

The Allen County Board of Commissioners met in regular session at 8:30 a.m. with Chairperson William H. "Bill" King, Commissioner Jerry Daniels, Commissioner Bruce Symes, and Sherrie L. Riebel, Allen County Clerk, in the assembly room at the courthouse.

Nick Reynolds, Humboldt Union, Trevor Hoag, Iola Register, Bryan J. Murphy, Allen County Sheriff, Robert Johnson II, Allen County Counselor, Paul Zirjack, citizen, Terry Call, Allen County EMS Financial Director, Ron Holman, Allen County House and Grounds Director, Mitchell Garner, Allen County Public Works Director, Kathy McEwan & Debbie Bearden, Allen County Grow Council, and Darrell Baughn, Allen County Rural Volunteer Fire Department District #2, was present to observe the meeting.

Chairman King led the flag salute.

Commissioners approved the minutes of the special meeting on May 28, 2020 and the regular meeting on June 2, 2020.

Kathy McEwan, Allen County Grow Council, explained she was representing the Allen County Grow Council to request funding on a matching grant they were approved for. The grant would provide food assistance work or smaller communities, mostly on the eastern side of the county that has been impacted with COVID "stuff". She stated it will mainly be for the east side of the county which has lost some of its distributions. They typically receive their monthly donations of food from Humboldt's Food Pantry has provided through Feeding America Program and donations to Walmart. During COVID they have suspended service and it has impacted Moran. Allen County Grow Council pursued a grant that matches up to \$1,000. Commissioners explained the funding they have already donated for food pantries which Moran was a part of. Kathy reported the funding went toward food distribution in that area. Hope Unlimited has been part of the distribution. She did mention that Humboldt and Iola would not be included in the area for the current grant. Discussion followed on food pantries. Commissioner Symes moved to approve Allen County matching the \$1,000 for grant. Commissioner Daniels seconded; motion passed 3-0-0.

Darrel Baughn, Allen County Fire District #2 Rural Volunteers, wanted to personally thank the commission for the new fire station north of town. Once they are settled, they will host a grand opening. He stated they really appreciate the new nice station. Darrel reported they were given a generator as well, one large enough to run the station should the electric go off.

Mitchell Garner, Allen County Public Works Director, reported on equipment that is "down"; 2 brush cutters, a blade and back hoe. Parts are ordered and should be in by the end of the week.

Mitch reported the crusher has been working great. The weekly maintenance from the vendor has really helped. Commissioners encouraged him to continue the weekly maintenance.

Commissioner Symes asked about cleaning ditches. Mitch reported they are working on cleaning them out. They are north of Humboldt Hill currently but the problem is on back into the creek on private land. Mitch stated they don't get on private land to clean areas. Chairman King mentioned Mitch should have a water over the road sign put up in that area.

Mitch updated the commission on where the crews are at on dust control.

Ron Holman, Allen County House and Grounds Director, requested to have the women's restroom at the Humboldt Senior Center redone like the men's restroom was. He stated if the same person did the work it would be comparable. Commissioners approved and if the cost would be higher to bring it back to the commission.

Chairman King requested Ron to stay at the meeting to discuss another phase of opening up the courthouse. He said even though the employees were the only ones required to have their temperatures taken everyone who entered the courthouse was getting it taken by the deputy on duty. Chairman King asked about an average of customers in the courthouse at any one time. Bryan J. Murphy, Allen County Sheriff stated on average they have 8-9 persons per hour. Sheriff Murphy stated he didn't see a need to guard the door if the commissioners lift the restrictions on how many persons can be in the courthouse at any given time. Chairman King discussed if the courthouse should remain restrict entrance to the north door until the exit paddles are installed on the doors. Ron suggested commissioners open all doors to the public. Chairman King stated it is probably time to open the courthouse up. Commissioner Symes stated it is time to get back to normal. Commissioners suggested leaving the meeting rooms closed for now. Sherrie asked about employee parking. Commissioners requested it to go back to what it was before; employees saving the northwest corner of parking for the public.

Sherrie commented the conference room is too tight to use for voting so they were going to use the Assembly Room for Advance voting which starts on July 15. There will be safety restrictions from the Secretary of State's office. They are providing face masks, gloves, hand sanitizer, disinfectant wipes & cloths and secure guards for each polling place.

Sherrie discussed opening the senior centers just for Meals on Wheels on June 15 and see how thing go with just doing that. Then if all is well open them up the rest of the way after July 1st or the holiday. We will be able to open it up for the cards and things like that and then just encourage everyone to use hand sanitizer; have a bottle of hand sanitizer at every table and everybody can lather up before they start playing cards. The back of the lola Senior Center can be closed to the public. Sherrie asked Bryan if he had enough foggers to use one everyday at the Senior Centers. He said yes. Commissioners approved opening back up the Senior Centers in lola and Humboldt only for Meals on Wheels at this time.

Chairman King requested Terry Call fill the commission in on the Humboldt Ambulance Station punch list he and Commissioner Symes attended with the architect and builder. Terry reviewed a few minor items needing addressed. Chairman King stated it is a good thing to have had the architect because Rick Zingre caught a lot of detail items that might have been missed otherwise. Terry stated Rick caught several items that were not up to specifications.

ARCHITECT'S FIELD REPORT

AIA DOCUMENT G711

Distribution to:

OWNER	[x]
ARCHITECT	[x]
CONTRACTOR	[x]
FIELD	[]
OTHER	[]

PROJECT:	New EMS Sub-Stations for Allen County EMS
CONTRACTOR:	Koehn Construction Services
FIELD REPORT NO:	8
ARCHITECT'S PROJECT NO:	1612.02

DATE:	6/4/20
TIME:	10:00 am – 12:30 pm CST
WEATHER:	Mostly Sunny
TEMP. RANGE:	84 F.
EST. % OF COMPLETION	98% at Humboldt EMS
CONFORMANCE WITH SCHEDULE (+,-)	

WORK IN PROGRESS:

At the Humboldt EMS Building, workers from Koehn Construction were doing finish grading and seeding work and some misc. punch list and cleaning. A group met to conduct a punch list inspection at this Building. Those present included, Tim Thayer, Bruce Symes, Terry Call, Jeremy Bulk, Dave Shultz, Craig Pervin and Rick Zingre.

The following list of items were noted:

General Items

- Strip and wax the VCT flooring
 - Have the electrician label the electrical load center and verify the working condition to all interior and exterior receptacles, switches, lights and devices.
1. In the Equipment Bay
 - a. Provide two more remote controllers for the Overhead doors
 - b. Install the glass lite in the opening of the North Door
 - c. Install lock cylinders in the North Door and key it to match the other doors at this site and the Moran Site.
 - d. Provide and install the CO/CO2 sensor and make sure the exhaust system is functional.
 - e. Connect the intake louver on the West wall to a power source and the control system.
 - f. Rick said he would check with Dale Dickson regarding the combustion air setup on the infrared tube heaters. The concern was whether the combustion air can come from within the room itself.
 - i. Rick called Dale and he said the current setup is perfectly fine and approved by the heater manufacturer.
 - g. The exhaust fan in the ½ bath hasn't been connected to the light control switch yet.
 - h. The receptacle in the ½ bath isn't working
 - i. Caulk and paint the cracks that have developed between the OH door frame and the gypsum wallboard on each side of both doors (near the top of jambs).
 - j. Re-mount the garage control wire on the right OH door.
 - k. Mount the hose hanger at the mop sink.
 2. Power Generator
 - a. The control board is broken so the unit isn't yet operational. Get the Generator working and test the operation.
 - b. Provide some sort of rigid protection around the mud leg that hangs down over the edge of the sidewalk so it's protected from lawn mowing equipment.
 - c. Paint the gas piping
 3. Living Quarters
 - a. Provide interconnection of the smoke alarms so they all enter alarm state upon initiation of one. Also provide a battery for each device so they comply with code.
 - b. For the pocket doors, add a piece of painted trim on the room side of the door, that is attached to the latch side door frame. The purpose is to provide additional visual privacy.
 - c. Replace the bifold door track/hanger to the one that was specified/approved.

- d. Provide a piece of Ogee trim to cover the track.
 - e. Grout the bathroom floor drain
 - f. Provide a wall mount fan/light switch and connect the light fixture in the bathroom vent/light combo
 - g. Provide and install the wall lockers in the hallway.
 - h. Add a 2.5" dia. Wire management grommet through the desk top in the hall. Corroddinate location with Owner.
 - i. Provide Power to the exhaust fan in the mechanical room
 - j. Provide the telecom board in the mechanical room.
 - k. In bathroom 106, install the towel bar at 4'6" AFF, on the east wall adjacent to the shower.
 - l. In hallway 109, install a coordinator on the overhead cabinet doors so they lock properly.
 - m. Install the glass lite in the opening of the North door at the end of the hallway.
 - n. In the Day Room, install a wall box with 3/4" conduit extended up to above the attic insulation and turn out horizontal. Conduit should allow for future coax. or Cat 5 conductor by others. No cover plate is required as this will be provided by others as well.
 - o. In the Kitchen, provide a hole through the microwave cabinet that allows the microwave to get power from the receptacle over the range hood.
4. Building Exterior
- a. Mount the building sign so the top of the sign is around 10' AFF
 - b. Shorten up the sewer cleanouts so they are approximate to the final grade of the parking area.

Terry mentioned that there were no cabinets in the laundry room for supplies nor a locked cabinet for medicines. He has ordered them and will install himself. Terry also ordered blinds for the bed rooms. They are still waiting on the generator. Chairman King asked if the lawn around the station was completed yet. Terry stated it still need to be finished. Discussion followed on holding a Grand Opening. Commissioners will discuss next week.

Chairman King asked about the "Peaceful Demonstration" held Sunday on the square. Bryan stated there were about one hundred persons showed up. Some were out of towners but not many. It was peaceful. Chairman Daniels stated he had attended it as well and there were no issues or problems which was good. Bryan said he and Chief Warner had communication ahead of time that it was to happen.

Commissioner Symes moved to go into executive session for 10 minutes to discuss Attorney Client issues. Commissioner Daniels seconded; motion passed 3-0-0. Those in the room will be Chairman King, Commissioner Symes, Commissioner Daniels, and Robert Johnson, II, Allen County Counselor. The time is now 9:00 a.m. Commissioners reconvened at 9:10 a.m. No action was taken.

Lisse Regehr, Thrive Allen County Executive Director, joined the meeting.

Commissioners discussed the Allen County Fair for 2020. There will not be any gathering events held this year, nor will they keep the 4H animals overnight. They will still sell 4H animals via in person or virtual bidding. Commissioner Daniels stated some counties were not even having county fairs so he was happy to hear Allen County still is.

Michelle Meiwes, ACMAT President, explained they usually host a Family Safety night on the square in conjunction with Farmer's Market about this time of the year. And it's an outdoor event where they bring together a whole bunch of people to distribute safety information to the residents of Allen County, and all the events are free. They will have popcorn and snow cones and various activities that the families can do. Each of the booths that are there will be giving information that is pertinent to family safety; there'll be swimming safety and sound safety and bicycles lots of things like that. So, we are trying to figure out a way to make this a fun event that is still safe and we can practice some social distancing do all of those things that are correct and that we need to do to take care of the safety and the health of our residents. And the people who will come. ACMAT have elected to move this event prior to school starting.

Michelle stated ACMAT has a pretty good budget right now. They thought they would provide school supplies to our Family Safety night. They also want to have some inflatables like the water slides and that type of thing. They were wondering about the possibility of fire trucks coming in at the end and maybe hosing people down. She also requested using the courthouse lawns for all these events. Michelle stated she understand probably not wanting to turn the courthouse lawn into a muddy block with many little feet stomping around. So, she will have to ask the city, about the possibility of doing the water stuff in the street; blocking it off and still doing our booths on the Courthouse Square. They are looking at August, 6, 2020 at 6:00 p.m. Commissioners suggested Michelle work with Ron for setup and to check with the City of Iola about blocking streets.

Lisse Regehr, Thrive Allen County Executive Director, reported Commissioner King received the letter that Allen County was the recipient of one of the CDBG funds, so there will be \$132,000 funding that will be coming into the community. Sherrie reported she has received paperwork for the grant. Lisse and Sherrie both stated they have received calls for applications. Once the county commissioners pick an administrator, then the administrator will take over the details of that grant and so information will go out to local businesses, about what that process is. No one is just automatically put in there; there will be forms that they'll need to fill out. The administrator has to be on the approve CDBG administrator list.

Lisse also wanted to share that Thrive Allen County have had a change with our economic development manager. And so instead of Audrey is going to be, Jonathan Gary and he'll start on June 23, 2020.

Commissioner Daniels moved to go into executive session for 20 minutes to discuss Trade Secrets. Commissioner Symes seconded; motion passed 3-0-0. Those in the room will be Chairman King, Commissioner Symes, Commissioner Daniels, Lisse Regehr, Thrive Allen County Executive Director and Robert Johnson, II, Allen County Counselor. The time is now 9:34 a.m. Commissioners reconvened at 9:54 a.m. No action was taken.

Debbie asked if the doors are all open now, Commissioners stated yes.

Commissioners approved the following documents:

- a) Clerks Vouchers – \$102,924.52
- b) Payroll – new hire seasonal help Jonathan D. Gay
- c) Payroll – reimbursement for cleaning supplies for Sheri Smith
- d) Payroll – mileage reimbursement for Bill King & Bruce Symes
- e) Payroll – KCORPS stipend for Bryan J. Murphy
- f) Journal entry: #26 & #27
- g) Treasurer's monthly reports
- h) Abatements: RE Value 2494, \$441.48, Year 2013
RE Value 2454, \$412.10, Year 2014
RE Value 2415, \$414.34, Year 2015
PP Value 248, \$48.60, Year 2019

With no further business to come before the board, Commissioner Daniels moved to adjourn, Commissioner Symes seconded, and motion passed 3-0-0. Meeting was adjourned at 9:57 a.m. until May 26, 2020 at 8:30 a.m. in the Assembly Room of the courthouse.

William H. King, Chairperson

Jerry Daniels, Commissioner

Sherrie L. Riebel, Allen County Clerk

Bruce Symes, Commissioner