

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, Lisse Regehr, Thrive Allen County Executive Director, and Jessica Thompson, Thrive Director of Development and Grant Writer, was present to observe the meeting.

Commissioners approved the minutes of the regular meeting on May 12, 2020.

Chairman King led the flag salute.

Commissioner Daniels moved to go into executive session for 10 minutes to discuss non-elected personnel. Commissioner Symes 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 8:32 a.m. Commissioners reconvened at 8:42 a.m. No action was taken.

Commissioner Daniels moved to go into executive session for 15 minutes to discuss Confidential Data. Commissioner Symes seconded; motion passed 3-0-0. Those in the room will be Chairman King, Commissioner Symes, Commissioner Daniels, Sherrie L. Riebel, Allen County Clerk, Lisse Regehr, Thrive Allen County Executive Director and Robert Johnson, II, Allen County Counselor. The time is now 8:43 a.m. Commissioners reconvened at 8:58 a.m. No action was taken.

Chairman King opened the public hearing for the purpose of considering an application to be submitted to the Kansas Department of Commerce for Small Cities Community Development Block Grant funds under the Economic Development category. Those present were: Jessica Qualls, Cindy Lucas, Shawna Buckwold, Larry Maness, Marilyn Logan, Jill Hartman, Georgia Masterson, Robin Griffin, Allie Utley, Cole Herder.

Chairman King requested Lisse to give a narrative of the grant application. Lisse Regehr, Thrive Allen County Executive Director, presented the purpose of the hearing. Lisse stated "So as you guys are aware Thrive Allen County is currently writing and hoping today to submit the small businesses, small cities Community Development Block Grant CV so that's where the cares act. So, this was money that came from the feds down to the state for rural communities, under a population of 50,000. And this is a low to moderate income grant meaning. The idea is to retain low to moderate income jobs. And just so you guys understand what that means in a household of one low to moderate income is \$36,200 or less. So, for our community a lot of people fit into that category. So, this funding is open to all of these rural municipalities and **counties**. So, it is highly, highly competitive and yesterday we were talking you were kind of estimating that maybe one third of people who put in for this grant will receive it. So, I want to share that first, that it's highly, highly competitive but we do truly hope we're on the front end. The idea is to assist micro and small businesses so a micro business is between one and five employees, and a small business is between six and 50 employees. So, what we want to do today is tell you how we have written this grant and I do want to also let you guys know Thrive is not asking for any funding to write this grant, we just truly want to bring this money into the community. So right

now, what we have is the current plan for grant application. So, again, just to reiterate, we do not have this funding, this is what we put into the plan as we submit for it. There can be tweaks made down the road. Currently, the way that we are writing it is for our micro businesses that you can receive \$2,500 per employee, up to three employees which puts you as a micro business at \$7,500. And then for our small businesses which are six to 50 employees. \$1,500 per employee, up to \$15,000. So, the reason we did it this way is because we truly want as many small business and micro businesses as possible to be able to receive this funding. We need it spread out throughout the entire county. And so, currently we have 45% of the funds to Iola 30% to Humboldt and 25% to surrounding areas. And we did this looking at where the populations were and the businesses within these communities. There will be phases of this grant so the first phase keeps those geographic locations, if there was funding left, we roll into the second phase, and then it's open to any geographic location...the second thing I want to share about that is if you are a small business owner who owns multiple businesses. You are capped at applying for a business in each category for that first phase because we truly want it again open to as many business owners in the community as possible. The idea is to submit it today after, after public hearing and after some of the paperwork is signed that the county needs to sign, and then we should know within 15 to 20 days, whether or not the county received the funding. And then it goes out to a bid for request for proposals for certified CDBG administrators who can administer this grant for the public."

Paul Zirjack, citizen asked if the funding was coming from the State of Kansas.

Lisse stated its federal dollars rolling into the state and going through the Commerce department; \$9 million total for the state grant. She mentioned there's actually two grants. There's the Small Business grant and then there's the food. The county did not qualify on the food programs; you had to be 51% LMI across the board now individual cities would have, but the county itself did not. Thrive would have had to put in some; Thrive would have had to do some surveys and a little bit more work that would have put us further behind in getting our foot in the door early enough to be competitive.

Commissioner Symes pointed out these highly competitive grants received money in the first place, and then there will be a first come first serve considerations. Lisse stated in addition to this public hearing, and to get newspaper articles that we know will come out about our hearing other communications businesses that are being played. Lisse stated Thrive currently works with both chambers and municipalities and one of the reasons why we very specifically wanted to look at geographic areas is. They have had feedback about eastern edge of the county. They don't have their own chamber. They don't have the same kind of communication and Thrive really wants to make sure that they are able to educate and get the word out to those businesses as well, so that they can also apply.

Larry Maness, Moran citizen, stated he kind of represent the eastern part of the county over there. He became aware of this hearing yesterday they talked about it in the meeting that he was in. He is very pleased with the idea of separating the funds geographically. He mentioned there are a lot of people who aren't on the internet, who does not take the paper. He suggested going to the city commissions and present to them, because the size of Moran, everybody in town and as a business knows the commission. Larry suggested the same thing in Elsmore and sounds are designed to get the word out in our kind of isolated area over there. He supports the idea.

Commissioner Daniels stated he appreciated the questions and comments. He wanted to clarify they will not be asking for matching funds. Lisse stated there will be no matching funds required; this is an exclusive grant from the state.

Chairman King stated there are local business owners present and it's really good to see them. Lisse addressed the business owners explaining a few details. Lisse stated "So there are a couple of other things that I think just needs to be out in the open so you guys are aware, there is a federal requirements with this grant that each one of your employees would fill out a document that they've already created that shows what their income was over the last year, so that you can prove that 51% of your employees meet the LMI requirements a low to moderate income requirements because that has to be in order for your application to move through 51% of them have to meet those requirements so I want you guys to be aware of that."

It was asked if was a loan or grant that would not be repaid. Jessica Thompson, Thrive, emphasize this is a grant, this is not a loan. Marilyn Logan said so businesses don't need to repay this money that they would get if you if we were to receive it? Lisse mentioned this is a spin down grant, which means that we don't just get \$300,000 just give to you guys. It means we need receipts; it means we'll need to know if you're buying inventory; we need receipts for that inventory so we get that we can pay you back. If it's for payroll, you show us receipts for payroll, Lisse stated it will be the county or whoever's administering the grant. The way that it works is businesses would turn in receipts and then they get reimbursed. And that's what the spin down grants, that's how they work.

Marilyn asked about limitations as to what it can be spent on. Jessica Thompson, Thrive Director of Development and Grant Writer, stated you cannot use it to pay back a loan. You can use it, if you have received PPP which is a Payment Protection Program, you cannot use it in tandem so if you're paying for payroll currently under PPP, you cannot use this funding to also pay for payroll. You could use it for inventory for capital for overhead costs so rent, utilities, inventory payroll for your staff. If it was before or after you received the PPP, anything like that. It just can't be used for construction and it can't be used to pay down loans.

Commissioner Symes asked about the time line for the grant. Lisse said it would take 15 to 20 days for notification whether or not Allen County received the grant. Then by the time the funds would make it to Allen County and by the time Allen County goes through the bidding process for administrator; then excepting proposals from businesses. Lisse stated it could be into July. She did tell the businesses they can use receipt starting March 1st, 2020.

Commissioner Symes asked if Lisse anticipates having a deadline of when the application is ready versus specific deadline. Lisse stated they are going to do phases; so, phase one and right now we have it written in the grant to be between four and six weeks and again, if the grant is approved and the commissioners get to say this is exactly how it's going to work. But right now, phase one is between four and six weeks and then if there was still funding left. They would open a phase two, and again, then the geographic areas would open, and people who own more than one business can also go in and reapply for a different business, but it would still be four to six weeks again and then do another phase. This doesn't involve any kind of taxpayer money except the most indirect way.

Paul Zirjack asked if this more of an informational thing or do you have to have permission. Lisse stated the way that the grant has been created, since it is a CDBG and it is federal funding rolling down into the community. There is a process so you had to use a governmental entity to

bring the funding into your community and then the way that community development block grants work is you have to do public forums because they are federal dollars and so we do have to inform the public about what your intent is and how the funding will be used and then if we received the grant. There will be a public forum on the end of the grant term as well so that we report back to you. They report back to you, how it was spent.

Cole stated this works like CDBG grant did for the City of Humboldt's sewer project. The city actually receives that funding in their checking account. They write checks out to the city and Humboldt was the vehicle for that grant. Lisse stated yes, the county will be the vehicle, the Treasurer or someone is going to have additional responsibility. It shouldn't be overwhelming because you'll have an administrator, that's actually reviewing everything and giving instructions.

Marilyn asked the question is it going to be industry specific or is anybody able to apply? Lisse stated if a farmer who has a C Corp, or LLC can also apply for this grant. The one requirement is that has to be a for profit organization so nonprofits cannot apply owners, like gig jobs cannot apply. Salons have called and ask about this as well. The question was asked if I owned the salon but I don't have employees, I have contractors, I pay contractors. Lisse stated under this they would qualify as employees.

Cole said this is a good thing for the counties who are awarded this grant for a lot of money coming in to that entity, because there's only going to be about 30 winners across the state, the award can be as much as \$300,000 per entity. So, 9 million that's only 30 to 30 interviews. Cole said the City of Humboldt can't move that fast because they don't have weekly meetings and he doesn't want to be in competition with Allen County. Plus, he just doesn't have the resources to do this kind of a grant and it's amazing that Thrive is able to do this because it takes a lot of resources to write this grant and make this happen.

Commissioner Daniels commented an important point that Commissioners want to express appreciation to Thrive, Lisse and Jessica and of course the State for their money. There's a lot of work to be done. Lisse state yes, there's so much. She thanked everybody for their support.

Chairman King asked if anybody else had any questions anything else. Seeing none he called the public hearing closed.

Commissioners reviewed Resolution 202007.

THE COUNTY OF ALLEN, KANSAS
RESOLUTION 202006

RESOLUTION CERTIFYING LEGAL AUTHORITY AND AUTHORIZATION
TO APPLY FOR THE CDBG-CV
FROM THE KANSAS DEPARTMENT OF COMMERCE

WHEREAS, The County of Allen, Kansas, is a legal governmental entity as provided by the laws of the STATE OF KANSAS, and

WHEREAS, The County of Allen, Kansas, intends to submit an application for assistance from CARES Act under the COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM.

THE APPLICANT hereby certifies that the County of Allen, Kansas, is a legal governmental entity under the status of the laws of the STATE OF KANSAS and thereby has the authority to apply for assistance from the CARES Act under the KANSAS SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM.

THE APPLICANT hereby authorizes the COMMISSION OF ALLEN, Kansas, to act as the applicant's official representative in signing and submitting an application for the assistance to the COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM.

As Chief Elected Official of the County of Allen, I hereby certify that I have knowledge of all activities in the above-reference application.

THE APPLICANT hereby dedicates \$0.00 in matching funds towards this project.

APPROVED BY THE GOVERNING BODY OF THE COUNTY OF ALLEN, KANSAS, this 19th day of May, 2020.

THE BOARD OF COUNTY COMMISSIONERS OF ALLEN COUNTY, KANSAS

Commissioner Daniels moved to approve Resolution 202006 Certifying Legal Authority Authorization to Apply for the CDBG-CV Grant for the Department of Commerce and any other documents in the queue requiring the chairman's signature associated with the resolution. Commissioner Symes seconded; motion passed 3-0-0

Ron Holman, Allen County House and Grounds Director, presented bids for push bars and/or paddles. Bids were received from LockWorx Mobile Locksmithing, LLC for 9 push paddles for a total of \$2,388; and Glass Depot, LLC for 9 push bars for a total of \$3,428.64. Ron explained he received two bids, LockWorx is the cheaper one is for a pushed-out paddle versus a push bar. There are one more just kind of two different designs, as far as a push paddle which is quite a bit cheaper and he says there easier to install. There's no maintenance on it. Commissioner Daniels motion to approve the bid for \$2,388 for the push paddles on all exterior courthouse doors from LockWorx Mobile Locksmithing, LLC. Commissioner Symes seconded; motion passed 3-0-0.

Mitchell Garner, Allen County Public Works Director, reported the mowers are out around mowing cemeteries to be ready for Memorial Day weekend.

Mitch stated they are expecting rain coming on Thursday that is why they are trying to fix the drive at the new fire barn north of lola before it gets wetter.

Mitch mentioned all that going on with another couple projects. He stated they are about to wrap up at the Humboldt Ambulance Station. They hauled dirt in at Humboldt so the contractor can finish the project. They have hauled rock out of the Moran Ambulance project area.

Chairman King stated he understands what all the public works crews are doing and he appreciates Mitch's presence.

Mitch reported he is hiring seasonal help; he will have the three seasonal employees.

Darolyn "Crickett" Maley, Allen County Treasurer, discussed how her office was doing with opening back up from COVID shutdown. She stated everything going smooth and with the security guards. Her office has several security guards they have to wipe down as well as counters which take a lot of time. Crickett discussed with commissioners about changing the treasurer's office hours. Now that they have to clean and sanitize every day; it takes 10 minutes to clean those 12 security guards plus other sanitizing. Crickett explained she would like to shut her office down at 4:30 p.m. to allow time to complete everything Clorox wipes and everything. She is trying to keep her employees for getting overtime cleaning. Crickett informed the commission about what the other 16 counties in Southeast Kansas are doing with their office hours. Commissioners asked her what time she opens and she stated 8:30 a.m. they are working five eight-hour days. The Treasurer's new public hours will be 8:30 a.m. to 4:30 p.m.; that extra 30

minutes gives them time to close our doors and to clean up and do a better job of approving our titles,

Sherrie requested the commissioners approve an annual contract with Computer Information Concepts (CIC). She stated the contract reads the same as 2019 and the only thing that changed was the price; it went down like \$326. CIC is the county's software provider for everything except the Register of Deeds software. Commissioner Symes moved to sign the annual contract with CIC. Commissioner Daniels seconded; motion passed 3-0-0.

Paul Zirjack stated commissioners discussed courthouse security a few years ago in taking the entrance to the courthouse to one door. He mentioned the commission should consider keeping it to one door since they are already there. Paul discussed other items of security being put into place due to COVID 19. Commissioner Daniels stated they kind of have that now that's why commissioners budgeted, whether it be metal detectors or whatever, we budgeted the sheriff to assigned a deputy to the courthouse for security purposes so there be somebody there permanently at all times. Discussion followed on security and what the future might hold.

Robert Johnson, II, Allen County Counselor, discussed changes on the court side. They're still having video appearances and so on, the court is still closed for in person but having hearings every day. Probably just waiting for direction from Supreme Court; but the courts are open and they're operating it's just all by Zoom. Bob stated he had a hearing yesterday. Judge Creitz is on bench, attorney's run screen, sometimes your clients on the screen all in different places; it is working.

Terry Call presented pictures of plaques for the new ambulance stations. Commissioners all preferred the silver plating. The contractor is going to pay for the plaque.

Commissioner Symes moved to go into executive session for 10 minutes to discuss Confidential Data/Trade Secrets. 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 9:37 a.m. Commissioners reconvened at 9:47 a.m. No action was taken.

Commissioner Daniels moved to go into executive session for 10 minutes to discuss non-elected personnel. Commissioner Symes 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 9:50 a.m. Commissioners reconvened at 10:00 a.m. No action was taken.

Commissioner Daniels moved to go into executive session for 5 minutes to discuss non-elected personnel. Commissioner Symes 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 10:01a.m. Commissioners reconvened at 10:06 a.m. No action was taken.

Commissioners reviewed Resolution No. 202007:

Resolution No. 202007
Allen County, Kansas

A Resolution Updating Allen County Emergency
Management Contact Information

WHEREAS, the County Commissioners of Allen County, Kansas have considered to update the contact information for the Allen County Emergency Management; and

NOW THEREFORE, be it resolved by the Board of County Commissioners of Allen County, Kansas that for contact information for Allen County Emergency Management, the following individuals are authorized to represent Allen County Emergency Management with the State of Kansas,

Jason Trego
410 N. State
Iola, KS 66749
jtrego@allencounty911.org

Angela Murphy
410 N. State
Iola, KS 66749
amurphy@allencounty911.org

RESOLVED this 19th day of May 2020.

Commissioner Symes moved to resend Resolution 202005 for last week, and approve Resolution 202007 reporting to the State Emergency Manager apprising them who represents Allen County Emergency Management for contact information on Jason Trego and Angela Murphy. Chairman King seconded; motion passed 3-0-0.

Commissioners approved the following documents:

- a) Clerks Vouchers – 4/13/2020-\$154,042.41 & 5/18/2020-\$65,056.32
- b) Payroll – vacation carry over for Gary Henderson of 98.5 hours to be used by December 19, 2020
- c) Payroll – Cara Bowen from part time to full time status, Jacqueline Crump from full time to part time, Maya Piper one year pay change, Reece Solander and William “Bill” Wilson for seasonal help.
- d) Payroll – mileage reimbursement for Terry Call
- e) Journal entry: #23

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 10:20 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