JOURNAL OF PROCEEDINGS AND MINUTES

OF THE CHASE COUNTY, KANSAS

BOARD OF COUNTY COMMISSIONERS

August 12, 2019

On August 12, 2019 at 10:00 am, Anthony Hazelton-Chairman, William Fillmore Vice-chairman, Randy Talkington-member and Connie Pretzer-County Clerk assembled in the Chase County Commission Chambers. Hazelton opened the meeting with the Pledge of Allegiance. Also present was Linzi Garcia—Leader News.

Commissioner Hazelton called the 2020 Budget hearing to order. There were no questions or concerns with the Budget. ***Motion to accept the 2020 Budget by Hazelton was 2nd by Talkington.*** Motion carried 3-0.

Hazelton then closed the 2020 Budget Hearing and called regular session to order.

***Motion to approve Minutes of July 31, 2019 by Hazelton was 2nd by Talkington.*** Motion carried 3-0.

***Motion to approve Warrants Payable 8/12/2019 by Hazelton was 2nd by Talkington.*** Motion carried 3-0.

***Motion to sign the contract from Henry M. Adkins Co. for election tabulation equipment by Hazelton was 2nd by Talkington.*** Motion carried 3-0.

***Motion to sign the contract from Tenex Software Solutions for electronic poll pads by Hazelton was 2nd by Talkington.*** Motion carried 3-0.

***Motion sign commitment of County funds for Bloody Creek Bridge project by Hazelton was 2nd by Talkington.*** Motion carried 3-0.

Kirk Engle of Scribner Insurance met with the board to seek permission to acquire a bid for the County ambulance malpractice insurance policy. ***Motion by Hazelton to sign the ambulance malpractice application was 2nd by Talkington.*** Motion carried 3-0.

CPA Cindy Jensen presented the 2018 County Audit to the Board along with 2 attached letters explaining the budget basis and difficulties the auditor had in completing the Audit. Jensen commented that she had had no disagreements with personnel; everyone was cordial and worked well. Jensen reported the following concerns: 1) bank

reconciliations are not being done timely by the treasurer 2) Treasurer is not balancing each day or making a daily deposit

3) Treasurer was not able to readily locate all requested information. The requested information was ultimately located, but documents should be properly filed and maintained following sound practices. 4) One person is primarily responsible for all payroll preparation, reporting and liabilities. Review of details by the person who would process payroll in the clerk’s absence is recommended. 5) Due to lack of personnel in certain county departments, proper separation of duties does not exist. It is recommended that supervisor/commissioner oversight and involvement to minimize the county’s exposure to loss or misuse of county assets. 6) Reports for the tax roll should be maintained showing reconciliation. Personal property warrants and real estate redemptions are not formally reconciled.

All funds stayed within their budget. No other concerns were noted.

Road & Bridge supervisor Thom Kirk presented a document for signature which is an agreement with KDOT and BNSF to place a signalized crossing on UP Road at the Miller Cemetery. The only cost to the County will be maintaining the signage. County Attorney Bill Halvorsen had previously approved the contract. ***Motion to sign project 9X-3055-01 for a BNSF crossing on UP Road by Hazelton was 2nd by Talkington.*** Motion carried 3-0.

Kirk also reported on a meeting that he had on August 9th with BNSF regarding possible new road construction. BNSF is in pre-planning stages with landowners to provide approximately 1.5 miles of road from the old crossing at north end of Bazaar to Norton Creek Road. The proposed plan would not solidify for another 12 to 24 months and could possible take out the railroad crossing on T road. Kirk stressed that was still in the planning stages and would get in touch with the County Attorney to evaluate permits, easements, safety concerns, etc.

Clerk reported that the postage machine’s lease with Pitney Bowes is up next month and they have offered to renew the lease for $10,466.40 (60 months). Another company, Lineage, has given a bid of $8,060.40 (60 months). Commissioners had no problem going with the new company after the County Attorney reviews the lease.

***Motion to adjourn at 10:50 by Hazelton was 2nd by Talkington.*** Motion carried 3-0.

Next scheduled meeting is August 30th, 2019 at 10:00 am.

 ADOPTION OF ABOVE MINUTES

 STATE OF KANSAS

 COUNTY OF CHASE

NOW ON This 30th day of August, 2019, as shown in the Minutes of this date’s meeting, the above Minutes are hereby ADOPTED as the official record of the proceedings, business and actions of the Board of Chase County Commissioners during the session above described.

 BY THE BOARD OF COUNTY COMMISSIONERS

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 Anthony Hazelton, Chairman

 SEAL

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 William Fillmore, Vice Chairman

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Randy Talkington, Member

Attest: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Connie M. Pretzer, County Clerk