



## COUNTY COMMISSION

Ron Sellers  
District 1  
Member

Ron Hirst  
District 2  
Chair

Daniel P. Friesen  
District 3  
Vice-Chair

**Courthouse**  
206 W. 1<sup>st</sup> Avenue  
Hutchinson, KS 67501

### AGENDA

#### Commission Chambers

**Tuesday, January 19, 2021, 9:00 A.M.**

**I. Call to Order**

**II. Pledge of Allegiance to the American Flag and Prayer**

**III. Welcome and Announcements by Commission Chair**

**IV. Public Comment on Items not on the Agenda.**

Please come forward to the podium, state your name and address and limit your remarks to not more than 5 minutes per item.

**V. Determine Additions or Revisions to the Agenda**

**VI. Consent Agenda**

If any Commissioner would like further discussions or explanation of any item they may ask that it be removed from the consent agenda for additional consideration.

A. Vouchers (bills or payments owed by the county or related taxing units) totaling \_\_\_\_\_.

B. CRF Vouchers totaling \_\_\_\_\_.

C. Change Orders 2021: 7, 10, 12.

D. Appoint Sandy Pangburn to serve on the Reno County Health Department Advisory Board for a term effective 1/19/2021 – 12/31/2023.

E. Appoint Aubrey Nuss to serve on the Reno County Health Department Advisory Board for a term effective 1/19/2021 – 12/31/2023.

i. **Action** – Motion to **approve** the Consent Agenda

Friesen      Sellers      Hirst

**VII. Business Items**

A. Resolution 2021-04 Authorizing the Offering for Sale of General Obligation Refunding and Improvement Bonds, Series 2021.

i. Presented by Kevin Cowan, Gilmore & Bell.

ii. **Action** – Motion to **adopt** Resolution 2021-04 Authorizing the Offering for Sale of General Obligation Refunding and Improvement Bonds, Series 2021.

B. Discussion of a future Resolution to cancel certain county warrants by Donna Patton, County Clerk.

C. Discussion of Policy on Commission Meetings.

**VIII. County Administrator Report**

**IX. County Commission Report/Comments**

**X. Executive Session**

A. Personnel matters of non-elected personnel for \_\_\_\_ minutes with no legal binding action to take place.

**XI. Adjournment**

Tax Year: 2020

TAX ROLL CORRECTION - PERSONAL PROPERTY  
AAELT013

Printed by / Date Time  
jami.radloff 1/6/2021 8:06:08AM

TaxPayer HERS00050  
HERSHBERGER, JUSTIN D  
12711 S PARTRIDGE RD  
PARTRIDGE, KS 67566

System Control # 2021000007  
User Control # 2021000007  
Cama # 121-01-0-20-21-025-00-0-  
Tax Unit 5 HUTCHINSON CITY / USD 308  
Property Location 428 W 24TH AVE - HUTCHINSON, KS 67502

Tax Year 2020  
Doc # 200836365741

APPRaiser SECTION (Value) Jan 5 2021 12:08PM Shayna Johnson Approved

Appraised Prior To Correction:

Value 23,010 Penalty % 50.00

Non-Watercraft Assessed Prior To Correction:

Value 6,903 Penalty 3,451 Total 10,354

Watercraft Only Assessed Prior To Correction:

0 0 0

Exempt Value: 0

Appraised After Correction:

Value 19,000 Penalty % 50.00

Non-Watercraft Assessed After Correction:

Value 5,700 Penalty 2,850 Total 8,550

Watercraft Only Assessed After To Correction:

0 0 0

Exempt Value: 0

Net Change  
-4,010

-1,804

0

0

Comment: CORRECTING VALUE ON 2015 HAWKLINE FROM 2017 PROTEST AND VALUES OF 2020 SHARP & 2019 PJ TRAILERS.

CLERK SECTION (Tax) Jan 6 2021 8:06AM Jami Radloff Order to Prir

Tax Prior To Correction:

Levy 173.162000 Gen Tax 1792.92  
SB41 \$ 0.00  
Exempt Tax Dollars ..... 1792.92

Tax After Correction:

Levy 1480.54 Gen Tax 1480.54  
SB41 \$ 0.00  
Exempt Tax Dollars ..... 1480.54

Net Change

-312.38

0.00

-312.38

Comment:

TREASURER SECTION (Summary)

Net Change in Assessed Value -1,804  
Mill Levy 173.162000  
Net Change in Levied Tax Dollars -312.38  
Net Change in Exempt Tax Dollars 0.00  
Net Change in Total Tax Dollars -312.38  
Refund Amount 0.00

Type of Correction Abate  
Correction Code TP  
Tax Statement # 202385

Comments CORRECTING VALUE ON 2015 HAWKLINE FROM 2017 PROTEST AND VALUES OF 2020 SHARP & 2019 PJ TRAILERS.

Comment:

By order of the Board of County Commissioners of RENO COUNTY, Kansas, \_\_\_\_\_  
(Per K.S.A. 79-1475, 79-1701, 79-1701a, and 79-1702) (Date)

Approved by Commission: \_\_\_\_\_

Attest by County Clerk: \_\_\_\_\_

Tax Year: 2020

TAX ROLL CORRECTION - PERSONAL PROPERTY
AAELT013

Printed by / Date Time
jami radloff 1/6/2021 8:06:49AM

TaxPayer WILL00947
WILLIAMS, DENNIS R
RIDGWAY, KAREN L
815 N WHITESIDE ST
HUTCHINSON, KS 67501

System Control # 2021000010
User Control # 2021000010
Cama # 121-11-0-30-13-017-00-0-
Tax Unit 5 HUTCHINSON CITY / USD 308
Property Location 815 N WHITESIDE ST - HUTCHINSON, KS 67501
Tax Year 2020
Doc # 200836367743

APPRaiser SECTION (Value) Jan 6 2021 7:42AM Shayna Johnson Approved

Appraised Prior To Correction:

Value 3,875 Penalty % 50.00

Non-Watercraft Assessed Prior To Correction:

Value 0 Penalty 0 Total 0

Watercraft Only Assessed Prior To Correction:

194 97 291

Exempt Value: 0

Appraised After Correction:

Value 0 Penalty % 50.00

Non-Watercraft Assessed After Correction:

Value 0 Penalty 0 Total 0

Watercraft Only Assessed After To Correction:

0 0 0

Exempt Value: 0

Net Change -3,875

0

-291

0

Comment: PER TAXPAYER AND ELLSWORTH CO APPRAISERS OFFICE PROPERTY IS STORED AT KANAPOLIS LAKE; REMOVING FOR 20

CLERK SECTION (Tax) Jan 6 2021 8:06AM Jami Radloff Order to Prir

Tax Prior To Correction:

Levy 173.162000 Gen Tax 47.26
WC Levy 0.162378 SB41 \$ 0.00
Exempt Tax Dollars 47.26

Tax After Correction:

Levy Gen Tax 0.00
WC Levy 0.162378 SB41 \$ 0.00
Exempt Tax Dollars 0.00

Net Change

-47.26

0.00

-47.26

Comment:

TREASURER SECTION (Summary)

Net Change in Assessed Value -291
Mill Levy 173.162000
Watercraft Levy 0.162378
Net Change in Levied Tax Dollars -47.26
Net Change in Exempt Tax Dollars 0.00
Net Change in Total Tax Dollars -47.26
Refund Amount 0.00

Type of Correction Abate
Correction Code NI
Tax Statement # 205728

Comments PER TAXPAYER AND ELLSWORTH CO APPRAISERS OFFICE PROPERTY IS STORED AT KANAPOLIS LAKE; REMOVING FOR 2020

Comment:

By order of the Board of County Commissioners ( RENO COUNTY , Kansas. (Date)

Approved by Commission:

Attest by County Clerk:

Tax Year: 2020

TAX ROLL CORRECTION - TRUCKS  
AAELT017

Printed by / Date Time  
jamiradloff 1/6/2021 8:07:15AM

TaxPayer HALT00017

System Control # 2021000012

Tax Year 2020

User Control # 2021000012

HALTOM, SPENCER DWIGHT

TU 82 WALNUT TOWNSHIP / USD 376

Doc # 200836367065

6512 N LANGDON RD  
STERLING, KS 67579-9347

Truck Year 2005  
Truck VIN 1FTSW21P35EB32100  
Description FORD F250 SUPER DUTY

Check Payable to: HALTOM, SPENCER DWIGHT

APPRaiser SECTION (Value) Jan 6 2021 7:42AM Shayna Johnson Approved

Appraised Prior To Correction:

Appraised After Correction:

Value	Total	Value	Total	Net Change
<u>3,232</u>	<u>3,232</u>	<u>269</u>	<u>269</u>	<u>-2,963</u>

Assessed Prior To Correction:

Assessed After Correction:

Value	Penalty	Total	Value	Penalty	Total	Net Change
<u>646</u>	<u>323</u>	<u>969</u>	<u>54</u>	<u>27</u>	<u>81</u>	<u>-888</u>

Comment: PER BOS SOLD 2005 FORD F250 VIN#1FTSW21P35EB32100 1/9/2020

CLERK SECTION (Tax) Jan 6 2021 8:07AM Jami Radloff Order to Print

Tax Prior To Correction:

Tax After Correction:

MV Levy	Gen Tax	Total	MV Levy	Gen Tax	Total	Net Change
<u>0.143756</u>	<u>139.30</u>	<u>139.30</u>	<u>0.143756</u>	<u>11.64</u>	<u>11.64</u>	<u>-127.66</u>

Comment:

TREASURER SECTION (Summary)

Net Change in Assessed Value	<u>-888</u>	Type of Correction	<u>Abate</u>
Applicable Motor Vehicle Levy	<u>0.143756</u>	Correction Code	<u>TP</u>
Net Change in Total Tax Dollars	<u>-127.66</u>	Tax Statement #	<u>300205</u>
Refund Amount	<u>127.66</u>	Comments	<u>PER BOS SOLD 2005 FORD F250 VIN#1FTSW21P35EB32100 1/9/2020</u>

Comment:

By order of the Board of County Commissioners of RENO COUNTY, Kansas,  
(Per K.S.A. 79-1475, 79-1701, 79-1701a, and 79-1702) (Date)

Approved by Commission: \_\_\_\_\_

Attest by County Clerk: \_\_\_\_\_



## AGENDA REQUEST

**AGENDA ITEM:** Appoint new member Sandy Pangburn to serve on the Reno County Health Department Advisory Board for three year term beginning now through 12/31/2023

**PRESENTED BY:** Karla Nichols  
Health Department Director

**RECOMMENDED ACTION:** Appointment to Reno County Health Department Advisory Board

**AGENDA DATE:** Tuesday, January 19, 2021

**EXECUTIVE SUMMARY** *(Title or Description, Impact or Goal, Dollar Amount and Funding Source, and Timeframe). Please limit to four (4) sentences.*

Sandy will replace Jeanne Miles from Hutchinson Community College. Sandy is a longtime resident of Reno County and works at Hutchinson Community College as the Practical Nursing Program Coordinator.

APPLICATION FOR APPOINTMENT TO RENO COUNTY  
BOARDS/COMMITTEES/COMMISSIONS

Name of Board/Committee/Commission Preference (Please complete one application for each board, commission, or committee membership)

Reno County Health Department Advisory Board

Are you presently serving on a County board, committee or commission? If so, which one(s)? (Please provide expiration term date) No

Name: Sandy Pangburn

Please indicate below your reasons for wanting to serve on this board, committee, or commission. Tell what special knowledge, skills, experience, or background you possess that you believe are applicable to this board.

I am a longtime resident of Reno County and am interested in finding out more about the function and services of the Health Department. During these difficult times I feel it is extremely important for all areas of healthcare to come together for the betterment of the community.

I have been an BSN, RN for 35 years and completed my MSN in 2005. My nursing background is extensive in Medical Surgical Nursing as well as nursing education and leadership/management. I have served as the HutchCC Practical Nursing Program Coordinator since 2002. During my time as the PN Program Coordinator I have also served as a program evaluator for the Accreditation Commission for Education in Nursing from 2013-2018 and a member of the Kansas State Board of Nursing Education Committee from 2008-2012. I am very active in the Kansas Council for Practical Nurse Educators where I served as vice president from 2007-2008 and president from 2009-2012.

 MSN, RN  
Signature of Applicant

1-16-21  
Date



## AGENDA REQUEST

**AGENDA ITEM:**

Appoint new member Aubrey Nuss to serve on the Reno County Health Department Advisory Board for three year term beginning now through 12/31/2023

**PRESENTED BY:**

Karla Nichols  
Health Department Director

**RECOMMENDED ACTION:**

Appointment to Reno County Health Department Advisory Board

**AGENDA DATE:**

Tuesday, January 19, 2021

**EXECUTIVE SUMMARY** *(Title or Description, Impact or Goal, Dollar Amount and Funding Source, and Timeframe). Please limit to four (4) sentences.*

Aubrey will replace Peggy Tuxhorn from Hutchinson Regional Medical Center. Aubrey is a longstanding employee of Hutchinson Regional Medical Center.

APPLICATION FOR APPOINTMENT TO RENO COUNTY  
BOARDS/COMMITTEES/COMMISSIONS

Name of Board/Committee/Commission Preference (Please complete one application for each board, commission, or committee membership)

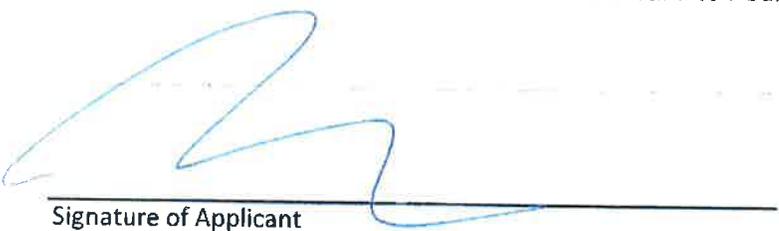
Reno County Health Department Advisory Board

Are you presently serving on a County board, committee or commission? If so, which one(s)? (Please provide expiration term date) HRMC CHIP committee & Reno County HAT committee (HAT is a recent addition)

Name: Aubrey Nuss

Please indicate below your reasons for wanting to serve on this board, committee, or commission. Tell what special knowledge, skills, experience, or background you possess that you believe are applicable to this board.

I started my professional career in EMS as a paramedic in Rice and Reno Counties; and have been a longstanding employee of Hutchinson Regional Medical Center. In my current duties as Director of Cardiovascular Services, I manage cardiac and pulmonary rehab, echo cardiography, and cardiovascular catheterization lab. Cardiac and pulmonary rehab has given me a love for community-based service and health improvement. I have been actively involved in HRMC's clinical CHIP committee, readmission task force, and am currently pursuing a Master in Public Health degree. I believe strongly in leading a healthy lifestyle and finding ways for all community members to thrive regardless of socioeconomic status. I pride myself on being a considerate team member and working for a greater good. I am looking to serve my community and organization in a greater way! I appreciate your consideration in this matter and look forward to hearing your decision.

  
Signature of Applicant

1/8/2021  
Date

2/28/2019

**RESOLUTION NO. 2021-04**

**A RESOLUTION AUTHORIZING THE OFFERING FOR SALE OF GENERAL OBLIGATION REFUNDING AND IMPROVEMENT BONDS, SERIES 2021, OF RENO COUNTY, KANSAS.**

**WHEREAS**, Reno County, Kansas (the “Issuer”), has previously authorized certain internal improvements described as follows (collectively, the “Improvements”):

<u>Project Description</u>	<u>Res. No.</u>	<u>Authority (K.S.A.)</u>	<u>Amount</u>
Repair or reconstruct, and replace and rebuild certain bridges	2019-20; as amended by 2020-08	68-1103 <i>et seq.</i>	\$7,850,000
Courthouse improvements	2020-30	Charter Res. No. XXV, 19-101 <i>et seq.</i>	3,515,000
Refuse disposal improvements	2020-31	19-2658 <i>et seq.</i>	4,940,000

**WHEREAS**, the Issuer desires to issue its general obligation bonds in order to permanently finance costs of such Improvements and to retire the following temporary notes of the Issuer, which were issued to temporarily finance a portion of the costs of the Improvements (the “Refunded Notes”):

<u>Series</u>	<u>Dated Date</u>	<u>Maturity Date</u>	<u>Original Amount</u>	<u>Outstanding Amount</u>	<u>Redemption Amount</u>	<u>Redemption Date</u>
2019	12/05/2019	12/01/2021	\$6,250,000	\$6,250,000	\$6,250,000	03/01/2021

; and

**WHEREAS**, the Issuer proposes to issue its general obligation bonds to pay costs of the Improvements and to retire the Refunded Notes; and

**WHEREAS**, the Issuer has previously issued and has outstanding general obligation bonds; and

**WHEREAS**, due to the current interest rate environment, the Issuer has the opportunity to issue its general obligation refunding bonds in order to achieve an interest cost savings on all or a portion of the debt represented by such general obligation bonds described as follows (the “Refunded Bonds”):

<u>Description</u>	<u>Series</u>	<u>Dated Date</u>	<u>Years</u>	<u>Amount</u>
General Obligation Bonds	2010	05/15/2010	2021-2025	\$70,000

; and

**WHEREAS**, the Governing Body of the Issuer (the “Governing Body”) hereby selects the firm of Raymond James & Associates, Inc., Kansas City, Missouri (the “Purchaser”), as underwriter for one or more series of general obligation bonds of the Issuer in order to provide funds to permanently finance the Improvements, retire the Refunded Notes and refund the Refunded Bonds; and

**WHEREAS**, the Issuer desires to authorize the Purchaser to proceed with the offering for sale of said general obligation bonds and related activities; and

**WHEREAS**, one of the duties and responsibilities of the Issuer is to prepare and distribute a preliminary official statement relating to said general obligation bonds; and

**WHEREAS**, the Issuer desires to authorize the Purchaser, in conjunction with the County Administrator, Clerk, and Gilmore & Bell, P.C., Wichita, Kansas, the Issuer's bond counsel ("Bond Counsel"), to proceed with the preparation and distribution of a preliminary official statement and all other preliminary action necessary to sell said general obligation bonds.

**NOW, THEREFORE, BE IT RESOLVED BY RENO COUNTY, KANSAS, AS FOLLOWS:**

**Section 1.** The Purchaser is hereby authorized to proceed with the offering for sale of the Issuer's General Obligation Refunding and Improvement Bonds, Series 2021 (the "Bonds") in accordance with the information presented by the Purchaser this date. The offering for sale of the Bonds shall be accomplished in consultation with the County Administrator, Clerk and Bond Counsel.

The confirmation of the sale of the Bonds shall be subject to the execution of a bond purchase agreement between the Purchaser and the Issuer (the "Bond Purchase Agreement") in a form approved by Bond Counsel, the adoption of a resolution by the Governing Body authorizing the issuance of the Bonds and the execution of various documents necessary to deliver the Bonds. The Chairman is hereby authorized to execute the Bond Purchase Agreement subject to the following parameters: (a) the principal amount of the Bonds shall not exceed \$16,375,000; (b) the true interest cost of the Bonds shall not exceed 3.00%; and (c) the present value savings associated with refunding the Refunded Bonds shall be not less than 2.00% of the outstanding principal of the Refunded Bonds.

**Section 2.** The Purchaser, in conjunction with the County Administrator, Clerk, and Bond Counsel, is hereby authorized to cause to be prepared a Preliminary Official Statement relating to the Bonds (the "Preliminary Official Statement"). The Issuer hereby consents to the use and public distribution by the Purchaser of the Preliminary Official Statement in connection with the offering for sale of the Bonds.

**Section 3.** For the purpose of enabling the Purchaser to comply with the requirements of Rule 15c2-12 of the Securities and Exchange Commission (the "Rule"), the Chairman and Clerk or other appropriate officers of the Issuer are hereby authorized: (a) to approve the form of the Preliminary Official Statement, and to execute the "Certificate Deeming Preliminary Official Statement Final" in substantially the form attached hereto as *Exhibit A* as approval of the Preliminary Official Statement, such official's signature thereon being conclusive evidence of such official's and the Issuer's approval thereof; (b) covenant to provide continuous secondary market disclosure by annually transmitting certain financial information and operating data and other information necessary to comply with the Rule to the Municipal Securities Rulemaking Board, as applicable; and (c) take such other actions or execute such other documents as such officers in their reasonable judgment deem necessary to enable the Purchaser to comply with the requirement of the Rule.

**Section 4.** The Issuer agrees to provide to the Purchaser within seven business days of the date of the Bond Purchase Agreement or within sufficient time to accompany any confirmation that requests payment from any customer of the Purchaser, whichever is earlier, sufficient copies of the final Official Statement to enable the Purchaser to comply with the requirements of the Rule and with the requirements of Rule G-32 of the Municipal Securities Rulemaking Board.

**Section 5.** The County Administrator, Clerk, and the other officers and representatives of the Issuer, the Purchaser and Bond Counsel are hereby authorized and directed to take such other action as may be necessary to: (a) carry out the sale of the Bonds; (b) make provision for payment and/or redemption of the Refunded Notes and Refunded Bonds from proceeds of the Bonds; and (c) provide for notice of redemption of the Refunded Notes and Refunded Bonds.

**Section 6.** This Resolution shall be in full force and effect from and after its adoption.

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**ADOPTED** by the Governing Body on January 19, 2021.

(SEAL)

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Chairman

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Commissioner

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Commissioner

ATTEST:

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Clerk

**EXHIBIT A**

**CERTIFICATE DEEMING  
PRELIMINARY OFFICIAL STATEMENT FINAL**

To: Raymond James & Associates, Inc.  
Kansas City, Missouri

Re: \$13,840,000\* estimated amount Reno County, Kansas, General Obligation Refunding and Improvement  
Bonds, Series 2021

The undersigned are the duly acting Chairman and Clerk of Reno County, Kansas (the "Issuer"), and are authorized to deliver this Certificate to the purchaser (the "Purchaser") of the above-referenced bonds (the "Bonds") on behalf of the Issuer. The Issuer has previously caused to be delivered to the Purchaser copies of the Preliminary Official Statement (the "Preliminary Official Statement") relating to the Bonds.

For the purpose of enabling the Purchaser to comply with the requirements of Rule 15c2-12(b)(1) of the Securities and Exchange Commission (the "Rule"), the Issuer hereby deems the information regarding the Issuer contained in the Preliminary Official Statement to be final as of its date, except for the omission of such information as is permitted by the Rule, such as offering prices, interest rates, selling compensation, aggregate principal amount, principal per maturity, delivery dates, ratings, identity of the underwriters and other terms of the Bonds depending on such matters.

**RENO COUNTY, KANSAS**

By: \_\_\_\_\_  
Title: Chairman

By: \_\_\_\_\_  
Title: Clerk

**EXCERPT OF MINUTES OF A MEETING  
OF THE GOVERNING BODY OF  
RENO COUNTY, KANSAS  
HELD ON JANUARY 19, 2021**

The Governing Body (the "Governing Body") met in regular session at the usual meeting place in the County, at 9:00 A.M., the following members being present and participating, to-wit:

Absent:

The Chairman declared that a quorum was present and called the meeting to order.

\*\*\*\*\*

(Other Proceedings)

The matter of providing for the offering for sale of General Obligation Refunding and Improvement Bonds, Series 2021, came on for consideration and was discussed.

Commissioner \_\_\_\_\_ presented and moved the adoption of a Resolution entitled:

**A RESOLUTION AUTHORIZING THE OFFERING FOR SALE OF GENERAL  
OBLIGATION REFUNDING AND IMPROVEMENT BONDS, SERIES 2021, OF  
RENO COUNTY, KANSAS.**

Commissioner \_\_\_\_\_ seconded the motion to adopt the Resolution. Thereupon, the Resolution was read and considered, and, the question being put to a roll call vote, the vote thereon was as follows:

Aye: \_\_\_\_\_.

Nay: \_\_\_\_\_.

The Chairman declared the Resolution duly adopted by the Governing Body and the Clerk designated the same Resolution No. 2021-04.

\*\*\*\*\*

(Other Proceedings)

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**CERTIFICATE**

I hereby certify that the foregoing Excerpt of Minutes is a true and correct excerpt of the proceedings of the Governing Body of Reno County, Kansas, held on the date stated therein, and that the official minutes of such proceedings are on file in my office.

(SEAL)

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Clerk



## AGENDA ITEM

**INFORMATION:** Discussion of a Resolution to Cancel Certain County Warrants for the year 2018  
(From and Issue)

**PRESENTED BY:** Donna Patton

**AGENDA DATE:** January 19, 2021

**BACKGROUND** This is a resolution that we approve each year to void outstanding checks for Accounts Payable, Treasurer's and Tag Checks from two years prior. If a taxpayer wants their check to be reissued, they call the Clerk's Office or the Treasurer's Office, and we will reissue their check.

### **ALL OPTIONS**

**RECOMMENDATION** Discussion and I will bring back the resolution in two weeks for approval. The new resolution will be updated with the names removed that called and asked their checks to be reissued.

**FISCAL IMPACT** None

RESOLUTION 2021-\_\_\_\_\_

A RESOLUTION TO CANCEL CERTAIN COUNTY WARRANTS

Whereas, the Board of County Commissioners of Reno County, Kansas issued certain warrants against the funds of the county treasury and a period of more than two years has elapsed since the signing of such warrants; and

Whereas, during said time the persons entitled thereto have not appeared to claim such warrants, or such warrants have not been presented to the County Treasurer for payments; and,

Whereas, such warrants may, at the discretion of the Board of the County Commissioners, pursuant to K.S.A. 10-815, be canceled and set aside upon the record of the county.

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF RENO COUNTY, KANSAS, that the following warrants be canceled, and that all balances accruing from such unpaid canceled warrants shall revert to the county fund which such warrants were drawn.

FUND	CHECK #	DATE	PAID TO	AMOUNT
County General	124251	01/19/2018	Davenport, Angela R	\$15.89
County General	124265	01/19/2018	Robison, Patricia Ann	\$10.00
County General	124951	03/02/2018	Adams, Darrell	\$10.00
County General	124955	03/02/2018	Idler, Emily	\$10.00
County General	125501	04/06/2018	Rue, Ryan, W	\$10.00
County General	125635	04/13/2018	Cox, Spencer Allen	\$10.00
County General	125640	04/13/2018	Edwards, Meghan Amber	\$10.00
County General	125651	04/13/2018	Manche, Troy, A	\$10.00
County General	126437	05/18/2018	Moungkhoth, Melinda	\$100.00
County General	126504	05/25/2018	MCKENZIES PAINT & BODY INC	\$47.00
County General	126981	06/22/2018	Department of Motor Vehicles	\$5.00
County General	127480	07/20/2018	Goodpasture, Katrina Marie	\$10.00
County General	127503	07/20/2018	Lamunyon, Elizabeth Ann	\$10.00
County General	127506	07/20/2018	Lunsford, Julie Jennifer	\$10.00
County General	127511	07/20/2018	Mcgill, Bryan Conan	\$10.00
County General	127572	07/20/2018	Young, Mary Jo	\$13.21
County General	128021	08/17/2018	Ruebke, Michael	\$10.00
County General	128588	09/07/2018	Williams, Brandon Nicholas	\$10.00
County General	129163	10/12/2018	Alexander, Donna Jean	\$10.00
County General	129190	10/12/2018	Cukjati, John E	\$10.00
County General	129218	10/12/2018	Hill, James Carl	\$10.00
County General	129225	10/12/2018	Jenks, Caleb Lysander	\$10.00
County General	129249	10/12/2018	Mccrary, Elaine M	\$10.00
County General	129262	10/12/2018	Murphy, Lynn Marie	\$10.00
County General	129278	10/12/2018	Redding, Ryan Chesley	\$10.00
County General	129289	10/12/2018	Shantz, Chandler James	\$10.00

FUND	CHECK #	DATE	PAID TO	AMOUNT
County General	129293	10/12/2018	Stewart, Heather Marie	\$10.00
County General	129307	10/12/2018	Williams, Arley Joe	\$10.00
County General	129638	11/02/2018	PATRICIA MACKE-DICK	\$58.86
County General	129672	11/02/2018	Flores, Vickie	\$10.00
County General	129772	11/09/2018	Bargenoe, Phillip Joseph	\$21.99
County General	129776	11/09/2018	Beckman, Benjamin Taylor	\$10.00
County General	129777	11/09/2018	Beer, James R	\$10.00
County General	129778	11/09/2018	Birzer, Gerald D	\$10.00
County General	129779	11/09/2018	Blaine, John A	\$10.00
County General	129827	11/09/2018	Gerhart, Bruce Orvie	\$10.00
County General	129836	11/09/2018	Harris, Brandy May	\$10.00
County General	129859	11/09/2018	Koehn, Trenton Dale	\$10.00
County General	129878	11/09/2018	Mills, Christopher Alan	\$21.99
County General	130543	12/14/2018	CHERYL DONNER	\$25.00
County General	130609	12/14/2018	RICKS PLUMBING HEATING & AIR	\$105.00
County General	130640	12/14/2018	Mosley, Glenda	\$10.00
County General	130785	12/21/2018	Downing, Roger L	\$10.00
County General	130802	12/21/2018	Lugafet, Leanna Michelle	\$10.00
County General	130808	12/21/2018	Meyer, Rylie Jo	\$28.53
County General	130829	12/21/2018	Rodriguez, Clinton R	\$10.00
County General	130967	12/28/2018	Tipton-Wylie, Najahaun	\$10.00
			<b>FUND TOTAL</b>	<b>\$802.47</b>

FUND	CHECK #	DATE	PAID TO	AMOUNT
Treasurer's Checks	921241	04/04/2018	Stejskal, Tyler, J	\$18.47
Treasurer's Checks	921243	04/04/2018	Stejskal, Tyler, J	\$27.70
Treasurer's Checks	921244	04/04/2018	Stejskal, Tyler, J	\$27.71
Treasurer's Checks	921333	06/05/2018	BILL J WILLHOIT	\$31.45
Treasurer's Checks	921365	06/05/2018	EBBERT, GLADYS M ZUMALT &	\$39.80
Treasurer's Checks	921371	06/05/2018	FOREST S & MIRIAM S TENNANT	\$60.31
Treasurer's Checks	921578	06/21/2018	Jones, Tommie L	\$8.29
Treasurer's Checks	921874	10/23/2018	WILLIE BURGER LLC	\$466.39
Treasurer's Checks	921896	11/28/2018	Voorhis, Amy	\$10.00
Treasurer's Checks	922070	12/26/2018	Lee, Richard	\$36.00
			<b>FUND TOTAL</b>	<b>\$726.12</b>

FUND	CHECK #	DATE	PAID TO	AMOUNT
Tag Checks	742120	3/12/2018	Friesen, Carl, Lyn	\$5.00
Tag Checks	742331	04/09/2018	Austin, James, M	\$36.88
Tag Checks	742690	06/01/2018	Gray, Jennifer, Lynn	\$45.00
Tag Checks	742732	06/07/2018	Mead, Skyler, Jon	\$18.44
Tag Checks	742775	06/19/2018	Carlton, Jeannie, Lynn	\$8.00
<b>FUND TOTAL</b>				<b>\$113.32</b>
<b>TOTAL ALL FUNDS</b>			<b>\$1,641.91</b>	

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2021

**BOARD OF COUNTY COMMISSIONERS  
OF RENO COUNTY, KANSAS**

\_\_\_\_\_  
Ron Sellers, Chairman

\_\_\_\_\_  
Ron Hirst, Member

\_\_\_\_\_  
Daniel Friesen, Member

ATTEST:

\_\_\_\_\_  
Donna Patton, County Clerk



## AGENDA ITEM

**INFORMATION:** Discussion of Reno County Meetings  
(From and Issue)

**PRESENTED BY:** Randy Partington, County Administrator

**AGENDA DATE:** January 19, 2021

**BACKGROUND** Reno County currently does not have a statement of policy or guidelines that explain the meeting process. To clearly explain how a meeting agenda is developed and what to expect at a commission meeting a draft policy is attached. This draft policy is referred to as the Reno County Board of County Commissioners Statement of Policy on County Commission Meetings. The draft policy has been reviewed and edited by the Reno County Counselor.

**ALL OPTIONS**

1. Approve the recommended Statement of Policy on County Commission Meetings
2. Revise the recommended statement and revisit on January 26<sup>th</sup>

**RECOMMENDATION** Approval of a Statement of Policy is recommended at either meeting.

**FISCAL IMPACT** There is no fiscal impact. A change in the number of meetings does not decrease the need for commission action, it just places policy discussions on a bi-weekly period.

# **RENO COUNTY BOARD OF COUNTY COMMISSIONERS STATEMENT OF POLICY ON COUNTY COMMISSION MEETINGS**

## **PURPOSE**

This Statement of Policy has been developed to assure that meetings of the Reno County Board of County Commissioners are conducted in compliance with K.S.A. 75-4317 et seq., the Kansas Open Meetings Act (KOMA). This statement outlines Board policy on the schedule of regular and workshop meetings and on the procedure to be followed during scheduled meetings. This Statement of Policy will be reviewed annually in January.

## **POLICY**

### **BUSINESS MEETINGS**

Effective February 2021, the board of County Commissioners will hold regular business meetings dedicated to the transaction of regular governmental business and the conduct of governmental affairs on the days indicated below.

### **SECOND AND FOURTH TUESDAYS**

Effective February 2021, the Board of County Commissioners will only hold a regular meeting on the Second and Fourth Tuesdays of each month, if needed. When there is a Fifth Tuesday in any month, a regular meeting will be scheduled for the purpose of transacting regular business. Any cancellation of the Fifth Tuesday will be announced the week prior to a Fifth Tuesday. All Second, Fourth and Fifth Tuesday meetings will be convened pursuant to K.S.A. 75-4317 et seq.,.

### **SPECIAL MEETINGS/WORKS SESSIONS**

Special meetings and work sessions may be called by the Chairman of the Board, a majority of the County Commissioners or when required by state statute. When a special meeting or work session is called, the Chairman shall notify the County Administrator who in turn shall notify the other County Commissioners. All special meetings will be convened pursuant to K.S.A. 75-4317 et seq.

## **PROCEDURE**

### **MEETING AGENDA**

An agenda for all meetings of the Board of County Commissioners shall be prepared by the County Administrator's Office. The Commission Chair may be consulted with for special agenda items. Agencies, organizations, county departments and citizens desiring to meet with the Board of County Commissioners may be placed on the agenda by contacting the County Administrator's Office. The County Administrator may at his discretion or after a request from Commission Chair establish an agenda date and time for the requesting party in accordance with this Statement of Policy. The deadline for being placed on a business meeting is 12:00 PM on the Wednesday preceding the business meeting, unless the commission requests a late addition.

### **AGENDA BACKGROUND INFORMATION**

To facilitate informed discussion and timely action agenda items, the Board of County Commissioners requires adequate background information from the requesting party. A template provided by the County Administrator's Office outlines required information for parties and/or persons who request time on the agenda.

Departments, officers, agencies, organizations, and boards which are funded and/or created by or through the Board of County Commissioners will be required to submit background information in a professional memo format. The information that must be included in the memo is Agenda Subject, Background Information, Legal Considerations (if any), Alternatives, Recommendation, and Financial Considerations. Digital copies of the background information must be submitted to the County Administrator's Office by the deadline stated above for the agenda request to be scheduled.

Any organization, board, agency, or citizen different from those listed above shall submit similar background information in a memo or email format. The information that must be included is the same as above, if applicable. Digital copies of the background information must be submitted to the County Administrator by the deadline stated above for the agenda request to be scheduled.

#### AGENDA SCHEDULE

Meetings of the Board of County Commissioners will begin at 9:00 A.M. on the meeting day unless otherwise provided. The County Administrator will maintain a rotating report schedule with county directors to provide directors the opportunity to meet with and present updates to the commissioners on a periodic basis.

#### MEETING PROTOCOL

Meetings of the Board of County Commissioners will be convened by the Chairman at the time stated on the meeting agenda or as soon thereafter as circumstances allow. The agenda may be amended at the beginning of each meeting by approval of the Board. Agenda items will be reviewed as follows, with changes to the order of items made at the discretion of the Commission Chair.

- A. Call to Order
- B. Pledge of Allegiance and Prayer
- C. Welcome and Announcements
- D. Public Comment
- E. Additions or Revisions to the Agenda
- F. Consent Agenda
- G. Business Items
- H. County Administrator Report
- I. County Commission Reports
- J. Executive Sessions

Persons attending meetings of the Board of County Commissioners are allowed to address the Board on agenda items only when they have been recognized by the Chairman. However, no person has a right to be disruptive and such action will not be tolerated. Comments derogatory to individuals are not tolerated at public meetings.

After discussion of an agenda item the Board of County Commissioners may take action by formal motion. A formal motion must be stated, seconded, and voted on by public vote of each participating commissioner. No secret ballots will be allowed.

#### PUBLIC COMMENT

The Board of County Commissioners have chosen to allow for public comment from Reno County citizens. The public comment period is for individuals to make short and concise comments to the governing body on items not on the agenda. Registration to speak during public comment is required at the beginning of the meeting on a provided sign-up sheet. If there is a meeting that has large amounts of public comment requests, the county commission may limit each speaker to 3 minutes or less to comment. Additional restrictions may be made by persons that speak on a routine basis. The commission chair may also limit the number of speakers that are repeating the same comments as prior speakers to expedite the meeting, while also allowing for reasonable public comment.

#### EXECUTIVE SESSIONS

The Board of County Commissioners may hold executive sessions pursuant to K.S.A. 75-4319. To go into executive session, the provisions of K.S.A. 75-4319(a) shall be followed.

#### ADJOURNMENT

Meetings of the Board of County Commissioners will be adjourned by the Chairman upon completion of discussion and/or action on agenda items.