

**BOARD OF COUNTY COMMISSIONERS AGENDA  
MIAMI COUNTY, KANSAS**

Wednesday, March 31, 2021 | 1:00 p.m.

**CALL TO ORDER AND OPEN CEREMONIES**

- PLEDGE OF ALLEGIANCE
- ROLL CALL

**PUBLIC COMMENT**

The Board of County Commissioners encourages citizen participation in local governance processes. Making every effort to be in compliance with the Kansas Open Meetings Act (KSA 75-4317), you are invited to participate in today's meeting. Speakers are requested to state their full name, address, and group affiliation, if any, before delivering any remarks. Speakers should limit their comments as to not exceed five minutes. Always speak from the podium, using the microphone. If documentation or material is presented to the Board of County Commissioners, please provide them to the Clerk for distribution and filing with the official record of the meeting.

**CONSENT AGENDA**

The CONSENT AGENDA is a single agenda item that can include multiple items previously reviewed and determined to be of a routine business nature. Items that are included as part of the CONSENT AGENDA will be voted upon under a single motion unless a separate discussion on any single item is requested by a Member of the Board of County Commissioners or a member of the public. If a separate discussion on any item is requested, it will be set aside for further consideration as part of the ACTION AGENDA.

1. Approval of minutes of the county commission meeting on March 24, 2021.
2. Approval of payment vouchers and payroll
3. Grant of Easement | 21009-LS Seibolt

**PRESENTATIONS AND AWARDS**

**ACTION AGENDA**

1. PUBLIC HEARING – Hold a public hearing for the purpose of evaluating the performance of Grant No. 20-CV-099, a small business grant program within Miami County, Kansas.
2. GRANT 20-CV-099 FINAL DOCUMENTATION – Consider authorizing commission chair to sign and submit the final documentation to the state for Grant No. 20-CV-099.
3. REMOUNT OF 2016 FORD E450 – Consider approving the remount of a 2016 Ford E450 Chassis (M1) to a 2021 Ford E450 gas Chassis for a cost of \$139,760.

**APPLICATIONS**

**REPORTS FROM STAFF, COMMITTEES, OFFICERS**

**COMMISSION COMMENTS**

**EXECUTIVE SESSION**

**ADJOURNMENT**

**BOARD OF COUNTY COMMISSIONERS AGENDA  
MIAMI COUNTY, KANSAS**

Wednesday, March 31, 2021 | 1:00 p.m.

Miami County does not discriminate on the basis of race, color, national origin, gender, religion, age disability, genetic information, or other circumstance prohibited by federal, state, or local law, rule, or regulation, including Title II of the Americans with Disabilities Act. A request for accommodation for a disability; or other assistance, should be made, if possible, at least 3 days in advance to County Counselor, Sheila Schultz @ 913-294-3914.

# MIAMI COUNTY

## STAFF REQUEST FOR COMMISSION ACTION

<b>SUBMITTED BY:</b> Teresa Reeves, Planning Director	<b>REQUESTED MEETING DATE:</b> March 31, 2021
<b>DEPARTMENT:</b> Planning	<b>REQUESTED MEETING:</b> <input type="checkbox"/> STUDY SESSION <input checked="" type="checkbox"/> REGULAR MEETING
<b>CONTACT INFORMATION:</b> 913-294-9553	<b>PROJECT / REFERENCE NUMBER:</b> 21009-LS (Seibolt)

**AGENDA ITEM / SUBJECT:**  
Grant of Easement

**ITEM BACKGROUND / DESCRIPTION:**  
Attached, are two Grants of Easement from Shelley Seibolt, granting two easements of 40 +/- feet of half-width right-of-way along 287th Street for approximately 2,212.04 feet in total length, and approximately 1261.97 feet in total length along Pleasant Valley Rd. At this location 287th Street and Pleasant Valley Rd. are both identified as "Local" roads per the 1995 Miami County Comprehensive Transportation Plan.

**REQUESTED ACTION / STAFF RECOMMENDATION:**  
Accept the Grant of Easement for road and utility purposes as presented.

<b>BUDGET IMPACT:</b>		
<b>BUDGET AUTHORITY:</b>	<b>REMAINING BUDGET ALLOCATION:</b>	
<b>FUND / LINE ITEM:</b>	<b>FUNDS BUDGETED:</b> <input type="checkbox"/> YES <input type="checkbox"/> NO	<b>CAPITAL PROJECT:</b> <input type="checkbox"/> YES <input type="checkbox"/> NO



March 22, 2021

SUBMITTER'S SIGNATURE:

DATE:

FISCAL REVIEW

*Steve Johnson*  
SIGNATURE:

3/22/2021  
DATE:

Comments:

LEGAL REVIEW

SIGNATURE:

DATE:

Comments:

ADMINISTRATOR REVIEW

*Shae Hill*  
SIGNATURE:

3-22-21  
DATE:

Comments:

COUNTY CLERK'S OFFICE USE

Commission Action Taken:

- Accepted
- Denied
- Postponed
- Acknowledged

Date Action Taken:

Required Follow-up Date:

Publication Required:

Submitted to Publication By:

- Yes
- No

NPG Account Number:

102898

Mail Distribution Required:

Mailed By:

- Yes
- No

# Miami County Planning Department

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**DATE:** March 31, 2021  
**TO:** Board of County Commissioners  
**FROM:** Teresa Reeves, Planning Director  
**RE:** Grants of Easement for Lot Split 21009-LS  
**PARCEL:** 151-01-0-00-00-005.00-0

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## Background

**March 2021:** Staff is in the process of administratively approving a Lot Split application pending acceptance of the Grants of Easement. The survey divides approximately 67.91 acres into two (2) tracts of approximately 30.03 acres and 37.89 acres, utilizing the Standard Subdivision criteria in the Countryside zoning district.

## Proposal

Attached, are two Grants of Easement from Shelley Seibolt, granting two easements of 40 +/- feet of half-width right-of-way along 287<sup>th</sup> Street for approximately 2,212.04 feet in total length, and approximately 1261.97 feet in total length along Pleasant Valley Rd.

At this location 287<sup>th</sup> Street and Pleasant Valley Rd. are both identified as “Local” roads per the 1995 Miami County Comprehensive Transportation Plan.

## Recommendation

Staff recommends that the Board of County Commissioners **accept** the Grants of Easement for the rights-of-way as proposed.

Attachments (6)

No. \_\_\_\_\_

### AGREEMENT FOR GRANT OF EASEMENT

THIS AGREEMENT FOR GRANT OF EASEMENT made and entered into 3/31, 2021, by and between Shelley A. Seibolt called GRANTOR, and MIAMI COUNTY, KANSAS, hereinafter called GRANTEE.

WHEREIN, it is UNDERSTOOD and AGREED between the parties, that GRANTOR hereby grants to GRANTEE a (40) foot wide public road and utility easement described as follows:

Beginning at the Northwest corner of the Northwest Quarter Section 1, Township 17 South, Range 21 East, Miami County, Kansas; thence North 88 degrees 00 minutes 18 seconds East along the North line of the Northwest Quarter of said Section 1, a distance of 920.08 feet; thence South 03 degrees 42 minutes 14 seconds East, a distance of 40.02 feet; thence South 88 degrees 00 minutes 18 seconds West, a distance of 881.30 feet; thence South 01 degrees 57 minutes 49 seconds East, a distance of 1222.61 feet, to a point on the South line of the North half of the Northwest Quarter of said Section 1; thence South 88 degrees 55 minutes 22 seconds West, along said South line, a distance of 40.00 feet, to the Southwest corner of the North half of the Northwest Quarter of said Section 1; thence North 01 degrees 57 minutes 49 seconds West, along the West line of the Northwest Quarter of said Section 1, a distance of 1261.97 feet to the Point of Beginning, containing 85,719.12 square feet or 1.97 Acres more or less.

Said easement may be used by GRANTEE for future public road improvements and maintenance, including drainage facilities, structures and channel improvements.

FURTHER, IT IS UNDERSTOOD and AGREED that said easement may be used by any public utility for purposes of constructing, operating, maintaining and repairing those public utilities located with, over, under, or across said easement including future facilities as deemed necessary to provide said public utilities.

IT IS FURTHER AGREED by the parties that the GRANTEE shall be responsible for removing and replacing any fencing and/or access improvements within the easement area existing at the time of execution of the granting of this easement, wherein the GRANTEE initiates or causes the removal or replacement of said fencing or access improvements in order to accommodate road or drainage improvements, including maintenance or repair or the road or drainage system.

THEREFORE, IT IS FURTHER AGREED by the parties that granting of the 40 foot wide public road and utility easement is intended to accommodate future road, drainage, and public utilities necessary for the public welfare and safety in the consideration and as a condition of approval for 21009-LS to GRANTOR by GRANTEE.



No. \_\_\_\_\_

### AGREEMENT FOR GRANT OF EASEMENT

THIS AGREEMENT FOR GRANT OF EASEMENT made and entered into 3/31, 2021, by and between Shelley A. Seibolt called GRANTOR, and MIAMI COUNTY, KANSAS, hereinafter called GRANTEE.

WHEREIN, it is UNDERSTOOD and AGREED between the parties, that GRANTOR hereby grants to GRANTEE a (40) foot wide public road and utility easement described as follows:

Commencing at the Northwest corner of the Northwest Quarter Section 1, Township 17 South, Range 21 East, Miami County, Kansas; thence North 88 degrees 00 minutes 18 seconds East along the North line of the Northwest Quarter of said Section 1, a distance of 1350.08 feet to the Point of Beginning; thence North 88 degrees 00 minutes 18 seconds East, along the North line of the Northwest Quarter of said Section 1, a distance of 1291.96 feet, to the Northeast corner of the Northwest Quarter of said Section 1; thence South 02 degrees 12 minutes 33 seconds East, along the East line of the Northwest Quarter of said Section 1, a distance of 40.00 feet; thence South 88 degrees 00 minutes 18 seconds West, a distance of 1290.91 feet; thence North 03 degrees 42 minutes 14 seconds West, a distance of 40.02 feet to the Point of Beginning, containing 51,657.45 square feet or 1.19 Acres more or less.

Said easement may be used by GRANTEE for future public road improvements and maintenance, including drainage facilities, structures and channel improvements.

FURTHER, IT IS UNDERSTOOD and AGREED that said easement may be used by any public utility for purposes of constructing, operating, maintaining and repairing those public utilities located with, over, under, or across said easement including future facilities as deemed necessary to provide said public utilities.

IT IS FURTHER AGREED by the parties that the GRANTEE shall be responsible for removing and replacing any fencing and/or access improvements within the easement area existing at the time of execution of the granting of this easement, wherein the GRANTEE initiates or causes the removal or replacement of said fencing or access improvements in order to accommodate road or drainage improvements, including maintenance or repair or the road or drainage system.

THEREFORE, IT IS FURTHER AGREED by the parties that granting of the 40 foot wide public road and utility easement is intended to accommodate future road, drainage, and public utilities necessary for the public welfare and safety in the consideration and as a condition of approval for 21009-LS to GRANTOR by GRANTEE.

IN WITNESS WHEREOF, said parties of the first party have hereunto set their hands the day and year first above written.

Shelley A. Seibolt  
Shelley A. Seibolt

3/11/21

STATE OF KANSAS )  
                                  ) SS:  
COUNTY OF MIAMI )

*Johnson* On this 11<sup>th</sup> day of March, 2021, before me, a Notary Public in and for Miami County, Kansas, personally appeared Shelley Seibolt and \_\_\_\_\_, who are personally known to be the same person(s) named in and who executed the foregoing instrument and acknowledged that they executed the same as their voluntary act and deed.

Debra K. Logan  
Notary Public

My Commission Expires: 3/10/2024

NOTARY PUBLIC-STATE OF KANSAS  
DEBRA K. LOGAN  
MY APPOINTMENT EXPIRES 3/10/2024

ACCEPTED THIS \_\_\_ DAY OF \_\_\_\_\_, 20\_\_.

BOARD OF COUNTY COMMISSIONERS  
MIAMI COUNTY, KANSAS

ATTEST

\_\_\_\_\_  
BONNIE "ROB" ROBERTS, Commission Chairman

\_\_\_\_\_  
~~DANIEL GALLAGHER~~, Comm. Chairman Pro-tem  
Tyler Vaughan

\_\_\_\_\_  
JANET WHITE, County Clerk

\_\_\_\_\_  
PHIL DIXON, Commissioner

\_\_\_\_\_  
TYLER VAUGHAN, Commissioner  
Daniel Gallagher

\_\_\_\_\_  
GEORGE PRETZ, Commissioner

This survey has been reviewed and approved for filing, pursuant to K.S.A. 58-2003, 58-2005, 58-2011 and K.A.R. 66-12-1 for content only and is compliant with this act. No other warranties are extended or implied.

Approved by: *Richard A. Weiss* Date: 2/19/21  
 Richard A. Weiss  
 Kansas L.S. #1216

This Tract Split #21009-L5 was approved by the Miami County Planning Department this 22 day of March, 2021

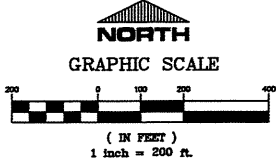
Approved by: *Teresa Reeves*  
 Teresa Reeves, Planning Director

I hereby certify, as the County Treasurer of Miami County, Kansas, that there are no unpaid taxes, special assessments, or tax liens outstanding against this property as of this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

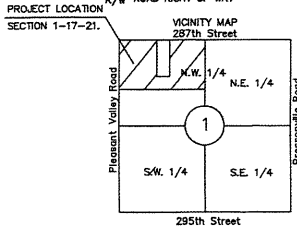
Jennie Fyock, Treasurer

State of Kansas) SS:  
 County of Miami)  
 Filed for record this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_,  
 at \_\_\_\_\_ o'clock \_\_\_\_\_ M., at Book \_\_\_\_\_, Page \_\_\_\_\_, at the Register  
 of Deeds Office at Paola, Miami County, Kansas.

Slide Number \_\_\_\_\_  
 Katie Forck, Registrar  
 Register of Deeds  
 Miami County, Kansas



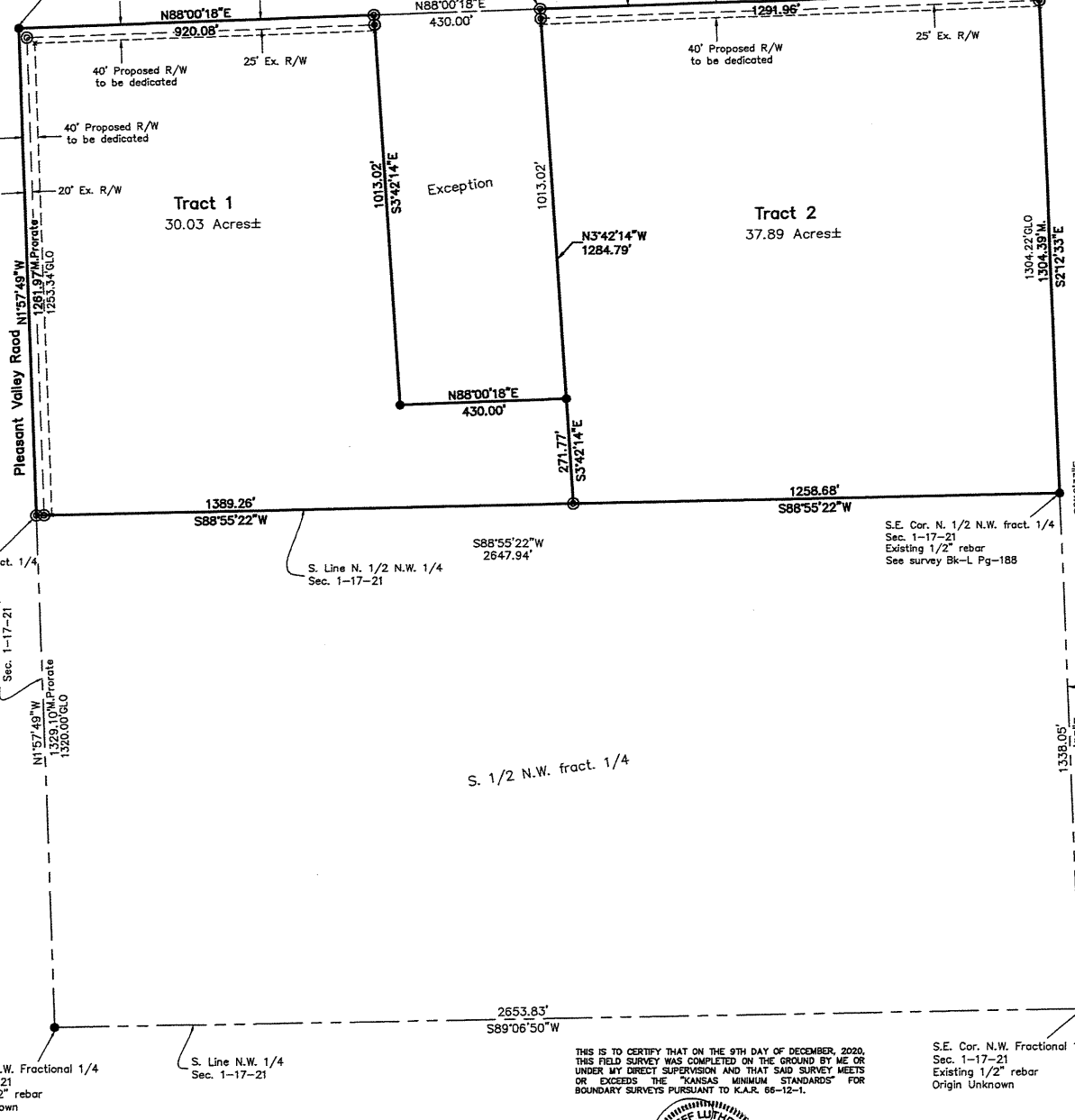
- LEGEND**
- EXISTING 1/2" REBAR WITH LS1187 CAP UNLESS OTHERWISE DESCRIBED
  - ⊙ SET 1/2" X 24" REBAR WITH PLASTIC KS OLS 93 CAP
  - MAG-NAIL SET
  - x CALCULATED LOCATION
  - (M) MEASURED DISTANCE
  - R/W ROAD RIGHT OF WAY



**Point of Beginning Tract 1 & Point of Commence Tract 2**  
 N.W. Cor. N.W. Fractional 1/4 Sec. 1-17-21  
 Existing 1/2" rebar with red cap  
 Origin Unknown

2642.04'  
 N88°00'18"E  
**Point of Beginning Tract 2**

N.E. Cor. N.W. Fractional 1/4 Sec. 1-17-21  
 Existing 1/2" rebar with red cap  
 Origin Unknown



S. 1/2 N.W. fract. 1/4

THIS IS TO CERTIFY THAT ON THE 9TH DAY OF DECEMBER, 2020, THIS FIELD SURVEY WAS COMPLETED ON THE GROUND BY ME OR UNDER MY DIRECT SUPERVISION AND THAT SAID SURVEY MEETS OR EXCEEDS THE "KANSAS MINIMUM STANDARDS" FOR BOUNDARY SURVEYS PURSUANT TO K.A.R. 66-12-1.



**TRACT SPLIT**

ORIGINAL LEGAL DESCRIPTION: Deed filed in BK-2020 Pg-05199

**NEW DESCRIPTIONS:**

**Tract 1**  
 All that part of the North Half of the Northwest Fractional Quarter of Section 1, Township 17 South, Range 21 East, Miami County, Kansas, described as follows: Beginning at the Northwest corner of the Northwest Quarter of said Section 1; thence N88°00'18"E, along the North line of said Northwest Quarter, a distance of 920.08 feet; thence S3°42'14"E, a distance of 1013.02 feet; thence N88°00'18"E, parallel to the North line of said Northwest Quarter, a distance of 430.00 feet; thence S3°42'14"E, a distance of 271.77 feet; to a point on the South line of the North Half of said Northwest Quarter; thence N3°42'14"W, along the West line of said Northwest Quarter, a distance of 1284.79 feet; to the Point of Beginning, containing 30.03 Acres more or less, subject to any part thereof in roads.

**Tract 2**  
 All that part of the North Half of the Northwest Fractional Quarter of Section 1, Township 17 South, Range 21 East, Miami County, Kansas, described as follows: Commencing at the Northwest corner of the Northwest Quarter of said Section 1; thence N88°00'18"E, along the North line of said Northwest Quarter, a distance of 1350.08 feet, to the Point of Beginning; thence N88°00'18"E, along the North line of said Northwest Quarter, a distance of 1291.96 feet, to the Northeast corner of the Northwest Quarter of said Section 1; thence S21°2'33"E, along the East line of said Northwest Quarter, a distance of 1304.39 feet, to the Southeast corner of the North Half of said Northwest Quarter; thence S88°55'22"W, along the South line of the North Half of said Northwest Quarter, a distance of 1258.68 feet; thence N3°42'14"W, a distance of 1284.79 feet to the Point of Beginning, containing 37.89 Acres more or less, subject to any part thereof in roads.

PREPARED BY:  
 SHELLEY SOBOL

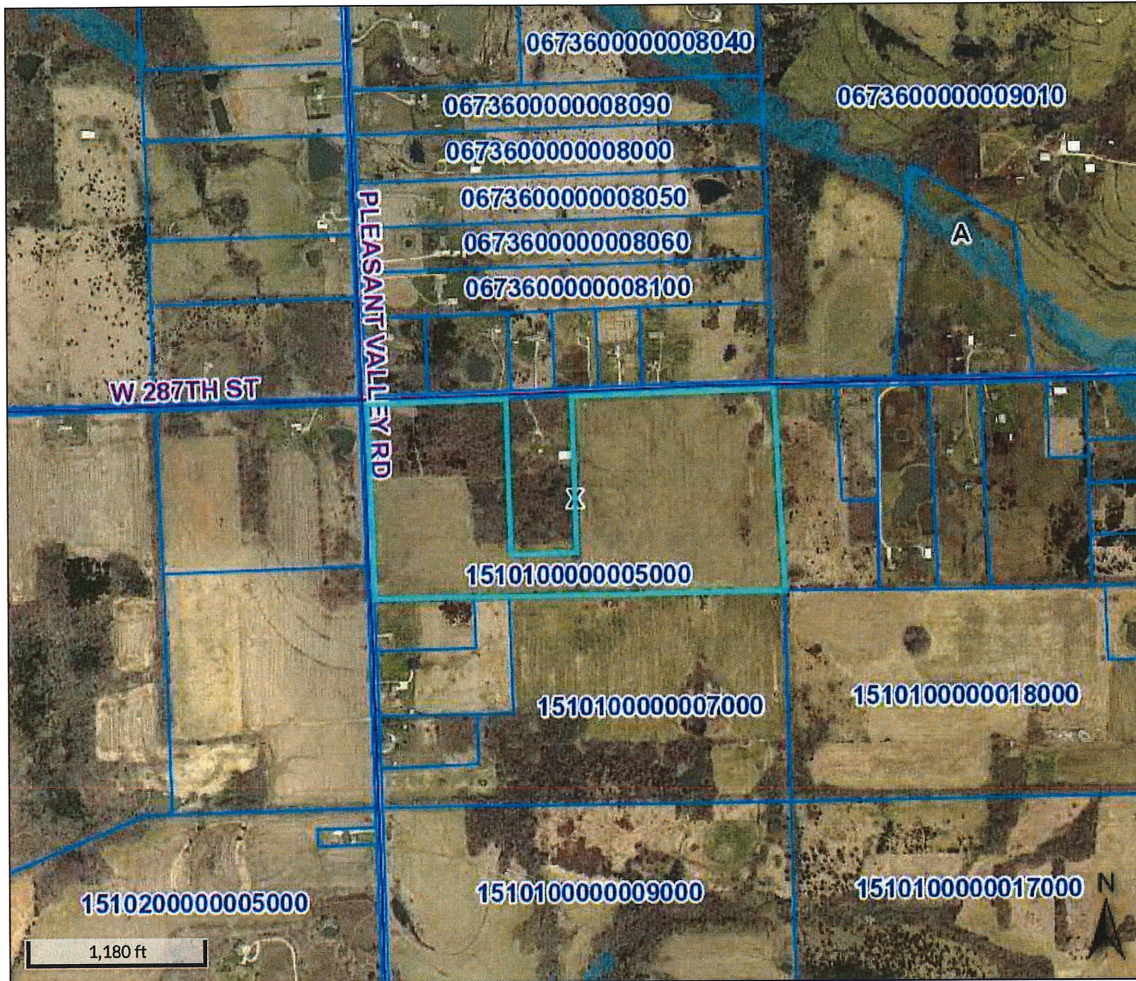
NO EASEMENTS SHOWN  
 NO TITLE INFORMATION PROVIDED  
 ASSUMED N88°00'18"E ON THE NORTH LINE OF THE NORTHWEST QUARTER SECTION ±  
 ALL DISTANCES AND BEARINGS ARE MEASURED UNLESS OTHERWISE NOTED.  
 REFERENCE SURVEY BY SELZER & ASSOCIATES JULY 1992 FILED BK-L SURVEY PG-188.  
 REFERENCE SURVEY BY SELZER & ASSOCIATES NOV. 1991 FILED BK-K SURVEY PG-127.

**TRACT SPLIT**

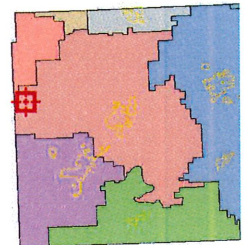
N.1/2 N.W.1/4 SECTION 1-17-21  
 MIAMI COUNTY, KANSAS










CIVIL ENGINEERS  
 LAND SURVEYORS - LAND PLANNERS  
 122 N. WATER STREET  
 SALEM, KANSAS 65806  
 PHONE: (417) 764-1079/FAK (417) 764-8635  
 FAX: (417) 764-1079/FAK (417) 764-8635  
 E-MAIL: david@ad-engineers.com  
 www.ad-engineers.com



Overview



Legend

-  City Limits
-  Centerlines
-  Parcels
-  Lakes
- Flood Zones**
-  0.2 PCT ANNUAL CHANCE FLOOD HAZARD
-  A
-  AE

Parcel ID= 1510100000005000  
Acres= 66.743426499999998

Date created: 2/2/2021  
Last Data Uploaded: 2/2/2021 7:15:42 AM

Developed by  Schneider  
GEOSPATIAL

# MIAMI COUNTY

## STAFF REQUEST FOR COMMISSION ACTION

<b>SUBMITTED BY:</b> Janet McRae	<b>REQUESTED MEETING DATE:</b> 3/31/2/10
<b>DEPARTMENT:</b> Economic Development	<b>REQUESTED MEETING:</b> <input type="checkbox"/> STUDY SESSION <input checked="" type="checkbox"/> REGULAR MEETING
<b>CONTACT INFORMATION:</b> jmcrae@miamicountyks.org, (913) 294-4045	<b>PROJECT / REFERENCE NUMBER:</b>

**AGENDA SUBJECT:**

Conduct a public hearing for the purpose of evaluating the performance of Grant No. 20-CV-099, a small business grant program within Miami County, KS.

**AGENDA SUBJECT BACKGROUND / DESCRIPTION:**

Last fall, the county was awarded a \$132,000 CDBG-CV grant. Those funds were awarded to 13 businesses with the expectation of retaining 55 jobs. During the final performance review, it has been determined that 75.5 jobs were retained. A consultant was hired to assist with the program and \$12,000 from the award covered those expenses.

**REQUESTED ACTION / STAFF RECOMMENDATION:**

Conduct the public hearing as advertised.

**BUDGET IMPACT:**

<b>BUDGET AVAILABLE FOR THIS ITEM:</b> \$	<b>BUDGET REMAINING FOR THIS ITEM:</b> \$				
<b>FUND / LINE ITEM TO BE CHARGED:</b> ###-###-####	<table style="width: 100%;"> <tr> <td style="width: 50%;"><b>ITEM BUDGETED?:</b></td> <td style="width: 50%;"><b>CAPITAL PROJECT?:</b></td> </tr> <tr> <td> <input type="checkbox"/> YES      <input type="checkbox"/> NO                 </td> <td> <input type="checkbox"/> YES      <input type="checkbox"/> NO                 </td> </tr> </table>	<b>ITEM BUDGETED?:</b>	<b>CAPITAL PROJECT?:</b>	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO
<b>ITEM BUDGETED?:</b>	<b>CAPITAL PROJECT?:</b>				
<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO				

**Janet McRae** Digitally signed by Janet McRae  
 Date: 2021.03.24 14:50:08 -05'00'

SUBMITTER'S SIGNATURE:

DATE:

FISCAL REVIEW

*Steve Lyman*  
SIGNATURE:

*3/24/2021*  
DATE:

Comments:

LEGAL REVIEW

SIGNATURE:

DATE:

Comments:

ADMINISTRATOR REVIEW

*Shane Knell*  
SIGNATURE:

*3-24-21*  
DATE:

Comments:

COUNTY CLERK'S OFFICE USE

Commission Action Taken:

Accepted

Denied

Postponed

Acknowledged

Date Action Taken:

Required Follow-up Date:

Publication Required:

Submitted to Publication By:

Yes

No

NPG Account Number:

Mail Distribution Required:

Mailed By:

Yes

No

# MIAMI COUNTY

## STAFF REQUEST FOR COMMISSION ACTION

<b>SUBMITTED BY:</b> Janet McRae	<b>REQUESTED MEETING DATE:</b> Wednesday, March 31, 2021
<b>DEPARTMENT:</b> Economic Development	<b>REQUESTED MEETING:</b> <input type="checkbox"/> STUDY SESSION <input checked="" type="checkbox"/> REGULAR MEETING
<b>CONTACT INFORMATION:</b> jmcrae@miamicountyks.org, (913) 294-4045	<b>PROJECT / REFERENCE NUMBER:</b>

**AGENDA SUBJECT:**  
 Authorize the Chairman to sign the final documentation to close out Grant No. 20-CV-099 with the Kansas Department of Commerce.

**AGENDA SUBJECT BACKGROUND / DESCRIPTION:**  
 Staff from the Kansas Department of Commerce have completed their review of the grant documentation. Following the public hearing, the county can submit the final documentation to the state. As part of that process, funds for the final payment to the grant administrator will be requested.

**REQUESTED ACTION / STAFF RECOMMENDATION:**  
 Authorize the chairman to sign and submit the final documentation for Grant No. 20-CV-099.

**BUDGET IMPACT:**  
 None. The final payment is covered by the grant.

<b>BUDGET AVAILABLE FOR THIS ITEM:</b> \$6,000.00	<b>BUDGET REMAINING FOR THIS ITEM:</b> \$6,000.00				
<b>FUND / LINE ITEM TO BE CHARGED:</b> 0998-405-2014-952	<table style="width: 100%; border: none;"> <tr> <td style="border: none;"><b>ITEM BUDGETED?:</b></td> <td style="border: none;"><b>CAPITAL PROJECT?:</b></td> </tr> <tr> <td style="border: none;"><input checked="" type="checkbox"/> YES      <input type="checkbox"/> NO</td> <td style="border: none;"><input type="checkbox"/> YES      <input type="checkbox"/> NO</td> </tr> </table>	<b>ITEM BUDGETED?:</b>	<b>CAPITAL PROJECT?:</b>	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO
<b>ITEM BUDGETED?:</b>	<b>CAPITAL PROJECT?:</b>				
<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO				

**Janet McRae** Digitally signed by Janet McRae  
 Date: 2021.03.24 14:55:01 -05'00'

SUBMITTER'S SIGNATURE:

DATE:

FISCAL REVIEW

*Steve Gorman*  
SIGNATURE:

*3/24/2021*  
DATE:

Comments:

LEGAL REVIEW

SIGNATURE:

DATE:

Comments:

ADMINISTRATOR REVIEW

*Shane Kell*  
SIGNATURE:

*3-24-21*  
DATE:

Comments:

COUNTY CLERK'S OFFICE USE

Commission Action Taken:

Accepted

Denied

Postponed

Acknowledged

Date Action Taken:

Required Follow-up Date:

Publication Required:

Submitted to Publication By:

Yes

No

NPG Account Number:

Mail Distribution Required:

Mailed By:

Yes

No

**CDBG-CV  
GRANT CLOSE-OUT TRANSMITTAL FORM**

Grantee's Name and Address:

Miami County, KS

201 South Pearl Street

Paola, KS 66071-1777

Grant Agreement No.: 20-CV-099

Commencement Date: 8/1/2020

Completion Date: 7/31/2021

Please complete this form and the forms listed below, including the Performance Hearing affidavit, Final Quarterly Report and Final RFP/Cash Disbursement Form to conclude this grant project.

1. Grantee's Release Form
2. Final Independent Auditor's Report
3. Certificate of Completion (2 originals)
4. Economic Development Report
5. CDBG-CV Program Close-Out Certificate for Businesses (per business awarded)
6. Performance Hearing Affidavit
7. Final Quarterly Progress Report
8. Final RFP/Cash Disbursement Report

No costs have been incurred after the Completion Date of the above contract. All necessary documents and procedures have been followed, thereby finalizing the above referenced contract.

Garrett Nordstrom

Preparer's Name

Grant Administrator

Title

816-805-9183

Telephone Number

3/31/21

Date

Rev. 11/19/2020

**GRANTEE'S RELEASE FORM**

1 Pursuant to the terms on Grant Agreement Number 20-CV-099 and in consideration of  
2 the sum of One Hundred Thrity Two Thousand Dollars (\$132,000) which has been  
3 or is to be paid under the said contract to Miami County, KS,  
4 grantee upon payment of the said sum by the State of Kansas, Department of Commerce, hereinafter  
5 called the grantor, does remise, release, and discharge the grantor, its officers, agents and employees  
6 of and from all liabilities, obligations, claims, and demands whatsoever under or arising from the  
7 said contract.

8 IN WITNESS WHEREOF, this release has been executed this 31st day of  
9 March, 2021.

10 Signature of Authorized Elected Official: \_\_\_\_\_

11 Typed Name and Title: Bonnie Roberts, Chairman

ATTEST AND SEAL

12 \_\_\_\_\_

13 \_\_\_\_\_

(Rev. 2-2018)

## FINAL INDEPENDENT AUDITOR'S REPORT

If the grantee expends \$750,000 or more from all Federal sources in any fiscal year in which the grant is open, a 2 CFR Part 200 audit is required from the grantee. If you expend or expect to expend this amount in the current fiscal year, please indicate below. If required, a copy of the entire audit report must be submitted to Commerce in the required time period.

- A. 2 CFR Part 200 audit is not required.
- B. Audit is complete and one copy is enclosed.
- C. Audit is in progress or not yet begun.

Auditor's Name: Agler & Gaeddert Chartered  
 Address: 234 S Main St  
Ottawa, KS 66067  
 Telephone: 785-242-3170  
 Contact person with firm: Harold Mayes  
 Date audit to begin: March 1<sup>st</sup>, 2021  
 How the audit will be paid for: Local Funds  
 Date audit to be completed: May 31<sup>st</sup>, 2021

**CERTIFICATE OF COMPLETION**

<b>A. Name of Grant Recipient</b> Miami County	<b>B. Grant Agreement Number</b> 20-CV-099
---	---

**C. Final Statement of Cost**

Program Activity Categories	To Be Completed By The Recipient			To Be Completed By CDBG
	Paid Costs (a)	Local Unpaid Costs (b)	Total Costs (c)	Approved Total Costs
1. Economic Dev	120,000		120,000	
2.				
3. Administration	12,000		12,000	
4.				
5.				
6.				
7.				
8.				
9. Total Program Costs	132,000		132,000	
10. Less Other Funds Applied				
11. CDBG Grant Amount Applied	132,000		132,000	

**D. Computation of Grant Balance**

	To Be Completed By The Recipient	To Be Completed By CDBG
12. Total Amount Applied (Line 11a)	132,000	
13. Estimated for Unsettled Third-Party Claims		
14. Subtotal (Line 11c)	132,000	
15. Grant Amount Per Agreement (from contract)	132,000	
16. Unutilized Grant to be Canceled (Line 15 less Line 14)	0	
17. Grant Funds Received	132,000	
18. Balance of Grant Payable (Refundable) (Line 14 less Line 17)*	0	

\* If Line 17 exceeds Line 14, enter excess as a negative amount. This amount shall be repaid to the Department by check.

**CERTIFICATE OF COMPLETION - PAGE 2**

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**E. Unpaid Costs and Unsettled Third-Party Claims (Local Only)**

List amounts and describe circumstances

Check if continued on additional sheet and attach

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**F. Remarks**

Check if continued on additional sheet and attach

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**G. Certification of Recipient**

It is hereby certified that all activities undertaken by the recipient with funds provided under the Grant Agreement identified as Item B above have, to the best of my knowledge, been carried out in accordance with the Grant Agreement; that proper provision had been made by the recipient for payment of all unpaid costs and unsettled third-party claims identified in Item E above; that the Department, the State of Kansas, and the United States of America are under no obligation to make any further payment to the recipient under the Grant Agreement in excess of the amount identified on Line 18 above; and that every statement and amount set forth in this instrument is, to the best of my knowledge, true and correct as of this date.

		Bonnie Roberts, Chairman
_____	_____	_____
Date	Signature of Chief Elected Official	Typed Name and Title

---

**H. Department Approval**

This Certificate of Completion is hereby approved. Therefore, I authorize cancellation of the unutilized contract agreement and related funds reservation and obligations \_\_\_\_\_ (line 16 above).

_____	_____	_____
Date	Signature for CDBG Program	Typed Name

---

**ECONOMIC DEVELOPMENT REPORT**Date: 3/31/21Grant Agreement No: 20-CV-099Grantee: Miami County

## I. Direct Beneficiaries

A. Total businesses awarded: 13

B. Grant Agreement:

Number of Jobs to be retained: 55Target total LMI: 54.54 %

C. Final Performance:

Number of Jobs: actually retained: 75.5Number of Jobs: LMI retained: 69 Total LMI: 91.39 %

Must correspond with information in Section II (below).

D. Total funds spent by private industry: \$ 0E. Total (Recipient) cash contribution: \$ 0F. Other contributions: \$ 0G. Comments:  

---

## II. Actual Accomplishments (Job summary attached to final monitoring to be used for close-out.)

REQUEST FOR PAYMENT OF CDBG FUNDS

CFDA 14.228

PART I: REQUEST FOR PAYMENT INFORMATION

GRANTEE - NAME MIAMI COUNTY, KANSAS

GRANT NO. 20-CV-099

STREET ADDRESS 201 S PEARL ST SUITE 200

REQUEST NO. 2

PO BOX

Grantee's - E-mail address for notifying about ACH deposit

CITY, STATE, ZIP PAOLA, KS 66071

Administrator - E-mail address for notifying about ACH deposit

PART II: STATUS OF CDBG FUNDS

	AMOUNT
1 PAYMENT DUE & AMOUNT OF THIS REQUEST	6,000.00
2 CDBG GRANT AWARD	132,000.00
3 PROGRAM INCOME AND OTHER RECEIPTS	
4 TOTAL FUNDS ( 2 + 3 )	132,000.00
5 CDBG FUNDS RECEIVED TO DATE	126,000.00
6 TOTAL ( 1 + 5 )	132,000.00
7 REMAINING CDBG FUNDS ( 4 - 6 )	

PART III: CERTIFICATION

I HEREBY CERTIFY THAT THE DATA REPORTED ABOVE IS CORRECT AND THAT THE AMOUNT REQUESTED IS NOT IN EXCESS OF CURRENT NEEDS

DATE 3/31/2021 SIGNATURE TITLE

DATE 3/31/2021 SIGNATURE TITLE

PART IV: APPROVAL (FOR KANSAS DEPT. OF COMMERCE USE ONLY)

CDBG APPROVAL:

- 1. CONTRACT TERMINATION DATE: \_\_\_\_\_
- 2. AUTHORIZED SIGNATURE: \_\_\_\_\_
- 3. MONITORING RESOLUTION: CURRENT / PAST DUE / NA
- 4. QUARTERLY PROGRESS REPORTS: CURRENT / PAST DUE

FIELD REPRESENTATIVE \_\_\_\_\_ DATE \_\_\_\_\_

FISCAL \_\_\_\_\_ DATE \_\_\_\_\_

Kansas Department of Commerce  
Small Cities Community Development Block Grant

## CASH DISBURSEMENT REPORT

(For Economic Development Grants, please attach a copy of summary of payment)

GRANTEE: MIAMI COUNTY KANSAS  
 GRANT NUMBER: 20-CV-099  
 REPORTING PERIOD: 10/5/20-3/31/21  
 REPORT NUMBER: 2

Kansas Dept of Commerce  
 1000 SW JACKSON STREET, SUITE 100  
 TOPEKA, KS 66612-1354

CDBG-F-CD  
 6/2017 (REV)

NO.	ACTIVITY NAME (As on Budget Form)	BUDGET		TOTAL COST	CDBG \$			LOCAL/OTHER \$		
		CDBG	LOCAL		EXPENDED THIS RFP	EXPENDED TO DATE	AVAILABLE BALANCE	EXPENDED THIS RFP	EXPENDED TO DATE	AVAILABLE BALANCE
1	ED Grants	120,000.00		120,000.00		120,000.00				
	Blue Eagle Investigation	-12,335.03		-12,335.03		12,335.03				
	Continue Good	-5,000.00		-5,000.00		5,000.00				
	JK Comm	-9,340.10		-9,340.10		9,340.10				
	KC Watersports	-12,563.45		-12,563.45		12,563.45				
	Martanne Construction	-7,639.59		-7,639.59		7,639.59				
	Middle Creek Lancaster	-9,035.53		-9,035.53		9,035.53				
	Paola Eatery	-8,857.87		-8,857.87		8,857.87				
	Paola Inn	-13,578.68		-13,578.68		13,578.68				
	Plaza Park	-5,000.00		-5,000.00		5,000.00				
	Southern Eats	-8,629.44		-8,629.44		8,629.44				
	SunRayz	-8,934.01		-8,934.01		8,934.01				
	Twisted roots	-7,055.84		-7,055.84		7,055.84				
	We B Smokin	-12,030.46		-12,030.46		12,030.46				
3	Admin	12,000.00		12,000.00	6,000.00	12,000.00				
	<b>TOTALS</b>	132,000.00		132,000.00	6,000.00	132,000.00				

**Total Expended this DD, CDBG and Local**

**Total Expended**

**Total Invoices this DD**      **\$6,000.00**

**\$6,000.00**

**\$132,000.00**

CDBG/Local Ratio

100%

100%

100%

100%

# Western Consultants

PO Box 187  
Lawrence, KS 66044  
Phone 816.805.9183

Date: FINAL

**Bill To: Miami County, KS**  
**201 S Pearl St. Ste 102**  
**Paola, KS 66071**

**For: CDBG-CV**

DESCRIPTION	AMOUNT
REMAINDER OF CONTRACT DUE - Administration for CV grant	\$6,000.00
<b>TOTAL</b>	<b>\$6,000.00</b>

*\*Please make check payable to Western Consultants*

# MIAMI COUNTY

## STAFF REQUEST FOR COMMISSION ACTION

<b>SUBMITTED BY:</b> Frank Burrow	<b>REQUESTED MEETING DATE:</b> 03/24/2021
<b>DEPARTMENT:</b> EMS	<b>REQUESTED MEETING:</b> <input checked="" type="checkbox"/> <b>STUDY SESSION</b> <input checked="" type="checkbox"/> <b>REGULAR MEETING</b>
<b>CONTACT INFORMATION:</b> fburrow@miamicountyks.org 913-548-9325	<b>PROJECT / REFERENCE NUMBER:</b>

<b>AGENDA SUBJECT:</b> Requesting the approval for Remount of 2016 Ford E450 (Medic 1 VIN-1FDXE4FS2GDC36633)
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<b>AGENDA SUBJECT BACKGROUND / DESCRIPTION:</b> Requesting to remount 2016 Ford E450 Chassis (M1) to a 2021 Ford E 450 gas Chassis. This unit has had extensive repairs done and is scheduled for replacement. This unit currently has 169,700 miles and is failing the DOT inspection due to leaking of steering gear box, power steering pump and coolant line leaking at the heater core. There is also suspension issues The cost of this project is \$139,760
---

<b>REQUESTED ACTION / STAFF RECOMMENDATION:</b> Approve release of funds for this project.
---

<b>BUDGET IMPACT:</b> \$139,760
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<b>BUDGET AVAILABLE FOR THIS ITEM:</b> \$139,760	<b>BUDGET REMAINING FOR THIS ITEM:</b> \$0		
<b>FUND / LINE ITEM TO BE CHARGED:</b> 100-307-3709 (\$139,760)	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%;"><b>ITEM BUDGETED?:</b> <input checked="" type="checkbox"/> <b>YES</b>      <input type="checkbox"/> <b>NO</b></td> <td style="width: 50%;"><b>CAPITAL PROJECT?:</b> <input checked="" type="checkbox"/> <b>YES</b>      <input type="checkbox"/> <b>NO</b></td> </tr> </table>	<b>ITEM BUDGETED?:</b> <input checked="" type="checkbox"/> <b>YES</b> <input type="checkbox"/> <b>NO</b>	<b>CAPITAL PROJECT?:</b> <input checked="" type="checkbox"/> <b>YES</b> <input type="checkbox"/> <b>NO</b>
<b>ITEM BUDGETED?:</b> <input checked="" type="checkbox"/> <b>YES</b> <input type="checkbox"/> <b>NO</b>	<b>CAPITAL PROJECT?:</b> <input checked="" type="checkbox"/> <b>YES</b> <input type="checkbox"/> <b>NO</b>		

**Frank Burrow** Digitally signed by Frank Burrow  
Date: 2021.03.24 15:14:05 -05'00'

03/24/2021

SUBMITTER'S SIGNATURE:

DATE:

FISCAL REVIEW

SIGNATURE:

*Steve Gynan*

DATE:

3/24/2021

Comments:

LEGAL REVIEW

SIGNATURE:

DATE:

Comments:

ADMINISTRATOR REVIEW

SIGNATURE:

*Shane Hill*

DATE:

3-24-21

Comments:

COUNTY CLERK'S OFFICE USE

Commission Action Taken:

Accepted

Denied

Postponed

Acknowledged

Date Action Taken:

Required Follow-up Date:

Publication Required:

Submitted to Publication By:

Yes

No

NPG Account Number:

Mail Distribution Required:

Mailed By:

Yes

No