

# 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](mailto:clerk@bartoncounty.org)

Meetings Live Streamed through Microsoft Teams® at the following link: <https://bit.ly/44YHM9G>

July 8, 2025

The Board of Barton County Commissioners convened this 8<sup>th</sup> day of July, 2025, at the Barton County Courthouse.

## *Members present:*

Duane Reif, Commissioner, 1<sup>st</sup> District, (Chairman Pro-Tem)

Barb Esfeld, Commissioner, 2<sup>nd</sup> District

Shawn Hutchinson, Commissioner, 3<sup>rd</sup> District

Tricia Schlessiger, Commissioner, 4<sup>th</sup> District, Chairman

Donna Zimmerman, Commissioner, 5<sup>th</sup> District

Chris Saenz, Deputy County Clerk

Matt Patzner, County Administrator

Patrick Hoffman, County Counselor

## **I. OPENING BUSINESS:**

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

Commissioner Hutchinson moved to approve the agenda.

Commissioner Hutchinson seconded the motion.

All voted aye. Motion passed.

Commissioner Reif moved to approve the minutes of the July 1, 2025, Regular Meeting.

Commissioner Esfeld seconded the motion.

All voted aye. Motion passed.

## **II. OLD BUSINESS:**

There was no old business.

## **III. APPROVAL OF APPROPRIATIONS: 13th Month – Fiscal Year ending June 30, 2025:**

-Chris Saenz, Deputy County Clerk, will present details. An Accounts Payable Register will be submitted to the Commission for the fiscal year ending June 30, 2025. Generally this impacts offices utilizing federal grant funding.

Chris Saenz, Deputy County Clerk, presented details and asked for approval.

Commissioner Esfeld moved to approve 13th month appropriations for the fiscal year ending June 30, 2025 and authorize the Chairman to sign on behalf of the Commission.

Commissioner Reif seconded the motion.

All voted aye. Motion passed.

## **IV. NEW BUSINESS:**

### **A. RESOLUTION 2025-11: A Resolution Concerning the Continuation of Group Health Benefits for Barton County Retirees and their Dependents:**

-Matt Patzner, County Administrator, will provide details. Thought the adoption of this Resolution, and as required by Kansas statute, Barton County will extend coverage for health care benefits to retired former employees and their dependents, upon written application filed with the Clerk within 30 days following retirement of the employee. The Resolution stipulates qualifications, coverage type and payment requirements.

# 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](mailto:clerk@bartoncounty.org)

Meetings Live Streamed through Microsoft Teams® at the following link: <https://bit.ly/44YHM9G>

Matt Patzner, County Administrator, said the County would charge 125% of the cost to the County for the program. Patzner said it was similar to COBRA but was more specific to retired former employees. It was required by statute, something that needed to be put into place.

Commissioner Zimmerman asked Patzner how long the retired person could be covered. Patzner said he believed it was until a person became eligible for Medicare.

Commissioner Reif asked how long they had to be employed by the County to qualify. Patzner said it was 10 years of service.

Commissioner Hutchinson said once retired, coverage could be eliminated when they became eligible for Medicare, but we could not do the same while they were still employed. Patrick Hoffman said that was correct.

Commissioner Hutchinson moved to adopt Resolution 2025-11, A Resolution Concerning the Continuation of Group Health Benefits for Barton County Retirees and their Dependents.

Commissioner Zimmerman seconded the motion.

All voted aye. Motion passed.

## **B. RESOLUTION 2025-12: A Resolution Establishing a Procurement Policy and Procedures for Purchasing and Sourcing and Rescinding Resolution 2023-09, Same, Adopted March 8, 2023:**

-Mr. Patzner will provide details. The County has operated with purchasing standards for several years. That practice eventually evolved into the current Procurement Policy. First adopted in 2020, the County continues to refine its language. The latest revision will be presented at this time.

Matt Patzner, County Administrator, said the only change was adding Section 5 under unsealed bids, giving us the ability to develop a preferred vendor list. Being able to use that list when there were time constraints.

Commissioner Reif moved to adopt Resolution 2025-12, A Resolution Establishing a Procurement Policy and Procedures for Purchasing and Sourcing and Rescinding Resolution 2023-09, Same, Adopted March 8, 2023.

Commissioner Hutchinson seconded the motion.

All voted aye. Motion passed.

## **C. FAÇADE IMPROVEMENT GRANT: 10-39 LLC:**

-Mr. Patzner will provide details. On July 1, 2025, the Commission approved, in cooperation with the City of Ellinwood, a \$20,000.00 Façade Improvement Grant for 10-39 LLC, 104 W 1st, Ellinwood, Kansas. The original motion did not correctly identify the payment source. The Commission will be asked to approve payment from the Finance General account of the General Fund rather than Capital Improvement.

Matt Patzner, County Administrator, said this was a housekeeping item and asked for approval.

Commissioner Hutchinson moved to direct the County Administrator to cancel the \$20,000.00 Façade Improvement Grant encumbrance for 10-39 LLC as approved by the Commission on July 1, 2025. Further, that the Administrator is to encumber the \$20,000.00 Façade Improvement Grant payment for 10-39 LLC to the Finance General account of the General Fund, Façade Improvement Grant line, 001-26-6925.

Commissioner Esfeld seconded the motion.

All voted aye. Motion passed.

# 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](mailto:clerk@bartoncounty.org)

Meetings Live Streamed through **Microsoft Teams**® at the following link: <https://bit.ly/44YHM9G>

## **D. COUNTY ENGINEER: Inspection Services on Project 05 C-5265-01, High Risk Rural Roads Signage:**

-Barry McManaman, County Engineer, will provide details. The Kansas Department of Transportation (KDOT) requests approval of the three-party agreement with Kirkham Michael & Associates, KDOT and Barton County for inspection services on Project 05 C-5265-01, High Risk Rural Roads Signing Project. Under the agreement, Kirkham Michael will have an on-site inspector monitoring and documenting the work done by the construction contractor for the installation of no passing pennants. KDOT will pay 100% of the participating costs up to the upper compensation limit of \$57,116.93. Barton County will be responsible for any costs incurred above the limit or for any non-participating costs.

Barry McManaman, County Engineer, said this formalized the agreement with Kirkham Michael. The work was being done in the southwest quadrant of the county.

Commissioner Esfeld moved to approve Agreement No. 490-25 for Federal-Aid Construction Engineering Inspection Services by Consultant (Cost Plus Net Fee CE Agreement) for Project No. 05 C-5265-01.

Direct the County Engineer to submit the Agreement to KDOT once signed by the Commission.

Commissioner Reif seconded the motion.

All voted aye. Motion passed.

## ***No Executive Session Held***

## **E. EXECUTIVE SESSION:**

-Chairman Tricia Schlessiger will present. Any Commissioner may make a motion for the board to recess to executive session at this time as allowed by K.S.A. 75-4319. Any motion must contain the justification for the executive session, the subject matter to be discussed, any individuals in addition to the board who will attend the executive session and the time at which the regular session shall resume.

## **V. ENDING BUSINESS:**

1. Announcements
2. Appointments

## **VI. OTHER BUSINESS:**

Commissioner Schlessiger – the commission has been invited to attend a coordination meeting with KNRC and U.S. Fish and Wildlife Service.

## **VII. ADJOURN:**

Commissioner Hutchinson moved to adjourn at 9:18 A.M.

Commissioner Reif seconded the motion.

All voted aye. Motion passed.

ATTEST:

\_\_\_\_\_  
Chris Saenz  
Barton County Deputy Clerk

\_\_\_\_\_  
Tricia Schlessiger, Chairman

July 8, 2025

The Board of Barton County Commissioners convened this 8<sup>th</sup> day of July, 2025, at the Barton County Courthouse.

*Members present:*

# 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](mailto:clerk@bartoncounty.org)

Meetings Live Streamed through Microsoft Teams® at the following link: <https://bit.ly/44YHM9G>

Duane Reif, Commissioner, 1<sup>st</sup> District, *(Chairman Pro-Tem)*  
Barb Esfeld, Commissioner, 2<sup>nd</sup> District  
Shawn Hutchinson, Commissioner, 3<sup>rd</sup> District  
Tricia Schlessiger, Commissioner, 4<sup>th</sup> District, Chairman  
Donna Zimmerman, Commissioner, 5<sup>th</sup> District  
Chris Saenz, Deputy County Clerk  
Matt Patzner, County Administrator  
Patrick Hoffman, County Counselor

## **I. OPENING BUSINESS:**

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

Commissioner Hutchinson moved to approve the agenda.

Commissioner Hutchinson seconded the motion.

All voted aye. Motion passed.

Commissioner Reif moved to approve the minutes of the July 1, 2025, Regular Meeting.

Commissioner Esfeld seconded the motion.

All voted aye. Motion passed.

## **II. OLD BUSINESS:**

There was no old business.

## **III. APPROVAL OF APPROPRIATIONS: 13th Month – Fiscal Year ending June 30, 2025:**

-Chris Saenz, Deputy County Clerk, will present details. An Accounts Payable Register will be submitted to the Commission for the fiscal year ending June 30, 2025. Generally this impacts offices utilizing federal grant funding.

Chris Saenz, Deputy County Clerk, presented details and asked for approval.

Commissioner Esfeld moved to approve 13th month appropriations for the fiscal year ending June 30, 2025 and authorize the Chairman to sign on behalf of the Commission.

Commissioner Reif seconded the motion.

All voted aye. Motion passed.

## **IV. NEW BUSINESS:**

### **A. RESOLUTION 2025-11: A Resolution Concerning the Continuation of Group Health Benefits for Barton County Retirees and their Dependents:**

-Matt Patzner, County Administrator, will provide details. Thought the adoption of this Resolution, and as required by Kansas statute, Barton County will extend coverage for health care benefits to retired former employees and their dependents, upon written application filed with the Clerk within 30 days following retirement of the employee. The Resolution stipulates qualifications, coverage type and payment requirements.

Matt Patzner, County Administrator, said the County would charge 125% of the cost to the County for the program. Patzner said it was similar to COBRA but was more specific to retired former employees. It was required by statute, something that needed to be put into place.

Commissioner Zimmerman asked Patzner how long the retired person could be covered. Patzner said he believed it was until a person became eligible for Medicare.

# 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](mailto:clerk@bartoncounty.org)

Meetings Live Streamed through Microsoft Teams® at the following link: <https://bit.ly/44YHM9G>

Commissioner Reif asked how long they had to be employed by the County to qualify. Patzner said it was 10 years of service.

Commissioner Hutchinson said once retired, coverage could be eliminated when they became eligible for Medicare, but we could not do the same while they were still employed. Patrick Hoffman said that was correct.

Commissioner Hutchinson moved to adopt Resolution 2025-11, A Resolution Concerning the Continuation of Group Health Benefits for Barton County Retirees and their Dependents.

Commissioner Zimmerman seconded the motion.

All voted aye. Motion passed.

## **B. RESOLUTION 2025-12: A Resolution Establishing a Procurement Policy and Procedures for Purchasing and Sourcing and Rescinding Resolution 2023-09, Same, Adopted March 8, 2023:**

-Mr. Patzner will provide details. The County has operated with purchasing standards for several years. That practice eventually evolved into the current Procurement Policy. First adopted in 2020, the County continues to refine its language. The latest revision will be presented at this time.

Matt Patzner, County Administrator, said the only change was adding Section 5 under unsealed bids, giving us the ability to develop a preferred vendor list. Being able to use that list when there were time constraints.

Commissioner Reif moved to adopt Resolution 2025-12, A Resolution Establishing a Procurement Policy and Procedures for Purchasing and Sourcing and Rescinding Resolution 2023-09, Same, Adopted March 8, 2023.

Commissioner Hutchinson seconded the motion.

All voted aye. Motion passed.

## **C. FAÇADE IMPROVEMENT GRANT: 10-39 LLC:**

-Mr. Patzner will provide details. On July 1, 2025, the Commission approved, in cooperation with the City of Ellinwood, a \$20,000.00 Façade Improvement Grant for 10-39 LLC, 104 W 1st, Ellinwood, Kansas. The original motion did not correctly identify the payment source. The Commission will be asked to approve payment from the Finance General account of the General Fund rather than Capital Improvement.

Matt Patzner, County Administrator, said this was a housekeeping item and asked for approval.

Commissioner Hutchinson moved to direct the County Administrator to cancel the \$20,000.00 Façade Improvement Grant encumbrance for 10-39 LLC as approved by the Commission on July 1, 2025.

Further, that the Administrator is to encumber the \$20,000.00 Façade Improvement Grant payment for 10-39 LLC to the Finance General account of the General Fund, Façade Improvement Grant line, 001-26-6925.

Commissioner Esfeld seconded the motion.

All voted aye. Motion passed.

## **D. COUNTY ENGINEER: Inspection Services on Project 05 C-5265-01, High Risk Rural Roads Signage:**

-Barry McManaman, County Engineer, will provide details. The Kansas Department of Transportation (KDOT) requests approval of the three-party agreement with Kirkham Michael & Associates, KDOT and Barton County for inspection services on Project 05 C-5265-01, High Risk Rural Roads Signing Project. Under the agreement, Kirkham Michael will have an on-site inspector monitoring and documenting the

# 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](mailto:clerk@bartoncounty.org)

Meetings Live Streamed through **Microsoft Teams**® at the following link: <https://bit.ly/44YHM9G>

work done by the construction contractor for the installation of no passing pennants. KDOT will pay 100% of the participating costs up to the upper compensation limit of \$57,116.93. Barton County will be responsible for any costs incurred above the limit or for any non-participating costs.

Barry McManaman, County Engineer, said this formalized the agreement with Kirkham Michael. The work was being done in the southwest quadrant of the county.

Commissioner Esfeld moved to approve Agreement No. 490-25 for Federal-Aid Construction Engineering Inspection Services by Consultant (Cost Plus Net Fee CE Agreement) for Project No. 05 C-5265-01.

Direct the County Engineer to submit the Agreement to KDOT once signed by the Commission.

Commissioner Reif seconded the motion.

All voted aye. Motion passed.

## ***No Executive Session Held***

### **E. EXECUTIVE SESSION:**

-Chairman Tricia Schlessiger will present. Any Commissioner may make a motion for the board to recess to executive session at this time as allowed by K.S.A. 75-4319. Any motion must contain the justification for the executive session, the subject matter to be discussed, any individuals in addition to the board who will attend the executive session and the time at which the regular session shall resume.

### **V. ENDING BUSINESS:**

1. Announcements
2. Appointments

### **VI. OTHER BUSINESS:**

Commissioner Schlessiger – the commission has been invited to attend a coordination meeting with KNRC and U.S. Fish and Wildlife Service.

### **VII. ADJOURN:**

Commissioner Hutchinson moved to adjourn at 9:18 A.M.

Commissioner Reif seconded the motion.

All voted aye. Motion passed.

ATTEST:

\_\_\_\_\_  
Chris Saenz  
Barton County Deputy Clerk

\_\_\_\_\_  
Tricia Schlessiger, Chairman