

MINUTES FOR JUNE 15, 2015
BOARD OF CHEROKEE COUNTY COMMISSIONERS
CHEROKEE COUNTY, KANSAS

CONVENE

Commissioner Hilderbrand 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, June 15, 2015 in the Commission Room, #109 of the Cherokee County Courthouse located at 110 W Maple St., Columbus, Kansas. Commissioners Richard Hilderbrand, Charles Napier, Pat Collins, and County Clerk Rodney Edmondson were present.

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

Chairman Hilderbrand presented an Exemption Application for a Humanitarian Service Provider from the Baxter Springs Lions Club. The Board signed the application.

A motion was made by Commissioner Napier to appoint Amber D. Crane to the vacant position of the Neosho Township Clerk. The motion was seconded by Commissioner Collins. The motion carried 3-0.

A motion was made by Commissioner Collins to approve the Minutes of the BOCC Meeting for June 8, 2015. The motion was seconded by Commissioner Napier. Commissioner Hilderbrand abstained. The motion carried 2-0.

A motion was made by Commissioner Napier to approve the Mid-Month Accounts Payables for the month of June, 2015. The motion was seconded by Commissioner Hilderbrand. 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. The Board signed a contract with KDOT under the Kansas Local Bridge Improvement Program to replace a short span bridge on S.W. Blackjack road.

Leonard will be meeting with FEMA tomorrow, they will be reviewing damage from the recent flooding.

A motion was made by Commissioner Hilderbrand to accept the proposal from US Imaging, Inc. of Saginaw, Michigan in the amount of \$4,146.62 to scan the Road & Bridge books. The motion was seconded by Commissioner Napier. The motion carried 3-0. They are doing scanning work for the Register of Deeds Office.

Jason Allison - Emergency Management

He appeared before the Board to present an Application for Emergency Management Performance Grant Funds for state funding. The Board signed the application.

RA

Betha Elliott - Health Director

She appeared before the Board to obtain signatures on purchase orders for computer equipment from Stronghold Data. The Board signed the orders.

Nathan Coleman - County Counselor

A motion was made by Commissioner Hilderbrand to enter an Executive Session with the Board and Mr. Coleman for the purpose of Attorney/Client Privilege for a period of 10 minutes for contract negotiations with Allied Business Solutions prior to the 10:30 AM conference call. The motion was seconded by Commissioner Napier. The motion carried 3-0 at 10:04 AM.

The meeting reconvened at 10:14 AM.

No action was taken during the Executive Session.

Property Tax Relief Applications - Baxter Springs Tornado

The Board reviewed Property Tax Relief Applications for consideration of tax abatements to homesteads damaged as a result of the tornado in Baxter Springs on April 27, 2014.

The Board reviewed the following application and made determinations as indicated.

Kimberly Sue Gillmore, 325 E 14th St. - A motion was made by Commissioner Hilderbrand, seconded by Commissioner Napier to grant a 79% abatement. The motion carried 3-0.

All properties are located within the city limits of Baxter Springs. The abatements granted are for tax year 2014. The approved abatements will apply to property taxes on structures. Land values and taxes assessed on land are not affected.

Lisa Spicer, Larry Alsup, James Harrison - Allied Business Solutions Telecom Data

They appeared before the Board via telephone for a conference call. County Counselor Nathan Coleman attended the meeting. The original contract with Allied was for two years and has expired. They informed the Board that Columbus Telephone is making changes to service effective July 1st that may affect Cherokee County. They also indicated that Allied may or may not be able to save the county money as a result of those changes. Chairman Hilderbrand stated that at this time the Board would pass on the new offer from Allied and suggested that they present a new contract and proposal in person if they desire.

A motion was made by Commissioner Hilderbrand to amend the agenda for Mr. Coleman from 11:30 AM to 10:46 AM. The motion was seconded by Commissioner Napier. The motion carried 3-0.

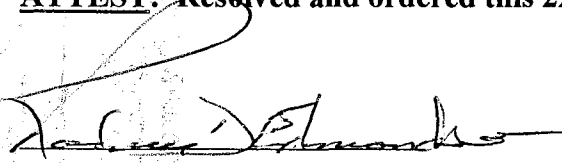
Nathan Coleman - County Counselor

Mr. Coleman appeared before the Board regarding legal matters concerning Cherokee County.

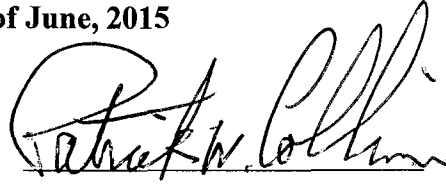
He stated that Grand Jury indictments have been reported by the media, but it is still sealed in the court. The process of serving the defendants is still in progress. He anticipates that it will be unsealed by the court soon and he would be able to provide more information and guidance on the budget implications resulting from the indictments.

Commissioner Hilderbrand made a motion to adjourn until the next regularly scheduled meeting set for June 22, 2015 at 9:00 AM. The motion was seconded by Commissioner Napier. The motion carried 3-0 with all voting yes at 11:30 AM.

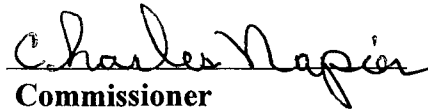
ATTEST: Resolved and ordered this 22nd day of June, 2015



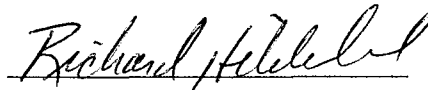
Cherokee County Clerk



Commissioner



Commissioner



Commissioner

Proposal to:

Scan Road & Bridge Books On-Site

Presented to:

**Cherokee County
Barbara Bilke
100 W. Maple
Columbus, KS 66725**

Presented by:

**US Imaging, Inc.
400 S. Franklin Street
Saginaw, MI 48607**

**Rhonda Olson
Project Manager
rolson@us-imaging.com
(989) 754-9949**

May 18, 2015

US★Imaging

May 18, 2015

Cherokee County
Barbara Bilke, ROD
100 W. Maple
Columbus, KS 66725

US Imaging, Inc. is pleased to present this proposal to scan Road & Bridge Books for Cherokee County. Our team will provide Cherokee County with the highest possible quality and accuracy. We thoroughly understand the Counties media, system and requirements. We have become America's premier County Scanning Service because of our:

- **Experience** – We have been in the imaging business since 1976 and have successfully served over 500 Counties nationwide. We are the only scanning vendor in America that exclusively serves Counties.
- **3 Stage Process** – Our unique 3 stage process allows us to provide the highest quality at the lowest price while providing the County with complete control over the image quality and project budget.
- **Stage 1: On-Site Scanning** – County Records are irreplaceable and extremely valuable; therefore we scan all media on-site. If space is not available 24/7 inside the County facility, we have 2 custom built scanning trailers that allow us to scan safely and securely on County property.
- **State of the Art Scanners** – We are a beta test site for multiple scanner manufacturers and receive new technology several months before our competitors. We are constantly upgrading and currently operate the very latest scanners for Bound books, Photostat books, Rollfilm, Jackets, Aperture Cards and Drawings.
- **Color & Bi-Tonal Images** – US Imaging scans all media at 300 dpi and provides images in both Color JPEG and Black and White TIFF formats. JPEG images will provide an exact digital backup of all the data within the pages. TIFF images will provide a small file size and superior performance within the imaging system.
- **Automatic Deskew & Cropping** – 100% of the TIFF images are automatically deskewed and solid black borders removed for optimum file compression, increased system performance and dramatic toner reduction.
- **ImageXpress** – A simple software utility that allows Counties to easily access images by book-page #, document #, quickly scroll through an entire book, roll, jacket or aperture card, view both TIFF & JPEG images, adjust JPEG grayscale contrast, crop, deskew, redact, mask, print, save or e-mail images as needed.
- **Stage 2: Double Inspect, Group, Index & Verify** – 100% of the images are inspected for legibility, grouped together as documents and indexed by 2 separate operators and compared electronically, any mismatches are inspected by a third operator and corrected for 100% accuracy.
- **Poor Quality Reporting** – 100% of the images are inspected two times as 12" x 16" images on 20" portrait monitors for legibility. We will provide a detailed report of Book-Page # or Document-Page # and the reason that it has been reported as poor quality: too light, too dark, blurry, A Page, retake, missing, etc.
- **ImageReview** – A simple software utility that sorts and filters the images on the poor quality image report and displays the poor quality images. The County can easily uncheck images that are acceptable quality.
- **Stage 3: Image Enhancement** – US Imaging can adjust the poor contrast of an entire roll, splice, book, jacket, aperture card, document, page or any specific area on a page to provide the most legible images possible.
- **Image & Index Formatting** – US Imaging has export formats for every County Imaging system on the market.
- **Guaranteed Quality** – If a County is ever unsatisfied with any image or index, we will correct it for free.

We appreciate the opportunity to present our services and look forward to working with you. If you have any questions, please call (989) 754-9949 or e-mail rolson@us-imaging.com

Sincerely,



Rhonda Olson
Project Manager

400 S. Franklin Street, Saginaw, MI 48607
Phone: (989) 753-7933 • Fax: (800) 517-4293

Cherokee County Requirements:

- **Work Area** - County will provide a 6' x 12' space inside the County Building, near the vault with access 24 hours per day, 7 days a week, electricity, lighting and heat/air to allow on-site scanning. If on-site access is not available 24/7 within the County Building, County will provide a 8' x 22' parking space on County Property, near the vault with 24/7 access, electricity, to allow on-premise scanning in a mobile scan center. If on-site or on-premise time is less than 24/7, the time and investment to complete will change according to the hours and days access is available.
- **Hardware** – County will allocate sufficient hard drive storage to import TIFF images into the system.
- **Import** – County will work with their system vendor to import images into the imaging system.
- **Pilot** - County will inspect the first 1,000 images each time that the media changes and approve image quality and index accuracy.
- **Poor Quality Image Report** – County will review images on the poor quality image report and approve which images are to be enhanced.

US Imaging Requirements:

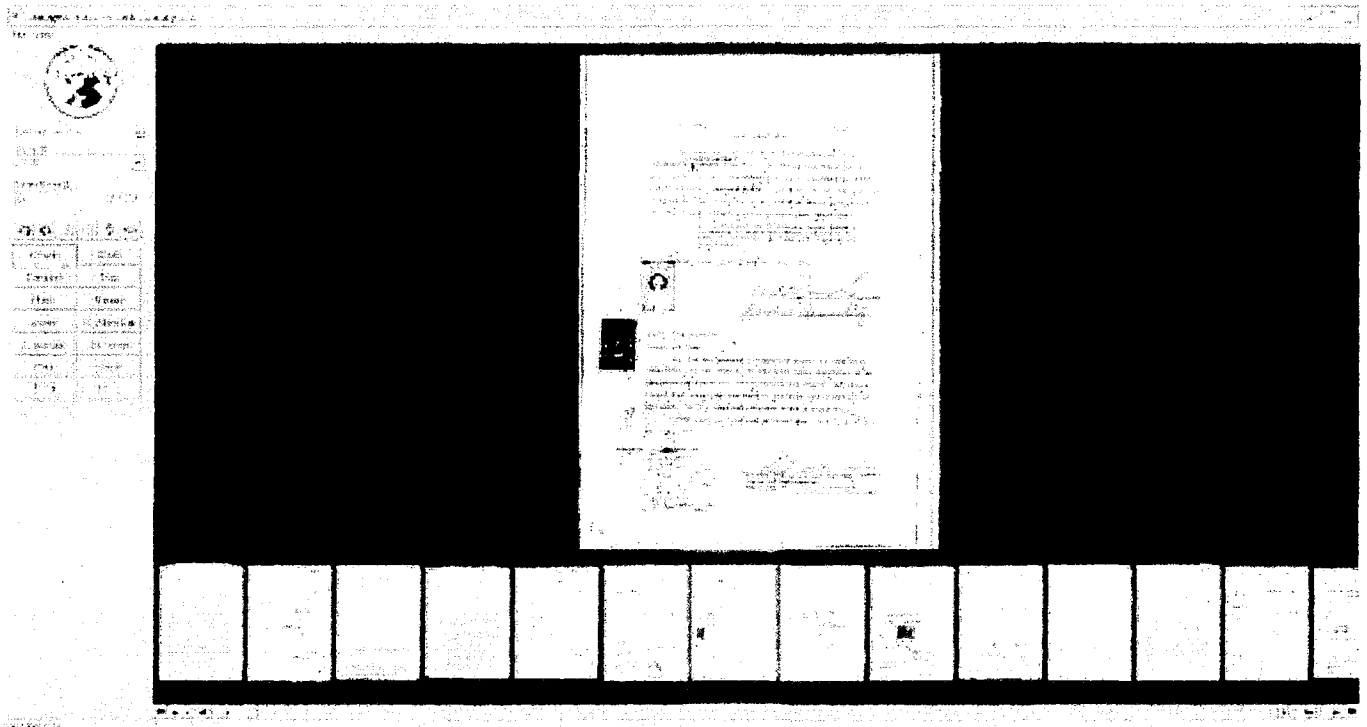
Stage 1 – Scanning & Pilot

- **On-Site Scanning** – We will provide all necessary hardware, software, staff, project managers and mobile scan center to perform scanning at your facility 24 hours per day, 7 days a week. If on-site or on-premise time is less than 24/7, the time and investment to complete will change according to the hours and days access is available.
- **Book Inventory** – US Imaging Staff will create an inventory report of all the books that require capture. The report will contain the type of book and book number.
- **Book Inspection** - If books or pages in mechanical binders require sorting or preparation, we can sort or prep them for \$25.00 per hour. If pages are too fragile to handle, we will bring this to the Counties attention and recommend a Book Restoration and Binding Company.
- **Book Handling** - Books will be removed from shelves in sequential order. Bound pages will remain in the binder and placed in a custom book cradle during capture to hold 2 pages (left & right) open, flat, level and in focus. Pages in mechanical binders that are smaller than 12" will be removed from the binders and fed through a document scanner. After scanning, pages will be placed back into mechanical binders and books will be put back onto shelves in order.
- **Bound Book Scanning** – Pages within a bound (sewn or glued) binder will not be cut and the pages and binder will remain as in tact. Pages will be scanned on a book scanner at 300dpi and are saved as color JPEG images. Our Book Scanners will capture 2 pages (left & right) per image, utilize book cradles to hold pages level & a glass platen will flatten the pages to minimize spine curvature and allow the scanner to obtain consistent focus and sharpness across both pages.
- **Mechanical Book Scanning** – Handwritten, Typed and Photostat pages are removed from mechanical binders and are scanned in color at 300dpi and are saved as color JPEG images. Pages are fed through an automatic document feeder and capture the front and back of the page simultaneously to create 2 individual JPEG images. Scanners will be cleaned each time that vertical lines appear to minimize file size and eliminate data from being covered up.
- **On-Site Content Inspection** – Our on-site staff will inspect 100% of the images to insure that none of the pages are missing, overlapping, cut off or out of focus. Any missing, overlapping, cut off or out of focus images will be rescanned at no charge prior to the on-site team leaving the premise.
- **JPEG to TIFF Conversion** – All JPEG images will be converted to 300dpi single page Black & White TIFF images with Group IV compression. TIFF images will be sequentially numbered by a zero filled 8 digit number and stored in folders named by the Document Type and Book #.
- **Page Extraction** – A single Bound Book image contains 2 pages (left & right), our staff will manually extract each individual page and save it as a new single page image. Excess borders will be removed during this process.
- **USB Hard Drives** – All single page JPEG and TIFF images will be copied to 2 sets of external 500GB USB Hard Drives. 1 set will be shipped to the County for review and on-site backup. 1 set will be stored at US Imaging for conversion to TIFF and off-site backup.

- **Pilot Images** – 1,000 images from each media change will be inspected, cropped, grouped, indexed, verified, enhanced and formatted for the target imaging system. If preferred, pilot images can be stored as multi-page TIFF's named by the Document # or Book-Page # that can be easily viewed by any imaging viewer.
- We will e-mail a link, user name and password to download the Pilot Images from our FTP site.
- **ImageXpress Software** – We will provide the County with a retrieval software program called *ImageXpress* that will allow the County to easily access images by book-page #, document #, quickly scroll through an entire book, roll, jacket or aperture card, view both TIFF & JPEG images, adjust JPEG grayscale contrast, crop, deskew, redact, mask, print, save or e-mail images as needed.

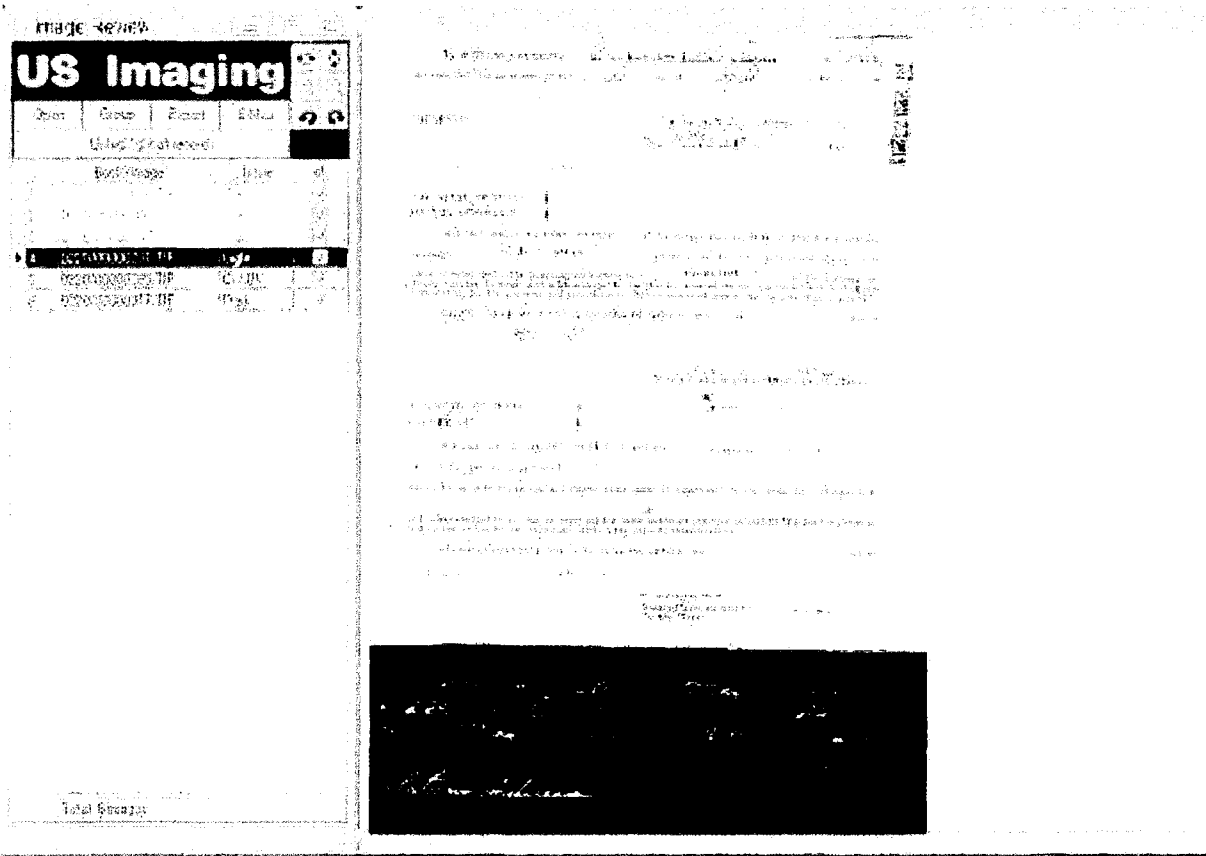
If the Stage 1 scanning option only is chosen, **ImageXpress will be offered at \$480 for the 1st workstation, \$240 for the 2nd and all additional workstations, and \$240 for subsequent years annual support per workstation.**

ImageXpress allows the County to provide all the images to the public. A desired book and page can be entered into ImageXpress and an image is available for viewing. The image can then be enhanced in a variety of ways; Crop, Deskew, Redact, Mask, Invert, adjust Grayscale contrast & brightness, as well as select multiple pages for printing, saving or emailing. Saving images in this standard format will allow easy importing into your current system.



Stage 2 – Crop, Inspect, Group, Index and Verify

- **Excess Border Removal** – Manual cropping can be performed to provide a more accurate original page size, fewer bytes per image and better performance of your system and overall appearance of every image. No data or marginal notations will be removed from the image during this process.
- **Inspect & Report Quality** – Each image will be visually inspected as a 12"W x 16"H image on 20" Portrait monitors at full size and checked for sequential order, missing pages, duplicate pages, "A" pages, retakes and image quality. Particular attention is to be given to the party names, legal description, Book-Page #, Document #, time-date stamps and signatures during this process. If any part of the image is considered illegible it will be added to the Poor Quality Image Report. The poor quality issues that will be identified on the report are image too dark, image too light, blurry, white spots, black spots, poor original, out of order, missing, duplicate, A page & retake.
- **Auto Group, Index & Verify** – During scanning images are captured as single images and stored in folders by each Book # or Document # range. If Book-Page # or Document # and Page Quantity data is present in the County's Computer Index, we can utilize this data to automatically group the pages together as documents and index them by the Book-Page #, Document # or both. After auto grouping and indexing our staff will inspect every 20th image to verify that the images have been grouped together correctly. If any mismatches are located, we will make the necessary adjustments to get the images and indexes back in sync. If errors are located in the Counties Computer Index, we will report them back to the County so computer index corrections can be made.
- **Manually Group & Index** – During scanning images are captured as single images and stored in folders by each Book # or Document # range. If Computer Index data is not available, our staff will manually group individual pages together for each document and index each document by the Document # or the Book-Page # of the first page of each new document.
- **Missing Pages** – When a missing page is located, US Imaging will e-mail the County and request a copy be scanned and e-mailed or an original be shipped to US Imaging. Missing pages that are replaced will be identified as "Missing and Replaced", pages that cannot be located will be identified as "unavailable". Unavailable pages will have an "Unused Page #" flyer inserted in their place to keep the total number of scanned images in sync with the total number of recorded pages.
- **USB Hard Drives** – All cropped, inspected and indexed TIFF images will be copied to 2 sets of external 500GB USB Hard Drives. 1 set will be shipped to the County for review and on-site backup. 1 set will be stored at US Imaging for conversion to TIFF and off-site backup.
- **ImageReview Software** - We will provide a reviewing software program called *ImageReview* that will allow the County to easily sort the Poor Quality Report by Document-Page #, Book-Image # or Poor Quality Issue (light, dark, blurry, etc). *ImageReview* can also filter the images by poor quality issue to isolate specific issues of concern and minimize the number of images that need to be reviewed. *ImageReview* will display the poor quality image so the County can see the problem with the image. Images can be deselected from the list if the image is of acceptable quality to the County. *ImageReview* highlights images on the list after they have been inspected so the users know if the image has already been inspected or not. Once inspection is complete, *ImageReview* exports an approved list of images to be enhanced that can be easily e-mailed to US Imaging and provide approval to proceed to Stage 3. This tool dramatically reduces the number of images that need to be inspected by the County and provides the County with complete control over the quality and budget.



Stage 3 – Enhance, Mask & Format

- **Image Enhancement** – US Imaging has the ability to adjust the black and white contrast of poor quality TIFF Images from the 256 shades of gray contained within the JPEG images. We will only enhance County approved images on the poor quality image report. We can adjust the contrast of the entire page or any specific area on a page to provide the most legible images possible.
- **Marginal Notations** – Photostat Books commonly contain a white border around the black page. Book-Page #, Reference Book-Page # and Release information is commonly located in this white border and are called Marginal Notations. We have the unique ability to include these notations in the image and make all the background white and all the text and handwriting black.
- **Dual Polarity Correction** – The majority of Photostat pages are Black background with white text, however some pages contain a mix where a portion of the page contains black background white text and another portion contains white background with black text. US Imaging has the unique ability to correct this issue and adjust the background polarity so the entire page contains white background with black writing. This will reduce storage space and will save a huge amount of toner when printing.
- **Rescanning** – In some cases, after all digital enhancement has been exhausted, US Imaging may return to the County to physically rescan media at different scanner settings to obtain a lighter or darker image. Return and rescanning will be performed at no additional charge to County.
- **Formatting** – US Imaging will format the images and indexes for Cherokee County's Software System.
- **USB Hard Drives** – All formatted images will be copied to 2 sets of external 500GB USB Hard Drives. 1 set will be shipped to the County for importing and on-site backup. 1 set will be stored at US Imaging for off-site backup.

Book Before Enhancement

IN WITNESS WHEREOF, M. L. Gussner, Notary Public, the BUYER,
 has executed this agreement on this 27 day of April, 1953.

WITNESSES: M. L. Gussner, Notary Public
M. L. Gussner

THE STATE OF TEXAS }
 COUNTY OF ORANGE }

BEFORE ME, A NOTARY PUBLIC in and for Orange County, Texas, on this day Personally
 appeared M. L. Gussner, who states to me to be the person and officer whose
 name is subscribed to the foregoing instrument as President of The Archer and
Moore Lumber Company and acknowledged to me that he executed the same as the said M. L. Gussner
 Corporation, for the purposes and consideration therein expressed and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this 27 day of
MAY, 1953.

M. L. Gussner
 Notary Public in and for Orange County, Texas.

THE STATE OF TEXAS, }
 COUNTY OF _____ }

BEFORE ME, A NOTARY PUBLIC in and for _____
 on this day personally appeared _____
 whose name is subscribed to the foregoing instrument as _____
 of _____
 and acknowledged to me that he executed the same as the said _____ and _____
 and _____ Corporation, for the purposes and consideration therein expressed, and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this _____ day of _____, 19____.

 Notary Public in and for _____
 County, Texas.

Notary Seal

Book After Enhancement

IN WITNESS WHEREOF, M. L. Gussner, Notary Public, the BUYER,
 has executed this agreement on this 27 day of April, 1953.

WITNESSES: M. L. Gussner, Notary Public
M. L. Gussner

THE STATE OF TEXAS }
 COUNTY OF ORANGE }

BEFORE ME, A NOTARY PUBLIC in and for Orange County, Texas, on this day personally
 appeared M. L. Gussner, who states to me to be the person and officer whose
 name is subscribed to the foregoing instrument as President of The Archer and
Moore Lumber Company and acknowledged to me that he executed the same as the said M. L. Gussner
 Corporation, for the purposes and consideration therein expressed and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this 27 day of
MAY, 1953.

M. L. Gussner
 Notary Public in and for Orange County, Texas.

THE STATE OF TEXAS, }
 COUNTY OF Madison }

BEFORE ME, A NOTARY PUBLIC in and for Madison County
 on this day personally appeared M. L. Gussner
 whose name is subscribed to the foregoing instrument as _____
 of _____
 and acknowledged to me that he executed the same as the said _____ and _____
 and _____ Corporation, for the purposes and consideration therein expressed, and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this 27 day of _____, 19____.

M. L. Gussner
 Notary Public in and for Madison
 County, Texas.

Filed for record the 15 day of May, A. D. 1953,
 at 2:20 o'clock P.M., and duly received this the 23
 day of May, A. D. 1953, at 9:15 o'clock A.M.

Madie Steinhann, Clerk
 County Court, Orange County, Texas.
Lester Robinson, Deputy.

Estimated Investment to scan Road & Bridge Books On-Site

11 Books	@	192 Oversize Pages Per Book	=	2,112 Pages	
2,112 Pages	@	10% Poor Quality Pages	=	211 Poor Quality	
2,112 Pages	@	500 Pages Per Hour	=	5 On-Site Hours	
0 Pages	@	2,000 Pages Per Hour	=	0 On-Site Hours	
5 Hours	@	22 Hours Per Day with 24 Hour Access	=	1 On-Site Days	
2,112 Images	@	1,000 Images Per Gigabyte for JPEG Images	=	3 GB for JPEG's	
2,112 Images	@	10,000 Images Per Gigabyte for TIFF Images	=	1 GB for TIFF's	
<u>Stage 1</u>					
1 Trip	@	\$1,800.00 Travel & Set up (One Way)	=	\$1,800.00 *	
1 Day	@	\$600.00 Per On-Site Day	=	\$600.00	
2,112 Images	@	\$0.144 Per Bound Page to Scan 300dpi JPEG Image	=	\$304.13	
2,112 Images	@	\$0.03 Per Image for On-Site Content Inspection	=	\$63.36	
2,112 Images	@	\$0.012 Per JPEG Image to Convert to TIFF	=	\$25.34	79%
2 Drives	@	\$250.00 Per 500GB USB Drive	=	\$500.00	\$3,292.83
<u>Stage 2</u>					
2,112 Images	@	\$0.030 Per TIFF Image to Remove Excess Borders	=	\$63.36	
2,112 Images	@	\$0.030 Per TIFF Image to Inspect & Report Quality	=	\$63.36	
2,112 Images	@	\$0.030 Per Image to Group & Index Pages as Docs	=	\$63.36	11%
1 Drives	@	\$250.00 Per USB Drive	=	\$250.00	\$440.08
<u>Stage 3</u>					
211 Poor Images	@	\$0.42 Per Image to Enhance & Replace Poor Quality	=	\$88.70	
1 Drives	@	\$250.00 Per USB Drive	=	\$250.00	10%
3 Return Ship	@	\$25.000 Per Return Shipment	=	\$75.00	\$413.70
			Total Investment =	<u>\$4,146.62</u>	

Mid June

ACCEPTANCE AND AUTHORIZATION:

Cherokee County may designate acceptance of this proposal by signature of a duly authorized officer of the company. Total costs for initial implementation and ongoing costs have been described herein.

The proposed quantities above are estimated, invoiced quantities will be actual. Invoices will be issued after the completion of Stage 1, Stage 2 and Stage 3. Stages can be divided into multiple shipments & invoices if desired.

All hard drives, images and indexes are the exclusive property of the County. US Imaging will not reproduce or distribute Cherokee County images and/or indexes to any other entity except Cherokee County.

Accepted by:

Cherokee County
Barbara Bilke
Register of Deeds
100W. Maple
Columbus, KS 66725

Accepted by:

Rhonda Olson
Project Manager
US Imaging, Inc.
400 S. Franklin Street
Saginaw, MI 48607

Signature Richard Hellick

Signature: Rhonda Olson

Date 6-15-2015

Date May 18, 2015

Place an "X" next to each approved stage

Stages 1 – 3

<u>X</u> Stage 1: Scan Road & Bridge Books On-Site =	\$ 3,292.83
<u>X</u> Stage 2: Crop, Inspect, Group & Index =	\$ 440.08
<u>X</u> Stage 3: Enhance & Format =	\$ 413.70
Total Investment for Stages 1 – 3 =	<u>\$ 4,146.62</u>

*If the Road & Bridge Books can be scanned during the same on-site visit as the Release Books, the \$1,800 Travel and Set Up Charge can be shared between the 2 departments.



APPLICATION FOR 2015 EMERGENCY MANAGEMENT PERFORMANCE GRANT (EMPG) FUNDS

Kansas Division of Emergency Management

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: Funds are tracked thru payroll and vendor expense list thru Cherokee County Treasure Department.

7. Complete the EMPG Initial Annual Work Plan and attach to application.

8. County's Point of Contact:

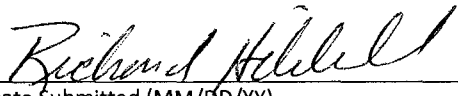
- Name: Jason Allison
- Address: 110 west maple PO Box 143

- Telephone Number: 620-429-1857
- Cellphone Number: 620-674-1410
- Fax Number: 620-429-1858
- Email Address: jallison198@gmail.com

9. 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 put 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 Allison	Richard Hilderbrand
Signature of Emergency Manager/Coordinator	Signature of Authorized Official
	
Typed Name of KDEM Deputy Director	Date Submitted (MM/DD/YY)
Angee Morgan	6-15-2015
Signature of KDEM Deputy Director	

NOTE: Please complete and attach the Proposed Annual Work Plan & Budget forms, and also a current Position Description and updated Training report form 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.



APPLICATION FOR **2015** EMERGENCY MANAGEMENT PERFORMANCE GRANT (EMPG) FUNDS

Kansas Division of Emergency Management

Please contact Bret Rowe (bret.a.rowe.nfg@mail.mil) at (785) 274-1405 if you have any questions regarding this application.

1. County: Cherokee		
2. EMPG Status:	Current EMPG Program Participant	New EMPG Program Participant

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

These funds are needed to support the current pro-active Emergency Management program in Cherokee County. Cherokee County Emergency Management works closely with local organizations and LEPC in being pro-active in responding and preplanning for disasters within Cherokee County.

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, used as an EMPG Match, or supports the Emergency Management Program:

List EMPG Program Funded Staff/Support Staff:	Indicate Full-Time or Part-Time:	If Part-Time, indicate number of hours worked per week:
Name: Jason Allison Position: Coordinator		
Name: Art Mallory Position: Deputy Coordinator		
Name: Position:		
Name: Position:		
Name: Position:		
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Name: Position:		

Cherokee County Commissioners

COURTHOUSE • 110 W. MAPLE ST.

COLUMBUS, KANSAS 66725

PHONE 620-429-3256

FAX 620-429-1591

E-MAIL: ckcomm@columbus-ks.com

Re: Exemption Application Humanitarian Service Provider
Baxter Springs Lions Club

The Baxter Springs Lions Club is involved in numerous activities at the clubhouse that provide a service in our community.

The Club:

Houses a paper/magazine/cardboard collection location to recycle these materials, this area is available 24/7 for the convenience of the residents.

Collects and recycles eyeglasses, the clubhouse is used as a collection point before their glasses are sent to Kansas Lions to become part of a larger eyeglass recycling program and have them sorted and distributed where the need exists.

The clubhouse has always been available for other non profit groups to use for meetings and events. At this point in time, it is used by two different substance abuse groups on a weekly basis. The location provides a private venue for their meetings.

Provide a place for the Community Blood Center of the Ozarks to set up on a regular basis several times a year plus the building is always available if there is an urgent need to do additional collections. The only other place that provides this service in Baxter is the high school for the students and teachers but that is only a couple times during the school year.

Last April 27 Baxter Springs was hit with a tornado that did significant damage. The Baxter Springs Lions opened their building for two weeks and distributed supplies for tornado victims, provided rest rooms, air conditioning and a place to sit down and relax from the clean up.

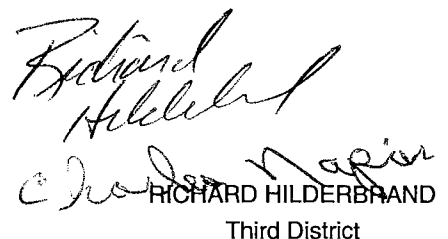
The Baxter Springs Lions Club also hosts fundraisers at this facility that raise funds to contribute back to the community throughout the year. The club has been serving this community since 1941.

June 15, 2015



PAT COLLINS
First District

CHARLES NAPIER
Second District



RICHARD HILDERBRAND
Third District

To whom it may concern:

I, Amber D Crane am applying for
the Neosho Township Clerk.

Sincerely yours-

Amber D Crane

3-29-15

PURCHASE ORDER OR WORK ORDER

Robert W. O'Brien 06-15-15
 Authorization Date
Charles Napier 6-15-15
 Authorization Date
Richard Hellick 6-15-2015
 Authorization Date

CHEROKEE COUNTY
 COURTHOUSE
 COLUMBUS, KANSAS 66725
 PHONE: 620-429-2042

No 6921
 DEPARTMENT

Vendor or Contractor

Requested By *B Elliott* Department *Health*

Stronghold data
Address

SHIP TO:

531 N. Schifferdecker
City State Zip Code

Joplin MO 64801

Part No.	Quantity	Description of Merchandise	Unit Price	Price
	1	Dell Venue 11 Pro-surface tablet (see bid sheet for specifications)	1280.89	1280.89
	1	Keyboard	122.71	122.71
	1	Microsoft Office Suite 2013 Home + Business	219.00	219.00

TOTAL *1622.60*

PURCHASE ORDER OR WORK ORDER

Patrick W. Collins
 Authorization _____ Date *06/15/15*
Charles N. Quinn
 Authorization _____ Date *6-15-15*
Richard H. Hill
 Authorization _____ Date *6-15-2015*

CHEROKEE COUNTY
 COURTHOUSE
 COLUMBUS, KANSAS 66725
 PHONE: 620-429-2042

No 6920
 DEPARTMENT

Vendor or Contractor
Stronghold Data
 Address
531 N. Schifferdecker
 City State Zip Code
Joplin Mo. 64801

Requested By B. Elliott Department Health

SHIP TO:

Part No.	Quantity	Description of Merchandise	Unit Price	Price
	1	Sharp HDTV / Monitor	749 ⁰⁰	749 ⁰⁰
	1	Panason BlueRay Disc Player	122 ¹⁸	122 ¹⁸
	1	Cables	75 ⁰⁰	75 ⁰⁰
	20	Feet cable race way	4 ²⁹	85 ⁸⁰
	1	Smart mount system	89 ⁹⁹	89 ⁹⁹
	8	Labor hours	95 ⁰⁰	760 ⁰⁰
	1	Freight	120 ⁰⁰	120 ⁰⁰

TOTAL 2001⁹⁷

