

	<p style="text-align: center;"> Agenda Harper County Board Of County Commissioners Harper County Courthouse </p>	
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Monday, October 19, 2020 - 9:00 a.m.

A. Call To Order

B. Pledge Of Allegiance

C. Public Comment

Citizens are encouraged to speak to items on the agenda when recognized by the Chairman. Citizens desiring to speak to matters not on the agenda may do so at this time. Comments are limited to five (5) minutes and the Commission will take no action on items not on the agenda. Items introduced under Public Comment may become agenda items at a later date.

D. Approval Of Minutes

E. Payment Of Vouchers

F. Items Of Business

1. Kevin Alexander - Harper County Community Foundation - 9:15 A.m.

- Semi-Annual Grant Update

2. Jennifer Wolff - Department On Aging/Public Transport - 9:30 A.m.

- Department Update

Documents:

[SENIOR CENTER MONTHLY TOTALS SEPT 2020.PDF](#)
[DEPT ON AGING SEPT MONTH END REPORT.PDF](#)

3. Heather Struble - Health -9:45 A.m.

- COVID-19 Update
- Inordinate Spending - Vaccine and KIPHS Fee

Documents:

[10.19.20 MEETING INFO..PDF](#)

4. Richard Raleigh - 10:00 A.m.

- Executive Session - Attorney - Client Privilege

5. Ami DeLacerda - HR - 10:15 A.m.

- Executive Session - Non-Elected Personnel
- FSA Carry Over Amount - IRS Change
- COVID EE Update

6. Executive Session - 10:45 A.m.

- Executive Session

7. Executive Session - 11:00 A.m.

- Executive Session

8. Melinda McCurley - Community Development - 12:00 P.m.

- Housing Rehab Program
- Housing Rebate Program
- Community Development Grant Program
- Floodplain Regulation Resolution
- Employee Appreciation

9. Curt Logsdon - Public Works - 12:30 P.m.

- Road Maintenance and Improvement Plan and Policy
- Kansas Load Rating Program
- BNSF Crossing Contract
- Barricade Purchase
- Equipment Lease Turn Back Costs
- Personnel Hiring

G. Correspondence

H. Adjourn

Harper SR MEALS FY 2020

Month	Congregate Meals	Home Delivered	IIC2 HD Meals	Total Meals	PHC Order	People Served	Serving				Financials				AveP.I per meal	Voltr Hrs	
							Meal Cost	Days	Meal Cost	Project Income	%	IIC2 Reimb\$	%	Mill Levy			%
January	300	373	63	736	736		\$ 5.60	21	\$ 4,121.60	\$ 1,237.00	30%	\$ 435.63	11%	\$ 2,448.97	59%	\$ 1.84	71
February	288	375	50	713	713		\$ 5.60	20	\$ 3,992.80	\$ 1,321.00	33%	\$ 236.61	6%	\$ 2,435.19	61%	\$ 1.99	57
March	187	530	59	776	776		\$ 5.60	22	\$ 4,345.60	\$ 1,000.00	23%	\$ 424.80	10%	\$ 2,920.80	67%	\$ 1.39	37
April	22	687	70	779	779		\$ 5.60	22	\$ 4,362.40	\$ 1,224.00	28%	\$ 551.60	13%	\$ 2,586.80	59%	\$ 1.73	0
May	20	632	45	697	697		\$ 5.60	20	\$ 3,903.20	\$ 1,366.00	35%	\$ 374.36	10%	\$ 2,162.84	55%	\$ 2.10	0
June	97	563	69	729	736		\$ 5.60	22	\$ 4,121.60	\$ 1,078.00	26%	\$ 605.13	15%	\$ 2,438.47	59%	\$ 1.63	20
July	256	433	71	760	762		\$ 5.60	22	\$ 4,267.20	\$ 988.00	23%	\$ 622.67	15%	\$ 2,656.53	62%	\$ 1.43	55
August	166	305	114	585	593	39	\$ 5.60	17	\$ 3,320.80	\$ 1,041.00	31%	\$ 999.78	30%	\$ 1,280.02	39%	\$ 2.21	52
September	216	319	192	727	730	40	\$ 5.60	21	\$ 4,088.00	\$ 905.00	22%	\$ 1,683.84	41%	\$ 1,499.16	37%	\$ 1.69	55
October				0			\$ 5.60		\$ -					\$ -			
November				0			\$ 5.60		\$ -					\$ -			
December				0			\$ 5.60		\$ -					\$ -			
2020 YTD	1552	4217	733	6502	6522				\$ 36,523.20	\$ 10,160.00	28%	\$ 5,934.42	16%	\$ 20,428.78	56%	\$ 1.76	347

Attica SR MEALS FY 2020

Month	Congregate Meals	Home Delivered	IIC2 HD Meals	Total Meals	Annex Order	People Served	Serving				Financials				AveP.I per meal	Voltr Hrs	
							Meal Cost	Days	Meal Cost	Project Income	%	IIC2 Reimb\$	%	Mill Levy			%
January	186	68	42	296	294		\$ 6.50	21	\$ 1,911.00	\$ 595.00	31%	\$ 290.22	15%	\$ 1,025.78	54%	\$ 2.34	71
February	175	58	37	270	267		\$ 6.50	19	\$ 1,735.50	\$ 459.00	26%	\$ 175.38	10%	\$ 1,101.12	63%	\$ 1.97	65
March	107	32	22	161	161		\$ 6.50	11	\$ 1,046.50	\$ 447.00	43%	\$ 158.07	15%	\$ 441.43	42%	\$ 3.22	38
April	0	94	28	122	122		\$ 6.50	17	\$ 793.00	\$ 225.00	28%	\$ 221.36	28%	\$ 346.64	44%	\$ 2.39	0
May	0	113	32	145	145		\$ 6.50	20	\$ 942.50	\$ 200.00	21%	\$ 266.27	28%	\$ 476.23	51%	\$ 1.77	0
June	55	116	37	208	210		\$ 6.50	22	\$ 1,365.00	\$ 300.00	22%	\$ 324.49	24%	\$ 740.51	54%	\$ 1.75	9
July	217	42	41	300	303		\$ 6.50	22	\$ 1,969.50	\$ 803.00	41%	\$ 359.57	18%	\$ 806.93	41%	\$ 3.10	39
August	209	69	53	331	337	23	\$ 6.50	21	\$ 2,190.50	\$ 648.00	30%	\$ 464.81	21%	\$ 1,077.69	49%	\$ 2.33	48
September	180	53	77	310	315	22	\$ 6.50	21	\$ 2,054.00	\$ 609.00	30%	\$ 675.29	33%	\$ 769.71	37%	\$ 2.61	55
October				0			\$ 6.50		\$ -					\$ -			
November				0			\$ 6.50		\$ -					\$ -			
December				0			\$ 6.50		\$ -					\$ -			
2020 YTD	1129	645	369	2143	2154				\$ 14,007.50	\$ 4,286.00	31%	\$ 2,935.46	21%	\$ 6,786.04	48%	\$ 2.42	325

COMBINED Harper Co SR MEALS FY 2020

Month	Congregate Meals	Home Delivered	IIC2 HD Meals	Total Meals	People Served	Serving				Financials				AveP.I per meal	Voltr Hrs	
						Meal Cost	Days	Meal Cost	Project Income	%	IIC2 Reimb\$	%	Mill Levy			%
January	486	441	105	1032			\$ 6,032.60		\$ 1,832.00	30%	\$ 725.85	12%	\$ 3,474.75	58%	\$ 1.98	142
February	463	433	87	983			\$ 5,728.30		\$ 1,780.00	31%	\$ 411.99	7%	\$ 3,536.31	62%	\$ 1.99	122
March	294	562	81	937			\$ 5,392.10		\$ 1,447.00	27%	\$ 582.87	11%	\$ 3,362.23	62%	\$ 1.69	75
April	22	781	98	901			\$ 5,155.40		\$ 1,449.00	28%	\$ 772.96	15%	\$ 2,933.44	57%	\$ 1.80	0
May	20	745	77	842			\$ 4,845.70		\$ 1,566.00	32%	\$ 640.63	13%	\$ 2,639.07	54%	\$ 2.05	0
June	152	679	106	937			\$ 5,486.60		\$ 1,378.00	25%	\$ 929.62	17%	\$ 3,178.98	58%	\$ 1.66	29
July	473	475	112	1060			\$ 6,236.70		\$ 1,791.00	29%	\$ 982.24	16%	\$ 3,463.46	56%	\$ 1.89	94
August	375	374	167	916		62	\$ 5,511.30		\$ 1,689.00	31%	\$ 1,464.59	27%	\$ 2,357.71	43%	\$ 2.26	100
September	396	372	269	1037		62	\$ 6,142.00		\$ 1,514.00	25%	\$ 2,359.13	38%	\$ 2,268.87	37%	\$ 1.97	110
October	0	0	0	0			\$ -		\$ -		\$ -		\$ -			0
November	0	0	0	0			\$ -		\$ -		\$ -		\$ -			0
December	0	0	0	0			\$ -		\$ -		\$ -		\$ -			0
2020 YTD	2681	4862	1102	8645			\$ 50,530.70		\$ 14,446.00	29%	\$ 8,869.88	18%	\$ 27,214.82	54%	\$ 1.92	672

To: Harper County Commissioners
From: Jennifer Wolff, County DOA&T Director
Dept on Aging & Public Transp. Monthly Report

	SEPT 2020		PREV YR Sep-19
HARPER COUNTY PUBLIC TRANSPORTATION SERVICES:			
Total Monthly Costs	\$8,516.71		\$ 7,866.57
Total Project Income (Passenger Fee's)	\$877.89		\$ 1,145.00
Net Monthly Cost	\$7,638.82		\$ 6,721.57
Local Match (30%)	\$0.00		\$ 2,016.47
State Reimbursement (20%)	\$0.00		\$ 1,344.31
KDOT Reimbursement 100% Thru 6/30/21	\$7,638.82		\$ 3,360.79
Administrative Reimbursement (100 % th	\$1,658.62		\$ 357.18
Total Riderships (one Way Trips) 4 vehicles	596	YTD%	733
Elderly	223	39%	401
Disabled	198	33%	182
General Pt	175	27%	150
Non-Ambulatory (used lift)	55	10%	215
Revenue Miles Driven	4536		5640

OLDER AMERICANS ACT TITLE IIIB INFORMATION & ASSISTANCE GRANT:

Total Unduplicated (New) Participants	16		9
Total Units of Service	101		68
Total Monthly Cost	\$1,010.00		\$ 680.00
Local Match	\$0.00		\$ 71.53
OAA Title IIIB Reimbursement	\$1,080.00		\$ 608.47
Total Unduplicated (New) Participants YTD	209		160
Total Units of Service YTD	1000		787

OLDER AMERICANS ACT TITLE IIIE FAMILY CAREGIVERS GRANT:

Total Unduplicated (New) Participants	0		3
Total Units of Service	15		10
Total Monthly Cost	\$15.00		\$100.00
OAA Title IIIE Reimbursement	\$15.00		\$ 100.00
Total Unduplicated (New) Persons Served YTD	14		21
Total Units of Service YTD	410.99		257.13

TEFAP/USDA Commodity Foods Distribu

Total Households Served	65 / 130 individuals		42
Next Distribution Oct 29			

Department Notes/Updates:

Saw a slight increase in our ridership in Sept. YTD: 25% Medical Trips / 4% Work Trips / 5% Education Trips / 66% "Other" = Nutrition/Errands/Hair Appts

Still waiting our our new 2019 Transit bus that will be covered 100% by KDOT/CARES - saving \$11K from DOA capital acct.

Loretta Kerschan @ PHC has submitted a "Stepping On Fall Prevention" grant request to HCCF which would include Jennifer as a co-leader with Michelle Overton. We were certified as trainers in Aug 2018.

Harper S.C: Patterson H.C. is volunteering to assist deliver meals on Wed's at Harper Senior Center starting Aug 12th!

Looking for 2-3 more volunteers to help with deliveries weekly in Harper.

Jennifer covered for Kaylin Tues 9/29. Appraisers Office used the center a few evenings for meetings.

Attica S.C: Ramona has steady numbers and delivering to 2 additional people. A water leak in the kitchen has lead to 2 tiles buckling. Mike Elliott is working on repairing.

Organized SHICK Medicare counseling at Harper & Attica Sr. Centers with Jenny Johnston of PHC for Oct & Nov - Tues & Fri. afternoons by appt only. Put up flyers & in my weekly news release.



HARPER COUNTY

REQUEST FOR COUNTY BOARD ACTION

Items must be received in the Administrator's Office by 12:00 Noon on the Thursday prior to the scheduled meeting to be considered.

Item #: _____
(Assigned by Administrator)

Meeting Date: 10/19/2020

Department: Health

Item Requested: Department Updates and Inordinate Spending Authorizations

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- Department Updates – COVID-19
 - Inordinate Spending Authorizations for Vaccines and KIPHS



Inordinate Spending Authorization
 (For items above spending limits but within budgets.)

Department: Health

Date: 10/19/2020

Requestor: Heather Struble, Administrator

Item description: KIPHS
Cost Per Item: \$3,199.30 **Quantity:** 1 **Extended Cost:** \$3,199.30

Item description: _____
Cost Per Item: _____ **Quantity:** _____ **Extended Cost:** \$0.00

Item description: _____
Cost Per Item: _____ **Quantity:** _____ **Extended Cost:** \$0.00

Item description: _____
Cost Per Item: _____ **Quantity:** _____ **Extended Cost:** \$0.00

Related expenses (eg. Shipping & Handling): _____
Total Requested Spending: \$3,199.30

Budget Account(s):	Fund	/	Dept	/	Object	Amount
	008	/	24	/	301067	\$ 1,699.30
	008	/	26	/	301067	\$ 1,500.00
		/		/		
		/		/		
	Total budget lines:					\$ 3,199.30

Project description/justification:
PH Clinic Annual Maintenance Fee for 2021

Attach required quotes and additional documentation as needed.

Approved Date: _____

BoCC Signature: _____

KIPHS, Inc.
PO BOX 782083
Wichita, KS 67278 US
(316)682-0900
support@kiphs.com
http://www.kiphs.com

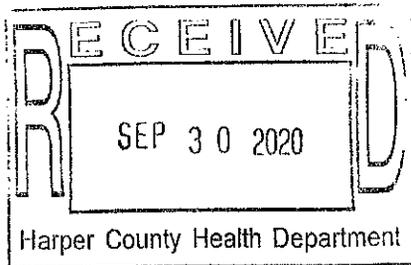
Invoice



BILL TO
Heather Struble
Harper County Health Department
123 N Jennings
Anthony, KS 67003

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
7227	10/01/2020	\$3,199.30	02/01/2021	Feb 1	

DESCRIPTION	QTY	RATE	AMOUNT
Kansas PHClinic Annual Maintenance Fee	1	3,199.30	3,199.30
For 2021 Calendar Year: User Licenses, Upgrades and Help Desk			
BALANCE DUE			\$3,199.30





Inordinate Spending Authorization

(For items above spending limits but within budgets.)

Department: Health **Date:** 10/19/2020

Requestor: Heather Struble

Item description: ProQuad (MMRV) Vaccine

Cost Per Item: \$221.93 **Quantity:** 10 **Extended Cost:** \$2,219.30

Item description: _____

Cost Per Item: _____ **Quantity:** _____ **Extended Cost:** \$0.00

Item description: _____

Cost Per Item: _____ **Quantity:** _____ **Extended Cost:** \$0.00

Item description: _____

Cost Per Item: _____ **Quantity:** _____ **Extended Cost:** \$0.00

Related expenses (eg. Shipping & Handling): 30

Total Requested Spending: \$2,249.30

Budget Account(s):	Fund	Dept	Object	Amount
	008	/ 24	/ 306237	\$ 2,249.30
		/	/	
		/	/	
		/	/	
			Total budget lines:	\$ 2,249.30

Project description/justification:

Estimate of vaccine needs for immunizations. Will only order as needed to reduce potential for vaccine wastage.

Attach required quotes and additional documentation as needed.

Approved Date: _____

BoCC Signature: _____



Inordinate Spending Authorization

(For items above spending limits but within budgets.)

Department: Health

Date: 10/19/2020

Requestor: Heather Struble

Item description: Shingrix Vaccine

Cost Per Item:	<u>\$151.26</u>	Quantity:	<u>10</u>	Extended Cost:	<u>\$1,512.60</u>
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Item description: _____

Cost Per Item:		Quantity:		Extended Cost:	<u>\$0.00</u>
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Item description: _____

Cost Per Item:		Quantity:		Extended Cost:	<u>\$0.00</u>
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Item description: _____

Cost Per Item:		Quantity:		Extended Cost:	<u>\$0.00</u>
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Related expenses (eg. Shipping & Handling):

Total Requested Spending: \$1,512.60

Budget Account(s):	Fund	Dept	Object	Amount
	008	/ 24	/ 306237	\$ 1,512.60
		/	/	
		/	/	
		/	/	
Total budget lines:				\$ 1,512.60

Project description/justification:

Estimate of vaccine needs for immunizations. Will only order as needed to reduce potential for vaccine wastage.

Attach required quotes and additional documentation as needed.

Approved Date: _____

BoCC Signature: _____



Inordinate Spending Authorization

(For items above spending limits but within budgets.)

Department: Health

Date: 10/19/2020

Requestor: Heather Struble

Item description:
Cost Per Item: \$49.77 **Quantity:** 100 **Extended Cost:** \$4,977.00

Item description:
Cost Per Item: _____ **Quantity:** _____ **Extended Cost:** \$0.00

Item description:
Cost Per Item: _____ **Quantity:** _____ **Extended Cost:** \$0.00

Item description:
Cost Per Item: _____ **Quantity:** _____ **Extended Cost:** \$0.00

Related expenses (eg. Shipping & Handling): 75

Total Requested Spending: \$5,052.00

Budget Account(s):	Fund	Dept	Object	Amount
	008	/ 24	/ 306235	\$ 5,052.00
		/		
		/		
		/		
			Total budget lines:	\$ 5,052.00

Project description/justification:

Additional doses of Fluzone High Dose for the current flu season. We are on a waitlist with this order and can choose to confirm or cancel before it ships. We have gone through this presentation of vaccine very quickly this year.

Attach required quotes and additional documentation as needed.

Approved Date: _____

BoCC Signature: _____