

BOARD OF McPHERSON COUNTY COMMISSIONERS

AGENDA
September 11, 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
- F. Class A Club License
- G. General Correspondence

9:00 a.m. Public Input

9:05 a.m. Sheriff Montagne -

Non-elected Personnel

9:10 a.m. John Hawk, MASWU -

CKRSWA Annual Plan Approval

9:20 a.m. Hollie Melroy, County Clerk -

Non-elected Personnel

9:25 a.m. Jon Kinsey, Planning/Zoning/Environment Administrator -

- A. Special Use Case 2023-01: Jackson Township, request to construct a metal building for various uses
- B. Zoning Amendment 2023-01: RMR Enterprises LLC - Classification change
- C. Department updates for August

9:50 a.m. Laurie Wizarde, Register of Deeds -

Non-elected Personnel

9:55 a.m. Teresa Nelson, County Treasurer & Joseph Pennycuff, County Appraiser -

Non-elected Personnel

10:00 a.m. Joseph Pennycuff, County Appraiser -

2022 Real Estate Appraisal/Sales Ratio Study Results

10:05 a.m. Brian Williams, Rolling Acres -

Water Well

10:15 a.m. Tom Kramer, Public Works Director -

- A. Non-elected Personnel
- B. Approval of quotes to purchase various tires

10:45 a.m. Work Session at Public Works Dept.

MCPHERSON COUNTY COMMISSION MEETING MINUTES
September 11, 2023

September 11, 2023

9:00 a.m. Regular Meeting

All Present

10:30 a.m. Work Session - Public Works Dept.

All Present

Chairman Becker opened the meeting at 9:00 a.m. A moment of silence was observed for the 22nd year following the September 11, 2001 attacks. Commissioner O'Dell made a motion to approve the agenda for September 11, 2023, as presented. Commissioner Kueser seconded. **All voted aye.**

During Public Input at 9:00 a.m., Sheriff Montagne updated Commissioners on current arrests, jail counts, and department activities.

Sheriff Montagne then requested approval of a Personnel Change Notice (PCN) for the promotion of Kalin Jackson to Deputy Sergeant (19C) effective September 17, 2023. 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 to approve the minutes for August 28, 2023 as presented. Commissioner Kueser seconded. **All voted aye.**

At 9:05 a.m., John Hawk, McPherson Area Solid Waste Utility General Manager joined the meeting to request annual approval of the 5-year Solid Waste Management Plan. Following discussion, Commissioner Kueser made a motion to approve the request as presented. Commissioner O'Dell seconded. **All voted aye.**

At 9:10 a.m. Hollie Melroy, County Clerk, joined the meeting to request approval of a PCN for the promotion of Bailey McClure to Clerk II (10B), effective October 1, 2023. 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 to approve accounts payable, checks and claims, witness checks, and encumbrances for September 11, 2023 as presented. Commissioner Kueser seconded. **All voted aye.**

Commissioner O'Dell made a motion to approve adds and abates for September 8, 2023 as presented. Commissioner Kueser seconded. **All voted aye.**

Commissioner Kueser made a motion for the Chairman to sign a Class A Club License for the McPherson Country Club as presented. Commissioner O'Dell seconded. **All voted aye.**

At 9:15 a.m., Laurie Wizarde, Register of Deeds, joined the meeting to request approval of a PCN to end the introductory period for Kathryn Lamb, Clerk II (10C), effective September 17, 2023. Commissioner Kueser made a motion for the Chairman to sign the PCN as presented. Commissioner O'Dell seconded. **All voted aye.**

At 9:21 a.m., Joseph Pennycuff, County Appraiser, joined the meeting with two (2) items:

- A. A review of results from the annual Ratio Study by the state Property Valuation Division. Mr. Pennycuff shared that McPherson County has met the statistical performance standards established for both the commercial/industrial and residential classes of property.

- B. A request to approve a PCN to hire Shannon Smith as a Part-time Administrative Assistant (8C), effective September 11, 2023, to fill a vacancy. Ms. Smith will also continue her Part-time Clerk position with the County Treasurer's office. Following discussion, Commissioner Kueser made a motion for the Chairman to sign the PCN as presented. Commissioner O'Dell seconded. **All voted aye.**

At 9:25 a.m., Jon Kinsey, Planning/Zoning/Environment Administrator, joined the meeting to present a Special Use Case for approval. Chairman Becker began the public hearing and called for Case #SU 2023-01, a proposed resolution on behalf of Jackson Township Trustees, to build a 42' x 60' equipment and storage building which would also serve as their public monthly meeting place. Chairman Becker followed standard procedures for conducting public hearings, confirming that proper notification of publication was given, notification letters were sent to nearby landowners, and that Commissioners had no conflict of interest or ex parte communications regarding the case. Chairman Becker asked Mr. Kinsey to present a review of the case including findings and factors. The Chairman then asked if Commissioners, the applicant, or members of the public would like to make any comments. Mike Schrag, Trustee, was present to answer questions from Commissioners regarding the case. Chairman Becker then closed the public portion of the meeting and reviewed options for action. The case was previously approved by the Board of Planning and Zoning Appeals (BOPZA) at their August 15, 2023 meeting. Commissioner Kueser made a motion to adopt the recommendation of the BOPZA and to sign Resolution 2023-14 as presented. Commissioner O'Dell seconded.

Chairman Becker voted aye. Commissioner Kueser voted aye. Commissioner O'Dell voted aye.

Chairman Becker began the next public hearing and called for Case #ZA 2023-01, a proposed resolution on behalf of RMR Enterprises, applicant, for a change of zoning district classification. The Chairman followed standard procedures for conducting public hearings, confirming that proper notification of publication was given, notification letters were sent to nearby landowners, and that Commissioners had no conflict of interest or ex parte communications regarding the case. Commissioner Kueser disqualified himself due to his primary residence location falling within the nearby area. Chairman Becker asked Mr. Kinsey to present a review of the case including the findings and factors. The Chairman then asked if Commissioners, the applicant, or members of the public would like to make any comments. There were none. Chairman Becker then closed the public portion of the meeting and reviewed options for action. The case was previously approved by the BOPZA at their August 15, 2023 meeting. Commissioner O'Dell made a motion to adopt the recommendation of the BOPZA and sign Resolution 2023-15, changing the zoning district classification on an existing parcel, approximately 5.18 acres, from A-2, Agriculture Transition to B-2 Highway Business District. Chairman Becker seconded. **Chairman Becker voted aye. Commissioner O'Dell voted aye. Commissioner Kueser abstained.**

At 10:00 a.m., Teresa Nelson, County Treasurer, joined the meeting to request approval of a PCN to end the introductory period for Shannon Smith, Part-time Tax Clerk (8C), effective September 3, 2023. Commissioner Kueser made a motion for the Chairman to sign the PCN as presented. Commissioner O'Dell seconded. **All voted aye.**

At 10:02 a.m., Brian Williams, Rolling Acres Golf Course, joined the meeting to discuss a previous application, which had not yet been processed (permit #49749), for use of water from the Crestwood Memorial Park well. He is seeking approval for the application to be accepted by Water Resources. Following discussion, it was a consensus among Commissioners to table the item until the next regular meeting while Mr. Williams obtains additional information regarding data for the current levels.

At 10:06 a.m., Tom Kramer, Public Works Director, joined the meeting with two (2) items:

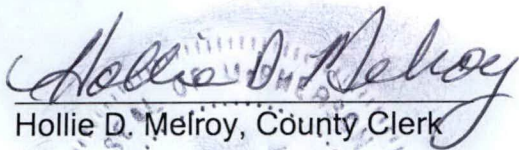
- A. A request to approve a PCN for the promotion of Paul Leicht to a Maintenance Worker III (16F), effective September 17, 2023. Commissioner O'Dell made a motion for the Chairman to sign the PCN as presented. Commissioner Kueser seconded. **All voted aye.**

- B. A request to approve a quote to purchase various fleet tires and tracks from Smoky Valley Tire. Following discussion, Commissioner O'Dell made a motion to approve the purchase as presented in an amount not to exceed \$24,342.00. Commissioner Kueser seconded. **All voted aye.**

At 10:10 a.m. Commissioner Kueser made a motion to recess and directly reconvene at the Public Works Office for a work session. Commissioner O'Dell seconded. **All voted aye.** At 2:21 p.m., Commissioner O'Dell made a motion to adjourn the meeting. Commissioner Kueser seconded. **All voted aye.**

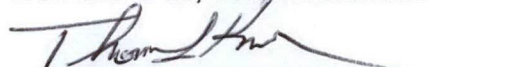
Minutes recorded by Abbey Heidebrecht

ATTEST:


Hollie D. Melroy, County Clerk


Keith Becker, Chairman


David O'Dell, Vice Chairman


Thomas L. Kueser, Commissioner

