

Barton County Commission Agenda Meeting Minutes

Recorded audio is available on compact disk upon KORA request to the Barton County Clerk's Office, 1400 Main – Room 202, Great Bend, Kansas 67530.

Phone (620) 793-1835 \ Fax (620) 793-1990 \ Email clerk@bartoncounty.org

Meetings Live Streamed through **Microsoft Teams** at the following link: <https://bit.ly/3217RsY>

August 9, 2021

The Board of Barton County Commissioners convened this 9th day of August 2021, at the Barton County Courthouse.

Members present:

Kirby Krier, Commissioner, 1st District
Barb Esfeld, Commissioner, 2nd District
Shawn Hutchinson, Commissioner, 3rd District (Chairman Pro-Tem)
James R. Daily, Commissioner, 4th District, Chairman
Jennifer Schartz, Commissioner, 5th District
Donna Zimmerman, County Clerk
Phil Hathcock, County Administrator
Patrick Hoffman, County Counselor

I. OPENING BUSINESS:

Commissioner Daily called the meeting to order at 9:00 A.M.

Commissioner Krier said he would like to add an item E. for an executive session to discuss non-elected personnel.

Commissioner Hutchinson seconded the motion.

All voted aye. Motion passed.

Commissioner Hutchinson moved to approve the agenda with the addition.

Commissioner Schartz seconded the motion.

All voted aye. Motion passed.

Minutes of the August 2, 2021, Regular Meeting were not available.

II. OLD BUSINESS:

A. RESOLUTION 2021-15: A Resolution Establishing a Regular Meeting Schedule for the County Commission and Rescinding Resolution 2017-12, Same, Adopted July 24, 2017:

-KSA 19-206 authorizes the Commission to meet in regular session on such days and at such times each month as may be determined. Said meeting schedule is to be established through the adoption of a Resolution. Similar discussions were tabled on both July 19 and 26, 2021. At this time, Chairman James R. Daily will lead a discussion to determine if the Commission wishes to meet weekly on Tuesdays at 9:00 a.m. in regular session, rather than Mondays.

Commissioner Daily said the commission has met forever on Monday mornings. Daily said moving the meetings should allow department heads and other citizens time to get their weeks started.

Commissioner Schartz said it has been discussed several times and noted it has taken time to figure out what works best for the media and others.

Commissioner Krier said they just need to get meeting information to the Ellinwood Leader and Hoisington Dispatch no later than Tuesday noon. If this works for them great, but if it doesn't, I would want to go back to Monday meetings.

Commissioner Esfeld moved to adopt Resolution 2021-15, A Resolution Establishing a Regular Meeting Schedule for the County Commission and Rescinding Resolution 2017-12, Same, Adopted July 24, 2017.

Commissioner asked for the starting date.

Phil Hathcock said it is stated in the resolution.

Commissioner Hutchinson seconded the motion and said our first Tuesday meeting will be September 7th. All voted aye. Motion passed.

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II. NEW BUSINESS:

A. RESOLUTION 2021-17: A Resolution Prescribing Barton County's Policies Dealing with Financial Institutions:

-From time to time, administrative policies are reviewed to assure that procedures align with current practices. After a review of 2017 procedures as established by Resolution, it is suggested that certain revisions be made in light of the addition of a Deputy County Treasurer. Revisions in this Resolution allow the Deputy County Treasurer to perform certain duties in the absence of the Treasurer.

Jim Jordan, County Treasurer, made comments regarding the SRCA dragstrip and races over the weekend.

Jordan said he would like to update the resolution to remove Matt Patzner and add deputy Paige Volkel in his place.

Commissioner Hutchinson moved to adopt Resolution 2021-17, A Resolution Prescribing Barton County's Policies Dealing with Financial Institutions

Commissioner Esfeld seconded the motion.

All voted aye. Motion passed.

B. RESOLUTION 2021-18: Investment of Idle Funds, Assignment of Duties:

-This Resolution has also been reviewed to assure that procedures align with current practices. Revisions in this Resolution identify pertinent statutory authority as well as allow the Deputy County Treasurer to perform certain duties in the absence of the Treasurer.

Jim Jordan, County Treasurer, said Matt was added as his backup before he had a deputy. Jordan said he would like to remove Patzner and add Paige Volkel in his place.

Commissioner Krier moved to adopt Resolution 2021-18, Investment of Idle Funds, Assignment of Duties. Commissioner Hutchinson seconded the motion.

All voted aye. Motion passed.

C. COMMISSION: Barton County Façade Improvement Grant:

-The proposed Barton County Façade Improvement Grant (FIG) program would provide up to \$250,000.00 in Capital Improvement Funds to assist businesses and property owners in providing façade improvements to the Claflin, Ellinwood, Great Bend and Hoisington downtowns.

Sue Cooper, Grant Coordinator, said this is a commission led grant and listed the following goals to the program as: Financial assistance to the public to increase economic prosperity; accessibility and quality of life in Claflin, Ellinwood, Great Bend and Hoisington; increase sales tax revenue by attracting more customers to shop locally; support the attraction of private investments in designated areas; increase the property tax base for reinvesting in commercial property; help communities retain local talent; recruit external talent through sustainability and economic development and spur economic growth.

Cooper said the building must be in the defined districts as outlined in the maps. Eligibility applicant could be a property owner or business tenant. Government entities, public and quasi-public authorities, non-profit utility providers, home based businesses and storage areas are ineligible. Cooper noted this program gives priority to restaurants and retailers. Funds cannot be used for work done prior to receiving an award letter and all projects must be completed during the application period. Grant applications through December 31, 2021, will be given priority consideration and is a 75/25 grant match program. After January 1st it will be a 50/50 grant program. Funds are available until funds are depleted. Cooper explained the goal is to have projects in each of the four defined cities. Applicants must use a contractor from Barton County. The completion timeframe is 12 months.

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Commissioner Schartz asked where the information will be available for the public. Cooper said it will be available on the county website under "Living in Barton County". A tab will be created called "Façade Improvement Grant".

Commissioner Daily said there will be an Ellinwood meeting on August 17th at 1:30 P.M. at the City Building on Main Street. Sarah Hayden, Sue Cooper, and the commissioners will be attending.

Commissioner Hutchinson moved to approve \$300,000.00 in funding for the Barton County Façade Improvement Grant program. Direct the Finance Director to encumber \$300,000.00 for this project from the Capital Improvement Fund, Building and Fixed Equipment - General Line, 071-00-6305. And I would note that the \$250,000 changed to \$300,000 is simply a typographical error. We had decided to do \$300,000.00 prior to this meeting.

Commissioner Schartz said that she wanted to say if nobody takes us up on this, the money just goes back.

Commissioner Hutchinson said that's right, and I strongly encourage the business owners to get out there and get on it right away. Because after the first of the year this will be a 50% match with a \$15,000.00 cap. Right now, it is a 75% match with a \$20,000.00 cap. And if you don't use it, we'll use it for something else.

Commissioner Krier seconded the motion.

All voted aye. Motion passed.

D. RESOLUTION 2021-19: A Resolution Establishing a Certificate of Authority for Grants and Federal Funding:

-Should this Resolution be adopted, it would authorize certain persons to enter into legal agreements, request funds, execute necessary documents and carry out administrative functions relative to the execution of grants and other federal funding. Included in the listing are Phil Hathcock, County Administrator; Matt Patzner, Finance Officer; and Sue Cooper, Grant Coordinator. By authorizing this listing of authorized individuals to provide such duties as outlined, the financial administration of grants will become less cumbersome, yet remain responsible and transparent.

(ITEM TABLED)

Commissioner Krier made a motion to table this item for further study in study session.

Commissioner Hutchinson asked what is your reasoning.

Commissioner Krier said for clarification.

Commissioner Schartz asked if that would be too late.

Sue Cooper said it would be fine.

Commissioner Hutchinson seconded the motion.

All voted aye. Motion passed.

ADDED ITEM E. EXECUTIVE SESSION: Non-elected personnel:

At 9:25 A.M. Commissioner Krier made a motion to go into Executive Session for personnel matters of non-elected personnel with the five commissioners and County Counselor Patrick Hoffman.

Commissioner Hutchinson seconded the motion.

Commissioner Krier said for 20 minutes.

ACTION FROM EXECUTIVE SESSION: Non-elected personnel:

At 9:48 A.M. Commissioner Krier made a motion to come out of executive session with no action taken.

Commissioner Hutchinson seconded the motion.

All voted aye. Motion passed.

V. ENDING BUSINESS:

1. Announcements

2. Appointments

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V. OTHER BUSINESS:

- Comm Hutchinson: Friday was the first "Great Bend Alive" event from 5:00 – 8:00 P.M. on Forest Street with approximately 150-250 people in attendance. A good turnout especially since SRCA and the car give-away was all going on at the same time.
- Comm Krier: The Hoisington meeting with Sarah Hayden and Sue Cooper went well. The Essex CEO said where he came from it took 20 minutes to drive across town and it is only 15 minutes from one community to another in Barton County, so we're basically one big community.
- Comm Esfeld: Attended County Appraiser Association meeting last week. The Association is going to be pro-active rather than reactive. Jay Hall from KAC was present. The Legislative post-audit is looking at non-profits that are competing with local business such as Sunflower and across the state looking at Genesis Health for example. There was some looking to take more off the tax-roll.
- Comm Daily: Does your association have a lobbyist? Esfeld said yes. The Saline County Appraiser is good at lobbying. Jay Hall is as well.
- Comm Schartz: Did KAC ever hire an executive director? Esfeld said yes, Bruce Chladny.
- Comm Krier: All commissioners may attend the Ellinwood meeting. Phil Hathcock said he will list it on next week's agenda.

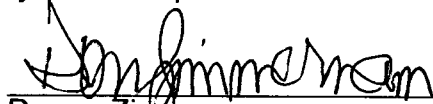
VI. ADJOURN.

Commissioner Schartz moved to adjourn at 9:57 A.M.

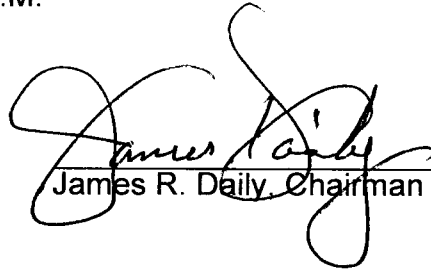
Commissioner Krier seconded the motion.

All voted aye. Motion passed.

ATTEST:



Donna Zimmerman
Barton County Clerk



James R. Daily, Chairman

RESOLUTION 2021-15

A RESOLUTION ESTABLISHING A REGULAR MEETING SCHEDULE FOR THE COUNTY COMMISSION AND RESCINDING RESOLUTION 2017-12, SAME, ADOPTED JULY 24, 2017

WHEREAS, the Board of County Commissioners of Barton County, Kansas, meets regularly in open session so that the business of the County can be transacted in the most expeditious and transparent manner; and

WHEREAS, said regular business meetings shall be held at such time and place to constitute a dependable schedule and regular, weekly meetings, shall take place unless otherwise announced; and

WHEREAS, the Commission will publish an agenda each week, detailing both action and study session items, so that the public is provided with an accounting of proposed business; and

WHEREAS, if a special meeting is called, the Commission will give advanced notice prior to holding such meeting and, further, that an agenda will be developed for all special meetings and made available to the public.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Barton County, Kansas, that pursuant to KSA 19-206, and amendments thereto:

- 1. The Board of County Commissioners of Barton County, Kansas, shall meet in regular session in their Chambers at the Barton County Courthouse, 1400 Main, Room 106, Great Bend, Kansas, at 9:00 a.m. each Tuesday, except for holidays, beginning September 7, 2021; and
2. The Board may meet in special session on the call of the Chairperson for the transaction of any business, at the request of a majority of the members on the board. The nature of the business to be transacted at any special meeting shall be governed by the matters and things set out in the call for such meeting, notice of any special session shall include the date, time and location of such special meeting; and
3. Should the Commission deem it appropriate to deviate from the regularly scheduled meeting day, place or time, the change in schedule shall be announced prior to that meeting.
4. Should the regular scheduled meeting fail to be held due to inclement weather, lack of a quorum or other reason, the next meeting of the Commission shall be assumed to be the next Tuesday of the regular session schedule.

FURTHER, that Resolution 2017-12, Same, adopted July 24, 2017, is here by rescinded.

Dated this 9th day of August, 2021.

BOARD OF COUNTY COMMISSIONERS

James R. Daily, Chairman
Barb Esfeld, Commissioner
Shawn Hutchinson, Commissioner
Kirby Krier, Commissioner
Jennifer Schartz, Commissioner

ATTEST:

Donna Zimmerman, County Clerk

APPROVED AS TO FORM:

Patrick Hoffman, County Counselor



RESOLUTION 2021-17

A RESOLUTION PRESCRIBING BARTON COUNTY'S POLICIES DEALING WITH FINANCIAL INSTITUTIONS

WHEREAS, the Board of County Commissioners of Barton County, Kansas, have designated certain banks, savings and loan associations and savings banks, herein referred to as "institutions", to serve as depositories of Barton County funds; and

WHEREAS, only those investments permitted by Kansas Statutes are authorized. No public money shall be deposited except in a qualified depository as defined by Kansas statutes; and

WHEREAS, K.S.A. 9-1402 and K.S.A. 9-1403 provide guidelines to depository financial institutions concerning security for deposit of public funds; and

WHEREAS, due to the need for Barton County funds to be adequately secured, the Commission herein serves notice to said depository institutions concerning the securing of County funds at one hundred percent (100%) of principal and interest.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Barton County, Kansas, that as a condition of being designated a depository of Barton County funds, said institutions shall provide to the Financial Officer and the County Treasurer proof of security for the funds as provided in K.S.A. 9-1402 and 9-1403 whenever the Treasurer requests such information, and

FURTHER, that the County Treasurer shall be empowered to open accounts for Barton County and only using those depositories designated by the Commission; and

FURTHER, whenever the County Treasurer establishes an account for Barton County, the signatories shall be limited to the following County officials and / or personnel:

- The County Treasurer, as well as a maximum of two designees within his or her office;
- The County Clerk, as well as a maximum of two designees within his or her office;
- The Chairman of the Barton County Commission, with the exception that signatory status be limited to accounts payable and payroll accounts; and
- The County Financial Officer.

FURTHER, that the County Treasurer shall update signatory cards at financial institutions whenever there is a change in the personnel selected to be signatories;

FURTHER, that the signatories as named herein shall be bonded in an amount and in the manner prescribed by Kansas statutes; and

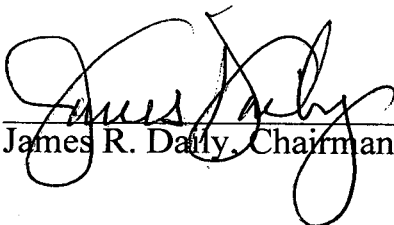
FURTHER, that in the event the County Treasurer is unable to complete these herein prescribed duties, with the authorization of the County Commission, the Deputy County Treasurer shall be assigned the described tasks.

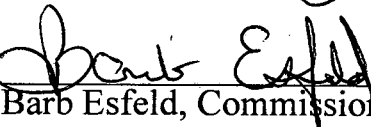
FURTHER, the County Treasurer will provide the Financial Officer with the authorization to view County accounts electronically at each designated financial institute;

FURTHER, Resolution 2017-16, Same, adopted September 18, 2017, is hereby rescinded.


Adopted this 9th day of August, 2021.

BOARD OF COUNTY COMMISSIONERS


James R. Daffy, Chairman



Barb Esfeld, Commissioner



Shawn Hutchinson, Commissioner


Kirby Krier, Commissioner


Jennifer Schartz, Commissioner

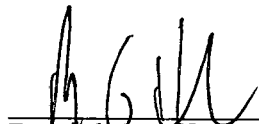
ATTEST:


Donna Zimmerman,
County Clerk



The seal is circular with a double-line border. The outer ring contains the text "BARTON COUNTY KANSAS" at the top and "COUNTY CLERK" at the bottom, separated by two stars. The center of the seal contains the word "SEAL" in large, bold, capital letters.

APPROVED AS TO FORM:


Patrick Hoffman,
County Counselor

RESOLUTION 2021-18

INVESTMENT OF IDLE FUNDS, ASSIGNMENT OF DUTIES

WHEREAS, the Board of County Commissioners of Barton County, Kansas, are elected, in part, to oversee the fiduciary duties of the County as prescribed by Kansas law; and

WHEREAS, as financial stewards of County monies, it is incumbent upon the Board to establish methods that protect the public through the separation of duties; and

WHEREAS, it is of equal importance that any assignment of duties includes a clear directive for a cooperative manner of effecting business.

NOW THEREFORE, BE IT RESOLVED, by the Board of County Commissioners of Barton County, Kansas, that a procedure for the investment of idle funds, as prescribed in K.S.A. 12-1675, *Investment of public moneys by governmental subdivisions, units and entities; conditions and limitations*, as may be amended from time to time, is herein created:

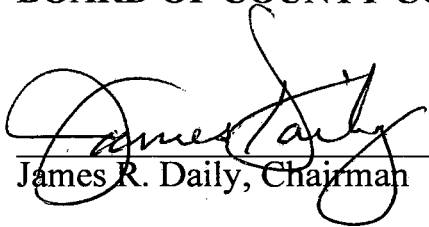
1. That the assignment of the duties as prescribed by K.S.A. 19-503, and as may be amended from time to time, related only to the investment of idle funds, is assigned first to the Barton County Treasurer and second to the Barton County Deputy Treasurer.
 - A. Further, that all measures needed to comply shall be completed and the transfer of duties made no later than October 10, 2017;
 - B. That the Treasurer and the Deputy Treasurer shall be bonded in an amount and in the manner prescribed by Kansas statutes; and
2. That the County Treasurer shall continue to be responsible for the remainder of duties as prescribed by Kansas Statute; and
3. That the investment of said idle funds by the assignment and herein named individuals shall be made in accordance KSA 12-1675 and with all other State and Federal Regulations;
 - A. That the manner of investment of idle funds shall be determined solely by the assignment parties, but that the County Treasurer and the Commission shall be consulted whenever said manner is significantly changed; and

4. That the County Treasurer shall be provided timely and regular updates of the status of said investments, to include any documentation necessary to determine the placement of said funds, the manner of investment, the interest earned and other such details; and
5. That the County Treasurer shall apprise the assigned individuals of the need for expendable funds as is required to support the regular and exceptional operations of the County; and
6. That all individuals shall perform said acts as assigned under this Resolution with strict adherence to public duty and in a cooperative manner that assures a beneficial operational system.

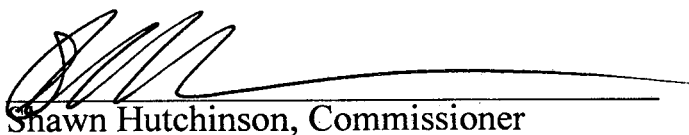
FURTHER, that Resolution 2017-17, Same, adopted the 25th day of September, 2017, is hereby rescinded.

ADOPTED this 9th day of August, 2021.

BOARD OF COUNTY COMMISSIONERS


James R. Daily, Chairman

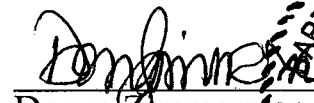

Barb Esfeld, Commissioner



Shawn Hutchinson, Commissioner


Kirby Krier, Commissioner


Jennifer Schartz, Commissioner

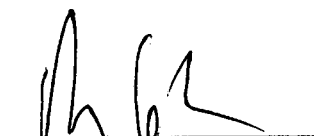
ATTEST:


Donna Zimmerman,
County Clerk



The seal is circular with a double-line border. The outer ring contains the text "BARTON COUNTY KANSAS" at the top and "COUNTY CLERK" at the bottom, separated by two stars. In the center of the seal, the word "SEAL" is printed in a large, bold, serif font.

APPROVED AS TO FORM:


Patrick Hoffman,
County Counselor