this was in Victory Hills. Michael stated yes. Chairman Boys stated he knows of two parcels out there he asked if we would have to maintain the parcels? Mr. Glenn Kerbs County’s Legal Counsel stated he has been in contact with Dave Snapp. Mr. Kerbs has asked for the declarations and restrictions that go with the property there. He would like to see what would be required of the county if we received those lots. He just now received them and had not had a chance to look at them.

Commissioner Tasset moved to table this until legal counsel has a chance to review this. Chairman Boys seconded the motion. **Motion carried 3-0.**

**Emergency Operations Center-Cable & Wiring Project Bid**

Michael Dunmars Emergency Manager went to bid on the cable and wiring projects for the EOC. This is to come from line # 8-001-202-5345.

Three bids were received.

Southwest Engineering & Cable	\$9,955.00
Solze Communication	\$13,550.00
Nex-Tech	\$16,857.00

It is recommended to approve the low bid from Southwest Engineering & Cable bid for \$9,955.00 out of line # 8-001-202-5345.

Chairman Boys moved to the low bid from Southwest Engineering & Cable for \$9,955.00 out of line # 8-001-202-5345. Commissioner Tasset seconded the motion. **Motion carried 3-0.**

### **Communications-Motorola Solutions / Radio Management Online Licenses**

Elliot Linke Ford County Communications Director, presented the radio programming software licenses that are required on the radios Ford County recently purchased. This is a one-time budgeted expense per radio for the Road & Bridge, Fire, and Communications Departments. The total cost is \$7,020.00.

Commissioner Tasset moved to approve the one-time purchase of radio programming software licenses for \$7,020.00. Chairman Boys seconded the motion. **Motion carried 3-0.**

### **Kansas National Resource Coalition Dues**

The Kansas National Resource Coalition Dues of \$5,000 is due. The KNRC is a group that brings awareness to state and federal agencies, what local municipalities have to deal with. Commissioner Tasset is the president of the coalition.

Commissioner Tasset moved to pay the \$5,000.00 dues of the KNRC. Commissioner Snook seconded the motion. **Motion carried 3-0.**

### **2018 Dodge City Night in Topeka Partnership**

The Dodge City Convention & Visitors Bureau is asking for a \$1,000 donation for the 2018 Dodge City Night partnership that is held in Topeka. This event will be held March 5, 2018.

Chairman Boys moved to approve the payment of \$1,000 for the 2018 Dodge City Night in Topeka. Commissioner Tasset seconded the motion. **Motion carried 3-0.**

### **Dodge City/Ford County Development Corporation Representatives**

The by-laws of the Dodge City/ Ford County Development Corporation requests that the Chairman of the Ford County Commission, or his designee, serve on their Management Committee. One other commissioner is requested to serve on the Board of Directors. These meetings are held each month on the third Thursday at 11:30 a.m. The Administrator and the Assistant Administrator serve as the designees when possible. Commissioner Tasset stated he had not been able to attend any of the meetings.

Commissioner Snook moved to have Chairman Boys serve on both the Management Committee and Board of Directors with the Dodge City/Ford County Development Corporation. Chairman Boys seconded the motion. **Motion carried 3-0.**

### **Sheriff-State & Federal Asset Forfeiture Reports**

No one was able to be here from the Sheriff's office. The information will be presented later.

**Upcoming Meetings**

Kansas Legislative Policy Group Winter Conference: January 23<sup>rd</sup>, 2018 Capitol Plaza Hotel, Topeka  
Local Government Day: Capitol Plaza Hotel, Topeka, KS on Wednesday, January 24, 2018  
Community Facilities Advisory board (CFAB): January 31, 2018 at 6 pm. City Commissioners Chambers, City Hall.  
Joint Commission Meeting: February 5, 2018 at 6:00 pm., City Commissioner Chambers, City Hall  
Dodge City Chamber Annual Meeting & Banquet: 6:00 pm., February 17, 2018 (Mardi Gras Celebration) Boot Hill Casino and Resort Conference Center

**Executive Session-Consultation with the public body’s attorney that would be deemed privileged in the attorney-client relationship; regarding Kansas 9-1-1 Coordinating Council.**

Chairman Boys moved to recess into Executive Session-Consultation with the public body’s attorney that would be deemed privileged in the attorney-client relationship; regarding Kansas 9-1-1 Coordinating Council to discuss the proposed Memorandum of Understanding by and between Kansas 9-1-1 Coordinating Council and Ford County and possible legal action by Ford County. To be held in the Commission Chambers for 20 minutes to start at 11:20 am., to include, County Commissioners, Legal Counsel Mr. Glenn Kerbs, County Administrator J.D. Gilbert, Assistant Administrator Shawn Fletcher, ER Communications Director Elliot Linke, Fire Chief Rob Boyd. Commissioner Tasset seconded the motion. **Motion carried 3-0.**

Commissioners reconvened the meeting at 11:40, in the Commission Chambers, no action taken.

**Adjournment**

Commissioner Tasset moved to adjourn at 11:45 am. Commissioner Snook seconded the motion. **Motion carried 3-0.**

**BOARD OF COUNTY COMMISSIONERS  
FORD COUNTY, KANSAS**

**Chris Boys, Chairman**

**ATTEST:**

**Debbie Cox, County Clerk**