

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

Vickie Moss, Iola Register, Terry Call, Allen County EMS Financial Director, Chelsie Angleton, 911 Director, Bryan Murphy, Allen County Sheriff, Cara Barkdoll, Register of Deeds, Jason Trego, Emergency Manager, Jonathon Goering, Becky Voorhies, Thrive and Paul Zirjacks, citizen, was present to observe the meeting.

Commissioner Daniels led the group in the Pledge of Allegiance.

Commissioners approved the minutes of the regular meeting on October 5, 2021.

No public comments.

Mitchell Garner, Allen County Public Works Director, discussed trees down and washouts from the 4 inches plus in the county. The chip and seal projects are suspended for this week due to the rain and rain forecast.

Robert Johnson, Allen County Counselor, joined the meeting.

Chelsie Angleton, 911 Director, suggested the commission highly consider the tower project. She pulled a weekend shift and sees there is definitely a need for better communications. Discussion followed. Sheriff Murphy supplied input to the situation. Commissioners Daniels and Lee stated they would like to have Allen County projects prioritized with the ARPA funding; putting in the tower.

Jason Trego, Emergency Management, discussed an updated cost sheet for storm shelters.



October 6, 2021

Allen County Kansas  
410 N State St  
Iola, Kansas 66749  
United States

RE: Five Concrete Tornado Shelters

Dear Jason,

Thank you for your interest in Protection Shelters LLC Group Tornado Shelters. Protection Shelters LLC proposes to build and set in place five above ground concrete tornado shelters in Allen County, KS.

Shelter:

- 8" walls and floor and roof all monolithic poured together
- Shelter will require no additional anchoring; just flat, level ground
- Doors are full sized handicap accessible (36")
- Shelter is constructed from stamped engineered drawings drawn by Professional Engineering Consultants of Wichita, KS to have zero tipability
- Exterior will have stucco in tan fine finish (there is no interior finish)
- Roof is coated with sealer and concrete UV elastic membrane covering – white, which will help keep temperatures cool in the heat of summer
- 2 Benches per shelter, 1 each along 24' wall
- Battery back-up lighting

Owner:

- Owner will provide ramp to door to ensure ADA compliance
- Owner to provide compost toilet, water and any/all items that may be required by FEMA

Installation

- You will need to prepare flat, level ground for the shelters to be placed on—can be gravel, concrete, asphalt or just dirt—only requirement is that it be flat and level.
- Crane and truck access up to jobsite location 20 feet-if farther away additional costs will be incurred
- Protection Shelters LLC shall furnish all equipment, machinery, tools, and labor to perform work in a proper and workmanlike manner.
- Work to be completed in areas clear of underground utilities and overhead utilities
- Protection Shelters can provide all insurance certificates including general liability insurance, certificates evidencing said insurance in force, dates of expiration and limits of liability. We carry a two million dollar liability insurance policy.

Protection Shelters LLC has an "A" rating with ISN (ISN collects health, safety, procurement, quality, and regulatory information designed to meet governmental record keeping and Owner Client requirements). Mobil Exxon Illinois, Shell Oil Texas, US Government Department of Interior, Camp Alexander Scout Camp, Bechtel Corporation, Wolf Creek Nuclear Power Plant, cities, schools, and private enterprises have all selected Protection Shelters LLC to provide for their safety needs.

(2) 10X16 concrete shelters/delivered/set in place AND (3) 10X24 concrete shelters/delivered/set in place

\$208,600.00

- \*NO SALES TAX IS INCLUDED
- \*PRICE GOOD FOR 30 DAYS

If crane and or truck access not adequate -- additional cost will be applied.  
Installation to be accomplished over 2 days. Any delay outside Protection Shelters control will result in additional charges being assessed.

Delivery time frame approximately 90-120 days from approval pending availability of materials and weather permitting. Due to Covid there may be delays.

The cost is \$208,600 with delivery 3-4 months. Chairman Symes moved to approve the bid from Protection Shelters for \$208,600. Commissioner Daniels seconded. Discussion followed on funding. Commissioner Lee asked about where funding would come from, discussion on the need and possible funding followed. Jason is working with Mitch on site prep and selection. Motion passed 3-0-0.

Jason requested Chairman Symes sign off on the Emergency Management Performance Grant Funds application for Kansas Division of Emergency Management. The request is for \$23,000 reimbursement for wages.



**APPLICATION FOR 2021  
EMERGENCY MANAGEMENT  
PERFORMANCE GRANT (EMPG) FUNDS**  
Kansas Division of Emergency Management

Please contact Bret Rowe ([bret.a.rowe@ks.gov](mailto:bret.a.rowe@ks.gov)) at (785) 646-2204 if you have any questions regarding this application.

|                 |  |   |
|-----------------|--|---|
| 1. County:      | Allen County   |   |
| 2. EMPG Status: | <input checked="" type="checkbox"/> Current EMPG Program Participant | <input type="checkbox"/> New EMPG Program Participant |

3. Briefly explain why these funds are needed to support the emergency manager/coordinator position:

Allen County Emergency Management uses the EMPG money to help pay for the Coordinator's position. We are actively involved in training, mitigation, and public education for the entire community of Allen County. Without this supplement, we could not be able to continue with the outreach programs we have for safety and preparedness.

4. Select which description best describes the status of the emergency manager/coordinator:

Full-time, permanent staff whose primary responsibility is as the emergency manager/coordinator  
 Emergency manager/coordinator duties are assigned to full-time staff with other significant duties  
 Emergency manager/coordinator is a part-time, or seasonal position, or contracted  
 Emergency manager/coordinator duties are assumed as needed by other staff or elected officials

5. List the name and position title of each staff member whose position is funded through the EMPG Program:

| List EMPG Program Funded Staff:            | Indicate Full-Time or Part-Time: | If Part-Time, indicate number of hours worked per week: |
|--|----------------------------------|---|
| Name: Jason Trego<br>Position: Coordinator | Part Time                        | 20  |
| Name:<br>Position:                         |                                  |   |
| Name:<br>Position:                         |                                  |   |
| Name:<br>Position:                         |                                  |   |
| Name:<br>Position:                         |                                  |   |
| Name:<br>Position:                         |                                  |   |
| Name:<br>Position:                         |                                  |   |
| Name:<br>Position:                         |                                  |   |

6. Briefly describe the method used to code or track funded staff time spent on emergency management activities charged to the grant and/or used to meet local match requirements:

Allen County Emergency Management Coordinator keeps a daily ICS-214. We also get quarterly budget reports from the county clerk. Classes are tracked by ks.train and exercises are logged in KETS.



APPLICATION FOR 2021  
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Kansas Division of Emergency Management

7. Complete the EMPG Initial Annual Work Plan (proposed Statement of Work) and attach to application.

8. County's Point of Contact:

- Name: Jason Tregg
- County Emer Mgt Meeting Address: 430 N State St Iola, KS 66749
- Telephone Number: 620-365-1477
- Cellphone Number: 443-480-6907
- Fax Number: 620-365-1453
- Email Address: jtregg@allencounty911.org

9. County DUNS Number: 81123703

10. Authorization to Submit Application:

By signature below, We agree to comply with the organization audit requirements of 2 C.F.R. Part 200 (formerly OMB Circular A-133), Audits of States, Local Governments, and Non-Profit Organizations. A copy of these audits must be sent to KDEM thirty (30) days upon receipt. We further agree to comply with the standards set forth in 2 C.F.R. Part 200 (formerly OMB Circular A-87), Cost Principles for State, Local, and Indian Tribal Governments. We agree to comply with the requirements set forth by State Administrative Regulation 56-2-2 and comply with financial and performance reporting for this grant period.

We certify that we will accomplish the projected programs to the best of our ability, will provide the necessary support to accomplish completion and understand and agree that completion of, or progress toward, said projected programs is a condition for participation in the Emergency Management Performance Grant Program and/or other federally assisted programs.

| Typed or Printed Name of Emergency Manager/Coordinator                            | Typed or Printed Name of Authorized Official                                      |
|---|---|
| Jason Tregg   | Bruce Symes   |
|  |  |
| Typed Name of KDEM Deputy Director  | Date Application Submitted to KDEM (MM/DD/YYYY)                                   |
| Angee Morgan  | 10/12/2021  |
| Signature of KDEM Deputy Director   |   |

NOTE: Please complete and attach the Proposed Annual Work Plan (Statement of Work), Annual Budget form, Single Audit certification form, Summary Sheet for Certifications and Assurances, and also a current Position Description and updated Training report form (for newly-completed IS/IMA-mandated courses only) for any EMPG-funded personnel listed above. Obtain the signatures of the Emergency Management Director & Authorized official for the signature blocks in the above certification. The Authorized Official is an individual who has been authorized by the governing body of the jurisdiction to apply for, accept, or decline grants on behalf of the jurisdiction or organization.

Commissioner Daniels moved to authorize Chairman Symes to sign. Commissioner Lee seconded; motion 3-0-0.

Ron Holman, Allen County House and Grounds Director, discussed the lawn and activities for Farm City Days this weekend, October 14 to 16. The car show will be moved to the street, the inflatables will probably be okay on the lawn but will see what the weather brings in this week. Discussion followed.

Ron discussed the door to the Iola Senior Center on State Street bid. The bid was the same bid as last time. Discussion followed.

Sherrie presented proposed holidays for 2022:

SUBJECT: 2022 HOLIDAYS (All full-time employees including dispatch, deputies, jailers & sometimes landfill)

|                        |  |
|------------------------|--|
| NEW YEAR'S DAY         | MONDAY, JANUARY 3, 2022 (SO, 911 & Landfill- January 1, 2022)  |
| MARTIN LUTHER KING DAY | MONDAY, JANUARY 17, 2022                                       |
| PRESIDENTS DAY         | MONDAY, FEBRUARY 21, 2022                                      |
| GOOD FRIDAY            | FRIDAY, APRIL 15, 2022   |
| MEMORIAL DAY           | MONDAY, MAY 30, 2022   |
| JUNETEENTH             | MONDAY, JUNE 20, 2022  |
| INDEPENDENCE DAY       | MONDAY, JULY 4, 2022   |
| LABOR DAY              | MONDAY, SEPTEMBER 5, 2022                                      |
| COLUMBUS DAY           | MONDAY, OCTOBER 10, 2022                                       |
| VETERAN'S DAY          | FRIDAY, NOVEMBER 11, 2022                                      |
| THANKSGIVING DAY       | THURSDAY, NOVEMBER 24, 2022                                    |
| DAY AFTER THANKSGIVING | FRIDAY, NOVEMBER 25, 2022                                      |
| DAY AFTER CHRISTMAS    | MONDAY, DECEMBER 26, 2022 (SO & 911 - Dec. 25, 2022)           |
| NEW YEAR'S EVE         | FRIDAY, DECEMBER 30, 2022 (SO, 911 & Landfill - Dec. 31, 2022) |

Chairman Symes moved to approve the slate of holidays for 2022 as presented. Commissioner Daniels seconded; motion passed 3-0-0.

Sherrie reminded the public that the commissioners will not be meeting on October 19 as the commission will be attending Kansas Association of Counties conference. The commission will be meeting in the commissioner's room on October 26 since advanced voting will be going on downstairs in the Assembly Room. She commented on the times advanced voting polls will be open for the November 2, 2021 General City/School Election.

Jonathan Goering, Thrive Allen County, is still working on MOU; he has rough draft and will have on October 26, 2021.

Jonathan reported the application for the EDA incubation grant has now been submitted; now waiting for answer.

Jonathan stated the airport planning committee meeting is tomorrow at 2 p.m. FFA and Garver will be meeting with Commissioner Daniels, Mitchell Garner, Robert Poydack and himself.

Jonathan discussed the Labor study. He has reached out to 7 employers and have received 6 responses back. He would like to move forward with the study. Jonathan said the cost is \$22,400 total and with a 7% discount if paid in full. Evergy will pay \$8,000, City of Iola \$1,500 and that will leave \$11,332 for the county portion. Discussion followed. Commissioner Lee moved to approve and move forward with the Labor Study. Commissioner Daniels seconded; motion passed 3-0-0.

Becky Voorhies, Thrive Allen County, discussed ARPA funding process. The commissioners will be making the final decisions on where the funding will be spent.

Chairman Symes moved to go into executive session for 5 minutes for attorney client, Commissioner Lee seconded; motion passed 3-0-0. The time is now 9:17 a.m. Those present will be Commissioners, and Robert Johnson II, Allen County Counselor. Commissioners reconvened at 9:22 a.m. No action taken.

Commissioner Daniels moved to go into executive session for 5 minutes for attorney client, Commissioner Lee seconded; motion passed 3-0-0. The time is now 9:23 a.m. Those present will be Commissioners, and Robert Johnson II, Allen County Counselor. Commissioners reconvened at 9:28 a.m. No action taken.

Chairman Symes moved to go into executive session for 10 minutes for non-elected personnel, Commissioner Lee seconded, motion passed 3-0-0. The time is now 9:30 a.m. Those present will be Commissioners, Chelsie Angleton, 911 Dispatch Director and Robert Johnson II, Allen County Counselor. Commissioners reconvened at 9:40 a.m. No action taken.

Commissioners reviewed the following documents:

- a) Letter to Assistant Secretary of Commerce for Economic Development, US Commerce
- b) Letter from the City of Iola notification of a public hearing for 2805 Funston St.
- c) Letter from Elsmore Community Ruritan Club for ARPA funding
- d) Monthly report from the District Court Clerk and Allen County Solid Waste Financial Assurance Agency
- e) United States Bankruptcy Court notice for the District of Delaware

Commissioners approved the following documents:

- a) Clerk's Vouchers \$62,335.88
- b) Payroll – Reimbursement for meal for Jason Trego and stain for Rickie Aiello
- c) Payroll – New hire Terry McDonald
- d) Payroll – Vacation Carry over of 16 hours for Donald Leapheart to be used before April 5, 2021.

With no further business to come before the board, Chairman Symes moved to adjourn, Commissioner Lee seconded, and motion passed 3-0-0. Meeting was adjourned at 9:43 a.m. until Tuesday, October 26, 2021 at 8:30 a.m. in the Commissioner's Room of the courthouse.

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Bruce Symes, Chairperson

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Jerry Daniels, Commissioner

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Sherrie L. Riebel, County Clerk

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David E. Lee, Commissioner