

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

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

January 5, 2009

The Board of Barton County Commissioners convened this 5th day of January 2009, at the Barton County Courthouse.

Members present:

Kenny Schremmer, Commissioner, 1st District, Chairman

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

Member Absent:

Betty Chlumsky, Commissioner, 2nd District

I. OPENING BUSINESS:

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

Commissioner Wilson moved to approve the agenda.

Commissioner Krier seconded the motion.

All voted aye. Motion passed.

Minutes of the December 29, 2008 regular meeting were not available.

APPROVAL OF APPROPRIATIONS ENCUMBRANCES:

An Accounts Payable Register will be submitted to the Commission for the period of December 22, 2008 through January 5, 2009.

NOTE: An Encumbrance Register was submitted to the Commission for approval. There was no accounts payable this period.

Commissioner Schartz moved to approve the 2008 Encumbrance Register as submitted.

Commissioner Wilson seconded the motion.

All voted aye. Motion passed.

III. OLD BUSINESS:

A. EMPLOYEE HANDBOOK AND ADMINISTRATION MANUAL: Policy Updates:

-As tabled from the December 29, 2008, Commission Meetings – The County Administrator's Office reviews the Employee Handbook on a regular basis to ensure that all policies are current with court rulings and other employment trends. At this time, certain updates will be recommended to include:

Employee Handbook

General update to the Services Provided and Locations section

Outside Employment Request Form – Include department head signature block

Section 205.2, Employee Pay Ranges – Refine policy

Section 304, Sick Leave Benefits – Clarifications and typographical errors

Administration Manual

Section 205.2 Pay (Compensation) Plan – Reduce and refine the pay ranges; clarify starting wages for elected officials

Section 601, Unpaid Leave of Absence – Update language to incremental use

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Richard Boeckman, County Counselor/Administrator, provided details.

Commissioner Wilson moved to adopt certain revisions to the Services Provided and Locations section; Outside Employment Request Form; Section 205.2, Employee Pay Ranges and Section 304, Sick Leave Benefits of the Employee Handbook and Section 205.2 Pay (Compensation) Plan and Section 601, Unpaid Leave of Absence of the Administration Manual. Direct the Administrator's Office to remit the updated policies, revision index and related documents to departments for distribution.

Commissioner Schartz seconded the motion.

All voted aye. Motion passed.

IV. NEW BUSINESS:

A. EMPLOYEE RECOGNITION: Service Awards:

-Barton County employees are recognized for continuous service for five, ten, fifteen and twenty years. The County Commission, with the assistance of Mr. Boeckman, will recognize employees for their service.

NAME	OFFICE	YEARS
Brian Batman	Sheriff's Office	5
Marian Beck	Records	5
Priscilla Daniels	County Clerk's Office	5
Aaron Delgado	Road and Bridge	5
Eleanor Durr	Communications	5
Judy Goreham	Environmental Management	5
Casey Hubbard	County Attorney's Office	5
Ryan Lichter	Juvenile Services	5
Chris Ramsey	Juvenile Services	5
Joe Saenz	Community Corrections	5
Kenny Schremmer	Commissioner	5
Darren Williams	County Engineer's Office	5
Gayle Cell	Treasurer	10
Brant Harms	Sheriff's Office	10
Susan Johnson	Information Technology	10
Bennett Shumate	Sheriff's Office	10
Laurie White	Juvenile Services	10
Melvin Craven	Road and Bridge	15
Rick Popp	Sheriff's Office	15
Kyle Reed	Sheriff's Office	15
Mary Waite	Health Department	15
Sarah Younger	Solid Waste	15
John Debes	Information Technology	20
Dennie DeWitt	County Clerk's Office	20
Wanda Ybarra	Facilities Management	20
Donna Zimmerman	County Clerk's Office	25
Dale Phillips	Road and Bridge \ Noxious Weed	35
Marcia Sauber	County Clerk's Office	40

The Commissioners thanked the employees for their work and dedication. The Commissioners and Stan Behrends, ERC President, presented award certificates and service award pins to each employee present.

Commissioner Schartz moved to recognize the employees with five, ten, fifteen, twenty and more years of continuous service to Barton County.

Commissioner Wilson seconded the motion.

All voted aye. Motion passed.

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B. WILSON TRUST FUND: Donation of Land:

-The Wilson Trust Fund No. One, as held by Joseph M. and Patricia F. Wilson, have generously offered to donate 0.2909 acres of ground to the County. The ground, located near 10th and Harrison, is being donated with the provision that it will be sold and the proceeds dedicated to improvements at the County's Memorial Parks. Such monies will be held in the County's Stewardship Fund until needed.

Richard Boeckman, County Counselor/Administrator, provided details.

Commissioner Wilson noted the County had inherited 2 cemeteries back in the late 80's and perpetual cemetery funds were used up. He stated this donation will be seed money to take care of beautification of County owned parks. The property being donated is located between McDonalds and Blockbuster on 10th Street in Great Bend.

The Commissioners each thanked Joe and his family for their generous donation. They also thanked him for his service to the County.

Commissioner Krier moved to accept the donation of land from the Wilson Trust No. One. As such, direct the Commission to sign the Donation of Lands Agreement and Warranty Deed.

Commissioner Schartz seconded the motion.

Commissioner Schremmer, Commissioner Krier and Commissioner Schartz voted aye.

Commissioner Wilson abstained.

Motion passed 3 to 0.

C. WESTERN KANSAS JOBS:

Barton County has been invited to list open positions with Western Kansas Jobs – an internet site found at www.westernkjobs.com. Joined with Kansas Career Pipeline, KansasWorks and Make Kansas Home, the site could be an invaluable resource for attracting employees to this area.

Richard Boeckman, County Counselor/Administrator, provided details and showed the video from our "Jobs" link on our Barton County Website.

Information Only. No Action Required.

D. DESIGNATION OF OFFICIAL DEPOSITORIES FOR COUNTY FUNDS:

-A designation of Barton County financial institutions as official depositories comes before the Commission for consideration. Such institutions must meet the 100% pledged securities requirement for all County funds. According to County Resolution 2006-23, all depositories must provide to the County Treasurer and the Financial Officer proof of security for these funds whenever such information is requested. Each institution designated as an official depository shall be notified by certified letter that they are required to meet the 100% pledged security.

Janet Crane, Financial Officer, presented details. The listing, as submitted by Kevin Wondra, Treasurer, and Janet Crane, Financial Officer, of the depositories the County proposes for use in 2009, follows:

American State Bank, Great Bend
Community Bank, Great Bend
Farmers Bank and Trust, Albert / Great Bend
First Kansas Bank, Great Bend / Hoisington / Claflin
Hoisington National Bank, Hoisington
Landmark National Bank, Great Bend
Sunflower Bank, Ellinwood / Great Bend

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All funds must have 100% pledging. We pledge with CEDARS through Landmark.

Commissioner Krier moved to approve the 2009 Official Depositories as listed.

Commissioner Wilson seconded the motion.

All voted aye. Motion passed.

Kevin Wondra, Treasurer, will send certified notification letters to these banking institutions.

E. COUNTY ENGINEER: Biennial KDOT Bridge Inspection:

-Clark Rusco, County Engineer requested proposals for the required biennial KDOT bridge inspections from various engineering firms. Kirkham Michael Engineers, Ellsworth, submitted the low proposal of \$85 per bridge. Work included under the proposal is routine inspections completed following the "Local Bridge Inspection Contract Scope of Services" as described in the KDOT Bureau of Local Projects Memo 08-03.

Clark Rusco, County Engineer, provided details. Proposals were requested from the following firms for the biennial bridge inspections as required by the Kansas Department of Transportation:

EBH Engineering, Great Bend – were not interested
Wilson & Co., Salina – were not interested
BWR Engineers, Salina - \$228 per bridge
Kirkham Michael Engineers, Ellsworth - \$85 per bridge

There are 371 bridges to be inspected in Barton County, with a span over 20 feet.

Commissioner Schartz moved to award the Proposal for KDOT-Required Biennial Bridge Inspections to Kirham Michaels at a cost of \$85.00 per bridge. Cost to be paid from the Special Bridge Fund.

Commissioner Wilson seconded the motion.

All voted aye. Motion passed.

V. ENDING BUSINESS:

1. Announcements
2. Appointments

VI. OTHER BUSINESS:

- Comm Krier: Hopes the Sheriff & Sheriff-Elect will both attend and participate in the 10:15 mtg this morning concerning Sheriff Accounts. Asked the Sheriff-Elect to contact the Sheriff's Ofc prior to next week to look at procedures.
- Comm Krier: Citizen's concern about postage due on tax statements needs to be looked at.
- Kevin Wondra, County Treasurer: He'll check into it.

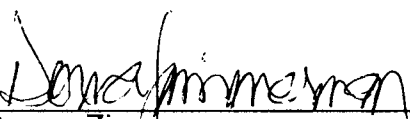
VII. ADJOURN:

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