

*Amended

BOARD OF McPHERSON COUNTY COMMISSIONERS

AGENDA April 17, 2023

Meetings held on the 1st floor in the Commission Meeting Room at 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. Approval of Adds and Abates
- E. Personnel - County Attorney (Non-elected Personnel)
- F. City of Galva Request for ETJ
- G. ARPA Annual Report
- *H. Quit Claim Deed
- *I. Non-elected Personnel, Planning/Zoning/Environment Ept.
- G. General Correspondence

9:00 a.m. Public Input

9:10 a.m. Julie McClure, Director of Emergency Management/Communications -

- A. Non-elected Personnel (2)
- B. Customer acceptance of P25 radios

9:15 a.m. Max Fuqua, Fuqua Construction, Inc. -

Preliminary Agreement for architectural and engineering work for County Building

9:30 a.m. Rose Mary Saunders, Ranson Financial Group, LLC

Contract for CDBG for McPherson RWD #1 Project

9:55 a.m. Tom Kramer, Public Works Director -

- A. Discussion of purchase and use of premium diesel for trucks and equipment
- B. Discussion and approval of the cost estimates for the structures on Winchester Road
- C. Bid Advertisement - 2023 Traffic Paint & Beads

MCPHERSON COUNTY COMMISSION MEETING MINUTES
April 17, 2023

April 17, 2023
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 April 17, 2023: Quit Claim Deed, and Non-elected Personnel in the Planning/Zoning/Environment department. 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 updated Commissioners on current arrests, jail counts, and department activities.

Commissioner O'Dell made a motion to approve the minutes for April 10, 2023 as presented. Commissioner Kueser seconded. **All voted aye.**

Commissioner O'Dell made a motion to approve the checks and claims, witness checks, and encumbrances for April 17, 2023 as presented, and payroll for pay period ending April 15, 2023. Commissioner Kueser seconded. **All voted aye.**

At 9:07 a.m., Julie McClure, Director of Emergency Management/Communications, joined the meeting with three (3) items:

- A. A request to approve a Personnel Change Notice (PCN) to end the introductory period for Francisco Echandi, Communications Tech (13B), effective April 2, 2023. 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 Kourtney Brumley, Communications Tech (13B), effective April 16, 2023. Commissioner O'Dell made a motion for the Chairman to sign the PCN as presented. Commissioner Kueser seconded. **All voted aye.**
- C. A request for signature on the L3HARRIS Customer Certificate of Acceptance Form for the P25 radios. This is the initial portion of the system regarding the first five (5) towers which will close out the radio portion of the contract. Following discussion, Commissioner Kueser made a motion for the Chairman to sign the form as presented. Commissioner O'Dell seconded. **All voted aye.**

At 9:13 a.m., Max Fuqua joined the meeting with a proposal for preliminary design services to develop plans and budgets for the remodel of the County Building. Following discussion, Commissioner O'Dell made a motion to approve the proposal from Fuqua Construction, Inc. in an amount not to exceed \$15,000. Commissioner Kueser seconded. **All voted aye.**

Commissioner O'Dell made a motion to approve abates for April 14, 2023 as presented. Commissioner Kueser seconded. **All voted aye.**

Commissioner Kueser made a motion to approve a written request by the City of Galva to implement an ETJ ordinance for subdivisions approval for land located outside the city which is within one mile of the city limits. Commissioner O'Dell seconded. **All voted aye.**

At 9:20 a.m., Commissioner O'Dell made a motion to go into executive session for five (5) minutes, including Rick Witte, County Administrator/Financial Manager, for non-elected personnel in the

County Attorney's office. Commissioner Kueser seconded. **All voted aye.** No action was taken in executive session.

Commissioner O'Dell made a motion for the Chairman to sign a PCN to hire Ellen Mitchell as a Part-time Temporary Assistant County Attorney, effective April 17, 2023 as presented. Commissioner Kueser seconded. **All voted aye.**

At 9:28 a.m. Rose Mary Saunders, Ranson Financial Group LLC; Jacob Allen and Travis Hamel, Wilson & Company Inc., Engineers; and Joe Ryan, McPherson RWD #1 Water Board, joined the meeting to review and discuss the bid award for the McPherson RWD #1 Water System Improvement Project. McPherson County was awarded a CDBG for the project. During the bid letting on April 13, 2023, APAC - Kansas Inc., the lowest bidder, was approved for the project pending approval of the KDHE and CDBG. Commissioner O'Dell made a motion for the Chairman to sign the Notice of Award form, approving the APAC bid for the project work, plus the deducts for alternates 4 & 5, contingent upon approval by all entities in an amount not to exceed \$1,160,955.00 as presented. Commissioner Kueser seconded. **All voted aye.**

Mr. Witte presented the annual ARPA Report for the period of 3/31/2022 - 4/1/2023 and requested Commission approval and signature. Following a review, Commissioner O'Dell made a motion for the Chairman to sign the report as presented. Commissioner Kueser seconded. **All voted aye.**

At 9:56 a.m., Tom Kramer, Public Works Director, joined the meeting with three (3) items:

- A. A request to purchase and use premium diesel fuel for trucks and equipment. Following discussion, Commissioner Kueser made a motion to approve the request for Cenex Roadmaster XL Diesel Fuel as presented. Commissioner O'Dell seconded. **All voted aye.**
- B. A request to approve the cost estimates for the structures on Winchester Road between 29th and 30th Avenues and sharing the cost with Saline County. Following discussion, Commissioner O'Dell made a motion to approve the two culvert replacements and share the cost with Saline County. The amount covered by McPherson County is not to exceed \$11,576.01 per structure. Commissioner Kueser seconded. **All voted aye.**
- C. A request to advertise for bids for 2023 traffic paint and beads. Commissioner Kueser made a motion to approve the request as presented. Commissioner O'Dell seconded. **All voted aye.**

Commissioner Kueser made a motion to approve a Quit Claim Deed for Connie Young at Crestwood Memorial Park, Garden A, Lot 99, Space 6 in the amount of \$125.00. Commissioner O'Dell seconded. **All voted aye.**

At 10:15 a.m., Commissioner Kueser made a motion to go into executive session for ten (10) minutes, including Mr. Witte, to discuss non-elected personnel in the Planning/Zoning/Environment (PZE) department. Commissioner O'Dell seconded. **All voted aye. No action was taken in executive session.**

Commissioner Kueser made a motion to approve the resignation of Halene Burklow as the PZE Administrator. Commissioner O'Dell seconded. **All voted aye.**

At 10:30 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

ATTEST:

Hollie D. Melroy, Deputy
Hollie D. Melroy, County Clerk

David O'Dell

David O'Dell, Vice Chairman

Thomas L. Kueser

Thomas L. Kueser, Commissioner

