

BOARD OF McPHERSON COUNTY COMMISSIONERS
AGENDA
for
November 17, 2025

**Commission Meetings are being held at the Public Works Dept. Meeting Room
1115 W. Avenue A, McPherson, KS during the renovation project at the County Building**

9:00 a.m. - The following items will be discussed as time permits -

- A. Approval of Agenda
- B. Approval of Minutes
- C. Approval of Checks and Claims & Payroll
- D. Adds & Abates
- E. Personnel
- F. Memorandum of Coverage; Proof of Loss - County Property
- G. Novation Agreement - KAIP McPherson Airport Authority
- *H. Discussion of December 2025 Holiday Schedule
- I. General Correspondence

9:00 a.m. Public Input

9:05 a.m. Colleen Yarosh, Deputy County Clerk -

Request to open and count provisional ballots from November 4, 2025, Election

9:10 a.m. Matt Roots & Bob Griffin, Fuqua Construction Inc. -

McPherson County Building - Discussion of south and east courtyard, and exterior metal trim proposal

9:35 a.m. Under Sheriff Bergstrom -

Replacement of rooftop HVAC Unit - Approval of quote

9:40 a.m. Stacy Hubbard, County Appraiser -

Non-elected Personnel - Executive Session

9:50 a.m. Emily Yates, Director of Emergency Management/Communications -

Non-elected Personnel (2)

9:55 a.m. David Bohnenblust, Public Works Director & Elizabeth Hopp, Project Manager

- A. Non-elected Personnel
- B. Non-elected Personnel
- C. Approval of Request for Proposals for On-call Professional Surveying Services
- D. General Public Works Updates

10:10 a.m. Colleen Yarosh, Deputy County Clerk - Election Vote Canvass

MCPHERSON COUNTY COMMISSION MEETING MINUTES
November 17, 2025

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9:00 a.m. - Regular Meeting, Public Works Meeting Room

All Present

November 20, 2025 - McPherson County Community Foundation Annual Meeting - McPherson Opera House
Chairman Becker & Commissioner Kueser - Present
Commissioner O'Dell - Absent

At 9:00 a.m., Chairman Becker opened the meeting. One item was added to the agenda for November 17, 2025: McPherson County Holiday Schedule Change for the month of December 2025. Commissioner Kueser made a motion to approve the agenda as amended. Commissioner O'Dell seconded. **All voted aye.**

During Public Input at 9:00 a.m., Sheriff Montagne joined the meeting and presented updates on recent arrests, current jail counts, and department activities.

At 9:05 a.m., Colleen Yarosh, Deputy County Clerk, joined the meeting with a request to open and count 81 early and advanced provisional ballots from the November 4, 2025 election. Ms. Yarosh noted that the total number of provisional ballots amounted to 101, though for various reasons, only 79 were approved to be counted, and 2 were partially approved. Commissioner Kueser made a motion to approve the request to open, and count approved and partially approved provisional ballots as requested. Commissioner O'Dell seconded. **All voted aye.**

Commissioner O'Dell made a motion to approve and sign the minutes from the November 10, 2025 Commission meeting as presented. Commissioner Kueser seconded. **All voted aye.**

At 9:10 a.m., Bob Griffin, Fuqua Construction, Inc., joined the meeting with proposals for discussion and approval regarding five (5) additional items for exterior work on the McPherson County Building. These items were not included in the initial contract, therefore would be an additional cost. Mr. Griffin reviewed the proposed items which include the demo of the courtyard and placing new concrete sidewalks and turf; exterior cleaning of the main building/vertical surfaces; exterior cleaning of the parking garage; installation of architectural panels on exterior of building; and installation of exterior signage. Following discussion, Commissioner O'Dell made a motion to approve the five (5) additional items for a combined total amount of \$401,720.00, minus the \$6,000.00 cost for hauling of debris, as presented. Commissioner Kueser seconded. **All voted aye.**

At 9:20 a.m., Under Sheriff Bergstrom joined the meeting to discuss options and quotes to replace a failed HVAC Unit at the LEC. Following discussion, it was a consensus among Commissioners to table the item until further information regarding costs and discounts is obtained.

At 9:27 a.m., Emily Yates, Director of Emergency Management/Communications, joined the meeting with two (2) items:

- A. A request to approve a Personnel Change Notice (PCN) to hire Emma Shandy as a Communications Technician (13A), effective November 24, 2025, to fill a vacancy. Commissioner Kueser made a motion for the Chairman to sign the PCN as presented. Commissioner O'Dell seconded. **All voted aye.**
- B. A request to approve a PCN to hire Molly Stahl as a Communications Technician (13A), effective December 8, 2025, to fill a vacancy. Commissioner O'Dell made a motion for the Chairman to sign the PCN as presented, contingent upon the confirmation by Ms. Yates of a minor correction on the employment application.

Rick Witte, County Administrator/Financial Manager introduced and reviewed the "Sworn Statement In Proof of Loss" document through KCAMP/Kansas County Association Insurance, regarding the September 3, 2025 storm damages to County property. Commissioner Kueser made a motion for the Chairman and Vice Chairman to sign the statement as presented. Commissioner O'Dell seconded. **All voted aye.**

At 9:34 a.m., Stacy Hubbard, County Appraiser, joined the meeting and requested ten (10) minutes of executive session, including all Commissioners, Mr. Witte, and herself to discuss non-elected personnel. Commissioner Kueser made a motion to go into executive session as requested. Commissioner O'Dell seconded. **All voted aye. No action was taken in executive session.**

Ms. Hubbard requested approval to allow a department employee to extend their FMLA leave for an additional three (3) weeks, and to work from home during that time. Commissioner Kueser made a motion to allow the request as presented. Commissioner O'Dell seconded. **All voted aye.**

At 9:47 a.m., Commissioners re-opened Public Input. Heather Nichols, Gypsum, KS, joined the meeting to voice her complaints regarding a plat issue related to her property, and requested some type of resolution from the County.

Mr. Witte presented, on behalf of the McPherson Airport Authority, a "Novation Agreement" for approval and signatures. The agreement confirms the County's participation in funding preservation projects through the McPherson Airport Authority. The current Project, No. AV-2025-32, will provide for McPherson Airport runway repairs. Commissioner Kueser made a motion to agree to participate in the project and to sign the agreement as presented. Commissioner O'Dell seconded. **All voted aye.**

At 9:56 a.m., David Bohnenblust, Public Works Director, and Elizabeth Hopp, Project Manager, joined the meeting with four (4) items:

- A. A request to approve a PCN to end the introductory period for Martin Speer, Maintenance Worker II (14D), effective November 23, 2025. Commissioner O'Dell made a motion for the Chairman to sign the PCN as presented. Commissioner Kueser seconded. **All voted aye.**
- B. A request to approve a PCN for the promotion of Daryl Otte to a Maintenance Worker III (16E), effective November 23, 2025. Commissioner Kueser made a motion for the Chairman to sign the PCN as presented. Commissioner O'Dell seconded. **All voted aye.**
- C. Approval to advertise a "Request for Proposals" to obtain on-call professionals for contracting surveying services. Following discussion, Commissioner Kueser made a motion to approve the request as presented. Commissioner O'Dell seconded. **All voted aye.**
- D. General updates of on-going and scheduled department projects.

Commissioners discussed the December 2025 Employee Holiday Schedule, specifically regarding the possibility of declaring Friday, December 26, 2025, following Christmas Day, as an additional official paid County holiday. Following discussion, Commissioner Kueser made a motion to add December 26, 2025 as an official paid holiday in the month of December 2025. Commissioner O'Dell seconded. **All voted aye.**

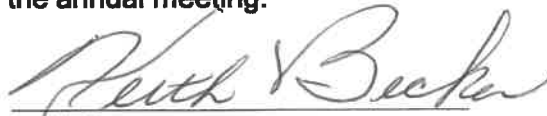
At 10:30 a.m., Commissioner Kueser made a motion for a ten (10) minute recess/break. Commissioner O'Dell seconded. **All voted aye.** At 10:40 a.m., Commissioner O'Dell made a motion to extend the recess/break for an additional fifteen (15) minutes. Commissioner Kueser seconded. **All voted aye.**

At 10:55 a.m., Commissioners reconvened to participate in the vote canvass for the November 4, 2025 election, presented by Ms. Yarosh. Ms. Yarosh distributed the final election results which included the approved provisional ballots. Commissioner O'Dell made a motion to approve the final canvass as presented. Commissioner Kueser seconded. **All voted aye.**

At 11:00 a.m., Commissioner Kueser made a motion to recess and to reconvene November 24, 2025 at 6:30 p.m. to attend the annual McPherson County Community Foundation Annual meeting at the McPherson Opera House. Commissioner O'Dell seconded. **All voted aye.** At 7:15 p.m., Commissioner Kueser made a

motion to adjourn the meeting. Chairman Becker seconded. **Chairman Becker and Commissioner Kueser voted aye. Commissioner O'Dell was absent from the annual meeting.**

Minutes Prepared by Abbey Heidebrecht



Keith Becker, Chairman



David O'Dell, Vice Chairman



Thomas L. Kueser, Commissioner



ATTEST:



Hollie D. Melroy, County Clerk