

*Amended

BOARD OF McPHERSON COUNTY COMMISSIONERS

AGENDA
September 19, 2022

**Meetings held on the 1st floor in the Commission Meeting Room of the County Building,
122 W. Marlin**

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, County Attorney, Non-elected Personnel
- F. Procurement Policy
- G. CDBG Time Extension Request to State Contract & Contract Amendment Request Form
- H. General Correspondence

9:00 a.m. Public Input

9:10 a.m. Laurie Wizarde, County Register of Deeds -

Non-elected Personnel

9:15 a.m. Tom Kramer, Public Works Director -

Discussion - contract for Wheatridge Ave. Bridge

9:25 a.m. Hollie Melroy, County Clerk -

- A. Non-elected Personnel
- B. Signatures on Election Document

9:30 a.m. Joe Pennycuff, County Appraiser -

- A. Non-elected Personnel
- B. Mid Year Ratio Study

*Special Meeting Reports by Commissioners

MCPHERSON COUNTY COMMISSION MEETING MINUTES
September 19, 2022

September 19, 2022
9:00 a.m. Regular Meeting
All Present

Chairman Becker opened the meeting at 9:00 a.m. Two items were added to the agenda for September 9, 2022: Commissioner O'Dell and Chairman Becker, Special Meeting Reports. Commissioner Kueser made a motion to approve the agenda as amended. Commissioner O'Dell seconded. **All voted aye.**

During Public Input, Under Sheriff Skyler Christians, joined the meeting and reported on recent arrests, current jail counts, and department activities.

Commissioner O'Dell made a motion to approve the minutes for September 12, 2022 with one correction. Commissioner Kueser seconded. **All voted aye.**

At 9:03 a.m., Laurie Wizarde, County Register of Deeds, joined the meeting with two (2) items:

- A. A request to approve a Personnel Change Notice (PCN) for the promotion of Sarah Cowan to a Clerk II (10B), effective October 2, 2022. 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 end the introductory period for Kathryn Lamb, Clerk I (8B), effective September 18, 2021. Commissioner O'Dell made a motion for the Chairman to sign the PCN as presented. Commissioner Kueser seconded. **All voted aye.**

Commissioner O'Dell made a motion to approve accounts payable for September 19, 2022 and payroll for pay period ending September 17, 2022 as presented. Commissioner Kueser seconded. **All voted aye.**

At 9:15 a.m., Tom Kramer, Public Works Director, joined the meeting to request approval to hire Reece Construction for the Wheatridge Bridge replacement project. Following discussion and a review of bids, Commissioner O'Dell made a motion to approve the request as presented in an amount not to exceed \$274,753.67, and to use ARPA funds for the total approved cost. Commissioner Kueser seconded. **All voted aye.**

At 9:25 a.m., Hollie Melroy, County Clerk, joined the meeting with two (2) items:

- A. A request to approve a PCN to hire Bailey McClure as an office clerk (8A), effective September 26, 2022, 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 for Commission signatures on the revised final election canvas document which replaces the initial signed canvas document which included a spacing error on the spreadsheet. It was a consensus among Commissioners to sign the revised document as presented.

At 9:30 a.m., Joe Pennycuff, County Appraiser, joined the meeting with three (3) items:

- A. A request to approve a PCN to hire Ashlie Stout as a new Field Appraiser (10A), effective October 3, 2022, 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. Discussion regarding the Mid-year Compliance Sales Ratio Study Report

- C. A request for ten (10) minutes of executive session, including himself and Rick Witte, County Administrator/Financial Manager, to discuss non-elected Personnel in the Appraiser's office. 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.**
- D. A request to approve a PCN for the promotion of Shayla Melroy, Field Appraiser (12H), effective September 18, 2022. Commissioner Kueser made a motion for the Chairman to sign the PCN as presented. Commissioner O'Dell seconded. **All voted aye.**

Commissioner O'Dell made a motion for the Chairman to sign a PCN, on behalf of the County Attorney, to hire Sarah Sammer as a Discovery Coordinator (11A), effective September 19, 2022, to fill a vacancy. Commissioner Kueser seconded. **All voted aye.**

Mr. Witte presented two items regarding the CDBG for the Roxbury Lift Station Project:

- A. A request for the Chairman to sign the proposed new Procurement Policy. Commissioner Kueser made a motion for the Chairman to sign the form as presented. Commissioner O'Dell seconded. **All voted aye.**
- B. A request for the Chairman to sign a CDBG Contract Amendment Request Form and accompanying letter. Commissioner O'Dell made a motion to approve the request as presented. Commissioner Kueser seconded. **All voted aye.**

Commissioner O'Dell reported on proposed projects by the McPherson Airport and requested the allocation of \$50,000 of McPherson County ARPA funds toward the airport projects. This would also include requiring McPherson City to allocate \$25,000 of their ARPA funds as well. Commissioner O'Dell made a motion to approve the request as presented. Commissioner Kueser seconded. **All voted aye.**

Commissioner O'Dell updated Commissioners on the 9th Judicial District Judge appointment progress as well as KAC and their Operation Green Lights program taking place in November 2022.

Chairman Becker reported on the recent NACO Rural Action Caucus meeting as well as the meeting with Prairie View.

Chairman Becker and Commissioner Kueser reported on the recent STEP MC meeting.

At 10:15 a.m., Commissioner Kueser made a motion to adjourn the meeting. Commissioner O'Dell seconded. **All voted aye.**

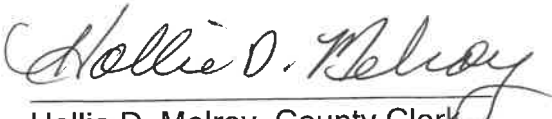
Minutes recorded by Abbey Heidebrecht




Keith Becker, Chairman


David O'Dell, Vice Chairman

ATTEST:


Hollie D. Melroy, County Clerk


Thomas L. Kueser, Commissioner