

# Barton County Commission Agenda Meeting Minutes

Recorded audio is available on compact disk upon request to the Barton County Clerk's Office, 1400 Main – Room 202, Great Bend, Kansas 67530.  
Phone (620) 793-1835 \ Fax (620) 793-1990 \ Email [clerk@bartoncounty.org](mailto:clerk@bartoncounty.org)  
Requests to be made pursuant to the Kansas Open Records Act and County Policy. Estimated cost of disk – Five Dollars (\$5.00).

March 20, 2020

The Board of Barton County Commissioners convened this 20th day of March 2020, at the Barton County Courthouse.

## *Members present:*

Kenny Schremmer, Commissioner, 1st District, Chairman  
Homer Kruckenber, Commissioner, 2nd District  
James R. Daily, Commissioner, 4th District  
Jennifer Schartz, Commissioner, 5th District (Chairman Pro-Tem)  
Donna Zimmerman, County Clerk  
Phil Hathcock, County Administrator  
Patrick Hoffman, County Counselor

## *Attending by phone:*

Don Davis, Commissioner, 3rd District

## **I. OPENING BUSINESS:**

Commissioner Schremmer called the meeting to order at 9:00 A.M.

Commissioner Daily moved to approve the agenda.  
Commissioner Schartz seconded the motion.  
All voted aye. Motion passed.

Minutes of the March 16, 2020, Regular Meeting were not available.

## **II. OLD BUSINESS:**

There was no old business.

## **III. NEW BUSINESS:**

**A. COVID-19 BUSINESS:** Barton County officials will consider action as necessary to ensure public safety and continuation of services as relates to the COVID-19 pandemic. Anticipated items:

### **1. Declaration of a State of Local Public Health Emergency: COVID-19:**

-On Wednesday, March 18, 2020, Chairman Kenny Schremmer signed a Declaration of a State of Local Public Health Emergency as a result of the COVID-19 event. The Commission will now be asked to ratify the declaration. The declaration will be in place for sixty days unless terminated earlier and allows for the rendering of aid and assistance.

Amy Miller, Emergency Risk Manager, said on Wednesday after discussion with the health officer and the health executive team, it was decided the Chairman should sign the declaration for COVID-19. Miller said normally declarations must be reviewed weekly, but the Governor will allow this to be in effect for 60 days. Miller said this only covers health emergency with other emergencies covered separately.

Commissioner Schartz asked if she had put all the pertinent people on alert. Miller said, as of last Friday, she notified everyone and added that all expenses are being tracked as of last Friday. Miller said FEMA will continue to provide information and noted this declaration is for the entire county. Other entities do not have to declare.

Steve Webster asked for clarification. Miller said this declaration says we have declared in our county and we can request assistance and supplies. This action opens channels for emergency and protective measures.

# Barton County Commission Agenda Meeting Minutes

Recorded audio is available on compact disk upon request to the Barton County Clerk's Office, 1400 Main – Room 202, Great Bend, Kansas 67530.

Phone (620) 793-1835 \ Fax (620) 793-1990 \ Email [clerk@bartoncounty.org](mailto:clerk@bartoncounty.org)

Requests to be made pursuant to the Kansas Open Records Act and County Policy. Estimated cost of disk – Five Dollars (\$5.00).

Commissioner Daily moved to ratify the Declaration of a State of Local Public Health Emergency for Barton County, Kansas, as a result of COVID-19.

Commissioner Schartz seconded the motion.

All voted aye. Motion passed.

## 2. **RESOLUTION 2020-07: A Resolution Restricting Access to the Barton County Buildings During a Public Health Emergency:**

-The Commission will be asked to consider the adoption of a Resolution restricting access to County buildings beginning at 5:00 p.m., Friday, March 20, 2020, until such time as a change in operations is warranted.

Phil Hathcock, County Administrator, said the past several weeks has seen many changes in the COVID-19 response not only from the federal but from the state level as well. County officials have been monitoring the situation and implementing policy and continuation of operation plans this week to ensure the safety of county employees as well as the general public as directed by the CDC and KDHE. Hathcock said we have not been notified of a positive case of COVID-19 in Barton County, however with the growing likelihood the virus will appear, we feel it prudent to take certain precautions as a proactive measure. This resolution restricts public access to county owned buildings for the near future. Elected officials and Department heads have worked in partnership to ensure that even with restricted access to its buildings, Barton County will still be able to provide essential services to the public. Hathcock said the resolution restricts the general public's access to the Barton County Courthouse and other county buildings may be closed, have limited access, or operate by appointment only. The county will issue a press release at the conclusion of this meeting with details on how to contact each department and in what manner each department will be operating.

Commissioner Schartz asked if we would rescind this action when it ends. Hathcock said that is correct.

Commissioner Daily asked if department heads were going to put some type of protocol in place for their specific departments and personnel in the event they are tested positive and are working with skeleton crews. Hathcock said department heads and elected officials employees have worked all week to enact policies that will allow their departments to continue operations. We are following the guidelines of KDHE and continually monitoring.

Commissioner Schartz asked what steps we are taking to keep our employees safe. Hathcock noted each office operates differently and is working diligently to keep their employees safe. The Treasurer's Office is leasing a building to keep certain employees separate and offer services to the public.

Mary Hoisington, GB Tribune, asked how Commission meetings would be shared when the courthouse is not open to the public. Hathcock said we will not have a meeting Monday and are planning how to do that right now in accordance with KOMA. Hathcock said it may be several weeks.

Patrick Hoffman said the Attorney General is providing guidance and said we all know we have to provide public access. Hoisington asked if it would be decided on the executive level. Hoffman said yes.

Chief Judge Mike Keeley said the Kansas Supreme Court has already issued an order that the District Court will close to the public as of 8am Monday for at least two weeks. Not allowing the public in, not having jury trials, not having hearings except for those emergency operations like first appearances, which can be done by video, child in need of care, and protection from abuse. Will have a skeleton crew in the District Clerk's Office and all counties in the district.

Schartz said we are shutting down to the public, but will remain open. Keeley said that is exactly what they are doing, limiting personal contact, answering phone calls, e-filing, etc.

# Barton County Commission Agenda Meeting Minutes

Recorded audio is available on compact disk upon request to the Barton County Clerk's Office, 1400 Main – Room 202, Great Bend, Kansas 67530.

Phone (620) 793-1835 \ Fax (620) 793-1990 \ Email [clerk@bartoncounty.org](mailto:clerk@bartoncounty.org)

Requests to be made pursuant to the Kansas Open Records Act and County Policy. Estimated cost of disk – Five Dollars (\$5.00).

Commissioner Daily said with the access limited at the East door, who will monitor that. Bellendir said he would have a deputy posted at the door.

Commissioner Schartz moved to adopt Resolution 2020-07, A Resolution Restricting Access to the Barton County Buildings During a Public Health Emergency.

Commissioner Daily seconded the motion.

All voted aye. Motion passed.

### 3. Continuation of Services: Lease Between J-Kat Corp and Barton County Commission:

-On Wednesday, March 18, 2020, Chairman Schremmer signed a Lease Agreement between J-Kat Corp, Landlord, and Barton County, Tenant. Under the short-term lease, scheduled for March 18 – September 30, 2020, the County may utilize the office and three drive-through lanes at 2223 Broadway Avenue, Great Bend, Kansas. It is planned that County offices will offer services at this location.

Jim Jordan, County Treasurer, said the Treasurer's Office, with the help of Amy Miller, has taken a proactive approach and entered into a 6-month lease with J-KAT to provide services at the drive-thru bank building. Jordan stressed that only three people will be allowed in the building and noted the site will be up and ready to go Monday morning. Jordan said the hours would be 7:30am to 4:30pm. Working to get a night depository box going so work can be dropped off to be worked the following day.

Commissioner Daily asked if this building is just for the Treasurer's Office. Jordan said at this time yes and said he has arranged for the Appraiser, Clerk and Register of Deeds to use it at some point if need be. Jordan thanked Dereck and his staff for all their work. Jordan said no walk-in business would be allowed. No one will be allowed to enter the building other than the three employees.

Commissioner Daily moved to ratify the Lease Agreement between J-Kat Corp and Barton County for the property at 2223 Broadway Avenue, Great Bend, Kansas, for the period of March 18, 2020 to September 30, 2020. Cost of the lease, set at \$1,500.00 for first month at \$3,000.00 per month thereafter, to be paid through the Courthouse General Account of the General Fund.

Commissioner Schartz seconded the motion.

All voted aye. Motion passed.

## IV. ENDING BUSINESS:

1. Announcements
2. Appointments

## V. OTHER BUSINESS:

- Karen Winkelman, Health Director: Physically things have changed so much. Thirty-six positive cases in the state of Kansas. Zero confirmed cases in Barton County. Awaiting tests results. Social Distancing. Testing is still being done through the private sector and convenient care. The Health Department is not a testing site at this time. Did testing yesterday at KDHE's initiative. A BIG thank you to everyone.
- Comm Daily: Where are we on supplies, like masks and gowns?
- Amy Miller: Requesting information from hospitals and public safety agencies on what supplies they have and what is needed. Will forward that data to the State. Please allow the counties and cities to have some of those supplies to protect the first responders.
- Comm Daily: Is FEMA going to throw anything into the mix?
- Miller: FEMA was just activated yesterday. This is very different from anything before. Normally are not requesting from the locals up to the state level.

# Barton County Commission Agenda Meeting Minutes

Recorded audio is available on compact disk upon request to the Barton County Clerk's Office, 1400 Main - Room 202, Great Bend, Kansas 67530.

Phone (620) 793-1835 \ Fax (620) 793-1990 \ Email [clerk@bartoncounty.org](mailto:clerk@bartoncounty.org)

Requests to be made pursuant to the Kansas Open Records Act and County Policy. Estimated cost of disk - Five Dollars (\$5.00).

- Lindsey Bogner, Ellinwood Hospital & Clinic Emerg Prep Coordinator: There are millions of supplies in caches around the state. Since we do not have a positive test, we are pretty low on the totem pole to get supplies. As supplies are available, we can distribute. Putting in our supply requests for PPE. We are still in good shape since we are not seeing those patients yet. Now stores cannot supply hospitals due to hoarding. Just released a lot of that Federal cache.
- Winkelman: Protecting their staff by not doing public testing. When they had to collect that sample yesterday, they knew what to do and knew they had to get the specimen there last night. Got a call from the Deputy at 10pm last night that the KDHE lab had it already.
- Kendal Francis, GBC Admin: Instituted their incident command. Has a staff member in charge of procurement of hard to find supplies. As they find supplies, they can reach out to see if you need something. What they locate is usually gone pretty quickly. Contact Stewart Baker at 793-4111 to be put you on a list and will instant message if they find something you are looking for. Offering to government entities for emergency responders first. If they have access to large quantities, they may be offered to the general public.

## VI. ADJOURN:

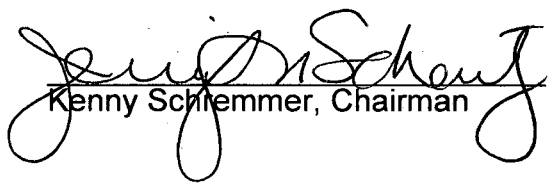
Commissioner Schartz made a motion to adjourn at 9:38 A.M.

Commissioner Kruckenberg seconded the motion.

All voted aye. Motion passed.

ATTEST:

  
Donna Zimmerman  
Barton County Clerk

  
Kenny Schremmer, Chairman

**DECLARATION OF A STATE OF LOCAL PUBLIC HEALTH EMERGENCY  
For Barton County, Kansas**

**WHEREAS**, on the 23rd day of March, 2020, the Board of Commissioners of Barton County, Kansas declared there was a State of Local Public Health Emergency within Barton County, Kansas resulting in a potential or occurring Pandemic – known as COVID-19 in Barton County, Kansas;

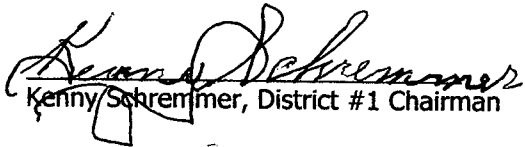
**WHEREAS**, such conditions endanger the public health, safety and welfare of persons within the border of Barton County, Kansas.

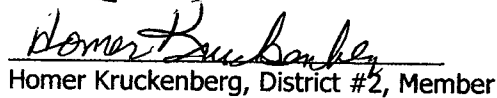
**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of Barton County, Kansas:

1. That the State of Local Public Health Emergency Declaration within Barton County, Kansas, declared on the 23rd day of March, 2020, shall continue and remain in full force and for a period of sixty (60) days from the declared effective date unless terminated earlier by this issuing authority.
2. That the response and recovery aspects of all local disaster plans which are applicable to Barton County, Kansas and shall initiate the rendering of aid and assistance there under.
3. That any rights or powers lawfully exercised, or any actions taken pursuant to local disaster emergency plans shall continue and have full force and effect as authorized by law for sixty (60) days unless modified or terminated in the manner prescribed by law.

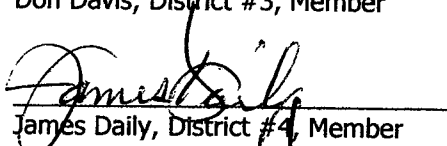
**RESOLVED** by the Board of Barton County Commission this <sup>18<sup>th</sup> D</sup> 23<sup>rd</sup> day of March, 2020.

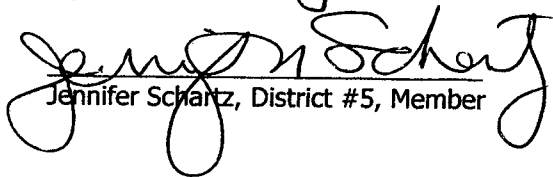
**BOARD OF COUNTY COMMISSIONERS**

  
Kenny Schrenmer, District #1 Chairman

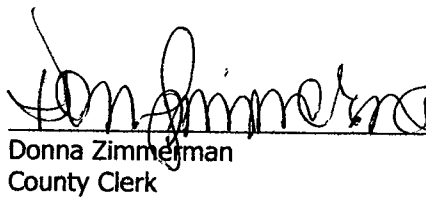
  
Homer Kruckenberg, District #2, Member

APPROVED BY PHONE  
Don Davis, District #3, Member

  
James Daily, District #4, Member

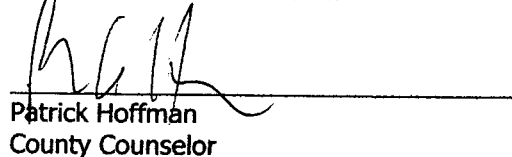
  
Jennifer Scharz, District #5, Member

**ATTEST:**

  
Donna Zimmerman  
County Clerk



**APPROVED AS TO FORM:**

  
Patrick Hoffman  
County Counselor

RESOLUTION 2020-07

**A RESOLUTION CONCERNING ACCESS TO BARTON COUNTY BUILDINGS  
DURING A PUBLIC HEALTH EMERGENCY**

WHEREAS, public health officials on National, State and Local levels have recommended limiting unnecessary person to person contact as a means to slow the spread of the current COVID-19 Coronavirus pandemic; and

WHEREAS, such conditions endanger the public health, safety and welfare of the citizens of Barton County, Kansas.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF BARTON COUNTY, KANSAS, adopt the following:**

County Operations:

1. Unless an employee falls within "at risk" as defined by separate employee policies, all County employees will continue to maintain normal business hours and perform assigned tasks until further notice;
2. Departments are encouraged to conduct business via telephonic and / or electronic means of communication whenever possible; and
3. Department Heads are to develop department specific protocols setting forth which items of business will require an in-person transaction and which items of business may be performed by another means of communication.

Access to the Barton County Courthouse

1. Effective at 5:00 PM CST March 20, 2020, all doors will be locked to the general public and access will be limited to the East Entry Door on a discretionary "as needed basis".

Other County Buildings

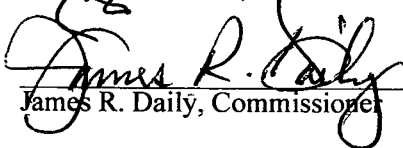
1. Effective at 5:00 PM CST March 20, 2020, other county buildings may be closed to the general public, have limited access, or operate by appointment only.

BE IT FURTHER RESOLVED this Resolution shall take effect and be in force immediately upon adoption and shall remain in effect until further notice.

Adopted this 20<sup>th</sup> day of March, 2020.

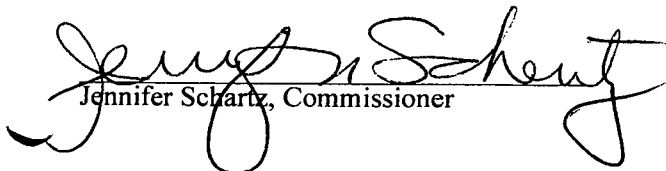
**BOARD OF COUNTY COMMISSIONERS**

  
Kenny Schremmer, Chairman

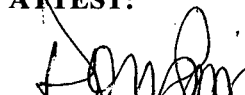
  
James R. Daily, Commissioner

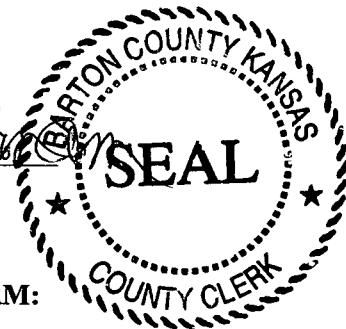
APPROVED BY PHONE  
Don Davis, Commissioner

  
Homer Kruckenberg, Commissioner


  
Jennifer Schartz, Commissioner

ATTEST:

  
Donna Zimmerman,  
County Clerk



APPROVED AS TO FORM:

  
Patrick Hoffman,  
County Counselor