

Barton Co Commission SPECIAL 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

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

November 19, 2008

The Board of Barton County Commissioners convened this 19th day of November 2008, at the Barton County Courthouse.

Members present:

Kenny Schremmer, Commissioner, 1st District, Chairman

Betty Chlumsky, Commissioner, 2nd District

Joe Wilson, Commissioner, 3rd District

Kirby Krier, Commissioner, 4th District

Jennifer Schartz, Commissioner, 5th District (Chairman Pro-Tem)

Donna Zimmerman, County Clerk

Richard Boeckman, County Counselor/Administrator

I. OPENING BUSINESS:

Commissioner Schremmer called the **Special** Agenda Meeting to order at 9:00 A.M.

Commissioner Schartz moved to approve the agenda.

Commissioner Wilson seconded the motion.

All voted aye. Motion passed.

Commissioner Schartz moved to approve the minutes of the November 10, 2008 Regular Meeting.

Commissioner Krier seconded the motion.

All voted aye. Motion passed.

II. OLD BUSINESS:

There was no old business.

III. NEW BUSINESS:

A. APPRAISER'S OFFICE: Repair and Upgrade of Office:

-For some time, Barbara Konrade-Stierlen, County Appraiser, has worked to develop plans for upgrading her department. This includes electrical outlets, storage and lighting. After having plans professionally drawn, bids were solicited for construction work. Thomas Quality Homes has submitted a bid that best meets departmental needs.

Barbara Konrade-Stierlen, County Appraiser, and Dave Thomas, Thomas Quality Homes, reviewed the plans for remodel which includes repair to water damage in the back office area. The plan allows for expansion to for an additional employee if needed and energy efficient lighting.

Commissioner Krier moved to approve the \$80,919.98 quote from Thomas Quality Homes for remodeling in the Appraiser's Office. The cost to be paid from Capital Improvement Fund, line, 45-10-4310.

Commissioner Wilson seconded the motion.

All voted aye. Motion passed.

B. COURTHOUSE: Exterior Building Repairs:

-Given the age of the Courthouse, from time to time problems with the structure maintenance have been found. Such is the case with sealing on the corner towers and coping. The County has contacted Mid-Continental Restoration to determine the cost of sealing. After inspection, it was determined that the work could be completed for \$2,840.00.

Richard Boeckman, County Counselor/Administrator, provided details and said the exterior repair work should begin fairly quickly.

Barton Co Commission SPECIAL 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

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

Commissioner Wilson moved to approve the \$2,840.00 quote from Mid-Continental Restoration Co. for exterior repairs at the courthouse. The cost to be paid from the Capital Improvement Fund, Buildings and Fixed Equipment line, 45-10-4310.

Commissioner Schartz seconded the motion.

All voted aye. Motion passed.

C. BARTON COMMUNITY COLLEGE: Pre-Employment Physical Testing:

-Kala Steffen, Barton Community College (BCC)/WorkFit, met with the Commission in Study Session on October 27, 2008, to review the Physical Capacity Profile Testing Plan. Under this plan, the County would be eligible to use WorkFit services for pre-employment physical testing. Generally, testing will be conducted to assure that applicants meet the physical requirements of the offered position.

Richard Boeckman, County Counselor/Administrator, provided details and noted the elected officials are not subject to the pre-employment physical testing. The testing does include Juvenile Services and Community Corrections.

Commissioner Wilson moved to enter into the agreement for Physical Capacity Profile Testing Agreement with WorkFit for pre-employment physical testing.

Commissioner Schartz seconded the motion.

All voted aye. Motion passed.

D. EMPLOYEE HANDBOOK AND ADMINISTRATION MANUAL: Section 104, Employee Medical / Psychological Examinations:

-In anticipation of the approval of the Pre-Employment Physical Testing with Barton Community College, administration staff has prepared a revision to Section 104, Employee Medical / Psychological Examinations, of both the Employee Handbook and Administration Manual. Generally, the current language reference exams - Periodic physical examinations to determine fitness for duty or other medical monitoring that is required by medical standards or by federal, state or local law; or – is suggested for update as follows – All prospective employees who have been given a conditional offer of employment shall have a pre-employment physical with a County-designated physician or other such practitioner. If the pre-employment physical indicates the prospective employee cannot perform the essential functions of the offered position, the prospective employee will not be offered the position.

Richard Boeckman, County Counselor/Administrator, provided details.

Commissioner Schartz moved to approve amendments to the Barton County Employee Handbook and Administration Manual, Section, 104, Employee Medical / Psychological Examinations, Reference All Employees Being Subject to Pre-Employment Physical Testing Based on Job Standards. Direct the Administrator's Office to coordinate updates with the county departments.

Commissioner Wilson seconded the motion.

All voted aye. Motion passed.

IV. ENDING BUSINESS:

1. Announcements
2. Appointments

V. OTHER BUSINESS:

Barton Co Commission SPECIAL 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

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

- Richard Boeckman: Sheriff Causey will be here to discuss jail repairs.
Amy Boxberger will discuss unexpended grants.
Janet Crane will discuss budget amendments.
- Bernie & Steve Johnson: Battling living conditions at their rural property. Numerous horses on ¼ acre property next to their home. Will meet with Planning & Zoning Commission next.
- David Brack: Drainage problems have improved, but terrible road conditions exist in Eureka Twp. School bus no longer travels road. Meeting set for next Monday to discuss.

VI. ADJOURN:

Commissioner Wilson made a motion to adjourn at 9:45 A.M.

Commissioner Krier seconded the motion.

All voted aye. Motion passed.

ATTEST:

Donna Zimmerman
Barton County Clerk

Kenny Schremmer, Chairman