

**MINUTES FOR JANUARY 4, 2016**  
**BOARD OF CHEROKEE COUNTY COMMISSIONERS**  
**CHEROKEE COUNTY, KANSAS**

**CONVENE**

Chairman Napier called the regular session of the Cherokee County Board of Commissioners (The Board), to order and led all in attendance in the Pledge of Allegiance at 9:00 AM on Monday, January 4, 2016 in the Commission Room, #109 of the Cherokee County Courthouse located at 110 W Maple St., Columbus, Kansas. Commissioners Charles Napier, Pat Collins, Robert Myers, and County Clerk Rodney Edmondson were present.

Members of the press present: Larry Hiatt, Jordan Zabel, and Machel Smith

A motion was made by Commissioner Myers to approve the Minutes of the BOCC Meeting as amended for December 28, 2015. The motion was seconded by Commissioner Collins. The motion carried 3-0.

A motion was made by Commissioner Myers to pass Resolution 01-2016, the Waiver from GAAP for Cherokee County financial statements and reports for 2016. The motion was seconded by Commissioner Collins. The motion carried 3-0.

**Leonard Vanatta - County Road Supervisor**  
**Gene Langerot - County Lot Supervisor**

They appeared before the Board on routine county road business. They reported on the damage to roads in the southeast area of the County. Roads between Riverton and Lowell will need extensive repair, including the replacement of washed out asphalt.

**Jean Pritchett - Columbus Chamber of Commerce**

She appeared before the Board regarding the renewal of the Columbus Tourism Grant for 2016. She provided detailed reports for the Guest Tax and Tourism funds for 2015.

A motion was made by Commissioner Napier to renew the Transient Tax Agreement with the Columbus Chamber of Commerce for 2016. The motion was seconded by Commissioner Collins. The motion carried 3-0.

**Trish Carroll - Chairman, Cherokee County Economic Development Corporation**

She appeared on behalf of the Cherokee County Economic Development Corporation regarding the contract of Janet Miller, Director of Cherokee County Economic Development. She reported that the contract expires on February 23, 2016. She provided a review of the Director for 2015. The Board took it under advisement.

## Department Heads - Monthly Reports

They met with the Board for their routine monthly meeting for the purpose of updating the Board on happenings within each department, with the following Department Heads present: Barbara Bilke, Register of Deeds; Betha Elliott, Health Department; Cecil Brown, Noxious Weeds; David Groves, Sheriff; Deana Randall, Human Resources; Jason Allison, Emergency Preparedness; Juanita Hodgson, Treasurer; Mark Hixon, Appraiser; Nathan Coleman, Attorney; Ralph Houser, Maintenance; Rodney Edmondson, Clerk/Election; Wayne Elliott, 911 Addressing & Mapping; Leonard Vanatta, Road & Bridge.

Barbara Bilke - She reported that her fees changed for 2016 as a result of recent legislation. She reported that her office processed 20 more passports in 2015 compared to the previous year.

Betha Elliott - She stated that her office still has flu vaccine available.

Cecil Brown - He reported that he is doing paperwork.

David Groves - He reported that during the recent flooding, a deputy went into high water to rescue an elderly man that went under water. 22 residents were rescued or evacuated during the flooding. He provided statistics for 2015, which included a 25% increase in DUI arrests compared to 2014. He requested the purchase of 48 child safety seats to be given to those in need. The cost of the seats, \$2,474.04 would be paid for by a grant. He requested the purchase of five spots for training with MSSU for 2016. The spots would not be officer specific and could be used by any of his officers. The Board approved both purchases.

Deana Randall - She stated that she is in the process of getting the bi-weekly payroll and accounts payable set up.

Jason Allison - He provided a brief on the recent flooding in Cherokee County with 50-54 homes affected and 50% of those destroyed or receiving substantial damage. He stated that he has spoken with state officials about using mitigation funds for a potential buyout program.

Juanita Hodgson - She reported that the year-end close out was completed last Thursday. She stated that they are still processing mail from real estate tax payments. She reported that car titles are taking 6-8 weeks to process.

Mark Hixon - He stated that his office is working on the Payment Under Protest filings. He reported that they will be finalizing the 2016 appraised values soon.

Nathan Coleman - He reported that his office is conducting business as usual. He is working on a report for 2015.

Rodney Edmondson - He stated that his office is working on the April City Election. He reported that the Secretary of State's Office has signed a contract with the current vendor for the voter registration system. There is no news to report on being able to run the mass mailing yet.

Wayne Elliott - He reported that they sold \$343 in maps and issued one new address. He stated that he has made 36 replacement street signs.

A motion was made by Commissioner Napier to amend the agenda for Nathan Coleman from 11:30 AM to 10:52 AM. The motion was seconded by Commissioner Myers. The motion carried 3-0 at 10:52 AM.

#### **Nathan Coleman - County Counselor**

He appeared before the Board regarding legal matters concerning Cherokee County.

A motion was made by Commissioner Myers to enter an Executive Session with the Board, County Counselor Nathan Coleman, and Sheriff David Groves for a period of 10 minutes for the purpose of Non/Elected Personnel. The motion was seconded by Commissioner Collins. The motion carried 3-0 at 10:54 AM.

The meeting reconvened at 11:04 AM.

No action was taken during the Executive Session.

A motion was made by Commissioner Napier to enter an Executive Session with the Board, and County Counselor Nathan Coleman for a period of 10 minutes for the purpose of Attorney/Client Privilege. The motion was seconded by Commissioner Myers. The motion carried 3-0 at 11:04 AM.

The meeting reconvened at 11:14 AM.

No action was taken during the Executive Session.

A motion was made by Commissioner Myers to enter an Executive Session with the Board for a period of 15 minutes for the purpose of Non/Elected Personnel. The motion was seconded by Commissioner Collins. The motion carried 3-0 at 11:16 AM.

The meeting reconvened at 11:31 AM.

No action was taken during the Executive Session.

A motion was made by Commissioner Collins to enter an Executive Session with the Board and Counselor Nathan Coleman for a period of 10 minutes for the purpose of Attorney/Client Privilege. The motion was seconded by Commissioner Myers. The motion carried 3-0 at 11:40 AM.

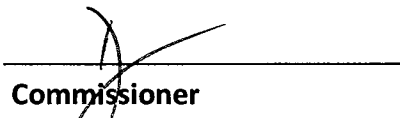
The meeting reconvened at 11:50 AM.

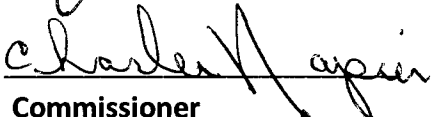
No action was taken during the Executive Session.

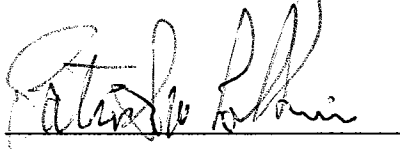
Commissioner Myers made a motion to adjourn until the next regular meeting set for Monday, January 11, 2016 at 9:00 AM. The motion was seconded by Commissioner Collins. The motion carried 3-0 at 11:55 AM.

**ATTEST:** Resolved and ordered this 11<sup>th</sup> day of January, 2016

  
Cherokee County Clerk

  
Commissioner

  
Commissioner

  
Commissioner

**Resolution 01-2016**

BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF  
CHEROKEE COUNTY, KANSAS:

**WHEREAS**, the Commissioners of Cherokee County, Kansas, has determined that the financial statements and financial reports for the year ending December 31, 2016 to be prepared in conformity with the requirements of K.S.A. 75-1120a(a) are not relevant to the requirements of the cash basis and budget laws of this state and are of no significant value to the Commissioners or the members of the general public of the County of Cherokee and

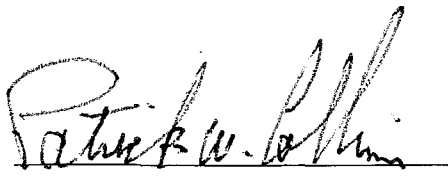
**WHEREAS**, there are no revenue bond ordinances or other ordinances or resolutions of the municipality which require financial statements and financial reports to be prepared in conformity with K.S.A. 75-1120a(a) for the year ending December 31, 2016.

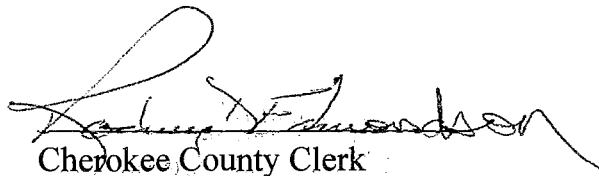
**NOW, THEREFORE BE IT RESOLVED**, by the Board of County Commissioners of Cherokee County, Kansas, in regular meeting duly assembled the 4th day of January, 2016 that the Commissioners requests the Director of Accounts and Reports to waive the requirements of K.S.A. 75-1120a(a) as they apply to the County of Cherokee for the year ending December 31, 2016.

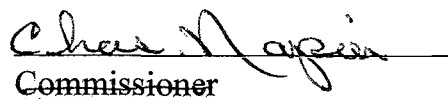
**BE IT FURTHER RESOLVED** that the Commissioners shall cause the financial statements and financial reports of the County of Cherokee to be prepared on the basis of cash receipts and disbursements as adjusted to show compliance with the cash basis and budget laws of this State.

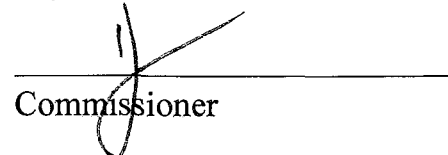
Adopted January 4, 2016

Cherokee County Board of County Commissioners

  
Chairman  
Commissioner

  
Cherokee County Clerk

  
Commissioner  
Chairman

  
Commissioner

# The Supreme Court of Kansas



KANSAS JUDICIAL CENTER  
301 SW 10<sup>th</sup> Avenue  
Topeka, Kansas 66612

December 21, 2015

Terry Cizerle, County Clerk  
Cherokee County Courthouse  
110 W Maple  
PO Box 189  
Columbus, KS 66725

Re: Appointment of Non-Lawyer Members to the Judicial Nominating Commission

Dear County Clerk:

The term(s) of office for the following non-lawyer member(s) of the Eleventh District Judicial Nominating Commission will expire the first Monday in March 2016.

Charles W. Sweeton

In accordance with the provisions of K.S.A. 20-2905(a)(3), it will be necessary for a member of your board of county commissioners to appoint someone to fill the vacancy created.

The member who is presently serving may be reappointed, or you may make a new appointment. The term of office for the new appointment will be from March 7, 2016 to March 2, 2020.

As soon as the appointment is made, but no later than February 15, 2016, please notify this office of the **full name, address, and phone numbers** (both home and work) of the person you have appointed.

Most sincerely,

A handwritten signature in cursive script that reads "Heather L. Smith".

Heather L. Smith  
Clerk of the Supreme Court

## **TRANSIENT TAX AGREEMENT**

This agreement is made and entered into this 4<sup>th</sup> day of January, 2016 between Cherokee County, KS here in after called "County" and the Columbus Chamber of Commerce, a non-profit corporation here in after called the "Chamber" acting herein the Executive, its duly authorized representative.

**WHEREAS**, the County Commission of the County of Cherokee enacted the Transient Guest Tax Resolution August 31, 1982, levying a tax upon hotel and motel transient guests within the County, said tax being currently effective.

**WHEREAS**, the county of Cherokee desires that the proceeds derived from the said hotel and motel Transient Guest Tax be used for the promotion, solicitation, encouragement and development of tourism and convention for Cherokee County, as provided for by KSA 12-1693 and KSA 1978 Supp. 12-1694 to 12-1698.

**NOW THEREFORE**, be it understood and agreed by and between the County and the Chamber that for and in consideration of payment of a sum of money raised by the two (2) percent Transient Guest Tax that said Chamber will provide those services necessary to carry out one year commencing the 1st day of January, 2016 and ending the 1st day of January 2017.

**NOW BE IT FURTHER AGREED** as follows:

1. The Chamber will operate and manage a Convention & Tourism Bureau to render services hereinafter contemplated and to discharge its duties in accordance with terms and conditions hereinafter set forth.
2. The Chamber is hired and engaged as an independent contractor, and is not an officer, agent or employee of the county.
3. Advisory Committee. The Convention & Tourism Committee, as appointed by the County/Chamber as required by KSA 12-16, 101 shall perform, among others, the following functions: (a) promote tourism and conventions in Columbus; (b) recommend programs and expenditures for the promotion of tourism and conventions in Columbus; (c) to work as a liaison between motels and conventions.
4. The Chamber shall submit prior to July 1, to the Cherokee County Commissioners a proposed annual operation budget for the Convention and Tourism Bureau for the next fiscal year and by February 15, a written report of the previous year's activities and expenditures to be made by the Tourism & Convention Bureau, none of which shall be made until the annual budget has been approved by the County governing body. Such budget shall also include the program of work, projects and activities.

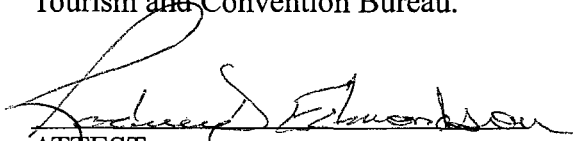
5. Payments. The County will transfer quarterly to the Chamber all funds as provided by the Transient Guest Tax Resolution.

6. The County Clerk or his designated representative may, upon reasonable notice, inspect all books and records of the Tourism and Convention Bureau.

7. It is expressly agreed by the parties that all Transient Tax Guest funds of the County shall be used solely for the propose of promoting travel, tourism and conventions within the area as provided by the Transient Guest Tax.

8. Either party may terminate this Agreement by giving the other party written notice sixty (60) days in advance of the proposed termination date.

Upon termination, unless it is subsequently reserved, the Chamber shall deliver to the County all Transient Guest Tax funds and any equipment purchased by use of said guest tax funds then remaining with the Chamber after payment of all budgeted expenses of the Tourism and Convention Bureau.



ATTEST:  
County Clerk



COMMISSION CHAIRMAN  
Cherokee County



ATTEST:  
Director/Columbus Chamber of Commerce

\_\_\_\_\_  
PRESIDENT  
Columbus Chamber of Commerce



2015 Accomplishments  
Columbus Chamber of Commerce  
Tourism Committee

Advertising was done with the Kansas Calendar of Events, Kansas Travel & Tour Guide, SEK Living, Wichita Travel Guide, KSN TV and KOAM TV. We advertised in AAA Kansas Journey and AAA Oklahoma Home and Away, American Outdoor Magazine, Show Me the Ozarks and the Kansas Fishing Guide 2015.

We also are on the TourKansas web site and the calendar is update every few months. Also listed on the SEKTR regional web site.

We promote our wildlife area (Strip Pits) on the LASR web site, which is geared to outdoor activities.

Distributed during the year, either by mail, stopped in the office or picked up at location points, over 5,000 Columbus brochures, 5,000 Calendar of events, 500 strip pit maps, 1,000 each of Big Brutus and other Columbus brochures.

Discover Columbus, Calendar of Events and Outdoor Activities brochures are stocked in 27 Kansas state visitor centers, plus in Joplin, Carthage and Miami. They are restocked twice a year, unless they run out before time and notify the office.

Keep area businesses stocked with brochures. Racks are located in the community building, Maple UnCommon Hotel, Pitcher Pump B & B, Smittle House B & B, Big Brutus and H & K Camper Sales.

With the help of the retail committee, we published the "Visitor Guide & Calendar of Events" brochure. Redid and printed the "Columbus Brochure".

Published several tourism articles for the Columbus New Report and Cherokee County New Advocate.

Provided step on tour guide for one bus tour and met and greeted, sit up their iteritery for the week-end (it was over CDF and I was a little busy with the festival).

The regional little league baseball tournament was held in Columbus, provide information for their goodie bags on the area.

Had some work done on the trolley, repainted the inside, new water pump, serviced. One of the tour groups booked two tours, ran during the festival with tours and transported visitors from the camp grounds to the balloon field and to downtown.

Did the Kansas Sampler Festival trade show in Wagamo, KS in May. Spoke with several thousand potential visitors.

Continued to work with bus tour operators to encourage to make a stop in our area.

## **Cherokee County Tourism Grant**

Beginning Balance Jan. 1, 2015            9914.48

### **RECEIPTS**

#### **Transit Tax**

2/25/15 (4<sup>th</sup> qt of '14)                    579.56

5/21/15 (1<sup>st</sup> qt of '15)                    283.19

7/23/15 (2<sup>nd</sup> qt of '15)                    443.02

11/19/15 (3<sup>rd</sup> qt)                         436.43

Interest                                        1.43

Total    1743.63

### **DISBURSEMENTS**

Columbus Tae Kwon Do                    300.00

Col. Cal Ripken Baseball                   300.00

Galena Fire Dept.                         300.00

SEK Tourism membership                   500.00

Total    1400.00

Bank Balance Dec. 31, 2015            10258.11

## Tourism Expenditure Report

### RECEIPTS

<b>Beginning Balance Jan. 1,2015</b>	4587.73
Advertising reimbursement	170.00
Transit Tax	
2/25/15 (4 <sup>th</sup> qt '14)	869.36
5/21/15 (1 <sup>st</sup> qt '15	424.78
7/23/15 (2 <sup>nd</sup> qt '15)	664.53
11/19/15 (3 <sup>rd</sup> qt '15)	654.65
Interest	0.74
City Donation	2500.00
Trade Show – KS Sampler	112.57
Big Brutus share booth space	120.00
Trolley	
fees	151.00
Postcards	
Total	5667.63

### DISBURSEMENTS

Administrative Fee	
Advertising	
AAA, OK, NE & KS	955.00
SEK Living	50.00
Wichita Travel Guide	595.00
Kansas Fishing Guide 2015	230.00
2016 KS Travel Guide	656.00
Show Me the Ozark	199.00
American Outdoor Magazine	265.00
LASR '15	140.00
Brochures, reprint	693.19
Postage	58.80
Trade Show – KS Sampler	1108.99
Trolley	722.74
Paint	78.45
Propane	<u>14.80</u>
Total	5766.97
Bank Balance, Dec. 31, 2015	4488.39

Tourism Guest Tax Budget

	2015	2016
Columbus		
Receipts		
Beginning Balance	4607.41	4488.32
Estimate from transit tax	2700.00	2700.00
Trolley		300.00
Postcards	<u>20.00</u>	<u>20.00</u>
Total	7327.41	7508.32

Disbursements

Administrative Fee	100.00	100.00
Advertising/Signage	2500.00	2900.00
Area meetings/Conference	150.00	150.00
Bus Tours (snacks, coffee,ets.)	100.00	100.00
Host Events (Claythorne shoots)	500.00	400.00
Miscellaneous for tourists	150.00	150.00
Postage	300.00	300.00
Trade Shows	1300.00	1200.00
Trolley		500.00
Reprint, Columbus brochure	<u>1000.00</u>	<u>1000.00</u>
Total	6100.00	6800.00

Rooms/Columbus area

Country Loft	4
Budget Inn	22
Maple UnCommon	7
Claythorne Lodge	6
Lodge at Bohare	8
Smittle House	<u>3</u>
	50

JANET MILLER  
CHEROKEE COUNTY ECONOMIC DEVELOPMENT DIRECTOR  
2015 REVIEW

1. Conducted Business Retention and Expansion discussion with businesses and industries in Cherokee County.
2. Facilitated the coordination with KDOT on the widening of 5<sup>th</sup> St. in Baxter Springs to meet the needs of ATEC Steel shipping and receiving vehicles.
3. Coordinated the location of Folder Express with Ennis Corporation in Columbus.
4. Arranged for 2015 Youth Entrepreneurship Fair in Cherokee County.
5. Conducted tourism roundtable meetings with Cherokee County tourism organizations and Chambers of Commerce.
6. Facilitated the sale of Kansas tax credits to create a Cherokee County Revolving Loan Fund for new or existing business development.
7. Produced a Cherokee County Economic Development Corporation newsletter to inform city, business, industry and county organizations on the activities of the development corporation.
8. Produced an email list of area business employment opportunities available.

## 2015 Program of Work

### **Business Promotion & Development**

#### **\*Retail**

Try some business workshops.  
Special promotions  
Window clings “We Accept Columbus Gift Certificates”

#### **\*Education**

Continue with Welcome breakfast for new teachers.  
Continue with Junior Leadership Columbus class.  
Golden Apple program and Educators Hall of Fame alternate and do every other year.  
Ask businesses to advise if they would like to have field trip classes to encourage and advise what type of jobs are available following graduation of high school and/or college.

#### **\*Membership**

Continue with weekly eHappenings to members of activities going on during that week. Add “like us on Facebook”, encourage members to show a link to our Facebook page on their site.  
Promote our Chamber for new personal membership as community partnership  
Update our web site, on membership add all info about business.  
Do quarterly membership event (casino night, cruise night, bingo with business pictures instead of numbers). After hours on downtown streets.

#### **\*Public Affairs**

Do a community forum for city council & school board  
Legislative Breakfast with Rep. Houser, Senator LaTurner and additional speakers

### **Economic Development**

#### **\*Tourism**

Promote Columbus and surrounding area, additional advertising within budget.  
Co-op for Trade Shows that will do us the most good..  
Trolley  
Robbin Wells is working on some commercials  
Repair trolley and continue with historic tours  
Work with Claythorne Lodge to promote their large shoots  
Participate in the Kansas Sampler Festival trade show, and co-op with area cities other boat & travel shows.

#### **\*Agriculture**

Feed the Harvest Crew  
Promote Agra-Tourism, what it is. Lots of potential in Cherokee County.  
Promote county fair, purchase animal.

#### **\*Industry**

Work with our existing industry with their needs

