

# 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).

September 18, 2017

The Board of Barton County Commissioners convened this 18th day of September 2017, at the Barton County Courthouse.

## *Members present:*

Kenny Schremmer, Commissioner, 1st District (Chairman Pro-Tem)  
Homer Kruckenberg, Commissioner, 2nd District  
Don Davis, Commissioner, 3rd District  
Alicia Straub, Commissioner, 4th District  
Jennifer Schartz, Commissioner, 5th District, Chairman  
Donna Zimmerman, County Clerk  
Phil Hathcock, Operations Director  
Carey Hipp, County Counselor

## **I. OPENING BUSINESS:**

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

Commissioner Straub moved to approve the agenda.  
Commissioner Schremmer seconded the motion.  
All voted aye. Motion passed.

Commissioner Davis moved to approve the minutes of the September 11<sup>th</sup>, Regular Meeting.  
Commissioner Straub seconded the motion.  
All voted aye. Motion passed.

## **II. APPROVAL OF APPROPRIATIONS:**

-An Accounts Payable Register will be submitted to the Commission for the period of September 5, 2017, and ending September 18, 2017.

Commissioner Davis moved to accept the accounts payable register from September 5, 2017, and ending September 18, 2017 and direct the Chair to sign on behalf of the Commission..  
Commissioner Schremmer seconded the motion.  
All voted aye. Motion passed.

## **III. OLD BUSINESS:**

There was no old business.

## **IV. NEW BUSINESS:**

### **A. WORKFIT: Continuation of the Agreement for Physical Capacity Profile® Testing:**

-WorkFit provides physical capacity profile testing for pre-employment purposes. The testing determines the abilities of the potential employee to perform a job's essential functions, with or without reasonable accommodation. This reduces the possibility of placing an individual in a position where there is a substantial risk of injury, thereby reducing work-related injuries and potential workers compensation claims. The service rate is \$105.00 per testing.

Matt Patzner, Human Resource/Finance Officer, asked Commission to extend the agreement thru September 30, 2018.

Commissioner Schartz said this has probably paid for itself many times over.

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Commissioner Schremmer moved to approve the Agreement for Physical Capacity Profile® Testing with WorkFit, Barton County College, for the period ending September 30, 2018.

Commissioner Davis seconded the motion.

All voted aye. Motion passed.

## **B. RESOLUTION 2017-16: A Resolution Prescribing Barton County's Policies Dealing with Financial Institutions and Rescinding Resolution 2006-23, Investments and Securing the Deposits of Public Funds and Rescinding Resolution 1992-01, Untitled, Adopted January 6, 1992, Adopted December 4, 2006:**

-Barton County strives to perform all duties in an efficient manner that follows state and federal law. On occasion, it is determined that a policy is needed to assure that prescribed tasks continue to be performed in a judicious manner. Under the proposed Resolution, County officials have outlined a manner for maintaining accounts in authorized financial institutions.

Matt Patzner, Human Resource/Finance Officer, presented details.

The changes include:

- Update to title. Includes "Describing Limitations for the Creation of Accounts and Prescribed Signatories"
- Removed "Financial Officer" from duties that will be assigned to Treasurer
- Assigns power to open accounts to Treasurer
- Signatories shall be limited to: the Treasurer, as well as a maximum of two designees within his or her office; the County Clerk, as well as a maximum of two designees within his or her office; the Chairman of the Commission with the exception that signatory status be limited to accounts payable and payroll accounts; and the Financial Officer.
- Treasurer is responsible for updating signature cards
- Signatories shall be bonded (NOTE: this would be a new added expense)
- If the Treasurer is unable to complete these duties, the Commission can assign said tasks to Financial Officer
- Treasurer will provide Financial Officer with the authorization to view County accounts electronically at each designated financial institution

Commissioner Davis asked Patzner if he would have to sign, would someone else also have to sign. Patzner said yes. Donna Zimmerman said all accounts require a minimum of 2 signers with the exception of payroll and accounts payable accounts which require 3 signers.

Steve Webster, Eagle Radio, asked what prompted the changes and the need for a resolution. Patzner said it was required in order to have something in place to designate signatories.

Jim Jordan, County Treasurer-Elect, said they are looking at changing banks for some of the accounts and noted the bank they are looking at working with requested a resolution.

Commissioner Straub moved to adopt Resolution 2017-16, A Resolution Prescribing Barton County's Policies Dealing with Financial Institutions and Rescinding Resolution 2006-23, Investments and Securing the Deposits of Public Funds and Rescinding Resolution 1992-01, Untitled, Adopted January 6, 1992, Adopted December 4, 2006.

Commissioner Schremmer seconded the motion.

All voted aye. Motion passed.

## **ENDING BUSINESS:**

1. Announcements
2. Appointments

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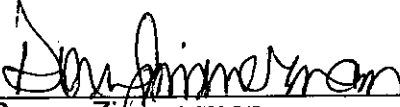
## VI. OTHER BUSINESS:

There was no other business.

## VII. ADJOURN:

Commissioner Schremmer made a motion to adjourn at 9:18 A.M.  
Commissioner Davis seconded the motion.  
All voted aye. Motion passed.

ATTEST:

  
\_\_\_\_\_  
Donna Zimmerman  
Barton County Clerk

  
\_\_\_\_\_  
Jennifer Schartz, Chairman

## RESOLUTION 2017-16

**A Resolution Prescribing Barton County's Policies Dealing with Financial Institutions and Rescinding Resolution 2006-23, Investments and Securing the Deposits of Public Funds and Rescinding Resolution 1992-01, Untitled, Adopted January 6, 1992, Adopted December 4, 2006.**

**WHEREAS**, the Board of County Commissioners of Barton County, Kansas, have designated certain banks, savings and loan associations and savings banks, herein referred to as "institutions", to serve as depositories of Barton County funds; and

**WHEREAS**, only those investments permitted by Kansas Statutes are authorized. No public money shall be deposited except in a qualified depository as defined by Kansas statutes; and

**WHEREAS**, K.S.A. 9-1402 and K.S.A. 9-1403 provide guidelines to depository financial institutions concerning security for deposit of public funds; and

**WHEREAS**, due to the need for Barton County funds to be adequately secured, the Commission herein serves notice to said depository institutions concerning the securing of County funds at one hundred percent (100%) of principal and interest.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of Barton County, Kansas, that as a condition of being designated a depository of Barton County funds, said institutions shall provide to the Financial Officer and the County Treasurer proof of security for the funds as provided in K.S.A. 9-1402 and 9-1403 whenever the Treasurer requests such information, and

**FURTHER**, that the County Treasurer shall be empowered to open accounts for Barton County and only using those depositories designated by the Commission; and

**FURTHER**, whenever the County Treasurer establishes an account for Barton County, the signatories shall be limited to the following County officials and / or personnel:

The County Treasurer, as well as a maximum of two designees within his or her office;

The County Clerk, as well as a maximum of two designees within his or her office;

The Chairman of the Barton County Commission, with the exception that signatory status be limited to accounts payable and payroll accounts; and

The County Financial Officer.

**FURTHER**, that the County Treasurer shall update signatory cards at financial institutions whenever there is a change in the personnel selected to be signatories;

**FURTHER**, that the signatories as named herein shall be bonded in an amount and in the manner prescribed by Kansas statutes; and

**FURTHER**, that in the event the County Treasurer is unable to complete these herein prescribed duties, with the authorization of the County Commission, the Financial Officer shall be assigned the described tasks.

**FURTHER**, the County Treasurer will provide the Financial Officer with the authorization to view County accounts electronically at each designated financial institute;

**FURTHER**, Resolution 2006-23, Investments and Securing the Deposits of Public Funds and Resolution 1992-01, Untitled, Adopted January 6, 1992, adopted January 6, 1992, is hereby rescinded.

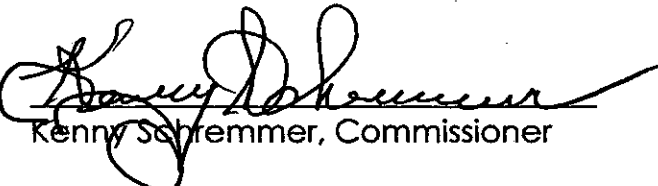
Adopted this 18<sup>th</sup> day of September, 2017.

**BOARD OF COUNTY COMMISSIONERS**

  
Jennifer Scharz, Chairman

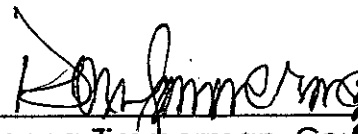
  
Don Davis, Commissioner

  
Homer Kruckenberg, Commissioner

  
Kenny Schremmer, Commissioner

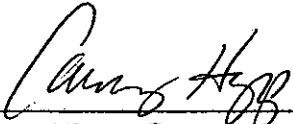
  
Alicia Straub, Commissioner

**ATTEST:**

  
Donna Zimmerman, County Clerk



**APPROVED AS TO FORM:**

  
Carey Hipp, Counselor