

The Allen County Board of Commissioners met in regular session at 8:30 a.m. with Chairman Bruce Symes, Jerry Daniels, Commissioner, David E. Lee, Commissioner, and Sherrie L. Riebel, Allen County Clerk.

Trevor Hoag, Iola Register, Mitchell Garner, Allen County Public Works Director, Robert Johnson II, Allen County Counselor, Terry Call, Allen County EMS Financial Director, Lisse Regehr, Jonathon Goering, Thrive Allen County, Chelsie Angleton, 911, Director, Jason Trego, Emergency Management, Ron Holman, Allen County House and Grounds, Paul Zirjacks, citizen, was present to observe the meeting.

Counselor Johnson led the group in the Pledge of Allegiance.

Commissioners approved the minutes of the regular meeting on February 2, 2021.

Mitchell Garner, reported he had crews out early Sunday, Monday and Tuesday due to slick roads; it was sleeting and snowing.

Mitch updated the commission that he has sent out bids for oil and dust control. He will be bringing those bids to the commission on February 23rd for review.

Mitch asked about placing a map on the Website for graders locations and approximate times. Discussion followed. Commissioners thought that would be a good idea.

Mitch discussed changing back to having 6 grader districts like there was several years ago. It changed when a grader operator retired. Another grader district would require 2 more employees. He has two graders currently as spares and when one of the new trucks comes in, he will keep one of the other trucks for that district for now. Discussion followed.

Bryan J. Murphy, Allen County Sheriff, joined the meeting.

Ron Holman, Allen County House and Grounds Director, presented bids for painting so the appraiser's security glass can be put in. They can't install the security glass until the painting is complete. Ron presented bids from Scott Rogers for \$2,303.00, 50% up front, 50% after, labor only, start in 2 weeks; Murry Construction, LLC for \$4,280, he can start mid-March; Superior Builders LLC for \$4,986.00, he could start now. The project is COVID funded and needs to be done by end of March. Discussion followed. Commissioner Lee moved to accept the bid from Scott Rogers for \$2,303.00. Commissioner Daniels seconded; motion passed 3-0-0.

Lisse Regehr, Thrive Executive Director, discussed the proposed trail around the hospital. She reported the hospital board is on board. She will bring a letter of support to be signed by the Commissioners to submit with the grant application. Discussion followed on Master Plan for trails within Allen County/City of Iola. Commissioner Lee asked if the proposed trail be included in any hospital master plan and who will be responsible for the upkeep around the hospital. Lisse stated the entities whose land the trail is on would be responsible for maintenance; mainly mowing and spraying for weeds. Chairman Symes requested a map. Commissioner Lee requested Lisse to include whose responsibility for maintenance on the map.

Jonathon updated the commission on the Allen County Regional Airport Capital Improvement Plan (ACIP). He asked if the county would like him to contract with BG Consultants directly to conduct a utility expansion study at the airport. Commissioners requested Jonathon to get multiple bids for the engineering of the utility's expansion.

Chairman Symes asked about road access to these 24-acre tracts at the Allen County Regional Airport and what all will be entailed in this plan. Discussion followed.

Chelsie Angleton, 911 Director, presented a spreadsheet of information costs on the hiring of another employee. It included 2020 information on overtime and wages.

2020		
Employee	OT Hours	Cost
A	309.25	\$6,693.40
B	231.50	\$4,466.95
C	274.50	\$6,490.15
D	290.75	\$8,196.70
E	413.75	\$8,476.78
F	266.50	\$3,470.79
G	223.50	\$7,049.44
H	117.75	\$5,099.88
I	264.50	\$9,768.92
J	161.25	\$9,094.37
Total	2553.25	\$68,807.38
Average	255.33	\$6,880.74

Starting Wage	\$ 14.22
Expected Hours	2,184
Annual Wages	\$ 31,056.48
Estimated Benefits	\$ 20,000.00
Cost of new employee	\$ 51,056.48
Overtime	\$ 68,807.38
New Employee	\$ 51,056.48
Savings	\$ 17,750.90

In addition to that savings, they have spaces covered if someone is sick, vacationing or quits. Discussion followed on built in overtime. Chairman Symes discussed cross training. Chelsie stated yes, they cross train and position would allow the trainer to continue to train even if there were an emergency happening at the same time. Commissioner Daniels stated in a 24/7 department overtime hours are for certain. Discussion followed. Commissioner Daniels requested a proposed budget reflecting the department salaries as status quo and with another person.

Jason Trego, Emergency Manager, updated the commission on laptops. Amazon does not have refurbished tough books so their tough books are more expensive. Discussion followed. Jason tried to get three bids, one from Advantage, one from Amazon and one business did not answer back. Commissioner Lee asked why a tough book. Jason stated they are not as delicate as regular net books. He explained the difference of using them in the field under about any kind of weather. The finance would be part of the grant monies; on the Emergency Management Grant which needs to be spent by the 19th of February 2021. Commissioners requested he investigate web costs a little more. Commissioners will plan to make a decision at their next meeting.

Chase Waggoner, City of Lola Fire Chief, joined the meeting.

Michael Burnett, EMS Director, reported:

THIRD QUARTER HIGHLIGHTS

October:

- Chief Thyer and Director Burnett have sat in on multiple virtual meetings with SEK Homeland Security, Kansas Board of EMS, KB of EMS Region Six, KDHE, KLM and the SEK Multi-County Health Department. Discussions on COVID-19 (CoronaVirus) PPE, Testing, Responding, Reopening and Recovery.
- We have had several employees tested after transporting patients that presented signs and symptoms of COVID-19 (protocol 36) At this time no positive results. Staff will continue to use PPE when responding to medical alarms that have signs and symptoms consistent with COVID-19.
- 3 employees (Drybread, Ferguson and Ballou) are currently attending Field Internship for their Paramedic certification.

November:

- Chief Thyer and Director Burnett continue to receive weekly virtual updates from COVID-19 Response Team Meetings.
- 3 employees (Drybread, Ferguson and Ballou) are currently attending Field Internship for their Paramedic certification.
- Aerocare taught EMS training over EKG rhythms.
- Performed end of year training to employees renewing certification.
- 3 employees (Drybread, Ferguson and Ballou) are currently attending Field Internship for their Paramedic certification.
- Fire Chief Tim Thyer retired at the end of November.
- Received new power cot, 2 Lifepak 15 monitors, and a Lifepak 1000 AED purchased from Sparks funding

December:

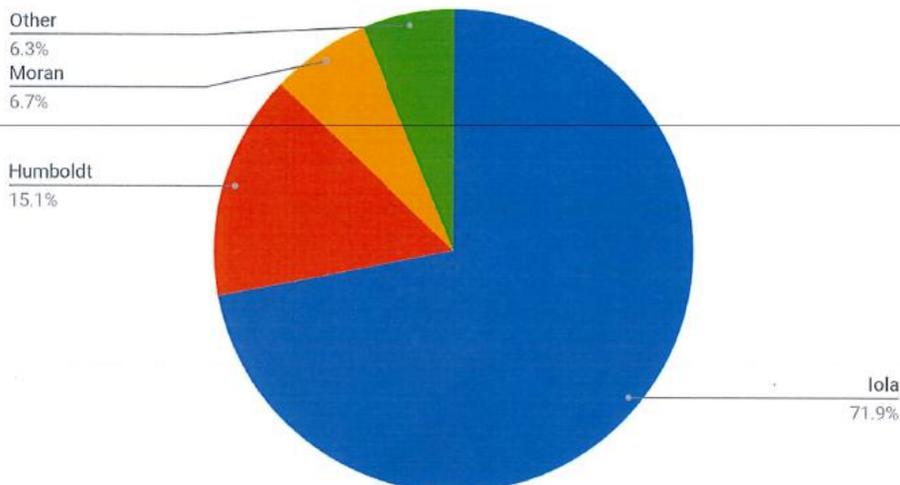
- 3 employees (Drybread, Ferguson and Ballou) finished attending Field Internship and classroom training for their Paramedic certification.
- Performed end of year training to employees renewing certification.
- City of Iola hired new Fire Chief Chase Waggoner
- Received 3 Lucas 3 CPR devices with money received from Sparks funding.

A LOOK FORWARD

- Recruitment - Continuing to seek Paramedics by visiting with colleges and students that are finishing up with their paramedic programs.
- Continue to seek ways to be more cost effective to help offset the rising cost of supplies.

EMS DATA

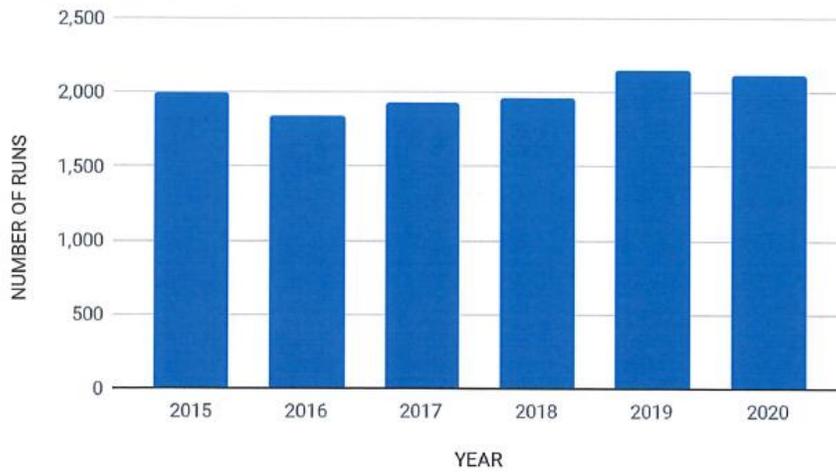
RUNS BY CITY (YTD)



Graph 1 shows the Runs By Zone-District using year-to-date numbers (Jan-September). This information reflects where calls for service originate. The Other category reflects unclassified runs and runs outside Allen County.

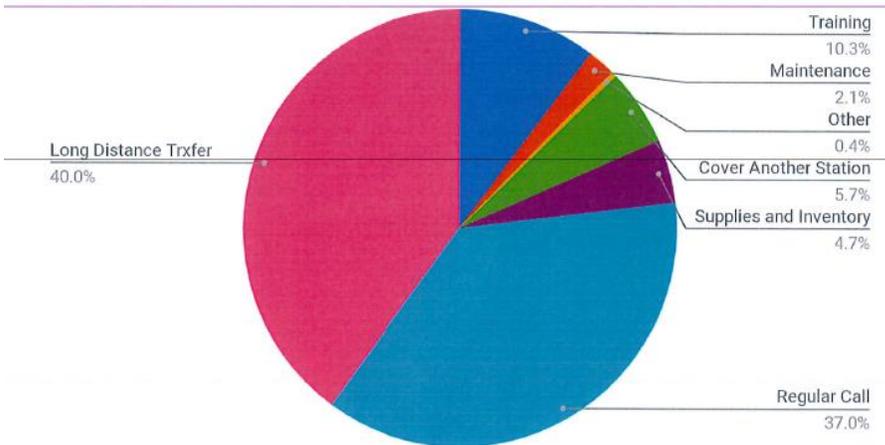
EMS CALLS YTD – 2015-2020

JANUARY through DECEMBER



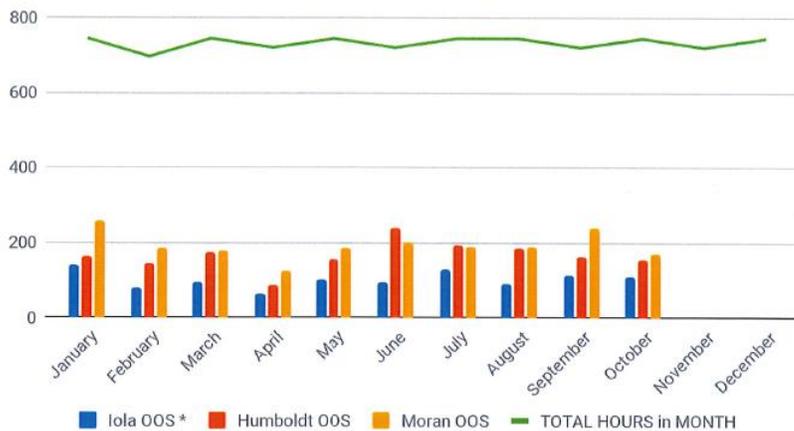
Graph 2 shows the total EMS runs year-to-date (Jan-September) from 2015 through 2020.

REASON FOR OUT-OF-STATION



Graph 3 shows the YTD (Jan-September) percentage breakdown for the reason staff was Out-Of-Station.

OUT-OF-STATION HOURS BY LOCATION



Graph 4 shows the Out-Of-Station hours by month by location compared to the total hours in each month.
 * Since Iola Station cannot go to "status zero", Iola OOS does not reflect hours spent for Training, Maintenance, or Supplies & Inventory.

They had sent 3 to paramedic school, they have passed and are now paramedics. Commissioner Lee asked Michael what ways are they seeking to be more cost effective. Michael used medications as an example; they keep going up in costs, they are having to wait on some medications. Once they are on back order when they come in, they come at a higher price. Terry Call, EMS Financial Director, explained they can charge a base rate on the ambulance runs but insurances don't pay for the medications, they make them be write offs. Commissioner Daniels asked who gets to pay the write off's?

Michael reported they have purchased the new ambulance. They would like to get permission from the commission to add a \$990.00 air purifying filter and a \$300 camera in the patient's compartment so the driver can see the back compartment. Michael explained it is a door they shut off the compartment due to COVID, so he is recommending both for \$1,290. This could be added but later will be an extra \$300 to \$400. Discussion followed on safety issues having the camera and the air sanitizer would be good to have. Commissioner Lee moved to go ahead and add the camera and air purifying filter. Commissioner Daniels seconded; motion passed 3-0-0.

Commissioner Daniels asked about retro fitting other county ambulances in the future. Discussion followed. Michael stated the company would be willing to come to Allen County to do so.

Commissioners asked where the new ambulance comes from. Michael stated the ambulance will be made in North Carolina and shipped to Columbia, Missouri.

Michael stated they are having water freezing problems at the new ambulance stations.

Matt Godinez, Southeast Kansas Regional Planning Commission (SEKRPC) Executive Director, and Taylor Hogue, SEKRPC Community Liaison, joined the meeting. Matt explained what they can do with grants they get. Introduced Taylor and her new position. Matt explained Taylor's position will make SEKRPC more visible and active for the area. They helped 24 cities with the CDBG funding. Matt reminded the commissioners that when the County pays their dues the funding pays for the cities within Allen County to have free services.

Zach Smith, Universal Construction, and Archie Smith, president of Universal Construction President, wanted to introduce themselves and let them know they are available resource for construction projects Allen County might have in the future. Commissioner Daniels stated more than a year ago a discussion of courtroom expansion and security entrance someday, but it all comes down to funding if possible; a wish list for some day. Archie state they could always run cost figures for the commission. They mostly construction but can get architects. Commissioner Lee stated might be a need some day at the airport.

Sherrie asked about hospital using the assembly room for team building. They need a room away from the hospital. Commissioners approved the use of the assembly room.

Commissioners discussed Allen County health insurance. Commissioner Lee moved to approve Blue Cross Blue Shield insurance based on the recommendation by Phil Drescher which will save the county approximately \$190,000. Commissioner Daniels seconded; motion passed 3-0-0.

Chairman Symes moved to go into executive session for 10 minutes to discuss non-elected personnel. Commissioner Daniels seconded; motion passed 3-0-0. Those in the room will be Chairman Symes, Commissioner Lee, Commissioner Daniels, Chelsie Angleton, 911 Director and Robert Johnson, II, Allen County Counselor. The time is now 9:40 a.m. Commissioners reconvened at 9:50 a.m. No action was taken

Commissioner Lee discussed county expenses towards an IT position and the City of Lola is thinking the same thing. Commissioner Daniels mentioned he visited with Cole Herder, City of Humboldt Administrator and possibly the City of Humboldt using an IT person.

Commissioner Lee asked about formal ambulance negotiations. Discussion followed. Commissioner Daniels reminded him it is a contract with the city and may not be in the future. Discussion followed. Chairman Symes asked what about if a bid goes out? Commissioner Daniels stated there might be other interested entities or vendors were pre-COVID and may not still be interested in bidding. Discussion followed on what commissioners need to be doing to get ready for either renewal with the City of Lola or contacting with a new service.

Commissioner Lee discussed revision of the Purchasing Policy and have suggestions from the department heads to funnel back through the County Clerk.

Commissioner Lee asked about reclassification of county roads. He used the example of Local Traffic Only vs all traffic. Discussion followed. Commissioner Daniels stated vehicles using county roads that should not be on them will only get worse while KDOT does their new highway projects in Allen and Neosho Counties. Discussion followed. Commissioner Lee mentioned it might be a consideration it in the future.

Commissioner Lee asked if there isn't an emergency purchase but maybe think about it a week or so after it was presented. Commissioner Daniels stated it is something that has been normal practice. Chairman Symes mentioned if it is something that is pretty cut and dry, they make decision, if not they can request waiting. Maybe a case-by-case situation.

Commissioner Lee stated he is waiting one more week on the engineer on the proposed tower.

Commissioners reviewed the following documents:

- a) Annual revenue and expenditure reports from Elsmore and Osage Townships.
- b) Quarterly report from SouthernScripts
- c) Monthly reports from Darolyn "Crickett" Maley, Allen County Treasurer.
- d) Annual inventory of LaHarpe Senior Center
- e) Allen County Solid Waste Financial Assurance Agency monthly report for January.
- f) Fund Status report for the month ending January
- g) Monthly reports of cash balance from Public Works and Noxious Weeds – month ending January.
- h) Monthly Budget Status by Fund/Department for month ending January.
- i) Letter from Kelly Law Office offering to collect delinquent taxes.
- j) Notice of filing from Kansas Board of Tax Appeals for property purchased at 1006 N. State, Lola

Commissioners approved the following documents:

- a) Clerk's Vouchers – 2/4/2021-\$272,116.74 & 2/8/2021-\$108,381.47
- b) Journal Vouchers - #4
- c) Payroll – new hire Jake R. Bland
- d) Payroll – vacation carry over of 20.75 hours for Misty Rice
- e) Payroll – food reimbursement for Jason Trego

With no further business to come before the board, Commissioner Daniels moved to adjourn, Commissioner Lee seconded, and motion passed 3-0-0. Meeting was adjourned at 10:19 a.m. until Tuesday, February 16, 2021 at 8:30 a.m. in the Assembly's Room of the courthouse.

Bruce Symes, Chairperson

Jerry Daniels, Commissioner

Sherrie L. Riebel, Allen County Clerk

David E. Lee, Commissioner