

**UNOFFICIAL MINUTES**  
**DONIPHAN COUNTY COURTHOUSE, TROY, KANSAS, APRIL 20, 2020**

The Board of County Commissioners met in regular session via Zoom at 8:30 A.M. with Second District County Commissioner Thad G. Geiger, Chairman, calling the meeting to order. First District County Commissioner Timothy D. Collins, Third District County Commissioner Jerry McKernan, County Attorney Charles D. Baskins and County Clerk Peggy Franken were present.

County Attorney Secretary Celeste Etherton and The Kansas Chief Reporter Paul Stewart observed the entire meeting. Economic Development Director Leah B. Johnson and Health Department/Home Health Administrator Sheryl Pierce observed a portion of the meeting. Road Office Manager Lindsay Norris, Emergency Management Coordinator Julie Meng and County Treasurer Lindsay Etherton appeared in person before the Board of County Commissioners.

Commissioner McKernan made a motion to approve the meeting agenda as amended to include updates from County Treasurer on Exchange Bank & Trust bank account reconciliation and Economic Development Director Leah B. Johnson on 2020 Census. Commissioner Collins seconded. Motion carried 3-0.

Commissioner Collins made a motion to approve County Commission minutes of the April 13, 2020 meeting as written. Commissioner McKernan seconded. Motion carried 3-0.

Fee report for the month of March 2020 was presented to the Board on behalf of the Sheriff for their review.

Currently the Doniphan County Law Enforcement Center houses 1 Wyandotte County and 8 local inmates.

Chairman Geiger encouraged County Departments interacting with the public and housing inmates to take precautionary measures and have testing protocol in place for the Coronavirus (COVID-19).

Chairman Geiger strongly encouraged law enforcement to take a strong stance towards those caught damaging county roads for recreational purposes. Geiger asked that tickets and fines be issued, as maintaining county roads is a large expense to taxpayers. Commissioner Collins agreed saying issuing fines is the most cost effective way to try to prevent destruction of county property. Commissioner McKernan concurred.

Health Department/Home Health Administrator Sheryl Pierce informed the County Commission of the second confirmed case of COVID-19 in Doniphan County, Kansas. In addition, there is one pending case where the test was inconclusive and the person re-tested. Administrator Pierce stressed caution and having a plan in place for a re-open order once Doniphan County's Public Health Emergency Order has been lifted, as mass public testing kits are not currently available. She also stated business owners should obtain personal protection equipment (PPE's) prior to opening to the public. Commissioner Collins asked about testing of inmates housed in the Jerry K. Dubach Doniphan County Law Enforcement Center. Pierce stated she and Sheriff Chad Clary have formed a best practices procedure plan for inmates.

Sheryl Pierce, Health Department/Home Health Administrator, told the County Commission Coronavirus (COVID-19) funding has been received by the Health Department from Sunflower Foundation in the amount of \$1,500.00 and Federal Stimulus \$12,000.00. The Department will make application to the Kansas Health Foundation for an additional \$25,000.00 in funding to offset expenses related to COVID-19.

Emergency Management Coordinator Julie Meng informed the Board the current Coronavirus pandemic (COVID-19) health order expires at 11:59 P.M. on April 20, 2020. Commissioner Geiger made a motion to extend the current closures and limit access to Doniphan County, Kansas, governmental offices to the public through May 4, 2020 at 12:00 P.M. at which time the closures will be reevaluated. Commissioner Collins seconded. Motion carried 3-0.

Emergency Management Coordinator Julie Meng stated she anticipates receiving a shipment of personal protection equipment today, April 20, 2020, for use by emergency responders. Doniphan County Health Department has also received a shipment of face masks.

Commissioner Collins asked Emergency Management Coordinator Julie Meng about FEMA providing funds to help with the COVID-19 pandemic. Mrs. Meng stated due to being a health emergency any FEMA funding would be dispersed to agencies affected by the pandemic including but not limited to the Health Department, schools, EMS, non-profit organizations and governmental entities.

Economic Development Director Leah B. Johnson told the Board of County Commissioners the Federal government is currently not accepting applications from small businesses under the Payroll Protection Act stimulus bill due to an overwhelming response.

Director Johnson also informed the Commission the US Census Bureau is seeking statutory relief to extend the 2020 Census deadline from July 31, 2020 until October 31, 2020. To date the State of Kansas has had a 55.2% response to the 2020 Census, with Doniphan County having a response rating of 40.9%. Johnson gave a further response rating by city within Doniphan County: Denton 40%, Elwood 15.4%, Highland 36%, Leona 50%, Severance 19.6%, Troy 44%, Wathena 47.4% and White Cloud 15.7%. The Board of County Commissioners expressed the importance of and encouraged all residents to complete the 2020 Census as it determines the amount of federal funding and representation the State of Kansas and Doniphan County receives. Census questionnaires can be completed online at [www.mycensus2020.gov](http://www.mycensus2020.gov), by calling 1-844-330-2020 or by paper mail response.

At 9:05 A.M. Commissioner Collins made a motion to recess into executive session for the purpose of discussing non-elect personnel in the Road Department with the meeting to be called back to order in the District Court courtroom at 9:20 A.M. Commissioner McKernan seconded. Motion carried. The County Attorney, County Clerk and Road Office Manager remained.

At 9:20 A.M. the Board of County Commissioners recessed for a break with the meeting being called back to order in the District Court courtroom at 9:30 A.M. via Zoom meeting.

Commissioner Collins made a motion to terminate the employment of First District Road Employee Albert Edie effective April 20, 2020. Commissioner McKernan seconded. Motion carried 3-0.

Road Office Manager Lindsay Norris presented the Board of County Commissioners with proposed road list for 2020 chip seal projects which include 9.9 miles in the First Road District, 9.6 miles in the Second Road District and 10.6 miles in the Third Road District.

Commissioner Geiger made a motion to approve the purchase of two motor grader tires from Pomp's Tire Service in the amount of \$2,433.80 as a condition of buyback agreement with Murphy Tractor for 2015 motor graders. Commissioner McKernan seconded. Motion carried 3-0.

Road Office Manager Lindsay Norris also presented the Board of County Commissioners with employment advertisement for their review. The Board of County Commissioners agreed to advertise to fill vacant operator positions within the Road Department.

Commissioner Collins and Road Office Manager Lindsay Norris informed the County Commission the First Road District is obtaining a cost estimate to purchase a bundle of cutting edge blades for motor graders.

Requests for proposals were sought for the purchase and installation of a 9,000 BTU 24 seer mini split air conditioning unit for the District Court Magistrate Judge's office and a 24,000 BTU 20 seer mini split air conditioning unit for the District Court small courtroom. One bid was received and read aloud:

Pierce Heating and Cooling, Inc.	\$2,650.00 (9,000 BTU 24 seer Mitsubishi)
	\$3,630.00 (24,000 BTU 20 seer Mitsubishi)

Commissioner Collins made a motion to accept the bid of Pierce Heating and Cooling, Inc. for the purchase and installation of air conditioning units for the District Court Magistrate Judge's office and District Court small courtroom in the total amount of \$6,280.00 with the expense to be paid from the Sales Tax fund. Commissioner McKernan seconded. Motion carried 3-0.

County Clerk Peggy Franken was asked by the Board of County Commissioners to develop requests for proposals for 2019 auditing services for their review.

The Board of County Commissioners called Treasurer Lindsay Etherton to the County Commission meeting with Chairman Geiger asking the following questions in regard to the County's bank account reconciliations:

- 1) "What is the status of the reconciliation of the Doniphan County General Fund DDA account with Exchange Bank & Trust?" Treasurer Lindsay Etherton's answer: "No idea"
- 2) "What date do you anticipate having the aforementioned account reconciled?" Treasurer Lindsay Etherton's answer: "Will look into it, what account?" Chairman Geiger answered "Exchange Bank & Trust. Do you have a date to have the account reconciled by?" Treasurer Lindsay Etherton's answer: "No"
- 3) "What measures are you taking to get this account reconciled and stay current with day to day activities of the Treasurer's office?" Treasurer Lindsay Etherton's response: "Daily statements." Chairman Geiger asked "Do you have a plan to reconcile the bank account at an accelerated pace?" County Treasurer Lindsay Etherton's answer: "No"
- 4) "Where there any accounts that had mistaken transfers or deposits and if so have these transactions been corrected?" County Treasurer Lindsay Etherton's answer: "Not that I am aware of."

Commissioner Geiger made a motion due to circumstances County Treasurer Lindsay Etherton's job responsibilities have been modified and compensation shall be modified accordingly to \$200.00 per month. Commissioner Collins seconded. Motion carried 3-0.

Commissioner Geiger made a motion to repeal Doniphan County Resolution 2008-08, a Resolution of the Board of County Commissioners of Doniphan County, Kansas, relating to the salaries of the County Clerk and County Treasurer. Commissioner Collins seconded. Motion carried 3-0.

There being no further business before the Board, Chairman Geiger adjourned the meeting at 9:50 A.M.

DATED THIS 20TH DAY OF APRIL 2020.

Attest: \_\_\_\_\_  
Peggy Franken, County Clerk

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Thad G. Geiger, Chairman