



Atchison County Commission Meeting

Atchison County Courthouse
Lower Level
423 North 5th St
Atchison, KS 66002
May 3, 2022
REGULAR MEETING AGENDA
Starting at 1:00 pm
Chairman Eric Noll, 2nd District

Commissioner Jack Bower, 1st District

Commissioner Casey Quinn, 3rd District

1. 1:00 P.M. ZOOM MEETING ID # 840 2790 3473
2. Call To Order
The County Commission is called to order by the Chairman
3. Pledge Of Allegiance
4. Public Comment
5. Reading And Approval Of Minutes
Approval of Minutes from Last commission meeting
- 5.1. Approved 05/03/2022 Atchison County Commission Meeting Minutes
Documents:
[05-03-2022.PDF](#)
6. Commissioner Comments And Committee Reports
7. Reports Of Elected Officials And Department Heads
8. New Business Before The Board
- 8.1. Mark Zeltner, Finance Director
KDOT Adopt-A-Highway Approval
- 8.2. Donna Oswald, District Court Clerk
Purchase Order Approval
- 8.3. Mark Wilson, Project Manager And Greg Seifert, Creal Clark & Seifert
Approval of Courthouse Building Review Proposal

8.4. Wesley Lanter, Emergency Management/IT Director
Hazard Mitigation Plan Approval

9. Old Or Unfinished Business Before The Board
10. County Counselor Updates
11. Executive Sessions (Time Reserved For Executive Sessions)
12. Presentation And Approval Of Claims
13. Presentation Of Petitions, Memorials, And Remonstrances
14. Introduction And Consideration Of Resolutions
15. Notices And Communications
16. Public Comment
17. Adjournment
18. Zoom Details

Atchison County will be limiting public access to all Atchison County departments and offices to take preventative measures designed to reduce the spread of the Coronavirus illness. We are making arrangements to adjust services to be in the best interest of the employees and citizens of Atchison County and following the interim guidance as provided by KDHE and the CDC. The Atchison County Board of County Commission meetings will be utilizing Zoom to meet the Kansas Open Meetings Act. Members of the public can connect to the meetings via smart phone, or computer connections. The meeting ID number will be listed on the corresponding agenda. Members of the public can attend the BOCC meeting in-person; however, we urge and encourage all citizens to take active steps to prevent the spread of COVID-19. If you have any symptoms similar to the flu, including fever, cough or shortness of breath, please do not attend until symptoms have subsided and you have been fever-free for 24 hours. |

Tuesday, May 3, 2022

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 5th 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 5th St., Atchison, KS. Chairman Eric Noll called the meeting to order with Commissioner Casey Quinn, Commissioner Jack Bower and County Counselor Patrick Henderson were present for the meeting. Linda Chalfant, Deputy County Clerk, and Mark Zeltner, Finance Director, recorded the minutes.

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

***Public Comment:**

Joseph Snyder, Road and Bridge Superintendent presented the commissioners with cost figures for Micro-sealing, which had been requested in the morning workshop.

***Reading and Approval of Minutes:**

Minutes of the April 26, 2022 meeting were reviewed with no corrections noted. Commissioner Quinn made the motion to approve the minutes as presented. Commissioner Bower seconded the motion. Chairman Noll called for a vote, all voted aye. The motion passed 3-0.

***Commissioner Comments and Committee Reports**

Commissioner Quinn thanked Atchison Shamrock 4H youth for planting flowers and landscaping at the Atchison Senior Village. Commissioner Quinn also wanted to congratulate Hope Family Therapy on their ribbon cutting.

***New Business Before the Board:**

Purchase Orders were presented for Donna Oswald, Atchison County District Court Clerk, with funds to be taken from Capital Improvement fund. The first Purchase Order was for 6 blinds for CSO new offices, payable to The Home Depot in the amount of \$172.38. The second Purchase Order was for a computer, payable to Dell Marketing in the amount of \$1,399.00. Commissioner Quinn made the motion to approve the purchase orders. Commissioner Bower seconded the motion. Chairman Noll called for a vote, all voted aye. The motion passed 3-0 for both.

Mark Wilson, Project Manager, appeared before the Board for approval of a Purchase Order for a Courthouse Needs Assessment, payable to Creal Clark & Seifert Architect/Engineers in an amount not to exceed \$7,000.00. Commissioner Quinn made a motion to approve the purchase order and allow the Chairman to sign the documents.

Commissioner Bower seconded the motion. Chairman Noll called for a vote, all voted aye. The motion passed 3-0.

Mark Wilson, Project Manager also presented a Purchase Order for Road and Bridge Needs Assessments payable to Creal Clark & Seifert Architect/Engineers in an amount not to exceed \$4,500.00. This proposal also includes a review of the existing Noxious Weed facility in Effingham. Commissioner Bower moved to approve the purchase order and to allow the Chairman to sign the documents. Commissioner Quinn seconded the motion. Chairman Noll called for a vote, all voted aye. The motion passed 3-0.

Wesley Lanter, Emergency Management/IT Director appeared before the Board via ZOOM presenting the Regional Hazard Mitigation Plan Participation form for approval of the Board. Commissioner Bower moved to approve participation in the Regional Hazard Mitigation Plan, and to authorize Chairman Noll to sign the form on behalf of the Board. Commissioner Quinn seconded the motion. Chairman Noll called for a vote, all vote aye. The motion passed 3-0.

Joseph Snyder, Road and Bridge Superintendent, appeared before the board with a Purchase Order payable to Vance Brothers of Kansas City, Mo in the amount of \$37,113.00. This amount represents 8.34 miles of wedge patching for Pratt Road and 286th Road. Commissioner Bower made a motion to approve the purchase order in the amount of \$37,113.00 payable to Vance Brothers. Commissioner Quinn seconded the motion. Chairman Noll called for a vote, all voted aye. The motion passed 3-0.

Julie Martinez, Atchison Senior Village Administrator, appeared before the Board with a purchase payable to Bottorff Construction of Atchison, KS in the amount of \$8,524.00. This amount represents paving improvements for the Atchison Senior Village parking lot. Commissioner Bower made a motion to approve the Purchase Order in the amount of \$8,542.00 payable to Bottorff Construction. Commissioner Quinn seconded the motion. Chairman Noll called for a vote, all voted aye. The motion passed 3-0.

***County Counselor Updates:**

Patrick Henderson, Atchison County Counselor, was away last week at a Continuing Education class. Counselor Henderson thanked Mark Wilson for his assistance with the tax sale. Counselor Henderson explained that the delay in obtaining service of process for the tax sale is related to problems with certified mail. Many Summonses have been sent, but few have been returned showing that the individual signed for receipt of the mailing. A few of them have been returned unsigned. Kansas Law allows other ways to deliver due process to the individuals, including using a commercial courier service to deliver them. Counselor Henderson indicated he has been looking into FedEx, but it is a little more costly

than the USPS. It is required by the courts, to show that a diligent effort was made in contacting these individuals.

Counselor Henderson also discussed that the Historic Preservation Grant that was received for the Portico roof replacement project required a Historical Preservation Easement signed by the Commission. This easement would require the Courthouse to be open to the public for a certain number of days throughout the year, which is already occurring. Counselor Henderson indicated that it would be on the agenda in an upcoming meeting.

Counselor Henderson told the board that he has solicited sealed bids for the auction of two lots owned by Atchison County. One lot is on the corner of 5th and Parallel streets, across from the Courthouse, the other lot is located on Sherman Rd. Details about these lots are on the Atchison County Web site. Sealed bids are due by 5:00pm June 6, 2022 to the Atchison County Clerk's Office, and will be opened at the meeting on June 7, 2022.

***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 Bower made the motion to adjourn at 1:20 pm. Commissioner Quinn seconded the motion. Chairman Noll 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.

Attest: Linda Chalfant, Deputy County Clerk
Mark Zeltner, Finance Director