

	<p style="text-align: center;"> <b>Agenda</b>  <b>Harper County</b>  <b>Board Of County</b>  <b>Commissioners</b>  <b>Harper County Courthouse</b> </p>	
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TUESDAY, January 26, 2021 - 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. Jennifer Wolff - Department On Aging/Public Transport - 9:15 A.m.

- Department Update

Documents:

[HARPER CO DEPT ON AGING SERVICES 2021.PDF](#)  
[DEPT ON AGING DEC 2020 MONTH END REPORT.PDF](#)  
[SENIOR CENTER MONTHLY TOTALS DEC 2020.PDF](#)

2. Mike Elliott - Buildings And Grounds - 9:30 A.m.

- Department Update
- Executive Session - Non-Elected Personnel

3. Ami DeLacerda - HR - 9:45 A.m.

- Executive Session - Non-Elected Personnel
- FLSA and PTO Policy Changes
- Community Development Director Position

4. Jan Harding - EMS - 10:15 A.m.

- Department Update

5. Heather Struble - Health - 10:45 A.m.

- Department Update

Documents:

[HEALTH UPDATE 012621.PDF](#)

6. Bob Randall - IT And Facilities - 11:00 A.m.

- Department Update
- Technology Upgrades for Meeting Room

7. Matt Booker - Appraiser - 11:15 A.m.

- Department Update
- Legislative Discussion

Documents:

[APPRAISER REPORT 01262021.PDF](#)

8. Melinda McCurley - Community Development - 11:30 A.m.

- Residential Housing Enhancement Program
- Tax Sale Update
- Accounting Process Update

9. Curt Logsdon - Public Works - 12:00 P.m.

- Work Session

G. Correspondence

H. Adjourn

# Harper Co Dept on Aging & Public Transportation

## SERVICES

### Public Transportation Services for Harper Co Residents

- Monday – Friday 8:30 am – 4:30 pm 842-5104
- In Town \$4/ In County \$7 / Out of County <70 miles \$15
- Services for ANY Harper Co resident regardless of age
- KDOT Grant annually July – June. Submit in Nov.
- Drivers: Tonya Hummer 8 yrs, Keith Porter 2 yrs, Jennifer Wolff <1 yr
- Fleet includes 4 vehicles: mini-van, '17 Transit, '15 & '12 Minibus. 3 have automatic lifts

### Information & Assistance for Elderly, Disabled & General Public:

- TEFAP Food Program
- LIEAP Energy Assistance Program
- Weatherization / Senior Care Info/ Food Assistance
- Homestead Refund Assistance
- Case Management/Referral
- Caregiver Assistance
- + misc general information

### Senior Meals/Nutrition Program

- Attica Senior Center M-F 10-1pm Ramona Carroll, Mgr
- Harper Senior Center M-F 10-1pm Kaylin Walker, Mgr

### Services funded by:

Federal & State of KS DOT Grant, Harper Co. Mill Levy, State IIIB,C & E Grants, Project Income, Donations

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

	DECEMBER 2020	PREV YR Dec-19
<b>HARPER COUNTY PUBLIC TRANSPORTATION SERVICES:</b>		
Total Monthly Costs	\$10,699.68	\$ 10,565.46
Total Project Income (Passenger Fee's)	\$1,140.96	\$ 1,473.50
Net Monthly Cost	\$9,558.72	\$ 9,091.96
Local Match (30%)	\$0.00	\$ 2,727.59
State Reimbursement (20%)	\$0.00	\$ 1,818.39
<b>KDOT Reimbursement 100% Thru 6/30/21</b>	<b>\$9,558.72</b>	<b>\$ 4,545.98</b>
<b>Administrative Reimbursement (100 % thru 6/30/21)</b>	<b>\$696.36</b>	<b>\$ 873.38</b>
Total Riderships (one Way Trips) 4 vehicles	516	573
Elderly	234	320
Disabled	166	113
General Public (-60)	116	140
Non-Ambulatory (used lift)	79	143
# of Unduplicated Riders	82	
Revenue Miles Driven	4563	5797
<b>OLDER AMERICANS ACT TITLE IIIB INFORMATION &amp; ASSISTANCE GRANT:</b>		
Total Unduplicated Participants	75	14
Total Units of Service	117	86
Total Monthly Cost	\$1,170.00	\$ 860.00
Local Match	\$0.00	\$ 90.53
<b>OAA Title IIIB Reimbursement</b>	<b>\$1,170.00</b>	<b>\$ 769.47</b>
Total Units of Service YTD	325	265
<b>OLDER AMERICANS ACT TITLE IIIE FAMILY CAREGIVERS GRANT:</b>		
Total Unduplicated (New) Participants	1	2
Total Units of Service	20	6
Total Monthly Cost	\$20.00	\$ 60.00
<b>OAA Title IIIE Reimbursement</b>	<b>\$20.00</b>	<b>\$ 60.00</b>
Total Unduplicated (New) Persons Served YTD	1	6
Total Units of Service YTD	20	16
<b>OLDER AMERICANS ACT TITLE IIIC HOME DELIVERED MEALS GRANT:</b>		
Total meals served	275	85
Total meal cost	\$2,428.25	\$745.45
Total project income/donations	\$0.00	\$28.50
USDA subsidy reimbursement	\$0.00	\$89.00
Local Match/Mill Levy	\$0.00	\$100.00
<b>SCKAAA IIIC Reimbursement</b>	<b>\$2,428.25</b>	<b>\$527.95</b>
<b>TEFAP/USDA Commodity Foods Distrib</b>		
Total Households Served 12/23/2020	61/ 114 individuals	50
Next Distribution 1/21	47% Anthony/42% Harper/5% Bluff City/ 4% Attica / 2% Danville	

**Department Notes/Updates:**

For the month of DEC- GPT breakout= 25% Medical Trips / 2% Work Trips / 8% Education Trips /  
 65% "Other" = Nutrition/Errands/Hair Appts/Bank/Courthouse/Shopping  
 GPT Closed 12/24 & 25 for county holidays.

Our 2012 Minibus has a run in with a deer on Hwy2 3 miles north of Anthony. Took out the windshield. Driver Keith Porter was not injured & deserves a special accolade for remaining calm under extreme circumstances & keeping the vehicle & passengers safe

**AGING:**

County representative for 10 County Board: LOIS HOFMEIER of Harper, KS

Harper S.C: Closed meals 12/24 & 25 for county holiday.

Attica S.C: Closed meals 12/24 & 25 for county holiday

### Harper SR MEALS FY 2020

Month	Congregate Meals	Home Delivered	IIC2 HD Meals	Total Meals	PHC Order	People Served	Meal Cost	Serving Days	Meal Cost	Project Income	%	IIC2 Reimb\$	%	Mill Levy	%	AveP.I per meal	Voltr Hrs
January	300	373	63	736	736	40	\$ 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	40	\$ 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	40	\$ 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	36	\$ 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	36	\$ 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	34	\$ 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	38	\$ 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	39	\$ 5.60	21	\$ 4,088.00	\$ 905.00	22%	\$ 1,683.84	41%	\$ 1,499.16	37%	\$1.69	55
October	194	310	172	676	678	40	\$ 5.60	20	\$ 3,796.80	\$ 1,145.50	30%	\$ 1,518.76	40%	\$ 1,132.54	30%	\$2.27	53
November	176	262	144	582	583	40	\$ 5.60	17	\$ 3,264.80	\$ 943.00	29%	\$ 1,271.52	39%	\$ 1,050.28	32%	\$2.15	53
December	250	361	206	817	770	44	\$ 5.60	21	\$ 4,312.00	\$ 827.50	19%	\$ 1,818.98	42%	\$ 1,665.52	39%	\$1.35	61
2020 YTD	2172	5150	1255	8577	8553				\$ 47,896.80	\$ 13,076.00	27%	\$ 10,543.68	22%	\$ 24,277.12	51%	\$1.79	514

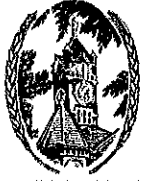
### Attica SR MEALS FY 2020

Month	Congregate Meals	Home Delivered	IIC2 HD Meals	Total Meals	Annex Order	People Served	Meal Cost	Serving Days	Meal Cost	Project Income	%	IIC2 Reimb\$	%	Mill Levy	%	AveP.I per meal	Voltr Hrs
January	186	68	42	296	294	21	\$ 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	19	\$ 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	18	\$ 6.50	11	\$ 1,046.50	\$ 447.00	43%	\$ 158.07	15%	\$ 441.43	42%	\$3.22	38
April	0	94	28	122	122	11	\$ 6.50	17	\$ 793.00	\$ 225.00	28%	\$ 221.36	28%	\$ 346.64	44%	\$2.39	0
May	0	113	32	145	145	11	\$ 6.50	20	\$ 942.50	\$ 200.00	21%	\$ 266.27	28%	\$ 476.23	51%	\$1.77	0
June	55	116	37	208	210	18	\$ 6.50	22	\$ 1,365.00	\$ 300.00	22%	\$ 324.49	24%	\$ 740.51	54%	\$1.75	9
July	217	42	41	300	303	23	\$ 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	21	\$ 6.50	21	\$ 2,054.00	\$ 609.00	30%	\$ 675.29	33%	\$ 769.71	37%	\$2.61	55
October	167	56	72	295	294	22	\$ 6.50	18	\$ 1,911.00	\$ 599.00	31%	\$ 635.76	33%	\$ 676.24	35%	\$2.69	29
November	180	96	71	347	366	28	\$ 6.50	18	\$ 2,379.00	\$ 638.00	27%	\$ 626.93	26%	\$ 1,114.07	47%	\$2.31	41
December	187	154	69	410	377	23	\$ 6.50	21	\$ 2,450.50	\$ 871.00	36%	\$ 609.27	25%	\$ 970.23	40%	\$2.55	44
2020 YTD	1663	951	581	3195	3191				\$ 20,748.00	\$ 6,394.00	31%	\$ 4,807.42	23%	\$ 9,546.58	46%	\$2.45	439

### COMBINED Harper Co SR MEALS FY 2020

Month	Congregate Meals	Home Delivered	IIC2 HD Meals	Total Meals	People Served	Meal Cost	Project Income	%	IIC2 Reimb\$	%	Mill Levy	%	AveP.I per meal	Voltr Hrs
January	486	441	105	1032	61	\$ 6,032.60	\$ 1,832.00	30%	\$ 725.85	12%	\$ 3,474.75	58%	\$1.98	142
February	463	433	87	983	59	\$ 5,728.30	\$ 1,780.00	31%	\$ 411.99	7%	\$ 3,536.31	62%	\$1.99	122
March	294	562	81	937	58	\$ 5,392.10	\$ 1,447.00	27%	\$ 582.87	11%	\$ 3,362.23	62%	\$1.69	75
April	22	781	98	901	47	\$ 5,155.40	\$ 1,449.00	28%	\$ 772.96	15%	\$ 2,933.44	57%	\$1.80	0
May	20	745	77	842	47	\$ 4,845.70	\$ 1,566.00	32%	\$ 640.63	13%	\$ 2,639.07	54%	\$2.05	0
June	152	679	106	937	52	\$ 5,486.60	\$ 1,378.00	25%	\$ 929.62	17%	\$ 3,178.98	58%	\$1.66	29
July	473	475	112	1060	61	\$ 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	60	\$ 6,142.00	\$ 1,514.00	25%	\$ 2,359.13	38%	\$ 2,268.87	37%	\$1.97	110
October	361	366	244	971	62	\$ 5,707.80	\$ 1,744.50	31%	\$ 2,154.52	38%	\$ 1,808.78	32%	\$2.40	82
November	356	358	215	929	68	\$ 5,643.80	\$ 1,581.00	28%	\$ 1,898.45	34%	\$ 2,164.35	38%	\$2.21	94
December	437	515	275	1227	67	\$ 6,762.50	\$ 1,698.50	25%	\$ 2,428.25	36%	\$ 2,635.75	39%	\$1.78	105
2020 YTD	3835	6101	1836	11772		\$ 68,644.80	\$ 19,470.00	28%	\$ 15,351.10	22%	\$ 33,823.70	49%	\$1.96	953

\*\* DECEMBER meals include 2 boxed meals for inclement weather closings\*\*



# *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: 01/26/2021**

**Department: Health**

**Item Requested: Department Update and Inordinate Spending Authorization**

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- Department updates
- Inordinate Spending Authorization for Varicella Vaccine



## Inordinate Spending Authorization

(For items above spending limits but within budgets.)

Department: Health Date: 1/26/2021

Requestor: Heather Struble

Item description: Varicella vaccine from Merck  
 Cost Per Item: \$134.97 Quantity: 10 Extended Cost: \$1,349.70

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): 7.5  
**Total Requested Spending: \$1,357.20**

Budget Account(s):	Fund	Dept	Object	Amount
	008 /	24 /	306239	\$ 1,357.20
	/	/	/	
	/	/	/	
	/	/	/	
	<b>Total budget lines:</b>			<b><u>\$ 1,357.20</u></b>

**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: \_\_\_\_\_



## Jan. 2021 Report to BoCC

### **Senate Bill 13:**

This bill was discussed at the monthly appraisers Orion conference call. It was the consciences that the verbiage in the bill would not affect the appraisal process and will not change the way appraisals are done, as long as the wording does not change in Section 2. The wording “solely as a result of normal repair, replacement or maintenance”, will not be limiting to appraisers for the simple fact that values of properties are never set for a “solely” (only one) reason. The existence of the different methods for establishing values assures this. It was also discussed that if the verbiage was changed and the word “solely” was stricken from the bill, it would more than likely result in court cases as the bill would be contradictory to the State Constitution.

In the bill the definition of “new construction” considers “remodeling or renovation of existing structure” to be “new construction”. The terms remodeling and renovation are not further defined to specific types of improvements. Harper County has and will continue to determine what constitutes normal repair, replacement or maintenance verses remodeling and renovations.

### **Appraisal:**

Personal property renditions were mailed out on Jan. 13<sup>th</sup>. The responsibility for accurately and timely reporting of personal property rests on the owners. Harper County sends these renditions out as a courtesy reminder to owners. It also aids the owners in establishing what has been reported to the county and any property they may need to report that they have required in the past year. Staff is working on processing these renditions as they are returned and updating CIC.

The majority of real estate property values have been set for 2021. Grain elevators and affordable housing are the parcels that have not been set yet. These types of properties are valued using State prescribed guides and worksheets. While I have had these completed since late December the State has issued an email that there was an issue with some those worksheets. The new worksheets are out and I should have them completed no later then next week and the values set on the related parcels.

Payment under protest (PUP) hearing have been scheduled and completed, with one lone exception. Protests were minimal this year. We held 13 real property hearing and 1 personal property.

Harper County has met all state compliance guidelines with the next one being the publishing of our Market Trend. This report has to be published in the newspaper and website 10 business days before the mailing of Change of Value Notices (CVN's), which are to be mailed to property owners on or before March 1<sup>st</sup>. Once CVN's are mailed this starts the Informal Appeal process, in which property owners have 30 days to protest the value of their properties.

Over the next few weeks staff will be performing quality control quires which entails a large number of reports to analyze to eliminate errors before values are sent out.

### **Zoning:**

We have received several calls from construction companies working on bids for Flat Ridge 4 Wind Farm concerning permitting they may need for their projects.

Permits are expected to increase with the implementation of the housing rehab program.

### **GIS:**

We are still experiencing issues with getting current information posted to the GIS web site relating to Tax information. We do think that the issue we were seeing with parcel information concerning splits and combination not appearing has been resolved.

### **Environmental:**

One soil profile completed