

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

December 18, 2023

Commission met in special session at 9:00 a.m. followed by a regular session at 12:30 p.m. in Commission chambers at the Marion County Courthouse with Chr. David Mueller, Comm. Jonah Gehring (joined at 9:11 a.m.), Comm. Kent Becker, Comm. Dave Crofoot, and Comm. Randy Dallke present. Also present was Co. Clerk Tina Spencer. Present for portions of the meeting were County Counselor Brad Jantz, County staff, members of the public, and members of the press.

PARK & LAKE WORK SESSION: Supt. Isaac Hett was present for a work session on Park & Lake matters, including a revised contractual agreement pertaining to the mobile home park. Session recessed until 9:30 a.m. because the County Counselor was not present. Jantz joined the session via teleconference at 9:34 a.m.

- A draft contractual agreement for the mobile home park and other campsites was reviewed; however, it was determined that a separate agreement solely to govern the mobile home park would be preferable.
- A draft rental agreement for the Lake Hall and other facilities was reviewed and discussed. A \$100.00 rental deposit will be included in the final version.
- Items not addressed: storage agreements and an agreement and / or liability waiver for dock owners.
- The Board requested that Jantz meet with Hett on site to prepare a more focused contractual agreement for the mobile home park and to fine tune the Lake Hall agreement. The agreement for the mobile home (trailer) park will need to be adopted on December 29th.
- The Board noted that a plan for future improvements should be developed. General topics discussed were whether to allow portable “tiny homes” in the mobile home park (Planning & Zoning would need to be consulted), an online reservation system, installation of a self-pay station for campers arriving after business hours, and implementation of a minimal access fee for the heated dock (to be used for future maintenance). No action was taken. Work session ended at 11:26 a.m.

Chr. Mueller called the regular meeting to order at 12:30 p.m.

PUBLIC FORUM: John Siebert commented that Yarrow Road is in bad shape. He noted that in the past it was designated as a federal service road and indicated that there is a certain maintenance requirement. Siebert said that the current condition of the road does not allow for two-way traffic without pulling over to let oncoming traffic past.

ADMINISTRATIVE: Dallke moved to approve the minutes of December 11th. Becker seconded and motion carried 5-0.

- Change orders affecting 2023 and prior years’ tax roll were reviewed and signed by the Board.
 - Transport fuel bids were presented:

	Tank #3	Tank #1	Unleaded	Total
	<u>3,500 gals.</u>	<u>3,000 gals.</u>	<u>1,500 gals.</u>	
Hampel Oil Distributors, Wichita	3.3148	3.0488	2.4170	\$24,373.70
MFA Oil, Lincolnville	3.3525	3.0965	2.4104	\$24,638.85
- Gehring moved to approve the bid from MFA Oil (in-County vendor) in the amount of \$24,638.85. Dallke seconded and motion carried 5-0.
- Gehring moved to approve the project agreement between Kansas Department of Transportation and Marion County for Project No. 057-C-5272-01 (bridge at 310th and Mustang). Crofoot seconded and motion carried 5-0.
 - Planning/Zoning/Environmental Health Dir. Sharon Omstead joined the session. Change order #4 in the amount of \$12,000.00 for the 1240 Commercial property was presented for approval. This was to add a generator. (Previous change orders were approved administratively by the department heads managing the project, under authority previously granted by the Board). After discussion, Crofoot moved to approve the change order. Gehring seconded and motion carried 5-0. Omstead was asked to provide a monthly summary to the Board regarding future project changes, just to keep the Board informed. No change to the process was made.
 - Mueller moved to approve Pay Application #2 for the 1240 Commercial renovations in the amount of \$45,375.94. Gehring seconded and motion carried 5-0.
 - Salary changes were signed:
 - Joyce Ryder, Administrative Specialist I in County Treasurer’s Office from \$2,541.00 to \$2,591.00 effective 11/21/2023 for increased duties (due to office restructuring); Sharolyn Buller, Administrative Specialist I in the County Treasurer’s Office from \$2,541.00/mo. to \$2,591.00/mo. effective 11/21/2023 for increased duties (due to office restructuring); Mischelle Mitre, change from Administrative Specialist II in the County Treasurer’s Office to Motor Vehicle Coordinator – from \$2,799.00/mo. to \$3,307.00/mo. effective 11/21/2023; Julia Ensminger – from \$3,415.00/mo. to \$3,482.00/mo. effective 11/21/2023 for increased duties (due to office restructuring);
 - Landis Goodman – rehired as Reserve Officer at \$21.20 / hour effective 12/8/2023.

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

December 18, 2023, continued

CO. APPRAISER: Appraiser Nicole Reid reported that the department exceeded the base number of hours in the agreement with the digital mapping vendor, resulting in an overage of \$6,875.00. The overage is primarily due to personnel changes in the department and more advanced aerial photography, which prompted corrections to the existing digital maps. Gehring moved to approve payment of the overage to bring the digital maps up to date. Dallke seconded and motion carried 5-0.

- Reid reported that the current lease through 360 Document Solutions for the large mapping department printer in the amount of \$329.95/month is ending. Reid requested authorization to extend the lease for 63 months at the same amount for an upgraded printer. Gehring moved to proceed with the renewal. Becker seconded. Motion carried 5-0.

HEALTH DEPARTMENT: Dir. Krista Schneider presented the Work Force Development Grant Agreement for approval. The department has been notified of an award in the amount of \$76,507.92. Gehring moved to accept the grant from the Kansas Department of Health and Environment. Crofoot seconded and motion carried 5-0. Chr. Mueller signed the grant agreement.

PEABODY COMMUNITY FOUNDATION – REQUEST FOR HOUSING SUPPORT: Becky Nickel, Peabody Community Foundation (PCF) Director and PCF Board Chairman Ron Traxson were present to request County support to improve and increase housing options in Peabody. Nickel outlined the collaborative efforts of PCF and other groups and indicated that they could receive up to \$70,000.00 in matching funds from the Patterson Family grant. Private donors have already provided most of the funding to meet the match, but PCF is \$10,437.00 short. The deadline is December 31st. Nickel requested \$10,000.00 in funding from the County. After discussion, Gehring moved to award the PCF Community Improvement Fund \$10,300.00 from wind-farm proceeds to be used for housing in Peabody. Dallke seconded and motion carried 5-0.

- The Board noted that other communities who can show similar progress and have an appropriate structure and goals in place could present a similar request for Board consideration.

ELECTION SECURITY: Mueller moved to recess into executive session to discuss election security pursuant to K.S.A. 75-4319b (13) for matters related to security with the Board and Spencer present for five minutes until 1:43 p.m. Dallke seconded and motion carried 5-0. Open session resumed with no action.

- Spencer reported that the Kansas Secretary of State's Office has awarded Marion County a grant for election security for a total project cost of \$40,000.00 with the State providing up to \$36,000.00 (90%) and the County providing \$4,000.00 (10%). Becker moved to accept the 90% grant from the State for election security. Dallke seconded and motion carried 5-0. Spencer noted that the grant will be issued on a reimbursement basis with the County paying for the project and the State reimbursing up to 90%.

COUNTY COUNSELOR: Co. Counselor Brad Jantz was present for attorney/client business.

- Jantz noted that the City of Burns is working on a de-annexation. Clarification will be sought from the City staff.
- Mueller moved to recess into executive session to discuss contract negotiation pursuant to K.S.A. 75-4319b (2) for consultation with our attorney on matters deemed privileged under attorney / client privilege with the Board and Jantz present for 30 minutes until 2:28 p.m. Gehring seconded. Motion carried 5-0. Open session resumed with a motion by Mueller moved to recess into executive session to discuss contract negotiation pursuant to K.S.A. 75-4319b (2) for consultation with our attorney on matters deemed privileged under attorney / client privilege with the Board, Jantz, and Spencer present for 30 minutes until 3:00 p.m. Gehring seconded, and motion carried 5-0. Open session resumed with no action.
- Jantz said he is waiting for confirmation from his contact at the State regarding the request to use transient guest tax for the destination creation course.
- He indicated that he had not yet reviewed the settlement agreement with St. Luke Hospital.

PUBLIC FORUM: Paul Helmer commented that Yarrow Road near 220th is in very bad shape after recent moisture. Rock was provided by the County but has already disappeared again.

COMMISSION COMMENTS: Commissioner Becker reported that SCKEDD has a resurgence program to facilitate fixing up properties utilizing a contractor.

Mueller moved to adjourn. Becker seconded and motion carried 5-0. Meeting adjourned at 3:13 p.m.

David Mueller, Chairman

ATTEST: _____
Tina D. Spencer, County Clerk