

Labette County Board of Commissioners
January 8, 2024

Convene

Chairman Terry Weidert called the regular session of the Labette County Board of Commissioners to order at 9:00 a.m. on January 8, 2024, at the Commission Room. Attendance: Cole J. Proehl, Present, Vincent B. Schibi, Present, Terry Weidert, Present.

Others Present for the Meeting

County Counselor Brian K. Johnson, and County Clerk Gena Landis.

Media Present

Ray Nolting Parsons Sun and Jessica Dunn from The Labette Avenue.

Approval of Minutes

Commissioner Vincent B. Schibi made a motion to approve the minutes of December 29, 2023. Cole J. Proehl seconded the motion. The motion passed by vote: Cole J. Proehl (Yes), Vincent B. Schibi (Yes), Terry Weidert (Yes).

Resolution No. 2024-01-A

Commissioner Vincent B. Schibi made a motion for the Board of Commissioners to approve and execute Resolution No. 2024-01-A designating the Labette County 2024 Holidays as follows:

Martin Luther King Jr. Birthday	Monday, January 15, 2024
Memorial Day	Monday, May 27, 2024
Juneteenth	Wednesday, June 19, 2024
Independence Day	Thursday, July 4, 2024
Labor Day	Monday, September 2, 2024
Veterans Day	Monday, November 11, 2024
Thanksgiving Day	Thursday, November 28, 2024
Thanksgiving – Day After	Friday, November 29, 2024
Christmas Eve	Tuesday, December 24, 2024
Christmas	Wednesday, December 25, 2024
New Year’s Day	Wednesday, January 1, 2025

Cole J. Proehl seconded the motion. The motion passed by vote: Cole J. Proehl (Yes), Vincent B. Schibi (Yes), Terry Weidert (Yes).

Resolution No. 2024-02-A

Commissioner Cole J. Proehl made a motion for the Board of Commissioners to approve and execute Resolution No. 2024-02-A – (GAAP Waiver) pursuant to the governing body found that financial statements and financial reports prepared in conformity with generally accepted accounting principles are of no significant value to the governing body or members of the general public of this municipality, pertaining to the year 2024. Vincent B. Schibi seconded the motion. The motion passed by vote: Cole J. Proehl (Yes), Vincent B. Schibi (Yes), Terry Weidert (Yes).

Resolution No. 2024-03-A

Commissioner Cole J. Proehl made a motion for the Board of Commissioners to approve and execute Resolution No. 2024-03-A designating all Banks within Labette County as depositories for 2024; the depositories by name are Commercial Bank with locations in Parsons and Oswego, Bank of Commerce with branch offices located in Chetopa and Parsons; Community National Bank with locations in Edna and Parsons; Labette Bank with branch offices in Altamont, Oswego and Parsons; and Great Southern Bank with a branch office located in Parsons. Vincent B. Schibi seconded the motion. The motion passed by vote: Cole J. Proehl (Yes), Vincent B. Schibi (Yes), Terry Weidert (Yes).

Resolution No. 2024-04-A

Commissioner Vincent B. Schibi made a motion for the Board of Commissioners to approve and execute Resolution No. 2024-04-A designating the Parsons Sun as the legal county newspaper for all legal publications for Labette County for 2024 to comply with KSA 64-101(b). Cole J. Proehl seconded the motion. The motion passed by vote: Cole J. Proehl (Yes), Vincent B. Schibi (Yes), Terry Weidert (Yes).

Resolution No. 2023-05-A

Chairman Terry Weidert made a motion for the Board of Commissioners to adopt and execute Resolution Number 2024-05-A appointing Jim Zaleski to the Southeast Kansas Regional Loan Advisory Committee to serve until April, 2025 or until replaced or reassigned. Cole J. Proehl seconded the motion. The motion passed by vote: Cole J. Proehl (Yes), Vincent B. Schibi (Yes), Terry Weidert (Yes).

Resolution No. 2024-06-A – GPDA – Feess

Chairman Terry Weidert made a motion to authorize the Board of Commissioners' signatures on Resolution number 2024-06-A appointing Ray Feess, to the Local Redevelopment Authority (LRA) known as the Great Plains Development Authority (GPDA) to Position No. 9 to serve until December 31, 2026, or until replaced or reassigned. Vincent B. Schibi seconded the motion. The motion passed by vote: Cole J. Proehl (Yes), Vincent B. Schibi (Yes), Terry Weidert (Yes).

Resolution No. 2024-07-A – GPDA – Taylor

Commissioner Vincent B. Schibi made a motion to authorize the Board of Commissioners' signatures on Resolution Number 2024-07-A appointing Montie K. Taylor, to the Local Redevelopment Authority (LRA) known as the Great Plains Development Authority (GPDA) to Position No. 7 to serve until December 31, 2026, or until replaced or reassigned. Cole J. Proehl seconded the motion. The motion passed by vote: Cole J. Proehl (Yes), Vincent B. Schibi (Yes), Terry Weidert (Yes).

Resolution No. 2024-08-A – GPDA – Wood

Commissioner Cole J. Proehl made a motion to authorize the Board of Commissioners' signatures on Resolution number 2024-08-A appointing Robert Charles Wood, to the Local Redevelopment Authority (LRA) known as the Great Plains Development Authority (GPDA) to Position No. 8 to serve until December 31, 2026, or until replaced or reassigned. Vincent B. Schibi seconded the motion. The motion passed by vote: Cole J. Proehl (Yes), Vincent B. Schibi (Yes), Terry Weidert (Yes).

Records Destruction – County Clerk's Office – Payroll

Commissioner Cole J. Proehl made a motion at the request of the Labette County Clerk to authorize the Board of County Commissioners' signatures on the letter approving the following records for destruction.

1. Time Cards and Leave Request Slips – Prior to 2019
2. Payroll records and other supporting documents – Prior to 2021
3. FMLA Records – Prior to 2021
4. DOT Drug Testing Results - 2021
5. Work Comp Records 11 years – Prior to 2013

Vincent B. Schibi seconded the motion. The motion passed by vote: Cole J. Proehl (Yes), Vincent B. Schibi, (Yes), Terry Weidert (Yes).

Records Destruction – County Clerk's Office – Election

Commissioner Cole J. Proehl made a motion at the request of the Labette County Clerk to authorize the Board of County Commissioners' signatures on the letter approving the following records for destruction – All records listed are for 2021 and prior unless otherwise documented.

1. Appointments and oaths of office of election board members
2. Affidavits and Advance voting and mail ballot envelopes containing voters' declarations
3. All other election records used at polling places
4. Declination forms maintained by voter registration agencies and division of motor vehicles
5. Confirmation notices and responses
6. Ballots (county, city, school district and township ballots – retention 6 months)
7. Ballots (state & national prior to 2022 – retention 22 months)
8. Registration lists prior to 2018

9. Poll Books prior to 2018
10. Party Affiliation lists prior to 2018
11. Statements of Substantial Financial Interests
12. Tally Sheets
13. Voter Registration cancellation

Vincent B. Schibi seconded the motion. The motion passed by vote: Cole J. Proehl (Yes), Vincent B. Schibi (Yes), Terry Weidert (Yes).

Records Destruction – County Clerk’s Office – AP

Commissioner Cole J. Proehl made a motion at the request of the Labette County Clerk to authorize the Board of County Commissioners’ signatures on the letter approving the following records for destruction – All records are for 2021 and prior.

1. Vouchers or warrants for payment and supporting documents.
2. Invoices
3. Statements
4. Receipts

Vincent B. Schibi seconded the motion. The motion passed by vote: Cole J. Proehl (Yes), Vincent B. Schibi (Yes), Terry Weidert (Yes).

Records Destruction – County Treasurer Office

Commissioner Cole J. Proehl made a motion at the request of the Labette County Treasurer to authorize the Board of County Commissioners’ signatures on the letter approving the following records for destruction.
Tag/MV/RV Refund Applications – 2019 & 2020

Web Tags Reports (online renewals) – 2019 & 2020

Lienholder Reports – 2019 & 2020

MOVRS (May 2012) Daily Transactions – 2019 & 2020

Prior to May 2012, all daily title documents and report was mailed to KDOR. Now with MOVRS, we scan in all titling documents and retain all titling documents, which takes up a lot of space. Kansas State Historical Society requires only 3 years retention on Motor Vehicle Records.

Daily EFT Payment confirmation to KDOR for daily vehicle work & monthly vehicle sales tax – 2017 & 2018

Bank Statements and cancelled checks – 2017 & 2018

Credit Card transaction signature pages – 2017 & 2018

Delinquent Tax Portal (started 7-2018 through credit card vendor for late payments online) - 2018

ATCi/Motor Vehicle Management daily import from MOVRS (imports all vehicle transactions, motor vehicle tax, recreational vehicle tax, antiques, & sales tax collections into Paid In cash receipting with PC based software) from 2017 & 2018

Paid In & Paid Out Yearly Files – 2006, 2007, & 2008

No books after 2008 due to CIC cash receipting program. Paid in or Paid out is created in software, stored on server, printed, & filed by year.

Paid In & Paid Out yearly files – 2015, 2016, 2017, & 2018

Includes different departments: Appraiser, Attorney, Clerk, Co General, Sheriff, Reg. of Deeds, Employee Benefits Trust Fund, Alta Clearing, Game License, Heritage Trust, Mortgage Registration, PAT, Public Works, Sales Tax, Spec. Prosecutor, Treasurer Special Auto, 911, etc. Kansas State Historical Society requires only 3 years retention.

Added, Abated, and Escaped Taxes – Contains a record of additions to, or deductions from, the lists because of error or an order of the board of revisions, board of tax appeals, or court. Shows taxing district, property owner, description of tract, addition or deduction, and reason for revision. Found several boxed with permanent records. I have found several years and would like to destroy up to 2020. Kansas State Historical Society requires 3 years retention on Added, Abated, and Escaped Taxes.

Vincent B. Schibi seconded the motion. The motion passed by vote: Cole J. Proehl (Yes), Vincent B. Schibi (Yes), Terry Weidert (Yes).

Great Plains Industrial Park

Great Plains Development Authority Director Brad Reams gave Commissioners a brief update on what they may see in 2024.

Recess

Commissioners recessed their meeting for five minutes and reconvened at 9:57 a.m.

Accounts Payable 2023

Chairman Terry Weidert made a motion to approve the following checks: Accounts Payable check numbers 33136 through 33200 in the amount of \$119,001.36. Cole J. Proehl seconded the motion. The motion passed by vote: Cole J. Proehl (Yes), Vincent B. Schibi (Yes), Terry Weidert (Yes).

Accounts Payable 2024

Chairman Terry Weidert made a motion to approve the following checks: Accounts Payable check numbers 33093 through 33135 in the amount of \$337,143.57. Vincent B. Schibi seconded the motion. The motion passed by vote: Cole J. Proehl (Yes), Vincent B. Schibi (Yes), Terry Weidert (Yes).

Executive Session

Commissioner Cole J. Proehl made a motion to go into executive session for non-elected personnel, to protect the privacy of the individual(s) to be discussed. Vincent B. Schibi seconded the motion. The motion passed by vote: Cole J. Proehl (Yes), Vincent B. Schibi (Yes), Terry Weidert (Yes). Also present was County Counselor Brian K. Johnson and County Clerk Gena Landis, for a period of twenty minutes to reconvene at 11:09 a.m. in the commission room.

Adjournment

There being no further business before the Board of Commissioners, the meeting adjourned at 11:12 a.m. until 9:00 a.m. Tuesday, January 16, 2024.

Attest

County Clerk, Gena Landis

Chairman, Terry Weidert