



COUNTY COMMISSION

Monday, March 9, 2020

5:00 PM

Ellis County Administrative Center – Commission Room

Order of Business

- I. Opening
 - A. Call to Order
 - B. Pledge of Allegiance
 - C. Clerk Calls the Roll
 - D. Order of Business
Consideration of Amendments

- II. Prior Minutes
 - February 10, 2020
 - February 17, 2020
 - March 2, 2020

- III. Consent Agenda
 - A. Approval of Refunding Warrants as presented
 - B. Approval of Tax Roll Adjustments as presented
 - C. Approval of Escape Tax Orders as presented
 - D. Approval of Adds and Abates as presented
 - E. Approval of Purchase Orders as presented
 - F. Approval of Accounts Payable and Payroll as presented
 - G. Approval of County Licenses as presented

- IV. Issues from Persons Not on the Order of Business



- V. Monthly Financial Report
- VI. Environmental Office Hours (Mason Ruder, Environmental Planning Supervisor)
- VII. County Commission 2021 Budget (Darin Myers, Interim County Administrator) [Enclosure](#)
- VIII. County Administrator Report (Darin Myers, Interim County Administrator)
- IX. County Commission Reports
- X. Executive Session(s)
- XI. Adjournment



ELLIS COUNTY
AGENDA ITEM COVER SHEET
COMMISSION AGENDA DATE: 03/9/2020

TOPIC:

Suggested Change of the Environmental/Planning and Zoning Office Hours

ACTION REQUESTED:

Approve the changes in normal operating hours for the Environmental/Planning and Zoning Office from Monday through Friday 8:00am to 5:00pm to Monday through Thursday 7:30am to 5:30pm and Friday 7:30am to 11:30am.

MOTION NEEDED:

X Yes No

SUGGESTED MOTION LANGUAGE:

I move that the Ellis County Board of Commissioners adopt the changes in normal operating hours for the Environmental/Planning and Zoning Office from Monday through Friday 8:00am to 5:00pm to Monday through Thursday 7:30am to 5:30pm and Friday 7:30am to 11:30am effective the week of March 23rd, 2020.

DISCUSSION:

During an efficiency review of the Ellis County Environmental/Planning and Zoning Office, it was determined that to better serve the citizens of Ellis County, without reducing availability to the public, being open earlier and staying open later would be more beneficial to the public and contractors' needs. Typical Friday afternoons, according to our daily activity log, show the lowest amount of walk-in's and installation of new systems (septic and water well). Inspections are minimal on Friday mainly due to our water testing being a 48-hour incubation test. This new schedule would also allow for flexibility should an emergency or unforeseen incident occur without adding to overtime. Staff has met with the Public Works Director to discuss the change and he agrees this will be more beneficial to the citizens of Ellis County.

The Public would be notified through a newsflash on the county website, an update to the Environmental/Planning and Zoning website, Facebook update for Environmental/Planning and Zoning and Public Works and posted notice on the office/Administrative Building entrance.

FINANCIAL IMPACT:

No financial impact to the County is anticipated.

PRESENTED BY:

Bill Ring, Public Works Director

REVIEWED BY COUNTY ADMINISTRATOR:

X Yes No N/A

REVIEWED BY COUNTY COUNSELOR:

Yes No X N/A

ATTACHMENTS:

None



ELLIS COUNTY
AGENDA ITEM COVER SHEET
COMMISSION AGENDA DATE: 3-2-20

TOPIC: Ellis County Commission 2021 Budget

ACTION REQUESTED:

Advise staff where to reduce the Ellis County Commission budget for 2021.

MOTION NEEDED:

Yes No

SUGGESTED MOTION LANGUAGE: None

DISCUSSION:

Direction given from the Commission to County staff in January 2020, requested departments start the FY2021 budget by reducing departmental expenditures by 1%. For review tonight, is the Commission budget for 2021. Line items have been inserted based on past years expense experience and have been adjusted.

The proposed budget before you exceeds the requested 1% reduction with about a 10% reduction to the Commission's budget for 2021.

FINANCIAL IMPACT:

Proceeding with this initial budget requests saves Ellis County approximately \$20,000.

PRESENTED BY:

Darin Myers, Interim County Administrator

REVIEWED BY COUNTY ADMINISTRATOR:

Yes No N/A

REVIEWED BY COUNTY COUNSELOR:

Yes No N/A

ATTACHMENTS: None



ELLIS COUNTY, KANSAS
Budget Data

Acct No.	Acct Name	2017 Actual	2018 Actual	2019 Actual	2020 Adopted	2021 Request
Dept: 04 - COMMISSIONERS						
001-04-0402	EMPLOYEE INCENTIVES REIM					
001-04-0613	JUVENILE SUPERVISION FEES	(60)	(24)			
001-04-0759	OTHER MISCELLANEOUS RECEI			(701)		
Revenue Total for Dept: 04 - COMMISSIONERS		\$ (60)	\$ (24)	\$ -	\$ -	\$ -
Salaries		\$ 113,771	\$ 116,174	\$ 98,825	\$ 105,879	\$ 105,045
001-04-1120	ELECTED OFFICALS	59,328	58,544	56,375	56,376	56,376
001-04-1191	FICA EMPLOYER BENEFIT	4,250	4,153	4,040	4,313	4,313
001-04-1192	GROUP HEALTH INSURANCE	46,710	49,762	34,652	41,510	40,578
001-04-1193	WORKMANS COMP INSURANC	46	44	41	68	68
001-04-1195	KPERS W/H	3,437	3,672	3,717	3,612	3,710
Contractual		\$ 111,691	\$ 125,923	\$ 128,436	\$ 106,180	\$ 85,275
001-04-1201	POSTAGE	35	144	72	50	75
001-04-1210	FREIGHT AND EXPRESS	28	41		20	50
001-04-1221	PRINTING AND BINDING		65	50		
001-04-1224	ADVERTISING	1,790	1,561	3,874	1,800	2,500
001-04-1232	RENT OF BUILDING		75			
001-04-1233	RENT/LEASE EQUIPMENT					
001-04-1251	PRIVATE CAR MILEAGE	436	109	778	1,740	1,000
001-04-1258	SUBSISTENCE	1,937	1,037	1,509	1,300	1,300
001-04-1268	LABOR					
001-04-1269	OTHER FEES	314	648	101	250	350
001-04-1272	ATTORNEYS AND LAWYERS	60,000	66,000	63,500	60,000	60,000
001-04-1279	OTHER PROFESSIONAL FEES			2,641	1,500	1,500
001-04-1289	REGISTRATION FEES	1,435	1,110	1,110	770	1,250
001-04-1290	SUBSCRIPTIONS					
001-04-1291	DUES & MEMBERSHIPS	45,465	53,759	54,802	38,500	17,000
001-04-1298	OTHER CONTRACTUAL SERVI	250	1,375		250	250
Commodities		\$ 3,174	\$ 3,301	\$ 2,606	\$ 4,150	\$ 4,150
001-04-1302	FOOD		118	334		
001-04-1370	OFFICE SUPPLIES	614	19	422	500	500
001-04-1378	EMPLOYEE INCENTIVES	2,223	1,872	1,829	2,200	2,200
001-04-1399	OTHER SUPPLIES	337	1,292	21	1,450	1,450

Capital Outlay		\$ -	\$ -	\$ 1,525	\$ -	\$ -
001-05-1403	OFFICE FURNITURE-EQUIPT			1,525		
	Misc Expenditures			\$ 1,000	\$ -	\$ -
001-04-1551	COUNTY APPROPRIATION			1,000		
001-04-1735	Transfer to Equipment Replac	3,525	2,859			
Expenditure Total for Dept: 04 - COMMISSION		\$ 232,161	\$ 248,257	\$ 232,392	\$ 216,209	\$ 194,470
						Goal
						\$ 214,047