

# 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).

October 26, 2015

The Board of Barton County Commissioners convened this 26th day of October 2015, at the Barton County Courthouse.

*Members present:*

Kenny Schremmer, Commissioner, 1st District, Chairman  
Homer Kruckenberg, Commissioner, 2nd District  
Don Davis, Commissioner, 3rd District  
Alicia Straub, 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 meeting to order at 9:00 A.M.

Commissioner Schartz moved to approve the agenda with the concession that we table Item A. under Old Business for further study.

Commissioner Straub seconded the motion.

All voted aye. Motion passed.

Commissioner Straub moved to approve the minutes of the October 19, 2015 Regular Meeting.

Commissioner Schartz seconded the motion.

All voted aye. Motion passed.

## NEW BUSINESS:

### A. EMPLOYEE RECOGNITION: Kansas Association of Counties – Service Awards:

-The Kansas Association of Counties (KAC) offers Service Awards. Per KAC guidelines, to be eligible for a service award, the applicant must be a county officer or employee of a Kansas Association of Counties member county. Awards will be given for the completion of 8, 16, 24, 32, 40, 44 and 48 years of service. The required period of service must be completed by February 1, 2016, to receive credit for the 2015 county service award.

Richard Boeckman, County Counselor/Administrator, presented the awards to those present: Melissa Hagerman, Liz Nolan, Kevin Wondra, Bev Frizell and Donna Zimmerman. Dale Phillips presented the 44 year award to Gary Demel.

Commissioner Schartz moved to provide eligible employees with KAC Service Awards including those people who have already been appreciated:

EMPLOYEE	POSITION	DEPARTMENT	YEAR OF SERVICE
Melissa Hagerman	Public Health Nurse	Health	Eight
Tracy Miller	Appraiser II	Appraiser's Office	Eight
Michael Moos	Grading, Construction Foreman	Road and Bridge	Eight
Liz Nolan	Communications Supervisor	911	Eight
Kevin Wondra	Treasurer	Treasurer's Office	Eight
Paula Haughton	Records Clerk	Sheriff's Office	Sixteen *
Marissa Woodmansee	JIAS/ Prev Coord / JIASP CM	JIAS	Sixteen *
Bev Frizell	WIC Supervisor / Reg Diet	Health	Twenty-Four *
Janel Rose	Health Educator / Program Coord	Health	Twenty-Four *
Donna Zimmerman	County Clerk / Election Officer	Clerk's Office	Thirty-Two *
Gary Demel	Shop Foreman	Road and Bridge	Forty-Four **

\*Also received pin

\*\*Extra Gift

# 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 Davis seconded the motion.  
All voted aye. Motion passed.

## **B. GOLDEN BELT VETERANS MEMORIAL: Dedication of Commemorative Stone 1:**

-The Board of County Commissioners is joined by the Memorial Parks Advisory Committee in cordially inviting the public to attend the dedication of the Golden Belt Veterans Memorial Stone, Commemorative Stone 1. The event will be held at 2:00 p.m., Wednesday, November 11, 2015 – Veterans Day. The Golden Belt Memorial Park is located at 59 NW 50 Road, Great Bend, Kansas. The public is encouraged to bring their own seating.

Richard Boeckman, County Counselor/Administrator, said the Memorial Parks Advisory Committee has put together a very nice program. The GBHS band will perform and there will be a guest speaker. The Administrator's office sent invitations to everyone who purchased a line on the first stone. There are 377 names on the first stone.

Information Only. No Action Required.

## **C. CENTRAL KANSAS COMMUNITY CORRECTIONS: Fiscal Year 2015 Year End Outcomes:**

-The Kansas Community Corrections Act provides grants to Kansas Counties to develop and maintain a range of programs for adult offenders assigned to Community Corrections agencies. A Comprehensive Plan (grant application) was submitted that set the goals for FY2015. The Year End Outcomes then sets out the results at the close of the year and require the review and approval of the Barton County Commissioners, as the Administrative County for the District to which the plan pertains.

Amy Boxberger, CKCC Director, said she is happy to report the previous year's outcome and asked for approval to submit the FY2015 outcome report.

### **Year End Outcomes:**

Target	1 <sup>st</sup> Quarter	2 <sup>nd</sup> Quarter	3 <sup>rd</sup> Quarter	Year End
Not more than 25% enter prison	21%	13%	27%	25%
75% Do not enter prison	79%	88%	73%	75%

In FY2015, there were one hundred and six (106) offenders discharged from Central Kansas Community Corrections. Twenty-seven (27) offenders, or 25% were revoked and entered into the Kansas Prison System while seventy-nine (79) offenders, or 75%, did not enter the Kansas Prison System.

Commissioner Straub moved to approve the Fiscal Year 2015 Year End Outcomes as presented by Amy Boxberger and Central Kansas Community Corrections and authorize the Chair to Sign Grant Forms as Needed.

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

## **D. ADMINISTRATION MANUAL: Rescinding the Manual:**

-The Barton County Administration Manual, first adopted in 1986, last underwent a rewrite in 1994. Since that time, it has become defunct. Most policies used by the County are contained in the Barton County Employee Handbook or are addressed via Resolution. It is suggested that the Manual be rescinded.

Richard Boeckman, County Counselor/Administrator, said the manual has not been kept up to date and is essentially the same as the Employee Handbook. Boeckman recommended the manual be rescinded and noted there is only 1 section that requires action and noted that is the next agenda item.

Commissioner Schartz moved to rescind the Barton County Administration Manual, effective immediately. Commissioner Kruckenberg seconded the motion.

# 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).

All voted aye. Motion passed.

## **E. BARTON COUNTY EMPLOYEE HANDBOOK: Proposed Update – Section 102, Equal Employment Opportunity:**

-Rescinding the Barton County Administrative Manual has resulted in the need to update one policy in the Employee Handbook – Section 102, Equal Employment Opportunity. Under the proposed revisions, the County Counselor / Administrator would be named as the Equal Employment Opportunity Coordinator and duties would be outlined.

Richard Boeckman, County Counselor/Administrator, said he attends an equal opportunity seminar every other year and noted this section needs to be included in the Employee Handbook.

Commissioner Schartz moved to approve the Barton County Employee Handbook revisions as follows:

Revision Acknowledgement

Handbook 102

Equal Employment Opportunity – Updated

Handbook Revisions Section

Commissioner Kruckenberg seconded the motion.

All voted aye. Motion passed.

## **F. RESOLUTION 2015-22: Designation of KPERS Agent:**

-The Kansas Public Employees Retirement (KPERS) Act of 1961 provides in K.S.A. 74-4902(6) for the designation of an agent for each participating employer through whom system transactions and communications are directed. In addition, this agent acts as a local contact for employees for Retirement System information, transactions, forms and publications. The proposed Resolution names Mr. Boeckman as the agent with the County Clerk as an additional signer. It also removes Jessica Wilson, who has resigned from County employment.

Richard Boeckman, County Counselor/Administrator, said historically, the Finance Officer has been the KPERS designated agent. Jessica Wilson, our current Finance Officer, is leaving County employment next week. Boeckman recommends he be reappointed as the KPERS agent with her departure. Boeckman said Jessica has been an outstanding employee.

Commissioner Davis moved to adopt Resolution 2015-22, Designation of KPERS Agent.

Commissioner Schartz seconded the motion.

All voted aye. Motion passed.

## **G. COUNTY SERVICES: Informational Update:**

-Mr. Boeckman will provide the informational report of work completed during the last period. The report, which will be made available to the media, will serve as a public reminder of the services provided by the County on a regular basis.

Information Only. No Action Required.

# 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).

## OLD BUSINESS:

### **A. RESOLUTION 2015-16: A Resolution Establishing a Procedure for Bidding and Request for Proposals for Barton County Officials:**

-This item was tabled on June 15, 2015. It is in the best interests of the taxpayers of Barton County that certain goods and services be purchased through a competitive process that is both fair and transparent. Under the proposed Resolution, any durable good with a potential cost in excess of \$4,000.00 would require a bid. In addition, the County Counselor / Administrator would have the authority to hire a consultant for bid preparation at a cost of not more than \$2,000.00.

**(ITEM TABLED)**

## IV. ENDING BUSINESS:

1. Announcements
2. Appointments

## V. OTHER BUSINESS:

- Comm Schartz: Asked if disbursements had been made. Donna Zimmerman said yes.
- Clarence Bieberle: A neighbor has numerous inoperable vehicles on his property. Learned a salvage permit is required when possessing 10 or more salvage vehicles. The subject applied for a salvage yard license from the Planning Commission, but was denied. The subject now has 40-50 vehicles/semi-trailers filling his yard. The matter was brought to the Commissioners and then turned over to the County Attorney in December 2008. It has never been dealt with.
- Comm Schremmer: The State has backed away from this issue.
- Judy Goreham: There were two nuisance code violations turned over to the County Attorney: Dean Sherman in December 2012 and Robert Hertel in June 2013. There are 3 active non-compliance properties with the County Attorney currently.
- Richard Boeckman: The County Attorney may have pursued the Goddard matter.
- Goreham: It was initially a zoning non-compliance violation. With the adoption of the nuisance code, it is also a nuisance violation.
- Boeckman: E-mailed the County Attorney to make him aware that Mr. Bieberle would be here today.

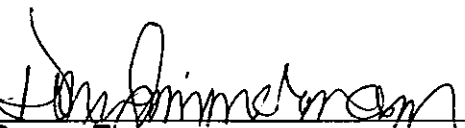
## VI. ADJOURN:

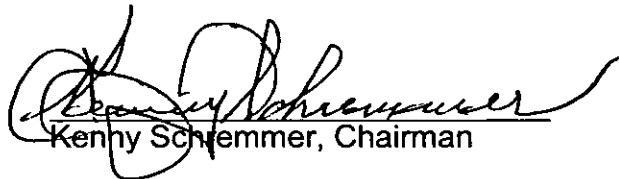
Commissioner Schartz made a motion to adjourn at 9:40 A.M.

Commissioner Straub seconded the motion.

All voted aye. Motion passed.

ATTEST:

  
Donna Zimmerman  
Barton County Clerk

  
Kenny Schremmer, Chairman

RESOLUTION 2015-22

DESIGNATION OF KPERS AGENT

WHEREAS, the Kansas Public Employees Retirement (KPERS) Act of 1961 provides in K.S.A. 74-4902(6) for the designation of an agent for each participating employer through whom system transactions and communications are directed; and

WHEREAS, the designated agent provides a local contact for employees for Retirement System information, transactions, forms and publications. Acting as a liaison between the Retirement System and the employee, the designated agent acts on behalf of the employer; and

WHEREAS, the Board of Barton County, Commissioners, as a participating employer, is authorized to name such an agent.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Barton County, Kansas, that Richard Boeckman, County Counselor / Administrator, is the designated agent for the Kansas Public Employees Retirement Act (KPERS), with the County Clerk and named as an additional signer in the absence of the County Counselor / Administrator; and

FURTHER, that Boeckman is authorized to act on behalf of the Commission in employee matters related to KPERS; and

FURTHER, that Boeckman is authorized as agent until such time as formal Commission action is taken to remove her from said designation; and

FURTHER, that the County Clerk is authorized to act on behalf of Boeckman, in his absence, until such time as formal Commission action is taken to remove him from said duty; and

FURTHER; that Jessica Wilson, Financial Officer, is removed from the role of designated agent for Barton County effective November 2, 2015, as she is leaving County employment.

ADOPTED this 26<sup>th</sup> day of October, 2015.

BOARD OF COUNTY COMMISSIONERS

*Kenny Schremmer*  
Kenny Schremmer, Chair

*Don Davis*  
Don Davis, Commissioner

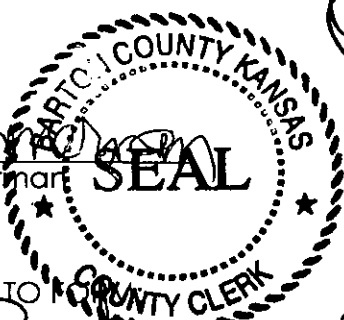
*Homer Kruekenberg*  
Homer Kruekenberg, Commissioner

*Jennifer Scharz*  
Jennifer Scharz, Commissioner

*Alicia Straub*  
Alicia Straub, Commissioner

ATTEST:

*Donna Zimmermar*  
Donna Zimmermar  
County Clerk



APPROVED AS TO COUNTY CLERK  
*Richard A. Boeckman*  
Richard A. Boeckman,  
County Counselor