



KCHA Executive Board Meeting Minutes

January 11, 2023 10:30 a.m.

Saline County Road and Bridge Office

3424 Airport Rd, Salina, KS 67401

Meeting called to order by President *Andy Asch*.

Present:

President: *Andy Asch*

Secretary: *Chris O'Neal*

NACE Representative: *Justin Mader*

KAC Representative: *Jeff Beyer*

Local Road Engineer: *Keith Browning*

KS LTAP Representative: *Lindsay Marie Francis*

President Elect: *Jim Brull*

Treasurer: *Wayne Scritchfield*

FHWA Representative: *Not Present*

Past President: *Randy Blehm*

KDOT-BLP: *Tod Salfrank*

District Vice Presidents: *Brice Goebel (District 2), Brendan Mackay (District 3), Phil Nusser (District 5), Randy Blehm (District 6)*

Guests:

KAC: *Dornella Leal*

Franklin County: *David Lee*

[Brice Goebel] Request to amend the agenda to include discussion of Roads Scholar Training under **New Business**

Motion to approve amended agenda. **[Randy Blehm/Brendan Mackay]**

Motion to dispense with the reading of the minutes and approve the October, 19, 2022 KCHA Executive Board Meeting Minutes as printed **[Brice Goebel/Justin Mader]**

Treasurer Report: *Jim Brull* presented the Treasurer report. Motion to approve the Treasurer Report. See the KCHA website for the Treasurer's report. **[Justin Mader/Brendan Mackay]**

Executive Committee Reports:

- **KAC - Jeff Beyer:** Local Government Day hosted by KAC on January 25th, 2023. County Day at the Capital hosted by KAC on February 9th, 2023. Jeff announced that he is resigning from his position as KAC Representative as he will be retiring from Coffey County.
- **NACE - Justin Mader:**



NACE Staff Changes

- Kevin Stone (CEO & Executive Director) has a 3-yr renewed contract
- Connie Radoullovitch (Accountant & Office Manager) has retired
- Staci Morgan (Conference and special events) is now working by contract (non-staff) and will be working remotely from Mississippi.
- C2 Association Strategies has been hired to manage: organization finances, invoicing, database management, county and corporate membership.
- Emily White (Communications Manager) new to staff.

NACE Meetings

- Fall BOD Meeting – Omaha, NE; November 3, 2023
- Annual Conference – Orange Beach, AL; April 16, 2023

NACE Membership

- NACE is for all county highway officials, not just County Engineers.
- For 2023, NACE membership will be an option when paying for your KCHA membership.
- After KCHA has collected all NACE dues we/KAC will send check to Jen Voshel at [PO Box 426064, Washington, DC 20042-6064](mailto:jvoshell@countyengineers.org). A membership roster will also need to be emailed to Jen at jvoshell@countyengineers.org.

Membership Benefits

- Exclusive online access
- Discounted rates for events like the Annual Conference
- Access to NACE job board
- Access to NACE Connect and other members-only webinars
- Receive monthly NACE News as well as regulatory and legislative updates
- NACE Connect is a program that allows the NACE Corporate Members to show case their products and technologies. It provides educational opportunities with PDH's for NACE members.
- Support the county road and bridge industry at the national level

2023 NACE Conference – Perdido Beach Resort

- Orange Beach, Alabama - April 16-19, 2023
- The Perdido Beach Resort is sold out on some days. Make sure you get on their wait list through their reservations system. Phoenix East 2 is another option to stay but is significantly more expensive.
- Below is a list of reimbursable items for all KCHA executive board members.
 - NACE conference registration
 - Flight ticket (coach/economy) from Wichita to Pensacola and rental car (mid-size) – Cost to be determined in February
 - If driving, mileage reimbursement will be maxed out at flight ticket and rental car cost
 - One checked baggage
 - Travel meals
 - Hotel stay at the Perdido Beach Resort for check in on 4/15 and check out on 4/20 (\$1,067.85)



- Airport or hotel parking fees
- Items that will not be reimbursed
 - Guest program cost
 - Details of the guest program have not been finalized. Therefore, I can't tell you what will be in the program.
 - Seat upgrade for flight
 - Extra insurance for flight ticket and rental car
 - Extra checked baggage
 - Guest travel meals
 - Hotel costs above \$1,067.85.
 - I mentioned the Phoenix East 2. This is NOT the only hotel in the area. It is just the closest to the conference building (Perdido). FYI, I looked into reserving a room at the Phoenix for Saturday through Thursday. It was nearly \$800 more than the Perdido.
 - Golf – This is an extra event that may be scheduled for Saturday
- Guest program
 - Hopefully NACE will have details of program published within a few weeks.
 - If already registered for conference and need to register a guest, contact Staci Morgan (202-255-4379 email staci@countyengineers.org)
 - Then mail a check to [PO Box 426064, Washington, DC 20042-6064](#).
 - The NACE registration system will not allow payments to be split.
- When the time gets closer, I will get a list of attendees with arrival dates and contacts.

Future Conferences

- 2024 – Palm Springs, California - April 15-18, 2024
- 2025 – Chicago suburb area – Still working on details
- 2026 – Possibly in San Antonio, TX

NACE Committees

- Constitution and By-Laws
- Conference Selection
- Corporate Services
- Member Services
- Legislative
- Nomination
- Awards
- Technical
 - Unpaved Road
 - Pavement Preservation
 - Structures and Environmental
 - Emergency Preparedness and Operations
 - Safety and Technology
- Contact Justin Mader if interested in serving on one or more of these committees.



- **FHWA Local Road Coordinator - Alvin Perez:** Andy Asch presented a written report by Alvin Perez. Alvin's report states that there hasn't been many changes made at this time other than funding opportunities and dates for applications to be submitted for the various programs being offered through the Bipartisan Infrastructure Law. Justin Mader discussed ARPA funds.
- **Local Road Engineer - Keith Browning:** Keith requested that District Vice Presidents let him know the date of KDOT District Meetings when they become known. 85 out of 105 Counties have paid for KAC Engineer subscriptions. The Pavement Maintenance Study for Lyon and Ford Counties are complete. Moving forward with Coffey County. Stafford, Atchison and Crawford Counties have all shown interest in the PMS. Discussed teaching LTAP classes and a Pavement Maintenance class.
- **KDOT - Tod Salfrank:** Tod discussed the KDOT Secretary situation. Tod provided an update about positions within the Local Projects team. Local Project website contact list updated to reflect changes. Discussed how bridge inspection requirements will change with the Bi-partisan Infrastructure Law. Discussed creation of electronic bridge inspection device. Discussed changes to manual for Bridge School. Will clarify definition of team leader in Kansas. Discussed Bridge Inspection Portal, migrating data to a new version of BRM. Call for projects is out for HRRR. Calls for bridge programs possibly being split into two separate calls. Cost share coming out soon.
- **LTAP - Lindsay Francis:** Lindsay discussed LTAP looking at standing up a program to help locals with pursuing grants. Working with Greg Newmark at Kansas State to refine the proposal. Road Scholar classes starting in February. Build a Better Mousetrap submission deadline moved up to May 1st. LTAP is looking to recognize Road Scholar graduates at District Meetings. Discussion about KCHA helping to fund gifts for Road Scholar graduates. Motion that KCHA will pay not to exceed \$6,000 to LTAP to cover cost of Road Scholar graduate gifts. **[Justin Mader / Phil Nusser]. Motion passed [All in favor / none opposed].**

Old Business

- **Shirts for Spring Conference** – Discussion about who would be available to order KCHA shirts. Limiting shirts to department heads and KCHA Executive Board Members.
- **2023 KCHA Member/Vendor Fees** – Discussion about fees being set at \$75 for County members and \$125 for Vendor members.
- **Booth at KAC Government Day** – Discussion about who would be reserving the booth. *Brice Goebel* volunteered to reserve the booth. *Chris O'Neal* volunteered to work the booth with *Brice Goebel*.
- **KCHA Banner** – KAC can have the banner produced for \$300. Banner had been previously approved.



New Business

- **Bank Account Signatures** – Discussion about President, Vice President and Treasurer going to Sunflower bank to provide signatures for accounts.
 - **Organization Debit Card** – Discussion about acquiring a debit or credit card for KCHA. Having the Treasurer be the holder of the card.
- **Spring Conference Report/Norm's Class** – Set for May 15th through 17th. Conference will be held at the Four Points Sheraton in Manhattan. *Alvin Perez* speaking with Colbert Hills about the golf tournament. *Chris O'Neal* will organize and keep track of the golf team registrations. Discussion about *Norm Bowers* teaching New Supervisor Class.
- **2023 NACE Conference** – Discussion about plans for those that are planning on attending the 2023 NACE Conference.
- **Nominating Committee (Spring Conference)** – Reminder that nomination and voting for Executive board members will take place at the Spring Conference.
 - *Ryan Durst* announced he is resigning his position as District 4 Vice President. Motion made to accept resignation of *Ryan Durst* and appoint *David Lee* to fulfill the remaining term of the District 4 Vice President. **[Justin Mader / Randy Blehm]**
- **Road Scholar** – Discussion from *Brice Goebel* about promoting the Road Scholar program. Incentivizing employees to attend Road Scholar classes through wage increases.
- **KAC Secretary** – *Dornella Leal* with KAC discussed the Secretariat contract with KCHA. Discussion about how the amount paid by KCHA to KAC for the Secretariat was originally agreed upon. *Justin Mader* discussed review of the Secretariat contract by members of the KCHA Executive Committee. *Dornella Leal* will meet with *Andy Asch*, *Jim Brull*, *Chris O'Neal*, *Wayne Scritchfield* and *Justin Mader* to finalize details of the contract.

Next Meeting will be May 17th, 2023 at the Spring Conference.

Motion and second to adjourn this meeting. **[Brendan Mackay / Justin Mader]**