

Barton County Commission Agenda Meeting Minutes

Recorded audio is available on compact disk upon KORA 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

Meetings Live Streamed through **Microsoft Teams**® at the following link: <https://bit.ly/3lhnoF0>.

November 28, 2023

The Board of Barton County Commissioners convened this 28th day of November 2023, at the 1500 Kansas location.

Members present:

Duane Reif, Commissioner, 1st District
Shawn Hutchinson, Commissioner, 3rd District, Chairman
Tricia Schlessiger, Commissioner, 4th District
Donna Zimmerman, Commissioner, 5th District
Chris Saenz, Deputy County Clerk
Matt Patzner, County Administrator
Patrick Hoffman, County Counselor

Members absent:

Barb Esfeld, Commissioner, 2nd District, (Chairman Pro-Tem)

I. OPENING BUSINESS:

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

Commissioner Schlessiger moved to approve the agenda.

Commissioner Reif seconded the motion.

All voted aye. Motion passed.

Commissioner Zimmerman moved to approve the minutes of the October 31, 2023, November 7, 2023 and November 14, 2023, Regular Meetings and the November 17, 2023, Special Meeting.

Commissioner Schlessiger seconded the motion.

All voted aye. Motion passed.

II. APPROVAL OF APPROPRIATIONS:

-Bev Schmeidler, County Clerk, will present details. An Accounts Payable Register will be submitted to the Commission for the period of November 7, 2023, and ending November 21, 2023.

Chris Saenz, Deputy County Clerk, presented details.

Commissioner Zimmerman moved to ratify appropriations for the period of November 7, 2023, to November 21, 2023. Authorize the Chairman to sign on behalf of the Commission.

Commissioner Reif seconded the motion.

All voted aye. Motion passed.

III. OLD BUSINESS:

-There was no Old Business.

IV. NEW BUSINESS:

A. INFORMATION TECHNOLOGY: Replacement of Certain Computers:

-Dereck Hollingshead, Information Technology Director, will provide details. The County has developed a plan for the annual replacement of a certain number of computers. This practice improves the County's technological capabilities and allows for more consistent budgeting. With no local vendors submitting bids, it is suggested that the \$29,745.00 low bid from RocketeDrop be approved and that each department provide funding for corresponding purchases.

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Dereck Hollingshead, Information Technology Director, said every year they reach out to department heads to see how many computers need replaced. When they have a total number, they go out for bids. The total this year was 31 computers and miscellaneous devices. Unfortunately, there were no local bids, but six bids were received from out of state. RocketeDrop was the low bid, Hollingshead asked for approval. The last two years, they went out for bids for 35 computers each year.

Commissioner Zimmerman asked Hollingshead if he had been able to reach the company and get responses. Hollingshead said he had.

Commissioner Reif asked if he felt this company would take good care of us. Hollingshead said they had been very responsive.

Commissioner Schlessiger moved to purchase certain computers from RocketeDrop for a total of \$29,745.00. Direct payment to be made as indicated in the included chart:

DEPARTMENT	FUND NAME	LINE NAME	NUMBER	AMOUNT
County Clerk	Clerk's Tech Fund	Office Furniture and Equipment over \$50	046-04-6175-15	\$ 1,560.00
Treasurer	Equipment Replacement, General	General	072-00-6380	\$ 1,560.00
Attorney	General Fund, Attorney's Account	Office Furniture and Equipment over \$50	001-08-6175	\$ 2,000.00
Sheriff	General Fund, Sheriff's Account	Printing and Office Supplies	001-12-5170	\$ 500.00
	General Fund, Sheriff's Account	Office Furniture and Equipment over \$50	001-12-6175	\$ 1,000.00
	VIN Inspections	Program Supplies	200-00-5210	\$ 6,246.00
Detention	Inmate Commissary Fund	Materials and Supplies	205-00-5420	\$ 4,680.00
Appraiser	General Fund, Appraiser's Account	Office Furniture and Equipment over \$50	001-14-6175	\$ 1,560.00
Administrator	General Fund, Administrator's Account	Office Furniture and Equipment over \$50	001-22-6175	\$ 1,839.00
Engineer	General Fund, Engineer's Account	Office Furniture and Equipment over \$50	001-32-6175	\$ 1,560.00
Enviro Mngt	General Fund, Enviro Mngt's Account	Office Furniture and Equipment over \$50	001-34-6175	\$ 1,560.00
Nox Weed	Noxious Weed Fund	Office Furniture and Equipment over \$50	005-90-6195	\$ 2,340.00
Health	Health	Office Furniture and Equipment over \$50	006-52-6175	\$ 1,000.00
Solid Waste	Solid Waste	Office Furniture and Equipment over \$50	140-68-6175	\$ 2,340.00
Total Cost				\$29,745.00

Commissioner Zimmerman seconded the motion.
All voted aye. Motion passed.

B. LEGISLATIVE ISSUES: KAC Legislative Policy Statement:

-Matt Patzner, County Administrator, will present details. On December 5, 2023, County officials will meet at the Kansas Association of Counties (KAC) Annual Conference. An important item that will be discussed is the KAC Legislative Policy Statement. Member Counties will be called to review the issues and determine the platform's final form. It will then be utilized during the upcoming Legislative Session to promote issues related to County Government. Each year, Barton County reviews and considers the KAC Platform and other initiatives that may have local interest.

Matt Patzner, County Administrator, presented details and asked for approval of the KAC Legislative Policy Statement.

Commissioner Zimmerman said she saw that LAVTR and other demand transfer funding topped some of the lists, she appreciated their efforts. She did not know that we would ever see it, but glad they were trying to get that funding reinstated for Kansas counties.

Commissioner Schlessiger said it had brought forth discussions.

Commissioner Hutchinson asked Patzner what kind of number LAVTR represented for Barton County. Patzner said he believed it was in the millions, it would be significant.

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Commissioner Reif moved to approve the 2024 KAC Legislative Policy Statement and support for the document at the KAC Annual Conference.

Commissioner Schlessiger seconded the motion.

All voted aye. Motion passed.

C. BARTON COUNTY EMPLOYEE HANDBOOK: Update – Policy 110, DOJ / OVW Funding – Interaction With Minors:

-Mr. Patzner will provide details. In January, 2023, the Commission adopted Policy 110, DOJ / OVW Funding – Interaction With Minors, into the Employee Handbook. The Office of Justice Programs (OJP) has since suggested certain updates.

Matt Patzner, County Administrator, said this was before the commissioners in early October. They made some tweaks to the policy, got it back to DOJ and they suggested some other changes. It had been put in exactly as DOJ gave it to us. This was the Interaction With Minors Policy, specific to justice programs. The updates were related specifically to Part II, Criminal History Search Procedure, changing some terminology to fit exactly what they wanted in there. Also, including a written determination of suitability to interact with minors.

Commissioner Reif said handbooks must be updated continuously.

Commissioner Zimmerman moved to adopt revised Policy 110, DOJ / OVW Funding – Interaction With Minors. Authorize the Administrator to make such revisions as are necessary to incorporate the updates into the Barton County Employee Handbook and to provide such updates to County employees.

Commissioner Reif seconded the motion.

All voted aye. Motion passed.

D. COURTHOUSE HVAC IMPROVEMENT PROJECT: Other Change Orders – Under Resolution 2023-19 Threshold:

-Mr. Patzner will present details. Barton County has received notice of certain needed updates to the Heating, Ventilation and Air Conditioning improvement project. These changes, individually, are under the threshold established with the adoption of Resolution 2023-19.

Matt Patzner, County Administrator, presented details. Change Order No. 7, allowed for easier access to install duct work and pipes. Change Order No. 11 was related to Courtroom A ductwork, it was a code issue. Courtroom A was essentially a wooden box inside a bigger room, ductwork had to be changed to keep in code. Patzner noted that Change Order No. 7 was being paid through Contingency Funds built into the original contract.

Commissioner Hutchinson said the ceiling in the Mechanical Room was an old time drop ceiling, it came down about a foot and then was plaster and lathe. The pipes have to slope and they were part way through the ceiling, it made sense to tear it out and leave them exposed.

Commissioner Schlessiger asked Patzner if a ceiling would be put back in or would it be left open. Patzner said it would be left open, no need to install a ceiling.

Commissioner Zimmerman asked if the total amount was \$12,797.95 because the other funds were from contingency funds. Patzner said that was correct, that was the only new encumbrance.

Commissioner Zimmerman moved to approve the following Change Orders for the Courthouse HVAC Improvement Project. Cost to be paid to Kruse Construction from the Capital Improvement Fund, Building and Fixed Equipment – General Line, 071-00-6305.

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Orders	Reason	Amount
No. 7	Mechanical Room – Ceiling	\$11,941.88*
No. 11	Courtroom - Air Plenum / Ductwork	\$12,797.95
Total		\$12,797.95

*Being paid through Contingency Funds.

Commissioner Schlessiger seconded the motion.
All voted aye. Motion passed.

No Executive Session Held

E. EXECUTIVE SESSION:

-Chairman Shawn Hutchinson will present. Any Commissioner may make a motion for the board to recess to executive session at this time as allowed by K.S.A. 75-4319. Any motion must contain the justification for the executive session, the subject matter to be discussed, any individuals in addition to the board who will attend the executive session and the time at which the regular session shall resume.

V. ENDING BUSINESS:

1. Announcements
2. Appointments

VI. OTHER BUSINESS:

Commissioner Reif – he had the opportunity to attend the Albert City Council meeting earlier this month. He thanked the media for keeping everyone informed.

Commissioner Reif – joint meeting with the City of Claflin on the 15th of next month.

Commissioner Reif – talked about the joint meeting with the City of Hoisington.

Commissioner Schlessiger – Spoke about joint meeting with the City of Ellinwood.

Commissioner Schlessiger – invited everyone to the Ellinwood Annual Christkindlmarket this coming Sunday.

Commissioner Schlessiger – Pawnee Rock will have a tree lighting December 2nd at 5:00 P.M.

VII. ADJOURN:

Commissioner Schlessiger made a motion to adjourn at 9:21 A.M.

Commissioner Zimmerman seconded the motion.

All voted aye. Motion passed.

ATTEST:


Chris Saenz
Barton County Deputy Clerk


Shawn Hutchinson, Chairman