

**RECORD OF PROCEEDINGS  
BOARD OF COMMISSIONERS  
MARION COUNTY, KS**

September 25, 2023

Commission met in regular session at 12:30 p.m. in Commission chambers at the Marion County Courthouse with Chr. David Mueller, Comm. Jonah Gehring, Comm. Kent Becker, Comm. Dave Crofoot, and Comm. Randy Dallke present. Also present were Co. Counselor Brad Jantz and Co. Clerk Tina Spencer. Present for portions of the meeting were Co. staff, members of the public, and members of the press.

**PUBLIC FORUM:** There were no public comments.

**ADMINISTRATIVE:** An invoice for garage door replacements at several Road & Bridge locations is more than what was approved by the Commission. The reason will be researched and brought back to the Board.

- Salary sheets were signed for:
  - Jamie Shirley - Interim pay for additional EMS Duties for 3 months or until a new EMS Director is hired, whichever comes first – with comp time earned during this period to be paid out – from \$3,338.00/mo. to \$4,222.00/mo. effective 9/21/2023;
  - Charles Kenney – Interim Pay until EMS Director position is filled – from \$19.86/hour to \$21.85/hour effective 9/21/2023;
  - Brandy Hanson – change from volunteer EMT to part-time EMT-B at \$14.23/hour effective 10/1/2023;
  - Jennifer Hess – new Administrative Specialist II in County Clerk’s Office at \$2,773.00/mo. effective 9/25/2023.

**SECURITY DISCUSSION:** Mueller moved to recess into executive session to discuss (election, cyber, and physical) matters of security pursuant to K.S.A. 75-4319b (13) for matters related to security measures with the Board, Jantz, and Spencer present for 15 minutes until 1:05 p.m. Gehring seconded and motion carried 5-0. Open session resumed with a motion by Mueller to authorize staff to pursue a cyber security agreement not to exceed \$6,000.00. Gehring seconded and motion carried 5-0.

**AMBULANCE:** Interim Director Chuck Kenney and St. Luke Hospital CEO Alex Haines joined the meeting to finalize a service agreement between the hospital and Marion County EMS. In general, the terms were acceptable to both sides. Jantz requested a minor change. The Board tabled approval pending review of previous agreements for possible combination.

**BID OPENING – 1240 COMMERCIAL:** One bid was received. The Board discussed whether to extend the timeline for bid submission, but no action was taken to do so. The bid was opened and reviewed:

NF Construction, Marion

Base Bid:	\$239,807.00
Alternate 1: (12-person above grade storm shelter)	\$ 13,800.00
Alternate 2: (22kw generator)	\$ 12,000.00
Alternate 3: (Unstamped architectural drawings)	\$ 1,940.00

After discussion, Mueller moved to accept the bid from NF Construction for the remodel of 1240 Commercial Drive including the option to provide architectural drawings for \$1,940.00 and also the option to provide 12-person above grade concrete storm shelter contingent upon BRICK funding with a final condition of coordinating with cabling and security installation. Dallke seconded and motion carried 3-2 with Becker and Gehring opposed. (Primary funding will be Road & Bridge building line item.) The alternate for the generator was not accepted.

**ATTORNEY/CLIENT BUSINESS:** Mueller moved to recess into executive session to discuss matters of litigation pursuant to K.S.A. 75-4319b (2) for consultation with our attorney in matters deemed privileged under attorney/client privilege with the Board, Jantz, and Spencer present for 10 minutes until 2:00 p.m. Becker seconded and motion carried 5-0. Open session resumed with no action.

**ROAD & BRIDGE:** Supt. Steve Hudson reported on upcoming and ongoing department projects and activities.

- Mueller moved to recess into executive session to discuss job performance of a specific employee pursuant to K.S.A. 75-4319b (1) for personnel matters of non-elected personnel with the Board, Hudson, Jantz, and Spencer present for 15 minutes until 2:25 p.m. Gehring seconded and motion carried 5-0. Open session resumed with no action.

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September 25, 2023, Continued

**ROAD & BRIDGE, CONTINUED:** Spencer distributed updated job descriptions for the Road & Bridge Superintendent and Shop Supervisor and a newly created Administrative Coordinator job description for review. Recommended pay ranges were also provided for each position.

- Gehring moved to approve the job descriptions for Road & Bridge Superintendent, Shop Supervisor, and Administrative Coordinator as presented and to set the pay grade at P for the Superintendent, M for the Shop Supervisor, and J for the Administrative Coordinator. Becker seconded and motion carried 5-0.
- Gehring moved to appoint Tom Holub as Shop Supervisor (revised description) at step 3 of pay band M. Dallke seconded and motion carried 5-0.
- Mueller moved to appoint Steve Hudson as the Road & Bridge Superintendent (revised description). Gehring seconded and motion carried 5-0.

**ATTORNEY/CLIENT BUSINESS, CONTINUED:** Jantz indicated he will be working, next, on updated trailer agreements for the County Lake and finalizing the matter of the bridge that burned a few months ago.

**PERSONNEL DISCUSSION:** Mueller moved to recess into executive session to discuss job performance of specific individuals pursuant to K.S.A. 75-4319b (1) for personnel matters of non-elected personnel, with the Board, Jantz, and Spencer present for 10 minutes, until 2:55 p.m. Gehring seconded and motion carried 5-0. Open session resumed with no action.

- The Board directed Spencer to advertise for the EMS Director position.
- Civil rights training for employees was discussed. A class is available at no charge through the County's insurance provider. The Board directed staff to move forward with scheduling training for all employees.

**PUBLIC FORUM:** There were no public comments.

**COMMISSION COMMENTS:** There were no Commission comments.

Mueller moved to adjourn. Gehring seconded and motion carried 5-0. Meeting adjourned at 3:03 p.m.

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David Mueller, Chairman

ATTEST: \_\_\_\_\_  
Tina D. Spencer, County Clerk