

**MINUTES OF**  
**BOARD OF HARVEY COUNTY COMMISSIONERS**

**May 2, 2011**

The Board of Harvey County Commissioners met in regular session on May 2, 2011 with all three commissioners present. Chairman Krehbiel called the meeting to order at 9:00 a.m.

**ITEMS ADDED TO AGENDA:**

1. Commissioner Westfall requested that recognition of RSVP volunteer hours be on record in the minutes. He also recommended that Margaret Goering, Coordinator of the Maternal Child Health Program at the Health Department, be recognized on the website for receiving an award at the Governor's Conference for "outstanding commitment" to families and children served in the Kansas MCH Program as the Healthy Start home visitor.
2. Commissioner Westfall suggested that Harvey County department heads might be interested in management training offered by the Kansas County Government Institute.
3. Commissioner Krehbiel asked about the progress of what needs to be done to the residence at East Lake. This will be discussed in Administrative Items.
4. Commissioner Krehbiel reported that Fire Department #5 located at Burrton voted against setting up satellite stations in the fire district which would have raised the mill levy there considerably. They continue to discuss changes and staffing at the main station.
5. Commissioner Roberson attended a Council of Governments meeting at which discussion was held regarding allocations to the various ambulance departments in the county. The county allocation amount has remained the same for several years and departments would like to have the amount increased. Administration is compiling information on this issue for the various departments, but the main determining factor for the districts is the property valuation. Preliminary valuations will not be available until June.

**CALENDAR ITEMS:**

1. The Council of Governments meeting will be held on May 11.
2. Lee Ann Thurman will be here on May 19th from 9:00 a.m. to 1:00 p.m. to discuss the Neighborhood Stabilization Program.

Minutes of the April 18, 2011 Commission meeting were approved upon a motion by Commissioner Westfall, seconded by Commissioner Roberson. Motion passed unanimously.

**ADMINISTRATIVE ITEMS:**

1. Sheriff T. Walton reported that four more suspects have been arrested for metal theft. He also reported that the Sheriff's Department collected 160 pounds of outdated and unused medicines at the collection day last Saturday.

2. Jim Meier, Road & Bridge Superintendent, reported that he will attend the Highway Association Conference next Monday and Tuesday. The Road & Bridge Department is also evaluating several areas in the County that may need to have stop signs placed. In order to place a stop sign at a location that does not currently have one, the Commission is required to pass a resolution. A traffic study at the proposed location would have to be conducted by the Road & Bridge Department
3. Anthony Swartzendruber reported that the Public Building Commission will be convened next week in order to issue general obligation bonds for a proposed new hangar at the Newton City/County Airport.
4. Counselor Greg Nye presented a proposed salt water disposal lease and oil and gas lease ratification for an oil and gas well located at East Lake Park. Howard Lachenmayr of Lachenmayr Oil Company, was in attendance at the meeting. The Salt Water Disposal Lease Agreement states that there shall be a lump sum payment for ten years prior usage of the disposal well and then \$500 per year for each ensuing year. Commissioner Roberson made a motion to approve the Salt Water Disposal Lease and ratification of the existing oil and gas lease in exchange for \$5,000 plus \$500 for the first annual payment and \$500 for each ensuing year. Commissioner Westfall seconded the motion and it was passed unanimously.
5. John Waltner reported that Billy Black, Darlington Township officer, was injured in an accident at Restlawn Cemetery, while working as an employee for the City of Newton. A boom on a cement truck swung around and hit Mr. Black. He is hospitalized in Wichita with back, neck, and shoulder injuries.
6. Administration is in the process of compiling a list of options and possible repairs to the residences at all three Parks locations. The Camp Hawk residence will need to have the electrical service redone, the floor and vanity in the bathroom will need to be replaced, and the dirt around the house will need to be regraded to prevent water leaking into the basement. There are also some repairs that need to be done to the porch to re-level the steps. The residence at East Park will probably be vacated in October or November. It was also reported that there continues to be interest in deer hunting at East Park.
7. The Commission received a letter from Orlyn Zehr identifying an estimated amount of property taxes paid by citizens over the age of 65 in Harvey County. Mr. Zehr pointed out that with their retirement income; these older citizens make a significant economic impact in the county.
8. The EDC annual banquet will be held on Wednesday, June 1st. Senator Jerry Moran will be the featured speaker.
9. A Watershed Restoration and Protection Strategy (WRAPS) meeting will be held on May 19th from 10:00 a.m. to 3:00 p.m. at the West Park Community Building. Commissioner Krehbiel will attend.
10. ResCare has continued to use a high mileage 2006 model bus that was purchased by Harvey County with KDOT funds for use at Northview Developmental Center. Harvey County has been paying for the insurance and licensing of the bus. After discussion, Commissioner Westfall made a motion to transfer the title to the bus to ResCare, formerly Northview Developmental Center. Commissioner Roberson

seconded the motion and it was passed unanimously.

**CITIZEN'S FORUM:**

There were no citizens present for Citizen's Forum.

Warrant checks in the amount of \$82,268.67 were approved upon a motion by Commissioner Westfall, seconded by Commissioner Roberson. Motion passed unanimously. Hand written checks in the amount of \$502.07 were approved upon a motion by Commissioner Roberson, seconded by Commissioner Westfall. Motion passed unanimously.

Anthony Swartzendruber presented the final draft of the revised employee manual. The manual includes several new sections. The new or revised sections include the following:

- Section 3.8 – Work Schedules and timekeeping.
- Section 3.9 – Breaks
- Section 3.11 – Nepotism
- Section 3.12 – Outside Employment and Other Potential Conflicts of Interest
- Section 6.9 – Personal Conduct
- Section 6.12 – Duty to Cooperate and Inspections
- Section 6.16 – Workplace violence/weapons
- Section 6.34 – Electronic communication: Blogging/Social network sites
- Section 6.37 – Cellular Phones and Other Communication Devices
- Section 6.38 – Safety
- Section 6.39 – Accidents
- Computer Resources Use Policy
- Breastfeeding Policy
- Drug and Alcohol Testing Policy

Commissioner Roberson made a motion to accept and approve the personnel manual as revised, the Computer Resources Use Policy, the Breastfeeding Policy, and the Drug and Alcohol Testing Policy. Commissioner Westfall seconded the motion and it was passed unanimously.

The Commission will begin hearing departmental budgets next week.

The meeting was adjourned at 11:35 a.m.

**THE BOARD OF HARVEY COUNTY COMMISSIONERS**

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Ron Krehbiel, Chairman

ATTEST:

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Marge Roberson, Member

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Joyce Truskett, County Clerk

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George A. "Chip" Westfall, Member