BOARD OF McPHERSON COUNTY COMMISSIONERS

AGENDA
December 9, 2024

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
F. RFD #5 Board Appointment
G. Approval and Signature on Cereal Malt Beverage Retail License (2)
H. CDBG Contractor's Application for Payment #8 - Re: McPherson RWD #1 Water System Improvement Project
I. District Court Budget Funding
J. Resolution Designating Depositories for McPherson County Funds
K. Resolution Designating the Official County Newspaper for McPherson County
L. Reimbursement Request - RWD #2
M. Lease Agreement with the McPherson Grand LLC for County Attorney's Office Relocation
N. General Correspondence

9:00 a.m. Public Input

9:05 a.m. Sheriff Montagne -

Non-elected Personnel (1)

9:10 a.m. Joshua Pimentel, County Maintenance Supervisor -

Request to purchase storage containers

9:15 a.m. Mike Evans, Public Works Fleet Maintenance Foreman -

Request to purchase tires for #70 2021 Caterpillar Road Grader

9:20 a.m. Under Sheriff Bergstrom -

A. Request to purchase storage container
B. Request to purchase three (3) patrol vests

9:30 a.m. Shalei Shea, Director of the McPherson County Health Department -

Approval of quotes to purchase storefront glass doors & hollow metal doors for the Health Department

9:45 a.m. Jon Kinsey, Planning/Zoning/Environment Administrator -

Monthly statistics report and department updates

9:50 a.m. Sunny Milleson, ISO II, Harvey & McPherson Counties Community Corrections -

Lease Agreement for relocation

10:15 a.m. Jeff Butler, IT Coordinator -

Request to purchase new tires for the IT/Admin vehicle

10:20 a.m. Julie McClure, Director of Emergency Management/Communications -

Non-elected Personnel (2)

MCPHERSON COUNTY COMMISSION MEETING MINUTES
December 9, 2024

December 9, 2024
9:00 a.m. Regular Meeting
All Present
6:30 p.m. Annual Meeting - Extension Office
All Present
December 10, 2024
1:00 p.m. LEPC Meeting - Cedars
Chairman Becker & Commissioner O'Dell - present
Commissioner Kueser - absent

Chairman Becker opened the meeting at 9:00 a.m. Commissioner Kueser made a motion to approve the agenda for December 9, 2024 as presented. Commissioner O'Dell seconded. **All voted aye.**

During Public Input at 9:02 a.m., Sheriff Montagne updated Commissioners on recent arrest numbers and current jail counts, as well as department activities. He also introduced Taylor Ayers as a recently hired Office Deputy.

At 9:05 a.m., Sheriff Montagne presented a Personnel Change Notice (PCN) to hire Adrianna Sluder as a Correctional Officer (14A), effective December 23, 2024 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.**

Commissioner Kueser made a motion to approve the minutes for November 25, 2024 as presented. Commissioner O'Dell seconded. **All voted aye.**

At 9:08 a.m., Joshua Pimentel, Maintenance Supervisor, joined the meeting with a request to purchase a one-trip 40' long container to store County equipment and removeable fixtures during the County Building renovation project. Commissioner Kueser made a motion to approve the purchase from Sturdi-Bilt for an amount not to exceed $5,600.00 which includes delivery, as presented. Commissioner O'Dell seconded. **All voted aye.**

At 9:15 a.m., Kevin Erickson, Public Works Superintendent, joined the meeting to request the purchase of a new set of 6 tires for the #70 2-21 Caterpillar Road Grader. Following discussion, Commissioner O'Dell made a motion to approve the purchase from Smoky Valley Tire in Moundridge, KS for a total amount not to exceed $6,798.00 as presented. Commissioner Kueser seconded. **All voted aye.**

At 9:17 a.m., Under Sheriff Bergstrom joined the meeting with two (2) items:

A. A request to purchase a one-trip 20' long container for storage of Sheriff's Department items currently stored in the County Building vault. Commissioner Kueser made a motion to approve the purchase from Sturdi-Bilt for an amount not to exceed $3,750.00, as presented. Commissioner O'Dell seconded. **All voted aye.**
B. A request to purchase a total of three (3) new Patrol Vests for Deputies. Commissioner Kueser made a motion to approve the purchase from ABM Supply, LLC for a total amount not to exceed $3,584.00, as presented. Commissioner O'Dell seconded. **All voted aye.**

At 9:22 a.m., Shalei Shea, County Health Department Director, joined the meeting with a request to purchase replacement storefront aluminum doors at the south main entrance and at the west staff entrance of the Health Department Building that are causing security issues, and to purchase hollow metal replacement doors for the exterior south exit and west basement doors, due to deterioration. Following discussion, Commissioner O'Dell made a motion to approve the proposal to purchase two (2) storefront door packages, including the frame from Edelman-Lyon Company for an amount not to exceed $20,700.00, as well as the proposal to purchase two (2) hollow metal door packages including the frame from Edelman-Lyon for a total amount not to exceed $9,550.00, as presented. Commissioner Kueser seconded. **All voted aye.**

At 9:40 a.m., Jon Kinsey, Planning/Zoning/Environment Administrator, joined the meeting to present department updates, and to summarize the number and types of November zoning and sanitation permits, along with fees collected. Mr. Kinsey reviewed the 2024 year-to-date data as well.

At 9:48 a.m., Sunny Milleson, ISO II for Harvey & McPherson Counties Community Corrections, joined the meeting to request approval and authorization to sign a lease agreement with Gray Group LLC for the agency relocation from the County Building to 121 N. Main, McPherson, KS. Following a review of the lease, Commissioner Kueser made a motion to approve the lease and to authorize Ms. Milleson to sign the document as the Designated Tenant representative. Commissioner O'Dell seconded. **All voted aye.**

Commissioner O'Dell made a motion to approve accounts payable, election checks, witness checks, a missed jury check and its reissue, and a void of petty cash, for December 9, 2024, as well as payroll for pay period ending December 7, 2024, as presented. Commissioner Kueser seconded. **All voted aye.**

Commissioner Kueser made a motion to approve adds and abates for December 6, 2024, as presented. Commissioner O'Dell seconded. **All voted aye.**

Commissioner Kueser made a motion to approve a request from RFD #5, Inman, KS for the appointment of Ricky Schroeder to replace outgoing board member Jerry Sisson. Commissioner O'Dell seconded. **All voted aye.**

Commissioner Kueser made a motion for the Chairman to sign CMB Retail Licenses for the Lindsborg Golf Course, Smoky Hill Township (No. 2025-1), and Rolling Acres Golf Course, New Gottland Township (No.20225-2), as presented. Commissioner O'Dell seconded. **All voted aye.**

Commissioner O'Dell made a motion for the Chairman to sign a CDBG Contractor's payment Request (#8), for the McPherson RWD #1 Water System Improvement Project in the amount of $122,864.50. Commissioner Kueser seconded. **All voted aye.**

Rick Witte, County Administrator/Financial Manager presented information regarding a budget overage of District Court funds related to payment for legal representation of two (2) specific juvenile cases. Mr. Witte recommended that all expenses remain in the District Court budget, and for the Commission to authorize him to transfer funds into the District Court budget to cover the overage. It was a consensus among Commissioners to approve the recommendation as presented.

Commissioner Kueser made a motion to approve and sign Resolution 2024-22, regarding the designation of depositories for McPherson County funds. Commissioner O'Dell seconded. **Chairman Becker voted aye. Commissioner Kueser voted aye. Commissioner O'Dell voted aye.**

Commissioner Kueser made a motion to approve and sign Resolution 2024-23, regarding the designation of the McPherson Sentinel as the Official County newspaper for McPherson County. Commissioner O'Dell seconded. **Chairman Becker voted aye. Commissioner Kueser voted aye. Commissioner O'Dell voted aye.**

Commissioner O'Dell made a motion for the Chairman to sign the Approval of Documentation of Purchases and Reimbursement Request Form from McPherson County Rural Water District #2, for water line extension and maintenance costs, in a total amount not to exceed $23,558.37, as presented. The reimbursement will be paid using County funds. Commissioner Kueser seconded. **All voted aye.**

Commissioner Kueser made a motion for the Chairman to sign the 12-month lease agreement with McPherson Grand LLC, located at 101 N. Main, Suite 201, McPherson, KS, for the relocation of the County Attorney's offices during the County Building renovation project, with the option to extend the lease term on a month to month basis following the 12 month lease period, as presented. Commissioner O'Dell seconded. **All voted aye.**

At 10:18 a.m., Jeff Butler, County IT Coordinator, joined the meeting to request the purchase of four (4) new replacement tires for the IT/Administration vehicle, a 2019 Dodge Durango. Following a discussion of the two bids, Commissioner Kueser made a motion to purchase the tires from Midway Motors for a total amount not to exceed $1,371.17 (minus any taxes which may have been added to the purchase price) as presented. Commissioner O'Dell seconded. **All voted aye.**

At 10:25 a.m., Julie McClure, Director of Emergency Management/Communications, joined the meeting with three (3) items:

A. A request to approve a PCN to hire Jaden Trembley as a Communications Tech (13A), effective December 23, 2024, 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 Annah Turner Simon as a Communications Tech (13A), effective January 6, 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.**
C. A request for fifteen (15) minutes in executive session, beginning at 10:30 a.m. to include herself and Rick Witte, County Administrator/Financial Manager, for non-elected personnel discussion. Commissioner O'Dell made a motion to go into executive session as requested. Commissioner Kueser seconded. **All voted aye. No action was taken in executive session.**

At 10:47 a.m., Commissioner Kueser made a motion to recess and reconvene at 6:30 p.m. at the County Extension Office for their Annual Meeting. Commissioner O'Dell seconded. **All voted aye.** At 7:40 p.m., Commissioner O'Dell made a motion to recess and to reconvene December 10, 2024 at 1:00 p.m. to attend the LEPC meeting at the Cedars. Commissioner Kueser seconded. **All voted aye.** At 2:30 p.m., **Commissioner O'Dell made a motion to adjourn the meeting. Chairman Becker seconded. Chairman Becker and Commissioner O'Dell voted aye. Commissioner Kueser was absent from the LEPC meeting.**

Minutes prepared by Abbey Heidebrecht

Keith Becker, Chairman

David O'Dell, Vice Chairman

Thomas L. Kueser, Commissioner

Hollie D. Melroy, County Clerk