



Atchison County Commission Meeting

Atchison County Courthouse  
423 North 5th St  
Atchison, Kansas 66002  
February 7, 2023  
REGULAR MEETING AGENDA

Chairwoman Casey Quinn, 3rd District

Commissioner Allen Reavis, 1st District

Commissioner Eric Noll, 2nd District

1. ZOOM MEETING ID # 891 7943 7805
2. 9:00 A.M. Department Head Workshop  
9:00 am to 10:00 am - Discussion with Department Heads.

\*There will be no Zoom available during this time. The Zoom link will start at 10:00am.

3. Call To Order  
The County Commission is called to order by the Chairman
4. Pledge Of Allegiance
5. Public Comment
6. Additions To Agenda  
Items of discussion added by Commissioners.
7. Reading And Approval Of Minutes  
Approval of Minutes from Last commission meeting
- 7.1. Approved 02/07/2023 Atchison County Commission Meeting Minutes  
Documents:  
  
[2-7-2023.PDF](#)
8. Commissioner Comments And Committee Reports
9. Reports Of Elected Officials And Department Heads
- 9.1. 10:00 AM Staci Waggle, Solid Waste Manager  
Countywide Clean Up Day

Logos on Vehicles

Updated on Plans for RFP and RFP Timeline

- 9.2.** 10:15 AM Kim Pruett, Joint Communication Director  
Resolution Update

By Laws

Huber & Associates Purchase Order Approval

- 9.3.** 10:30 AM Atchison Senior Village  
Interim Administrator

Pharmacy Switch to DC Drugs

By Laws

Sean Gordon with Gordon CPA

Monthly Management Dues

- 9.4.** 10:45 AM Wesley Lanter, Emergency Management/IT Director  
ADA Compliance

Launch Date

Department Head Training Dates

- 9.5.** 11:30 AM Joe Snyder, Road & Bridge Superintendent  
Discussion and approval of purchase order for paint striping

Contract for Engineering services

**10.** Presentation And Approval Of Claims

**11.** New Business Before The Board

- 11.1.** 11:00 AM Angie Kreider, Rainbow Communications  
Status of FCC maps and broadband coverage

Internal point person

Vested Constituents

- 11.2.** 11:15 AM Martha Smith, NEKES  
Nuisance list pending

Last correspondence 08/23/2022

- 11.3. Appointment Of Megan Domann, LPN To The NEKES Board
- 11.4. League Of Kansas Municipalities Purchase Order Discussion And Approval
- 11.5. Request For Proposals (RFP)
  - Auditor for 2024
  
  - Mowing for 2023
  
  - Construction for Courthouse Renovations
- 11.6. ARPA
  - Courthouse alteration cost estimates and timelines
  
  - Road & Bridge project update and cost estimates
- 11.7. County Policies
  - Employee handbook - update and timeline
  
  - County specific policies (IT, EMS, R&B, etc) - do they need approval, how are they accessible, send copy to the Board
12. Old Or Unfinished Business Before The Board
13. County Counselor Updates
14. Executive Sessions ( Time Reserved For Executive Sessions)
15. Public Comment
16. Adjournment

## **Tuesday, February 7, 2023**

Pursuant to the law, the Atchison County Commission Board met in Regular Session at 1:00 PM at the Atchison County Courthouse, Lower Level, 423 N 5<sup>th</sup> St., Atchison, KS. A link to the meeting was made available to the public prior to the meeting. In addition, public attendance was available for the Commission meeting at the Atchison County Courthouse, Lower Level, 423 N 5<sup>th</sup> St., Atchison, KS. Chairwoman Casey Quinn called the meeting to order with Commissioner Allen Reavis, Commissioner Eric Noll, and County Counselor Patrick Henderson present for the meeting. Kalee M. Vanderweide, Deputy County Election Officer recorded the minutes.

The Board recited the pledge of allegiance to start the meeting.

### **\*Public Comment:**

There were no public comments.

### **\*Reading and Approval of Minutes:**

Minutes of the January 31, 2023, meeting were reviewed with no corrections noted. Commissioner Reavis made the motion to approve the minutes as presented. Commissioner Noll seconded the motion. Chairwoman Quinn called for a vote. The motion passed 2-0, with Chairwoman Quinn abstaining.

### **\*Commissioner Comments and Committee Reports:**

Chairwoman Quinn stated she had an Atchison Senior Village Advisory Board meeting last week.

Chairwoman Quinn stated the Board had a special meeting with Road and Bridge on Friday, February 3, 2023.

### **\*Reports of Elected Officials and Department Heads:**

Staci Waggle, Solid Waste Manager, appeared before the Board to discuss the Countywide Clean-Up Day. The dates for the clean-up will be April 21-23, 2023.

Manager Waggle stated the updated plans for a new scale house will be approximately around April.

Chairwoman Quinn brought up the resolution update for Joint Communications and the bylaws for discussion.

Chairwoman Quinn presented a purchase order, on behalf of Joint Communications, to Huber & Associates for IBM maintenance, in the amount of \$5,410.39. Commissioner Noll made a motion to approve the purchase order to Huber & Associates, in the amount of

\$5,410.39. Commissioner Reavis seconded the motion. Chairwoman Quinn called for a vote, all voted aye. The motion passed 3-0.

Chairwoman Quinn made a motion to hire David J. Mercier, as Interim Administrator of Atchison Senior Village for 60 days, beginning Monday, February 13, 2023, per the recommendation of the Atchison Senior Village Advisory Board. The motion died due to lack of second.

Commissioner Reavis made a motion to switch pharmacy providers at Atchison Senior Village to DC Drugs, per the recommendation of the Atchison Senior Village Advisory Board. Commissioner Noll seconded the motion. Chairwoman Quinn called for a vote, all voted aye. The motion passed 3-0.

Wesley Lanter, EM/IT Director, appeared before the Board to state that the launch date for the new design of the county website will be Wednesday, February 8, 2023. Director Lanter will start training department heads on the website next week.

Director Lanter presented a purchase order to Go To Technologies, for Go To Central Base Plan 250 Remote Access Software, in the amount of \$3,479.99. Commissioner Reavis made a motion to approve the purchase order to Go To Technologies, in the amount of \$3,479.99. Commissioner Noll seconded the motion. Chairwoman Quinn called for a vote, all voted aye. The motion passed 3-0.

**\*New Business Before the Board:**

Chairwoman Quinn stated she has asked Marth Smith with Northeast Kansas Environmental Services (NEKES) for an updated nuisance list for the County.

Chairwoman Quinn made a motion to appoint Megan Domann, LPN to serve as the County's representative on the NEKES Board of Directors. Commissioner Noll and Commissioner Reavis seconded the motion. Chairwoman Quinn called for a vote, all voted aye. The motion passed 3-0.

Chairwoman Quinn presented a purchase order to The League of Kansas Municipalities, for the 2023 Membership Dues, in the amount of \$928.63. The Board decided to not renew their membership with The League of Kansas Municipalities.

Chairwoman Quinn brought up discussion for Requests for Proposals (RFP) for mowing in 2023, auditor for 2023 fiscal year, and construction for courthouse renovations.

**\*Reports of Elected Officials and Department Heads:**

Joe Snyder, Road and Bridge Superintendent, appeared before the Board with a purchase order to Straight Line Striping, for 24 miles of white line striping at \$1,238.00 per mile, in the total amount of \$29,712.00. Commissioner Reavis made a motion to approve the purchase order to Straight Line Striping, in the amount of \$29,712.00. Commissioner

Noll seconded the motion. Chairwoman Quinn called for a vote, all voted aye. The motion passed 3-0.

Superintendent Snyder presented a Contract for Engineering Services by Consultant to Schwab-Eaton, for the Kansas Local Bridge Improvement Program (KLBIP) for the replacement of bridge RS 290, located on 314<sup>th</sup> Road over Deer Creek. Commissioner Noll made a motion to sign the Contract for Engineering Services by Consultant. Commissioner Reavis seconded the motion. Chairwoman Quinn called for a vote, all voted aye. The motion passed 3-0.

Discussion was had with Superintendent Snyder on possible locations for a new Road & Bridge facility.

The Board discussed the County policies and handbook. A committee of Department Heads and one (1) commissioner have been working on revamping the handbook. The handbook was last updated in 2009. The Board decided to have special workshops to update the County handbook.

**\*Executive Sessions:**

Chairwoman Quinn moved that the Board of County Commissioners recess into executive session at 12:06 pm for consultation with an attorney for the public body which would be deemed privileged in the attorney-client relationship, as allowed by K.S.A. 75-4319(b) (2), and that the purpose of the closed session is to protect confidentiality of the discussion, and that the Board come out of the executive session at 12:26 pm, in the commission room, courthouse basement. Those present will be: the three commissioners, County Counselor Patrick Henderson, County Clerk Michelle Phillips, and HR Director Jodi Moore. Commissioner Noll seconded the motion. Chairwoman Quinn called for a vote, all voted aye. The motion passed 3-0.

There was no action taken during the executive session.

**\*Reports of Elected Officials and Department Heads:**

Commissioner Reavis made a motion to hire David J. Mercier, as Interim Administrator of Atchison Senior Village for 60 days, beginning Monday, February 13, 2023, per the recommendation of the Atchison Senior Village Advisory Board. Commissioner Noll seconded the motion. Chairwoman Quinn called for a vote, all voted aye. The motion passed 3-0.

Chairwoman Quinn presented a purchase order on behalf of the Attorney's office, to Amazon, for a Colamy High Back Ergonomic Office Chair, in the amount of \$169.99, to come out of the Capital Outlay budget. Commissioner Noll made a motion to approve the purchase order to Amazon, in the amount of \$169.99. Commissioner Reavis seconded the motion. Chairwoman Quinn called for a vote, all voted aye. The motion passed 3-0.

Chairwoman Quinn presented a purchase order on behalf of the Clerk's office, to Election Systems & Software (ES&S), for the 2022 Election for audio, layout, media burn & coding, in the amount of \$6,736.75. Commissioner Noll made a motion to approve the purchase order to ES&S, in the amount of \$6,736.75. Commissioner Reavis seconded the motion. Chairwoman Quinn called for a vote, all voted aye. The motion passed 3-0.

Discussion was had to follow up on the Engineering Study for Memorial Hall.

There were no letters of interest submitted for the Memorial Hall Trustee position. The Board decided to extend the deadline and to take the matter up again on March 7, 2023.

### **\*County Counselor Updates**

Patrick Henderson, County Counselor, stated the County has received three (3) checks regarding the opioid litigation. The checks were deposited into the opioid fund.

Counselor Henderson stated he will be attending the County Day at the Capital on Thursday, February 9, 2023. The County Counselors Association also has a table.

### **\*Public Comment:**

There were no public comments.

Add, abate, escapes for real estate and personal property taxes were presented to be approved.

Bills were presented to be signed.

Commissioner Noll made the motion to adjourn at 12:53 pm. Commissioner Reavis seconded the motion. Chairwoman Quinn called for a vote, all voted aye. The motion passed 3-0.

\*Note: Once approved these minutes will be the official minutes of the Board of County Commissioners. Regular meetings of the Board of County Commissioners are video-recorded. The video of these meeting is generally available for supplementation of the minutes. The videos can be located under the Government tab at [www.atchisoncountyks.org](http://www.atchisoncountyks.org).

Attest: Kalee M. Vanderweide, Deputy County Election Officer