

BOURBON COUNTY COMMISSION
BOURBON COUNTY COMMISSION MEETING AGENDA

March 9, 2026 at 5:30 PM

- I. Call Meeting To Order
- II. Pledge Of Allegiance
- III. Prayer
- IV. Approval Of Agenda
- V. Approval Of Minutes 03.02.26
- VI. Approval Of Accounts Payable \$437,772.71
- VII. Public Comments
- VIII. Executive Session K.S.A. 75-4319 (b)(1) - Kenny Allen
- IX. Executive Session K.S.A. 75-4319 (b)(2) - Gregg Motley
- X. Department Updates
 - a. Sewer - Matt Quick
 - b. NRP - Matt Quick
 - c. Appraisal update - Matt Quick
 - d. County Clerk Updates
- XI. Old Business
 - a. Salary Resolution - Beerbower
 - b. Forensic Audit - Greg Motley
- XII. New Business
 - a. Resolution 51-25, 06-22, 48-25 discussion - Joe Allen
- XIII. Future Agenda Topics
- XIV. Commissioner Comments
- XV. Adjournment

Bourbon County Commission Meeting

Meeting minutes March 2, 2026, 5:30 PM

Citizen Attendance:

Joseph Smith, Lora Holdridge, Tim Emerson, Mike Wunderly, Michael Hoyt, Marlon Merida, Jason Silvers, Clint Walker, Rachel Walker, Kevin Schafer, Jean Tucker, Don Tucker, Teri Hulsey, Anne Dare, Pam Hutchison, Jennifer Wiggans, Mike Hueston, Kevin Davidson, Bill Martin, Tyler Moore, Lou Howard, Ben Hart.

Call Meeting to Order

Commissioner Samuel Tran called the meeting to order at 5:30 PM, welcoming attendees and requesting that cell phones be silenced, sidebar conversations be taken to the foyer, and asking the gallery to refrain from outbursts.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Prayer

Commissioner David Beerbower led the invocation.

Roll Call

Commissioner District 1 - Samuel Tran

Commissioner District 2 - David Beerbower

Commissioner District 3 - Joe Allen

Commissioner District 4 - Gregg Motley

Commissioner District 5 - Mika Milburn-Kee

County Counselor, Bob Johnson

County Clerk, Susan Walker

Approval of Agenda

Commissioner Beerbower requested two additions to the agenda: executive sessions for attorney-client privilege and non-elected personnel matters. Commissioner Milburn-Kee suggested these be moved to after new business to avoid making visitors wait. Commissioner Allen requested moving public comments below the noise resolution item to accommodate out-of-town visitors.

Chairman Tran noted the need to add an executive session for Stronghold security matters and announced that the salary resolution would be scratched from this meeting and moved to next week. A sewer update was added to old business.

Motion: Commissioner Tran moved to modify the agenda per discussion. Commissioner Milburn-Kee seconded. Motion carried unanimously.

Approval of Minutes 02.19.26 & 02.23.26

Motion: Commissioner Milburn-Kee moved to approve the minutes for February 19, 2026, and February 23, 2026. Commissioner Beerbower seconded. Motion carried unanimously.

Approval of Accounts Payable 02.27.26 \$104,899.10

Motion: Commissioner Milburn-Kee moved to approve accounts payable as read by Chairman Tran. Commissioner Allen seconded. Motion carried unanimously.

Executive Session K.S.A. 75-4319 (b)(1) - Sick Leave Pool - Lora Holdridge

Commissioner Milburn-Kee clarified that all elected officials needed to be included in this session per written policy requirements.

Motion: Chairman Tran moved to enter executive session per KSA 75-4319(b)(1) to discuss personnel matters of individual non-elected personnel, including the five commissioners, County Counselor Johnson, Teri Hulsey, Bill Martin, Susan Walker, James Crux and Lora Holdridge, for 10 minutes, returning at 5:50 PM. Commissioner Milburn-Kee seconded. Motion carried unanimously.

The commission returned from executive session with action taken on the agenda item.

Motion: Commissioner Tran moved to return to normal session with action at 5:50 PM. Commissioner Allen seconded. Motion carried unanimously.

Motion: Commissioner Beerbower moved to accept the recommendation of the executive group on the sick pool and give directions to Lora Holdridge accordingly. Commissioner Motley seconded. Motion carried unanimously.

Old Business

Stronghold

Representatives from Stronghold Data presented a project update, noting they are 80-85% complete with security improvements. They reported that several items discussed at the previous meeting had not been completed, including a joint call with software vendor CIC and investigation of ongoing security concerns. The representatives requested that backup issues be investigated through the joint call rather than simply changing backup intervals.

Commissioner Tran inquired about how Windows 10 systems might affect backups, and the Stronghold representatives explained their backup process involves imaging that shouldn't be affected by user-end software issues. They emphasized the need for a joint call with CIC to resolve ongoing backup problems.

Commissioner Milburn-Kee requested that Suite 10 be completed as soon as possible due to the impending driver's license office relocation. Commissioner Motley reported that an elected official had called the help desk without receiving a return call, which Stronghold agreed to investigate.

Motion: Commissioner Tran moved to enter executive session per KSA 75-4319(b)(12) to discuss security matters, including the five commissioners, counsel, and Stronghold representatives, for 15 minutes, returning at 6:23 PM. Commissioner Milburn-Kee seconded. Motion carried unanimously.

Motion: Commissioner Tran moved to return to normal session at 6:23 PM with no action. Commissioner Beerbower seconded. Motion carried unanimously.

Baker Tilly - Ben Hart

Ben Hart from Baker Tilly presented their budget process, explaining they would begin working with departments in March to understand current year's performance and next year pressures. He outlined their approach of starting with goal setting from the commission in April, then working with departments based on those priorities.

Hart emphasized that budgets are primarily policy documents reflecting governing body values rather than just financial exercises. He suggested starting with flat property tax revenue rather than flat levy rates, allowing any increases to be specific and defensible to the public.

Commissioner Milburn-Kee expressed concern about giving departments hope for increases if commissioners already had firm spending limits in mind. Hart explained they would work within whatever boundaries the commission established.

Motion: Commissioner Beerbower moved to allow Commissioner Tran to sign agreements with Baker Tilly. Commissioner Milburn-Kee seconded. Motion carried unanimously.

Noise Resolution

County Attorney James Crux provided analysis of the proposed amended noise resolution, identifying several issues requiring clarification. He questioned whether the ordinance was intended as a general nuisance statute or specific decibel-based violations, noting that the listed decibel limits (55 during day, 45 at night) were characterized as "guidelines" rather than enforceable standards.

Crux pointed out that 55 decibels is equivalent to light traffic or nearby conversation, while 45 decibels is similar to a modern refrigerator. He raised concerns about enforcement logistics, including the need for a county codes inspector and proper training in criminal law and search procedures.

Commissioner Beerbower explained this addresses ongoing noise complaints, particularly in the Xenia area, with several other complaints pending the resolution's adoption. Commissioner Tran asked Mr. Crux to visit the Xenia destination to get an appreciation of the noise complaints. Commissioner Motley suggested the civil route might be more effective than criminal enforcement, though Crux noted his review found insufficient grounds for criminal public nuisance charges.

Both Crux and County Counselor Johnson indicated that either criminal or civil approaches would likely involve lengthy, contested litigation. The consensus was that affected landowners pursuing individual civil action might be the most practical approach.

Sewer

County Counselor Johnson reported that the county has entered an appearance in the civil sewer case and is proceeding with litigation. He has been in contact with KDHE attorneys and the affected property owner, with KDHE offering assistance with contamination testing. Johnson indicated he would provide updates at the next meeting he attends.

Commissioner Tran reported receiving another sewage complaint involving properties with inadequate acreage for proper septic systems. A citizen, Kevin Shafer, addressed the commission about ongoing sewage problems on his property over the past five years, requesting county enforcement of percolation testing requirements and proper septic system inspections. Shafer provided documentation of E. coli contamination and criticized the county's failure to require proper soil testing before septic installation.

Public Comments

Commissioner Milburn-Kee spoke about elected official conduct, offering understanding and forgiveness regarding recent tensions while noting that unreasonable expectations and communication breakdowns contributed to conflicts.

Joseph Smith provided formal notice of intent to circulate a recall petition for Commissioner Milburn-Kee, stating that circulation would begin after the required 120-day waiting period and would require 147 valid signatures from District 5 residents.

Clint Walker criticized the lack of adequate speakers in the meeting room and urged transparency in contracting, specifically regarding no-bid contracts for HR, payroll, and audit services. He emphasized the importance of treating all people respectfully and knowing county employees personally.

JD Handy addressed commissioner salary concerns, stating that taxpayers were promised the overall salary amount would remain the same when divided among five commissioners instead of three. He noted the budget actually increased by over \$50,000 and requested the commission keep the original promise, advocating for complete elimination of commissioner salaries as public service positions.

Anne Dare criticized Commissioner Tran's "are we talking about feelings again?" comment from the previous meeting, calling it dismissive and inappropriate. She called for the resignations of Commissioners Tran and Milburn-Kee and requested Commissioner Beerbower step down as vice-chair.

New Business

Culvert Permit - Producers Coop

Motion: Commissioner Allen moved to approve the culvert permit for Producers Coop.
Commissioner Motley seconded. Motion carried unanimously.

LKM Membership

Commissioner Beerbower led the discussion to continue the LKM (League of Kansas Municipalities) membership at a cost of \$1,108. Discussion centered on the benefits provided, including training, legislative updates, and various resources, though limited training opportunities have been used due to budget constraints.

Motion: Commissioner Beerbower moved to continue LKM membership for \$1,108. Commissioner Milburn-Kee seconded. Motion carried unanimously.

Fire hydrant at Lake Fort Scott

Commissioner Motley reported that residents in the 700 block of 190th Street have experienced increased homeowner's insurance premiums after an uninsured motorist destroyed a fire hydrant two years ago. Rural Water District #2 offered to replace the hydrant for \$3,200 if the county would pay half (\$1,600).

Commissioners discussed the precedent this might set for other non-working hydrants and questioned whether affected homeowners should contribute to the cost since they benefit from reduced insurance premiums.

The item was tabled for further research and will be added to next week's agenda.

Future Agenda Topics

The commission scheduled the following items for future meetings:

- Fire hydrant at Lake Fort Scott
- Salary resolution
- Appraiser presentation on NRP (Neighborhood Revitalization Program) rebate process, sanitation inspection duties, and appraisal completion status.

Executive Session K.S.A. 75-4319 (b)(1) - Non-elected Personnel

Motion: Commissioner Tran moved to enter executive session per KSA 75-4319(b)(1) for personnel matters involving non-elected personnel, including the five commissioners, Lou Howard, and counsel, for 10 minutes to return at 8:03PM. Commissioner Motley seconded. Motion carried unanimously.

All parties exit the executive session at 7:59PM

Motion: Commissioner Tran moved to return from executive session at 8:03PM with action. Commissioner Milburn-Kee seconded. Motion carried unanimously.

Motion: Commissioner Milburn-Kee moved to allow herself to work with HR regarding the discussion during executive session. Commissioner Motley seconded. Motion carried unanimously.

Executive Session K.S.A. 75-4319 (b)(2) - Attorney-Client

Motion: Commissioner Tran moved to enter executive session per KSA 75-4319(b)(2) for attorney-client consultation with the five commissioners and counsel for 5 minutes to return at 8:10PM in the commission chambers. Commissioner Motley seconded. Motion carried unanimously.

Motion: Commissioner Tran moved to return from executive session at 8:10PM with no action. Commissioner Allen seconded. Motion carried unanimously.

Commissioner Comments

Commissioner Beerbower discussed courthouse space cleanup scheduled for February 23rd and requested coordination with all building occupants. He also asked Commissioner Motley to serve as point of contact for Freeman Hospital Medicare/CMS issues.

Commissioner Allen reported visiting public works employees at their morning meeting and receiving positive feedback about recent road improvements. He plans to continue visiting other departments and will develop employee recognition programs.

Commissioner Motley requested assistance getting his contact information added to the county website for constituent access.

Motion: Commissioner Milburn moved to allow Commissioner Allen access to the County website. Commissioner Beerbower seconded. Motion carried unanimously.

Commissioner Milburn-Kee had no additional comments.

Commissioner Tran had no additional comments.

Adjournment

Motion: Commissioner Tran moved to adjourn 8:22PM. Commissioner Motley seconded. Motion carried unanimously.

ATTEST:

THE BOARD OF COMMISSIONERS
OF BOURBON COUNTY, KANSAS

_____, COMMISSIONER

_____, COMMISSIONER

_____, COMMISSIONER

_____, COMMISSIONER

_____, COMMISSIONER

Selection Criteria: Vendor =
Bank =

Batch =
Due Date = 3/6/2026
Invoice Date =

Open Invoices By Department Summary

Bourbon County

Invoice	PO	Vendor Name	Purchase Description	Account Charged	Invoice Amt
Dept: 00 Non-Departmental					
Fund: 001 GENERAL FUND					
ASSURITY LIFE INS-8		ASSURITY LIFE INSURANCE COMPANY	EE VOLUNTARY 03.06.26	Payroll Clearing Account	\$149.82
BAYBRIDGE-8		BAY BRIDGE ADMINISTRATORS, LLC	EE CANCER INS 03.06.26	Payroll Clearing Account	\$81.38
BBCO FSA-2		BBCO FSA	EE/ER FSA 03.06.26	Payroll Clearing Account	\$174.99
BBCO HSA-8		BBCO HSA	EE HAS 03.06.26	Payroll Clearing Account	\$150.00
BBCO PAYROLL-7		BOURBON COUNTY PAYROLL	PAYROLL 03.06.26	Payroll Clearing Account	(\$10,270.07)
BBCO TAXES-EMERSON-9		BOURBON COUNTY TAXES - EMERSON	EE STATE	Payroll Clearing Account	\$1,632.00
BBCO TAXES-EMERSON-9		BOURBON COUNTY TAXES - EMERSON	EE IRS	Payroll Clearing Account	\$5,083.30
KPERS-10		BOURBON COUNTY-KPERS	KPERS EE & ER 03.06.26	Payroll Clearing Account	\$1,781.37
LEGAL SHIELD-8		LegalShield	EE LEGAL SHIELD 03.06.26	Payroll Clearing Account	\$25.43
MASA-8		MASA	EE MASA 03.06.26	Payroll Clearing Account	\$56.00
NORTHWESTERN MUTUAL		Northwestern Mutual	EE LIFE INS 03.06.26	Payroll Clearing Account	\$0.00
PEBSCO-NRS-6		PEBSCO-NRS	EE DC INS 03.06.26	Payroll Clearing Account	\$0.00
SBG-VAA-8		SBG-VAA	EE DC INS 03.06.26	Payroll Clearing Account	\$25.00
Fund: 001 - GENERAL FUND Invoice Count and Total:				13	(\$1,110.78)
Fund: 016 APPRAISERS					
3517233 06/01/26		MARSHALL & SWIFT/BOECKH,LLC	RESIDENTIAL COST HANDBOOK SUBSCRIPTION	APPRAISER CONTRACTUAL SVCS	\$413.15
768815		CULLIGAN OF JOPLIN	COOLER RENTAL	APPRAISER CONTRACTUAL SVCS	\$14.95
ASSURITY LIFE INS-8		ASSURITY LIFE INSURANCE COMPANY	EE VOLUNTARY 03.06.26	Payroll Clearing Account	\$159.47
BAYBRIDGE-8		BAY BRIDGE ADMINISTRATORS, LLC	EE CANCER INS 03.06.26	Payroll Clearing Account	\$36.38
BBCO FSA-2		BBCO FSA	EE/ER FSA 03.06.26	Payroll Clearing Account	\$133.33
BBCO HSA-8		BBCO HSA	EE HAS 03.06.26	Payroll Clearing Account	\$0.00

Open Invoices By Department Summary

Bourbon County

Invoice	PO	Vendor Name	Purchase Description	Account Charged	Invoice Amt
Dept: 00 Non-Departmental					
Fund: 016 APPRAISERS					
BBCO PAYROLL-7		BOURBON COUNTY PAYROLL	PAYROLL 03.06.26	APPRAISER WAGES	\$7,482.83
BBCO PAYROLL-7		BOURBON COUNTY PAYROLL	PAYROLL 03.06.26	Payroll Clearing Account	(\$2,387.75)
BBCO TAXES-EMERSON-9		BOURBON COUNTY TAXES - EMERSON	EE STATE	Payroll Clearing Account	\$294.00
BBCO TAXES-EMERSON-9		BOURBON COUNTY TAXES - EMERSON	EE IRS	Payroll Clearing Account	\$865.38
KPERS-10		BOURBON COUNTY-KPERS	KPERS EE & ER 03.06.26	Payroll Clearing Account	\$448.97
LEGAL SHIELD-8		LegalShield	EE LEGAL SHIELD 03.06.26	Payroll Clearing Account	\$18.95
MASA-8		MASA	EE MASA 03.06.26	Payroll Clearing Account	\$28.00
NORTHWESTERN MUTUAL		Northwestern Mutual	EE LIFE INS 03.06.26	Payroll Clearing Account	\$0.00
PEBSCO-NRS-6		PEBSCO-NRS	EE DC INS 03.06.26	Payroll Clearing Account	\$0.00
SBG-VAA-8		SBG-VAA	EE DC INS 03.06.26	Payroll Clearing Account	\$0.00
Fund: 016 - APPRAISERS Invoice Count and Total:				16	\$7,507.66
Fund: 052 COUNTY TREASURER MOTOR FUND					
ASSURITY LIFE INS-8		ASSURITY LIFE INSURANCE COMPANY	EE VOLUNTARY 03.06.26	Payroll Clearing Account	\$7.11
BAYBRIDGE-8		BAY BRIDGE ADMINISTRATORS, LLC	EE CANCER INS 03.06.26	Payroll Clearing Account	\$0.00
BBCO FSA-2		BBCO FSA	EE/ER FSA 03.06.26	Payroll Clearing Account	\$0.00
BBCO HSA-8		BBCO HSA	EE HAS 03.06.26	Payroll Clearing Account	\$0.00
BBCO PAYROLL-7		BOURBON COUNTY PAYROLL	PAYROLL 03.06.26	WAGES	\$3,128.93
BBCO PAYROLL-7		BOURBON COUNTY PAYROLL	PAYROLL 03.06.26	Payroll Clearing Account	(\$740.01)
BBCO TAXES-EMERSON-9		BOURBON COUNTY TAXES - EMERSON	EE IRS	Payroll Clearing Account	\$380.96
BBCO TAXES-EMERSON-9		BOURBON COUNTY TAXES - EMERSON	EE STATE	Payroll Clearing Account	\$128.00
KPERS-10		BOURBON COUNTY-KPERS	KPERS EE & ER 03.06.26	Payroll Clearing Account	\$164.70
LEGAL SHIELD-8		LegalShield	EE LEGAL SHIELD 03.06.26	Payroll Clearing Account	\$0.00
MASA-8		MASA	EE MASA 03.06.26	Payroll Clearing Account	\$7.00
NORTHWESTERN MUTUAL		Northwestern Mutual	EE LIFE INS 03.06.26	Payroll Clearing Account	\$0.00
PEBSCO-NRS-6		PEBSCO-NRS	EE DC INS 03.06.26	Payroll Clearing Account	\$0.00

Open Invoices By Department Summary

Bourbon County

Invoice	PO	Vendor Name	Purchase Description	Account Charged	Invoice Amt
Dept: 00 Non-Departmental					
Fund: 052 COUNTY TREASURER MOTOR FUND					
SBG-VAA-8		SBG-VAA	EE DC INS 03.06.26	Payroll Clearing Account	\$0.00
Fund: 052 - COUNTY TREASURER MOTOR FUND Invoice Count and Total:				14	\$3,076.69
Fund: 062 ELECTION					
ASSURITY LIFE INS-8		ASSURITY LIFE INSURANCE COMPANY	EE VOLUNTARY 03.06.26	Payroll Clearing Account	\$15.56
BBCO HSA-8		BBCO HSA	EE HAS 03.06.26	Payroll Clearing Account	\$15.00
BBCO PAYROLL-7		BOURBON COUNTY PAYROLL	PAYROLL 03.06.26	ELECTION WAGES	\$1,784.81
BBCO PAYROLL-7		BOURBON COUNTY PAYROLL	PAYROLL 03.06.26	Payroll Clearing Account	(\$380.38)
BBCO TAXES-EMERSON-9		BOURBON COUNTY TAXES - EMERSON	EE STATE	Payroll Clearing Account	\$64.00
BBCO TAXES-EMERSON-9		BOURBON COUNTY TAXES - EMERSON	EE IRS	Payroll Clearing Account	\$170.31
KPERS-10		BOURBON COUNTY-KPERS	KPERS EE & ER 03.06.26	Payroll Clearing Account	\$84.05
LEGAL SHIELD-8		LegalShield	EE LEGAL SHIELD 03.06.26	Payroll Clearing Account	\$4.98
MASA-8		MASA	EE MASA 03.06.26	Payroll Clearing Account	\$7.00
Fund: 062 - ELECTION Invoice Count and Total:				9	\$1,765.33
Fund: 064 EMPLOYEE BENEFIT					
145642		ABY BENEFITS LLC	FSA/HSA FEES	BENEFIT HEALTH INSURANCE	\$599.60
1845994		Equitable	VISION INSURANCE 03/01/26-03/31/26	BENEFIT HEALTH INSURANCE	\$605.70
26-04		BLUE CROSS/BLUE SHIELD OF KANS	EE RETIREMENT PREMIUM APRIL 2026	HEALTH INS RETIREE	\$34.40
BBCO HSA-8		BBCO HSA	EE HAS 03.06.26	BENEFIT HEALTH INSURANCE	\$181.77
BBCO TAXES-EMERSON-9		BOURBON COUNTY TAXES - EMERSON	ER UNEMPLOYMENT	BENEFIT UNEMPLOYMENT	\$174.16
BBCO TAXES-EMERSON-9		BOURBON COUNTY TAXES - EMERSON	ER IRS	SOCIAL SECURITY	\$15,405.69
KC LIFE-7		KC LIFE	ER LIFE INS 03.06.26	CONTRACTUAL SERVICES	\$260.96
KPERS-10		BOURBON COUNTY-KPERS	KPERS EE & ER 03.06.26	KPERS RETIREMENT	\$20,307.36
KPERS-10		BOURBON COUNTY-KPERS	KPERS EE & ER 03.06.26	KPERS RETIREMENT	\$706.99
Fund: 064 - EMPLOYEE BENEFIT Invoice Count and Total:				9	\$38,276.63

Open Invoices By Department Summary

Bourbon County

Invoice	PO	Vendor Name	Purchase Description	Account Charged	Invoice Amt
Dept: 00 Non-Departmental					
Fund: 108 LANDFILL					
1842431735 2/25/26		EVERGY	ELECTRIC AT LANDFILL	LANDFILL CONTRACTUAL SVCS	\$390.66
204684		TERRY LAWRENCE	PUMP AT LANDFILL	LANDFILL CONTRACTUAL SVCS	\$100.00
32063		ALLEN COUNTY PUBLIC WORKS	MSW 2/19 - 2/25/26	LANDFILL CONTRACTUAL SVCS	\$8,057.00
53263		K & K AUTO PARTS INC.	FITTINGS/WIRE HOSE	LANDFILL COMMODITIES	\$27.74
8217		TWISTER TRAILER	LANDING GEAR/TOP/LADDER #24	LANDFILL CONTRACTUAL SVCS	\$829.16
ASSURITY LIFE INS-8		ASSURITY LIFE INSURANCE COMPANY	EE VOLUNTARY 03.06.26	Payroll Clearing Account	\$26.22
BAYBRIDGE-8		BAY BRIDGE ADMINISTRATORS, LLC	EE CANCER INS 03.06.26	Payroll Clearing Account	\$0.00
BBCO FSA-2		BBCO FSA	EE/ER FSA 03.06.26	Payroll Clearing Account	\$0.00
BBCO HSA-8		BBCO HSA	EE HAS 03.06.26	Payroll Clearing Account	\$0.00
BBCO PAYROLL-7		BOURBON COUNTY PAYROLL	PAYROLL 03.06.26	Payroll Clearing Account	(\$1,551.62)
BBCO PAYROLL-7		BOURBON COUNTY PAYROLL	PAYROLL 03.06.26	LANDFILL WAGES	\$5,574.96
BBCO TAXES-EMERSON-9		BOURBON COUNTY TAXES - EMERSON	EE STATE	Payroll Clearing Account	\$242.00
BBCO TAXES-EMERSON-9		BOURBON COUNTY TAXES - EMERSON	EE IRS	Payroll Clearing Account	\$756.40
IN0001012		NATIONAL SIGN COMPANY, LLC	LANDFILL SIGN	LANDFILL COMMODITIES	\$179.60
KPERS-10		BOURBON COUNTY-KPERS	KPERS EE & ER 03.06.26	Payroll Clearing Account	\$334.50
LEGAL SHIELD-8		LegalShield	EE LEGAL SHIELD 03.06.26	Payroll Clearing Account	\$0.00
MASA-8		MASA	EE MASA 03.06.26	Payroll Clearing Account	\$21.00
NORTHWESTERN MUTUAL		Northwestern Mutual	EE LIFE INS 03.06.26	Payroll Clearing Account	\$0.00
PEBSCO-NRS-6		PEBSCO-NRS	EE DC INS 03.06.26	Payroll Clearing Account	\$0.00
SBG-VAA-8		SBG-VAA	EE DC INS 03.06.26	Payroll Clearing Account	\$0.00
Fund: 108 - LANDFILL Invoice Count and Total:				20	\$14,987.62
Fund: 120 COUNTY SHERIFF/CORRECTIONAL					
1042		Benchmark Government Solutions, LLC	FEBRUARY 2026 FOOD SERVICE	SEKRCC CONTRACTUAL	\$13,513.50
110953524		WEX BANK	SHERIFF'S OFFICE FUEL PURCHASES	SHERIFF COMMODITIES	\$6,040.48

Open Invoices By Department Summary

Bourbon County

Invoice	PO	Vendor Name	Purchase Description	Account Charged	Invoice Amt
Dept: 00 Non-Departmental					
Fund: 120 COUNTY SHERIFF/CORRECTIONAL					
117261		FISHER, PATTERSON, SAYLER & SMITH LLP	FOR PROFESSIONAL SERVICES RENDERED 01/31/26	SHERIFF CONTRACTUAL	\$405.00
15186		CONLEY SPRINKLER, INC	QUARTERLY FIRE SPRINKLER SYSTEM INSPECTION	SEKRCC CONTRACTUAL	\$375.00
16-4897-01 02/26/26		CITY OF FT SCOTT UTILITIES DPT	293 E 20TH ST	SEKRCC CONTRACTUAL	\$263.68
204787 03/01/26		CRAW-KAN TELEPHONE CO.	SHERIFF PHONE/INTERNET SERVICE	SHERIFF CONTRACTUAL	\$512.59
2183948-0005		DAVID ADAMS LCSW	INDIVIDUAL PSYCHOTHERAPY	SHERIFF CONTRACTUAL	\$150.00
41335975		GREAT AMERICA FINANCIAL SVCS	3 KYOCERA COPIERS	SHERIFF CONTRACTUAL	\$192.44
ASSURITY LIFE INS-8		ASSURITY LIFE INSURANCE COMPANY	EE VOLUNTARY 03.06.26	Payroll Clearing Account	\$385.66
BAYBRIDGE-8		BAY BRIDGE ADMINISTRATORS, LLC	EE CANCER INS 03.06.26	Payroll Clearing Account	\$171.84
BBCO FSA-2		BBCO FSA	EE/ER FSA 03.06.26	Payroll Clearing Account	\$280.84
BBCO HSA-8		BBCO HSA	EE HAS 03.06.26	Payroll Clearing Account	\$135.00
BBCO PAYROLL-7		BOURBON COUNTY PAYROLL	PAYROLL 03.06.26	Payroll Clearing Account	(\$20,632.99)
BBCO PAYROLL-7		BOURBON COUNTY PAYROLL	PAYROLL 03.06.26	SHERIFF WAGES	\$38,679.97
BBCO PAYROLL-7		BOURBON COUNTY PAYROLL	PAYROLL 03.06.26	SEKRCC WAGES	\$29,111.50
BBCO TAXES-EMERSON-9		BOURBON COUNTY TAXES - EMERSON	EE IRS	Payroll Clearing Account	\$9,296.03
BBCO TAXES-EMERSON-9		BOURBON COUNTY TAXES - EMERSON	EE STATE	Payroll Clearing Account	\$3,286.00
BBCO TREASURER-8		BOURBON COUNTY TREASURER	FSA & PROC FEE 03.06.26	Payroll Clearing Account	\$2.00
BOURB2026020461		BOURBON COUNTY EMS	INMATE MEDICAL CARE	SEKRCC CONTRACTUAL	\$488.83
BOURB2026020501		BOURBON COUNTY EMS	INMATE MEDICAL CARE	SEKRCC CONTRACTUAL	\$488.83
FSA1469		FREEMAN FORT SCOTT HOSPITAL INC	INMATE MEDICAL CARE	SEKRCC CONTRACTUAL	\$214.35
FSA1728		FREEMAN FORT SCOTT HOSPITAL INC	INMATE MEDICAL CARE	SEKRCC CONTRACTUAL	\$70.37
HOLLIN&MCVAY PA-JUDG-INV34187		Judgment Creditor Attorney	GARNISHMENT 03.06.26	Payroll Clearing Account	\$340.09
INV34187		RJ KOOL COMPANY	LAUNDRY SERVICE/LABOR	SEKRCC CONTRACTUAL	\$468.24
KANSAS PAYMENT CENTE		KANSAS PAYMENT CENTER	GARNISHMENT 03.06.26	Payroll Clearing Account	\$269.08
KPERS-10		BOURBON COUNTY-KPERS	KPERS EE & ER 03.06.26	Payroll Clearing Account	\$4,018.68

Open Invoices By Department Summary

Bourbon County

Invoice	PO	Vendor Name	Purchase Description	Account Charged	Invoice Amt
Dept: 00 Non-Departmental					
Fund: 120 COUNTY SHERIFF/CORRECTIONAL					
LEGAL SHIELD-8		LegalShield	EE LEGAL SHIELD 03.06.26	Payroll Clearing Account	\$50.85
MASA-8		MASA	EE MASA 03.06.26	Payroll Clearing Account	\$91.00
NORTHWESTERN MUTUAL		Northwestern Mutual	EE LIFE INS 03.06.26	Payroll Clearing Account	\$0.00
PEBSCO-NRS-6		PEBSCO-NRS	EE DC INS 03.06.26	Payroll Clearing Account	\$0.00
SBG-VAA-8		SBG-VAA	EE DC INS 03.06.26	Payroll Clearing Account	\$0.00
Fund: 120 - COUNTY SHERIFF/CORRECTIONAL Invoice Count and Total:				31	\$88,668.86
Fund: 200 NOXIOUS WEED					
1NPK-T19N-HVXD		AMAZON CAPITAL SERVICES	PHONE CHARGER BLOCKS/CASES	NOXIOUS WEED COMMODITIES	\$32.61
ASSURITY LIFE INS-8		ASSURITY LIFE INSURANCE COMPANY	EE VOLUNTARY 03.06.26	Payroll Clearing Account	\$0.00
BAYBRIDGE-8		BAY BRIDGE ADMINISTRATORS, LLC	EE CANCER INS 03.06.26	Payroll Clearing Account	\$0.00
BBCO FSA-2		BBCO FSA	EE/ER FSA 03.06.26	Payroll Clearing Account	\$0.00
BBCO HSA-8		BBCO HSA	EE HAS 03.06.26	Payroll Clearing Account	\$0.00
BBCO PAYROLL-7		BOURBON COUNTY PAYROLL	PAYROLL 03.06.26	NOXIOUS WEED WAGES	\$1,519.20
BBCO PAYROLL-7		BOURBON COUNTY PAYROLL	PAYROLL 03.06.26	Payroll Clearing Account	(\$377.18)
BBCO TAXES-EMERSON-9		BOURBON COUNTY TAXES - EMERSON	EE IRS	Payroll Clearing Account	\$132.79
BBCO TAXES-EMERSON-9		BOURBON COUNTY TAXES - EMERSON	EE STATE	Payroll Clearing Account	\$80.00
KPERS-10		BOURBON COUNTY-KPERS	KPERS EE & ER 03.06.26	Payroll Clearing Account	\$91.15
LEGAL SHIELD-8		LegalShield	EE LEGAL SHIELD 03.06.26	Payroll Clearing Account	\$0.00
MASA-8		MASA	EE MASA 03.06.26	Payroll Clearing Account	\$7.00
NORTHWESTERN MUTUAL		Northwestern Mutual	EE LIFE INS 03.06.26	Payroll Clearing Account	\$0.00
PEBSCO-NRS-6		PEBSCO-NRS	EE DC INS 03.06.26	Payroll Clearing Account	\$0.00
SBG-VAA-8		SBG-VAA	EE DC INS 03.06.26	Payroll Clearing Account	\$0.00
Fund: 200 - NOXIOUS WEED Invoice Count and Total:				15	\$1,485.57
Fund: 220 ROAD AND BRIDGE					
0198-392510		O'REILLY AUTO PARTS	DRY LUBE	ROAD & BRIDGE COMMODITIES	\$8.99

Open Invoices By Department Summary

Bourbon County

Invoice	PO	Vendor Name	Purchase Description	Account Charged	Invoice Amt
Dept: 00 Non-Departmental					
Fund: 220 ROAD AND BRIDGE					
0198-392512		O'REILLY AUTO PARTS	FUEL FILTERS #206	ROAD & BRIDGE COMMODITIES	\$10.19
0198-392517		O'REILLY AUTO PARTS	BRAKE CLEANER	ROAD & BRIDGE COMMODITIES	\$41.88
0198-392630		O'REILLY AUTO PARTS	HYDRAULIC FILTER #151	ROAD & BRIDGE COMMODITIES	\$16.10
0198-392652		O'REILLY AUTO PARTS	ABSORBENT	ROAD & BRIDGE COMMODITIES	\$78.70
0198-392805		O'REILLY AUTO PARTS	CORE RETURN	ROAD & BRIDGE COMMODITIES	(\$50.00)
0198-393391		O'REILLY AUTO PARTS	GREASE	ROAD & BRIDGE COMMODITIES	\$84.90
0198-393393		O'REILLY AUTO PARTS	TUBE PATCH/SYNTHETIC GREASE/TIRE CEMENT	ROAD & BRIDGE COMMODITIES	\$104.91
0198-393394		O'REILLY AUTO PARTS	SYNTHETIC GREASE RETURN	ROAD & BRIDGE COMMODITIES	(\$87.92)
1002047566		PRAIRIELAND PARTNERS, INC.	DIAGNOSTIC TEST #198	ROAD & BRIDGE CONTRACTUAL SVC	\$157.45
1002048491		PRAIRIELAND PARTNERS, INC.	DIAGNOSTIC TEST REFUND #198	ROAD & BRIDGE CONTRACTUAL SVC	(\$157.45)
1002048497		PRAIRIELAND PARTNERS, INC.	DIAGNOSTIC TEST #198	ROAD & BRIDGE CONTRACTUAL SVC	\$197.26
16MM-6PVC-Q3XV		AMAZON CAPITAL SERVICES	WORK GLOVES	ROAD & BRIDGE COMMODITIES	\$103.00
17VG-ML3J-4JDC		AMAZON CAPITAL SERVICES	ADHESIVE NUMBERS	ROAD & BRIDGE COMMODITIES	\$9.99
1NPK-T19N-HVXD		AMAZON CAPITAL SERVICES	PHONE CHARGER BLOCKS/CASES	ROAD & BRIDGE COMMODITIES	\$32.62
1T61-C6Q6-PMHY		AMAZON CAPITAL SERVICES	PAPER TOWELS	ROAD & BRIDGE COMMODITIES	\$87.06
1VL6-17RM-67L4		AMAZON CAPITAL SERVICES	PHONE CHARGER BLOCKS	ROAD & BRIDGE COMMODITIES	\$23.38
1VL6-17RM-67L4		AMAZON CAPITAL SERVICES	PHONE CHARGER BLOCKS	COMMODITIES	\$23.37
204684		TERRY LAWRENCE	PUMP AT COUNTY BARN	ROAD & BRIDGE CONTRACTUAL SVC	\$100.00
2618606		MURPHY TRACTOR & EQUIPMENT CO	ELECTRICAL CONNECTOR ASSEMBLY #9	ROAD & BRIDGE COMMODITIES	\$320.80
2618606		MURPHY TRACTOR & EQUIPMENT CO	ELECTRICAL CONNECTOR ASSEMBLY #9	ROAD & BRIDGE CONTRACTUAL SVC	\$2,186.46
270342		MAYCO ACE HARDWARE	ACCT #415 CARRIAGE BOLT/WASHERS/DRILL BITS #T129	ROAD & BRIDGE COMMODITIES	\$130.74
270359		MAYCO ACE HARDWARE	ACCT #415 NUTS/BOLTS/NAILS #T129	ROAD & BRIDGE COMMODITIES	\$55.80

Open Invoices By Department Summary

Bourbon County

Invoice	PO	Vendor Name	Purchase Description	Account Charged	Invoice Amt
Dept: 00 Non-Departmental					
Fund: 220 ROAD AND BRIDGE					
270705		MAYCO ACE HARDWARE	ACCT #415 PIPE BUSHING #153	ROAD & BRIDGE COMMODITIES	\$13.98
270796		MAYCO ACE HARDWARE	ACCT #415 WIRE CONNECTOR #1	ROAD & BRIDGE COMMODITIES	\$4.99
3/2/26 PUBLIC WORKS		ASHCRAFT PEST CONTROL	DECEMBER - FEBRUARY PEST CONTROL	ROAD & BRIDGE CONTRACTUAL SVC	\$450.00
3132266		JOHN DEERE FINANCIAL	GRADER PAYMENT #9 & #36	LEASE - INTEREST	\$2,176.71
3132266		JOHN DEERE FINANCIAL	GRADER PAYMENT #9 & #36	LEASE - PRINCIPAL	\$6,949.69
37498		JUDY'S FUEL & OIL CO, LLC	GAS 371 GAL @ \$2.24/DYED DIESEL 200 GAL @ \$2.75/CLEAR DIESEL 905 GAL @ \$3.01 COUNTY BARN	ROAD & BRIDGE COMMODITIES	\$4,105.09
37499		JUDY'S FUEL & OIL CO, LLC	DYED DIESEL 499 GAL @ \$2.75 UNDERWOOD TANK	ROAD & BRIDGE COMMODITIES	\$1,372.25
37518		JUDY'S FUEL & OIL CO, LLC	GAS 410 GAL @ \$2.09/DYED DIESEL 100 GAL @ \$2.93/CLEAR DIESEL 1381 GAL @ \$3.19 COUNTY BARN	ROAD & BRIDGE COMMODITIES	\$5,555.29
37523		JUDY'S FUEL & OIL CO, LLC	DYED DIESEL 534 GAL @ \$2.93 BLAKE QUARRY	ROAD & BRIDGE COMMODITIES	\$1,564.62
37528		JUDY'S FUEL & OIL CO, LLC	GAS 299 GAL @ \$2.56/DYED DIESEL 501 GAL @ \$3.05/CLEAR DIESEL 1014 GAL @ \$3.31 COUNTY BARN	ROAD & BRIDGE COMMODITIES	\$5,649.83
37540		JUDY'S FUEL & OIL CO, LLC	DYED DIESEL 256 GAL @ \$3.05 UNIONTOWN TANK	ROAD & BRIDGE COMMODITIES	\$780.80
397688		KIRKLAND WELDING SUPPLIES, INC	OXYGEN/ACETYLENE	ROAD & BRIDGE COMMODITIES	\$165.00
476055		BIG SUGAR LUMBER AND HOME CTR.	SILICONE CAULK	ROAD & BRIDGE COMMODITIES	\$22.78
483442		HENRY KRAFT, INC.	PAPER TOWELS/HAND CLEANER	ROAD & BRIDGE COMMODITIES	\$177.43
53253		K & K AUTO PARTS INC.	FUEL FILTER #206	ROAD & BRIDGE COMMODITIES	\$6.80
53301		K & K AUTO PARTS INC.	WIRE HOSE/FITTINGS/TIES #84	ROAD & BRIDGE COMMODITIES	\$199.19
8194		TWISTER TRAILER	HYDRAULIC LINE REPAIR #146	ROAD & BRIDGE CONTRACTUAL SVC	\$45.00
909		BO'S 1 STOP INC.	12"/15"/18"/24"/30"/36" CULVERT TUBES	COMMODITIES	\$22,532.00
9127625636 2/25/26		EVERGY	ELECTRIC AT SHOP NORTH BUILDING	ROAD & BRIDGE CONTRACTUAL SVC	\$45.01

Open Invoices By Department Summary

Bourbon County

Invoice	PO	Vendor Name	Purchase Description	Account Charged	Invoice Amt
Dept: 00 Non-Departmental					
Fund: 220 ROAD AND BRIDGE					
92126611		HAMPEL OIL DISTRIBUTORS, INC	PULSE METER	ROAD & BRIDGE COMMODITIES	\$481.25
9707756		BMO HARRIS BANK N.A.	ASPHALT ROLLER PAYMENT	LEASE - PRINCIPAL	\$561.11
ASSURITY LIFE INS-8		ASSURITY LIFE INSURANCE COMPANY	EE VOLUNTARY 03.06.26	Payroll Clearing Account	\$301.20
BAYBRIDGE-8		BAY BRIDGE ADMINISTRATORS, LLC	EE CANCER INS 03.06.26	Payroll Clearing Account	\$205.32
BBCO FSA-2		BBCO FSA	EE/ER FSA 03.06.26	Payroll Clearing Account	\$42.14
BBCO HSA-8		BBCO HSA	EE HAS 03.06.26	Payroll Clearing Account	\$75.00
BBCO PAYROLL-7		BOURBON COUNTY PAYROLL	PAYROLL 03.06.26	ROAD & BRIDGE WAGES	\$43,662.68
BBCO PAYROLL-7		BOURBON COUNTY PAYROLL	PAYROLL 03.06.26	ELM CREEK WAGES	\$1,075.20
BBCO PAYROLL-7		BOURBON COUNTY PAYROLL	PAYROLL 03.06.26	Payroll Clearing Account	(\$12,799.38)
BBCO TAXES-EMERSON-9		BOURBON COUNTY TAXES - EMERSON	EE STATE	Payroll Clearing Account	\$1,908.00
BBCO TAXES-EMERSON-9		BOURBON COUNTY TAXES - EMERSON	EE IRS	Payroll Clearing Account	\$5,508.61
IN0001158		NATIONAL SIGN COMPANY, LLC	SIGN ORDER	ROAD & BRIDGE COMMODITIES	\$6,521.65
IN-1954931		INLAND TRUCK PARTS COMPANY	LEAK REPAIR #153	ROAD & BRIDGE CONTRACTUAL SVC	\$1,259.70
IN-1954931		INLAND TRUCK PARTS COMPANY	LEAK REPAIR #153	ROAD & BRIDGE COMMODITIES	\$397.96
KPERS-10		BOURBON COUNTY-KPERS	KPERS EE & ER 03.06.26	Payroll Clearing Account	\$2,457.24
LEGAL SHIELD-8		LegalShield	EE LEGAL SHIELD 03.06.26	Payroll Clearing Account	\$15.95
MASA-8		MASA	EE MASA 03.06.26	Payroll Clearing Account	\$147.00
NORTHWESTERN MUTUAL		Northwestern Mutual	EE LIFE INS 03.06.26	Payroll Clearing Account	\$0.00
PEBSKO-NRS-6		PEBSKO-NRS	EE DC INS 03.06.26	Payroll Clearing Account	\$25.00
SBG-VAA-8		SBG-VAA	EE DC INS 03.06.26	Payroll Clearing Account	\$25.00
SS310054609		FOLEY EQUIPMENT CO.	HYDRAULIC HOSES/OIL COOLER/SENSORS #53	ROAD & BRIDGE CONTRACTUAL SVC	\$5,227.65
SS310054609		FOLEY EQUIPMENT CO.	HYDRAULIC HOSES/OIL COOLER/SENSORS #53	ROAD & BRIDGE COMMODITIES	\$1,388.33
SS310054693		FOLEY EQUIPMENT CO.	POWER BY THE HOUR 12/3/25 - 3/2/26 #81	ROAD & BRIDGE CONTRACTUAL SVC	\$1,519.00

Open Invoices By Department Summary

Bourbon County

Invoice	PO	Vendor Name	Purchase Description	Account Charged	Invoice Amt
Dept: 00 Non-Departmental					
Fund: 220 ROAD AND BRIDGE					
Fund: 220 - ROAD AND BRIDGE Invoice Count and Total:				65	\$115,300.30
Fund: 222 ROAD & BRIDGE SALES TAX FUND					
1JHV-JG6C-NFXM		AMAZON CAPITAL SERVICES	CONNECTOR PIGTAIL #142	R&B SALES TAX COMMODITIES	\$9.35
1X9F-1YGL-GVN9		AMAZON CAPITAL SERVICES	PHONE CASE	R&B SALES TAX COMMODITIES	\$18.99
71805		JUDY'S IRON & METAL, INC.	ELBOW	R&B SALES TAX COMMODITIES	\$1.43
IN0001158		NATIONAL SIGN COMPANY, LLC	SIGN ORDER	R&B SALES TAX COMMODITIES	\$6,521.65
Fund: 222 - ROAD & BRIDGE SALES TAX FUND Invoice Count and Total:				4	\$6,551.42
Fund: 370 BOND SALES TAX - COUNTY JAIL					
PAYMENT 34 DURANGO		UNION STATE BANK	PAYMENT 34 DURANGO	LEASE - PRINCIPAL	\$2,838.94
PAYMENT 34 DURANGO		UNION STATE BANK	PAYMENT 34 DURANGO	LEASE - INTEREST	\$350.85
PAYMENT 49 DASHCAMS		LANDMARK NATIONAL BANK	PAYMENT 49 DASHCAMS	LEASE - PRINCIPAL	\$3,335.10
PAYMENT 49 DASHCAMS		LANDMARK NATIONAL BANK	PAYMENT 49 DASHCAMS	LEASE - INTEREST	\$96.04
Fund: 370 - BOND SALES TAX - COUNTY JAIL Invoice Count and Total:				4	\$6,620.93
Fund: 375 AMBULANCE SERVICE					
ASSURITY LIFE INS-8		ASSURITY LIFE INSURANCE COMPANY	EE VOLUNTARY 03.06.26	Payroll Clearing Account	\$478.03
BAYBRIDGE-8		BAY BRIDGE ADMINISTRATORS, LLC	EE CANCER INS 03.06.26	Payroll Clearing Account	\$75.79
BBCO FSA-2		BBCO FSA	EE/ER FSA 03.06.26	Payroll Clearing Account	\$100.00
BBCO HSA-8		BBCO HSA	EE HAS 03.06.26	Payroll Clearing Account	\$245.50
BBCO PAYROLL-7		BOURBON COUNTY PAYROLL	PAYROLL 03.06.26	Payroll Clearing Account	(\$11,954.71)
BBCO TAXES-EMERSON-9		BOURBON COUNTY TAXES - EMERSON	EE STATE	Payroll Clearing Account	\$1,827.00
BBCO TAXES-EMERSON-9		BOURBON COUNTY TAXES - EMERSON	EE IRS	Payroll Clearing Account	\$5,986.35
KPERS-10		BOURBON COUNTY-KPERS	KPERS EE & ER 03.06.26	Payroll Clearing Account	\$2,192.43
LEGAL SHIELD-8		LegalShield	EE LEGAL SHIELD 03.06.26	Payroll Clearing Account	\$29.93
MASA-8		MASA	EE MASA 03.06.26	Payroll Clearing Account	\$49.00

Open Invoices By Department Summary

Bourbon County

Invoice	PO	Vendor Name	Purchase Description	Account Charged	Invoice Amt
Dept: 00 Non-Departmental					
Fund: 375 AMBULANCE SERVICE					
NORTHWESTERN MUTUAL		Northwestern Mutual	EE LIFE INS 03.06.26	Payroll Clearing Account	\$15.75
PEBSCO-NRS-6		PEBSCO-NRS	EE DC INS 03.06.26	Payroll Clearing Account	\$0.00
SBG-VAA-8		SBG-VAA	EE DC INS 03.06.26	Payroll Clearing Account	\$25.00
Fund: 375 - AMBULANCE SERVICE Invoice Count and Total:				13	(\$929.93)
Dept: 00 - Non-Departmental Invoice Count and Total:				213	\$282,200.30

Open Invoices By Department Summary

Bourbon County

Invoice	PO	Vendor Name	Purchase Description	Account Charged	Invoice Amt
Dept: 01 COUNTY COMMISSION					
Fund: 001 GENERAL FUND					
116789		FISHER, PATTERSON, SAYLER & SMITH LLP	S WALKER V BOCC	COMMISSION CONTRACTUAL SVCS	\$607.50
117263		FISHER, PATTERSON, SAYLER & SMITH LLP	S WALKER V BOCC	COMMISSION CONTRACTUAL SVCS	\$4,455.00
BBCO PAYROLL-7		BOURBON COUNTY PAYROLL	PAYROLL 03.06.26	COMMISSION WAGES	\$5,601.20
Fund: 001 - GENERAL FUND Invoice Count and Total:				3	\$10,663.70
Dept: 01 - COUNTY COMMISSION Invoice Count and Total:				3	\$10,663.70

Open Invoices By Department Summary

Bourbon County

Invoice	PO	Vendor Name	Purchase Description	Account Charged	Invoice Amt
Dept: 02 COUNTY CLERK					
Fund: 001 GENERAL FUND					
1FXY-TK9F-D1HL		AMAZON CAPITAL SERVICES	STAPLES/SHEET LIFTERS	CLERK COMMODITIES	\$23.63
BBCO PAYROLL-7		BOURBON COUNTY PAYROLL	PAYROLL 03.06.26	CLERK WAGES	\$4,264.06
Fund: 001 - GENERAL FUND Invoice Count and Total:				2	\$4,287.69
Dept: 02 - COUNTY CLERK Invoice Count and Total:				2	\$4,287.69

Open Invoices By Department Summary

Bourbon County

Invoice	PO	Vendor Name	Purchase Description	Account Charged	Invoice Amt
Dept: 03 COUNTY TREASURER					
Fund: 001 GENERAL FUND					
768665		CULLIGAN OF JOPLIN	COOLER RENTAL	TREASURER CONTRACTUAL SVCS	\$15.95
BBCO PAYROLL-7		BOURBON COUNTY PAYROLL	PAYROLL 03.06.26	TREASURER WAGES	\$4,654.74
Fund: 001 - GENERAL FUND Invoice Count and Total:				2	\$4,670.69
Dept: 03 - COUNTY TREASURER Invoice Count and Total:				2	\$4,670.69

Open Invoices By Department Summary

Bourbon County

Invoice	PO	Vendor Name	Purchase Description	Account Charged	Invoice Amt
Dept: 04 COUNTY ATTORNEY					
Fund: 001 GENERAL FUND					
BBCO PAYROLL-7		BOURBON COUNTY PAYROLL	PAYROLL 03.06.26	ATTORNEY WAGES	\$10,954.83
MARCH 2026		CLIFFORD WAYNE LEE	ASSISTANT COUNTY ATTORNEY MONTHLY RATE	ATTORNEY CONTRACTUAL SVCS	\$3,500.00
MARCH 2026		MATTHEW BONNER	ASSISTANT COUNTY ATTORNEY MONTHLY RATE	ATTORNEY CONTRACTUAL SVCS	\$3,500.00
MARCH 2026		MEEKS, JUSTIN	ASSISTANT COUNTY ATTORNEY MONTHLY RATE	ATTORNEY CONTRACTUAL SVCS	\$2,500.00
Fund: 001 - GENERAL FUND Invoice Count and Total:				4	\$20,454.83
Dept: 04 - COUNTY ATTORNEY Invoice Count and Total:				4	\$20,454.83

Open Invoices By Department Summary**Bourbon County**

Invoice	PO	Vendor Name	Purchase Description	Account Charged	Invoice Amt
<hr/>					
Dept: 05	COUNTY REGISTER OF DEEDS				
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Fund: 001	GENERAL FUND				
BBCO PAYROLL-7		BOURBON COUNTY PAYROLL	PAYROLL 03.06.26	REGISTER OF DEEDS WAGES	\$4,948.49
			Fund: 001 - GENERAL FUND Invoice Count and Total:	1	\$4,948.49
		Dept: 05 - COUNTY REGISTER OF DEEDS Invoice Count and Total:		1	\$4,948.49

Open Invoices By Department Summary

Bourbon County

Invoice	PO	Vendor Name	Purchase Description	Account Charged	Invoice Amt
Dept: 07 COURTHOUSE MAINTENANCE					
Fund: 001 GENERAL FUND					
1VLQ-GMGH-1Y3T		AMAZON CAPITAL SERVICES	WIRE CEILING FAN CAPACITOR	GENERAL COMMODITIES	\$11.69
BBCO PAYROLL-7		BOURBON COUNTY PAYROLL	PAYROLL 03.06.26	BUILDING MTCE WAGES	\$1,439.75
Fund: 001 - GENERAL FUND Invoice Count and Total:				2	\$1,451.44
Dept: 07 - COURTHOUSE MAINTENANCE Invoice Count and Total:				2	\$1,451.44

Open Invoices By Department Summary

Bourbon County

Invoice	PO	Vendor Name	Purchase Description	Account Charged	Invoice Amt
Dept: 10 DISTRICT COURT					
Fund: 001 GENERAL FUND					
03/01/26		GILBERT ERNEST GREGORY	MARCH CINC/CT/DM/MISD/TR/JV CONTRACT FEES	DISTRICT COURT CONTRACTUAL SVC	\$4,600.00
03/01/26 JOHN		DOMONEY & DOMONEY	MARCH CINC CONTRACT FEES	DISTRICT COURT CONTRACTUAL SVC	\$2,000.00
03/01/26 JOSH		BASELEY LAW OFFICE LLC	MARCH CINC CONTRACT FEES	DISTRICT COURT CONTRACTUAL SVC	\$1,900.00
03/01/26 TERRA		BASELEY LAW OFFICE LLC	MARCH MISD/TR/JV CONTRACT FEES	DISTRICT COURT CONTRACTUAL SVC	\$2,100.00
03/04/26		WOLFE, GRETCHEN	MILEAGE TO FORT SCOTT FOR 02/24/26 & 02/25/26	DISTRICT COURT CONTRACTUAL SVC	\$174.00
3112 02/24/26-2		PITNEY BOWES PURCHASE POWER	POSTAGE METER REFILL/POSTAGE OVERAGE	DISTRICT COURT CONTRACTUAL SVC	\$962.67
3322144126		PITNEY BOWES	METER/BASE/SCALE/LABEL PRINTER W/ LIFTER BASE	DISTRICT COURT CONTRACTUAL SVC	\$281.88
BBCO PAYROLL-7		BOURBON COUNTY PAYROLL	PAYROLL 03.06.26	DISTRICT COURT WAGES	\$2,391.10
FS-9175022826		CORDANT HEALTH SOLUTIONS	DRUG TESTS	DISTRICT COURT CONTRACTUAL SVC	\$146.40
INV-16019		TRANSLATIONPERFECT.COM	TRANSLATION SERVICES/MILEAGE	DISTRICT COURT CONTRACTUAL SVC	\$451.70
Fund: 001 - GENERAL FUND Invoice Count and Total:				10	\$15,007.75
Dept: 10 - DISTRICT COURT Invoice Count and Total:				10	\$15,007.75

Open Invoices By Department Summary

Bourbon County

Invoice	PO	Vendor Name	Purchase Description	Account Charged	Invoice Amt
Dept: 11 EMERGENCY PREPAREDNESS					
Fund: 001 GENERAL FUND					
203755 03/01/26		CRAW-KAN TELEPHONE CO.	MARCH 2026 PHONE/FAX/INTERNET/CABLE SERVICE - COURTHOUSE	EM. PREP. CONTRACTUALSVCS	\$165.10
Fund: 001 - GENERAL FUND Invoice Count and Total:				1	\$165.10
Dept: 11 - EMERGENCY PREPAREDNESS Invoice Count and Total:				1	\$165.10

Open Invoices By Department Summary

Bourbon County

Invoice	PO	Vendor Name	Purchase Description	Account Charged	Invoice Amt
Dept: 15 I T					
Fund: 001 GENERAL FUND					
203755 03/01/26		CRAW-KAN TELEPHONE CO.	MARCH 2026 PHONE/FAX/INTERNET/CABLE SERVICE - COURTHOUSE	I/T CONTRACTUAL SVCS	\$2,699.45
49373		STRONGHOLD DATA LLC	MONTHLY BILLING FOR DECEMBER 2025	I/T CONTRACTUAL SVCS	\$9,309.62
50211		STRONGHOLD DATA LLC	MARCH 2026 MONTHLY BILLING	I/T CONTRACTUAL SVCS	\$9,566.60
Fund: 001 - GENERAL FUND Invoice Count and Total:				3	\$21,575.67
Dept: 15 - I T Invoice Count and Total:				3	\$21,575.67

Open Invoices By Department Summary

Bourbon County

Invoice	PO	Vendor Name	Purchase Description	Account Charged	Invoice Amt
Dept: 24 AMBULANCE SERVICE					
Fund: 375 AMBULANCE SERVICE					
03/02/26 EMS		ASHCRAFT PEST CONTROL	405 WOODLAND HILLS PEST CONTROL	BUILDING MAINTENANCE	\$150.00
205355 03/01/26		CRAW-KAN TELEPHONE CO.	EMS FAX/CABLE SERVICE	TELEPHONE EXPENSES	\$392.94
4497242		MORRIS & DICKSON CO. LLC	MEDICATIONS	MEDICATION	\$413.08
86120727		BOUND TREE MEDICAL, LLC.	EMS MEDICAL SUPPLIES	MEDICAL SUPPLIES	\$946.90
B231903 01/29/26		HEIDRICK'S TRUE VALUE	20A BLK GRND CONNECTOR	AMBULANCE SERVICE COMMODITIES	\$18.99
BBCO PAYROLL-7		BOURBON COUNTY PAYROLL	PAYROLL 03.06.26	AMBULANCE SERVICES WAGES	\$38,930.54
Fund: 375 - AMBULANCE SERVICE Invoice Count and Total:				6	\$40,852.45
Dept: 24 - AMBULANCE SERVICE Invoice Count and Total:				6	\$40,852.45

Open Invoices By Department Summary

Bourbon County

Invoice	PO	Vendor Name	Purchase Description	Account Charged	Invoice Amt
Dept: 33 SERVICES FOR ELDERLY					
Fund: 001 GENERAL FUND					
MARCH 2026		MEALS ON WHEELS	MARCH 2026 MONTHLY APPROPRIATION	ELDERLY APPROPRIATIONS	\$2,150.00
MARCH 2026		SEK AREA AGENCY ON AGING, INC.	MARCH 2026 MONTHLY APPROPRIATIONS	ELDERLY APPROPRIATIONS	\$1,900.00
Fund: 001 - GENERAL FUND Invoice Count and Total:				2	\$4,050.00
Dept: 33 - SERVICES FOR ELDERLY Invoice Count and Total:				2	\$4,050.00

Open Invoices By Department Summary

Bourbon County

Invoice	PO	Vendor Name	Purchase Description	Account Charged	Invoice Amt
Dept: 43 COURTHOUSE GENERAL					
Fund: 001 GENERAL FUND					
03/02/26 ANNEX		ASHCRAFT PEST CONTROL	108 W 2ND ST PEST CONTROL	CONTRACTUAL SERVICES	\$150.00
03/02/26 COURTHOUSE		ASHCRAFT PEST CONTROL	210 S NATIONAL PEST CONTROL	CONTRACTUAL SERVICES	\$750.00
08-2093-01 02/26/26		CITY OF FT SCOTT UTILITIES DPT	108 W 2ND ST	CONTRACTUAL SERVICES	\$64.46
08-2227-01 02/26/26		CITY OF FT SCOTT UTILITIES DPT	210 S NATIONAL AVE	CONTRACTUAL SERVICES	\$285.35
1FXY-TK9F-D1HL		AMAZON CAPITAL SERVICES	BANKERS BOX	COMMODITIES	\$64.59
3322057254-2		PITNEY BOWES	CONTRACT #0041249834 LEASE PAYMENT	CONTRACTUAL SERVICES	\$961.89
60248		JARRED, GILMORE & PHILLIPS, PA	FOR PROFESSIONAL SERVICES RENDERED	CONTRACTUAL SERVICES	\$15,000.00
Fund: 001 - GENERAL FUND Invoice Count and Total:				7	\$17,276.29
Dept: 43 - COURTHOUSE GENERAL Invoice Count and Total:				7	\$17,276.29

Open Invoices By Department Summary

Bourbon County

Invoice	PO	Vendor Name	Purchase Description	Account Charged	Invoice Amt
Dept: 44 HUMAN RESOURCES					
Fund: 001 GENERAL FUND					
440		HR SOLUTIONS ON CALL, LLC	FEBRUARY 2026 CUSTOM MONTHLY HR SUPPORT PACKAGE	CONTRACTUAL SERVICES	\$4,300.00
INV122009		EMERSON & CO LLC	PAYROLL SERVICES	CONTRACTUAL SERVICES	\$2,176.00
Fund: 001 - GENERAL FUND Invoice Count and Total:				2	\$6,476.00
Dept: 44 - HUMAN RESOURCES Invoice Count and Total:				2	\$6,476.00

Open Invoices By Department Summary

Bourbon County

Invoice	PO	Vendor Name	Purchase Description	Account Charged	Invoice Amt
Dept: 99 COUNTY MISCELLANEOUS					
Fund: 001 GENERAL FUND					
BBCO PAYROLL-7		BOURBON COUNTY PAYROLL	PAYROLL 03.06.26	CO.COUNSELOR WAGES	\$3,692.31
Fund: 001 - GENERAL FUND Invoice Count and Total:				1	\$3,692.31
Dept: 99 - COUNTY MISCELLANEOUS Invoice Count and Total:				1	\$3,692.31

Open Invoices By Department Summary

Bourbon County

Invoice	PO	Vendor Name	Purchase Description	Account Charged	Invoice Amt
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Invoice Count by Dept: 259

Grand Total: \$437,772.71

Open Invoices - Dept/Fund. Totals		
Dept	Fund	Amount
00	Non-Departmental	
	001 GENERAL FUND	(\$1,110.78)
	016 APPRAISERS	\$7,507.66
	052 COUNTY TREASURER MOTOR FUN	\$3,076.69
	062 ELECTION	\$1,765.33
	064 EMPLOYEE BENEFIT	\$38,276.63
	108 LANDFILL	\$14,987.62
	120 COUNTY SHERIFF/CORRECTIONAL	\$88,668.86
	200 NOXIOUS WEED	\$1,485.57
	220 ROAD AND BRIDGE	\$115,300.30
	222 ROAD & BRIDGE SALES TAX FUND	\$6,551.42
	370 BOND SALES TAX - COUNTY JAIL	\$6,620.93
	375 AMBULANCE SERVICE	(\$929.93)
		<hr/>
		\$282,200.30
01	COUNTY COMMISSION	
	001 GENERAL FUND	\$10,663.70
		<hr/>
		\$10,663.70
02	COUNTY CLERK	
	001 GENERAL FUND	\$4,287.69
		<hr/>
		\$4,287.69

Open Invoices By Department Summary

Bourbon County

Invoice	PO	Vendor Name	Purchase Description	Account Charged	Invoice Amt
		03	COUNTY TREASURER		
		001	GENERAL FUND	\$4,670.69	
				<hr/>	
				\$4,670.69	
		04	COUNTY ATTORNEY		
		001	GENERAL FUND	\$20,454.83	
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				\$20,454.83	
		05	COUNTY REGISTER OF DEEDS		
		001	GENERAL FUND	\$4,948.49	
				<hr/>	
				\$4,948.49	
		07	COURTHOUSE MAINTENANCE		
		001	GENERAL FUND	\$1,451.44	
				<hr/>	
				\$1,451.44	
		10	DISTRICT COURT		
		001	GENERAL FUND	\$15,007.75	
				<hr/>	
				\$15,007.75	
		11	EMERGENCY PREPAREDNESS		
		001	GENERAL FUND	\$165.10	
				<hr/>	
				\$165.10	
		15	I T		
		001	GENERAL FUND	\$21,575.67	
				<hr/>	
				\$21,575.67	
		24	AMBULANCE SERVICE		
		375	AMBULANCE SERVICE	\$40,852.45	
				<hr/>	
				\$40,852.45	
		33	SERVICES FOR ELDERLY		
		001	GENERAL FUND	\$4,050.00	

Open Invoices By Department Summary

Bourbon County

Invoice	PO	Vendor Name	Purchase Description	Account Charged	Invoice Amt
				\$4,050.00	
43		COURTHOUSE GENERAL			
	001	GENERAL FUND		\$17,276.29	
				\$17,276.29	
44		HUMAN RESOURCES			
	001	GENERAL FUND		\$6,476.00	
				\$6,476.00	
99		COUNTY MISCELLANEOUS			
	001	GENERAL FUND		\$3,692.31	
				\$3,692.31	
			Grand Total:	\$437,772.71	

BOURBON COUNTY

SANITATION CODE

APPROVED
MISSOURI Department of Health
and Environment

2/25/98

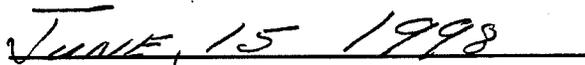
UAS

The enclosed Bourbon County Sanitary Code has been officially adopted by the Bourbon County Board of Commissioners.

A handwritten signature in cursive script, appearing to read "Tony Graham", written over a solid horizontal line.

Signature

Chairman, Board of County Commissioners

A handwritten date "JUNE 15 1998" written in cursive script, positioned above a solid horizontal line.

Date

SANITATION CODE
OF
BOURBON COUNTY

Approved
Missouri Department of Health
and Environment
2/25/98
LAW

Section 1-1.0 ADMINISTRATIVE PROCEDURES

- 1-1.1 LEGAL AUTHORITY. This code is adopted under the authority granted to the Board of County Commissioners by K.S.A. 19-3701 through 19-3709 as amended.
- 1-1.2 DECLARATION OF FINDING AND POLICY. The County Commissioners find that provisions for adequate and reasonable control over the environmental conditions in unincorporated areas of the county are necessary to adopt a sanitation code to:
- a. Eliminate and prevent the development of environmental conditions that are hazardous to health and safety.
 - b. Promote the economical and orderly development of the land and water resources of the county.
- For these reasons and objectives, it will be the policy of the Board of County Commissioners to amend this code from time to time with respect to any matter affecting environmental sanitation and safety.
- 1-1.3 PURPOSE. The purpose and intent of this code is:
- a. To prescribe the administrative procedures to be followed in administering this sanitation code or any amendments thereto;
 - b. To prescribe rules and regulations for controlling practices to minimize health and safety hazards.
 - c. To establish administrative procedures to facilitate fair and equitable regulations while recognizing the rights of affected persons to receive reasonably prompt processing and to appeal administrative decisions.
- 1-1.4 TITLE. This code shall be known and referred to as the Bourbon County Sanitation Code.

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Date

- 1-1.5 APPLICABILITY. The administrative procedures prescribed in this chapter shall be followed in administering this code and any amendments thereto.
- 1-1.6 EFFECTIVE DATE. This code shall become effective on and after its adoption by County Resolution.

SECTION 1-2.0 DEFINITIONS

The following words and phrases, when used in this code, shall have the meanings ascribed to them in this section, unless indicated otherwise.

- 1-2.1 ADMINISTRATIVE RULES: Those rules and regulations contained in Chapter 1 of this code which prescribe general procedures to be followed in the administration of the code adopted by the county.
- 1-2.2 SANITATION CODE: Procedures, standards, and regulations adopted by the county designed to minimize or control those environments and environmental conditions that may adversely affect the health and well being of the public. Such environments and environmental conditions may include, but are not restricted to: wastewater and wastewater disposal; water supply; food and food handling. Whenever the term "code" is used herein, such reference shall be to the Sanitation Code of Bourbon County, KS.
- 1-2.3 ADMINISTRATIVE AGENCY: The Bourbon County Sanitation Department thru any other Agency applicable upon the inspectors request, an any and all matters arising under this code is under jurisdiction of the Bourbon County Commissioners.
- 1-2.4 SANITATION INSPECTOR: The legally appointed Sanitation Inspector of Bourbon County or his/her duly authorized representative.
- 1-2.5 AUTHORIZED REPRESENTATIVE: Any employee of the Bourbon County Sanitation Department who is designated by the Sanitation Inspector to administer this code.
- 1-2.6 PERSON: Any municipality, political subdivision, institution, corporation, partnership, association, or individual.

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- 1-2.7 PREMISES: Any one or more lots or tracts of land, including all buildings, structures, or facilities located there on.
- 1-2.8 BOARD OF COUNTY COMMISSIONERS: The Board of County Commissioners of Bourbon County, Kansas.
- 1-2.9 DWELLING UNIT: Any building or structure occupied for domestic use.
- 1-2.10 KDHE: Kansas Department of Health and Environment.
- 1-2.11 HEARING OFFICER: Means any person designated by the Bourbon County Commissioners to hear appeals from decisions of the Administrative Agency relating to the enforcement and administration of this code and sanitary conditions.

SECTION 1-3.0 ADMINISTRATIVE POWERS AND PROCEDURES

- 1-3.1 RIGHT OF ENTRY. Representatives of the Administrative Agency any/or its designs shall have the right to enter upon private property to inspect, to examine, and/or survey for any purpose reasonably related to enforcement of this code.
- 1-3.2 OBSTRUCTION OF ADMINISTRATIVE AGENCY. No persons required willfully and knowingly impede or obstruct representatives of the Administrative Agency in the discharge of official duties under the provisions of the code. Any representative denied access to any premises for the purposes authorized in this code shall have authority to seek such injunction or other legal or equitable relief from the District Court as is necessary to ensure assess and compliance with this code.
- 1-3.3 PERMIT AND LICENSE
 - 1-3.3.1 APPLICATIONS FOR PERMITS AND LICENSES. All persons required by this code to obtain a permit or license shall make application for such permit or license to the Administrative Agency on Standard forms provided for the purpose.
 - 1-3.3.2 ISSUANCE OF PERMIT OF LICENSE. Within three (3) working days after receipt of an application for a permit or license required by this code, the Administrative Agency shall begin such

investigations and inspections as necessary to determine whether the permit or license should be issued or denied, and shall issue or deny the permit or license within ten (10) working days.

If the permit or license is denied, the Administrative Agency shall send the applicant a written notice by certified mail with the reasons for the rejection stated there on.

1-3.3.3 PERMIT NON-TRANSFERABLE. No permit or license shall be transferable nor shall any fees required and paid therefore be refunded.

1-3.3.4 STANDARD FEES. For the purpose of defraying all or part of the cost of administration of the code, the Board of County Commissioners shall establish a schedule of fees for all permits, license, and inspections required by the code, payable upon submission of the application for such permit of license.

1-3.3.5 RECEIPTS FOR FEES AND DEPOSITS. The Administrative Agency shall issue receipts for all fees and deposits required by the Sanitation code, and the money received there for shall be deposited with the Bourbon County Treasurer.

1-3.4 NOTICES, ORDERS, APPEALS.

NOTICE OF VIOLATIONS. Whenever the Administration Agency determines that there has been or is likely to be a violation of any provisions of this code, he/she shall give notice of such violation. The notice:

- a. Shall be in writing;
- b. Shall identify the code violation and the factual basis therefore;
- c. Shall specify necessary corrective action;

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- d. Shall specify a reasonable period of time for performance of any corrective action and/or work required by the notice; and
- e. Shall be properly served upon the occupant and/or owner of the premises, provided, that such notice shall be deemed properly served upon such owner or occupant, when a copy thereof has been sent by registered mail to the last known address of the owner or occupant as identified on the latest County Tax Rolls.

1-3.4.2 APPEAL HEARING. Any person aggrieved by any notice or order issued by the Administrative Agency under the provisions of this code shall be entitled to a hearing on the matter before the Bourbon County Hearing Office. Provided, such person shall have filed with the Administrative Agency within ten (10) working days after requesting a hearing and setting forth the grounds upon which the objection is made.

The filing of the request for the hearing shall operate as a stay of the notice or order, except as provided in paragraph 1-3.4.4 to follow. Upon receipt of such petition, the Administrative Agency shall set a time and place for such hearing and shall give the petitioner seven (7) working days written notice thereof. Upon request of the petitioner and for good cause shown, the Hearing Office may continue the hearing from its original setting.

1-3.4.3 REPORT OF HEARING. Within three (3) working days after the hearing, the Hearing Officer shall prepare a written decision containing findings of fact. Said decision may reaffirm, in whole or in part, the corrective action specified in the notice provided in paragraph 1-3.4.1 or may set aside the same. The Hearing Officer's decision shall be effective upon delivery of the same to the mailing address provided by the petitioner at the hearing. Any appeal from a finding and determination of the Hearing Officer shall be to the District Court.

1-3.4.4 EMERGENCY ORDERS. Whenever the Administrative Agency finds that an emergency exists which requires immediate action to protect the public health, he/she may, without notice or hearing, issue an order reciting that such action be taken

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as he/she may deem necessary to meet the emergency, including the suspension of the permit. Notwithstanding any other provisions of this code, such order shall be effective immediately and shall be enforceable in Bourbon County District Court.

1-3.5 RECORDS

1-3.5.1 PERMIT APPLICATIONS. Applications for permits or licenses required by this code shall be filed with the Administrative Agency.

1-3.6 DISCLAIMER OF LIABILITY. This code shall not be construed or interpreted as imposing upon Bourbon County or its officials or employees any guarantee or assurance that any system installation or portion thereof constructed or repaired under permits and inspections required by this code will function properly.

1-3.7 SEPARABILITY. No decision of a court of competent jurisdiction declaring any section, subsection, paragraph, sentence, clause or phrase of this code invalid, shall affect the remaining portion of this code, which shall remain in full force and effect;

and to this end the provisions of this code are hereby declared to be severable and shall be presumed to have been adopted knowing that the part of section declared invalid would be so declared.

1-3.8 ENFORCEMENT PROCEDURES. Either the County Attorney of the County Counselor shall enforce the provisions of this code and other sanitary codes adopted by Bourbon County and are hereby authorized to file appropriate actions for such enforcement upon request of Bourbon County Administrative Agency.

1-3.9 PENALTIES. Any person who shall willfully violate any provision of this code shall be subject to a fine not to exceed two hundred dollars (\$200.00) for each offense. Each working day's violation shall constitute a separate offense.

CHAPTER 2

WASTEWATER AND DISPOSAL

2/25/98

SECTION 2-1.0 PURPOSE AND INTENT OF CODE

The provision of this chapter are adopted for the purpose of regulating and controlling the location, construction, maintenance, and use of septic systems, alternate wastewaters systems privies, and the removal and disposal of materials from such facilities in order to protect the health of the citizens and environment of Bourbon County Kansas.

SECTION 2-2.0 APPLICABILITY

Pursuant to K.S.A. 19-3706, the provisions of this Chapter shall apply to all premises containing less than eighty (80) acres under one ownership and located in the unincorporated land located in Bourbon County, Kansas.

SECTION 2-3.0 DEFINITIONS

- 2-3.1 DOMESTIC WASTEWATER: All sewage originating primarily from kitchen, bathroom and laundry sources, including waste from food preparation, dishwashing, garbage grinding, toilets, baths, showers and sinks.
- 2-3.2 INDUSTRIAL AND COMMERCIAL WASTEWATER: Any other liquid or waterborne waste produced in connection with any industrial or commercial process or operation, other than domestic wastewater.
- 2-3.3 PUBLIC WASTEWATER SYSTEM: A wastewater system that is used or designed to be used for the collection, treatment and discharge of domestic wastes or industrial or commercial wastes into a receiving water course of the state and has a valid permit from KDHE.
- 2-3.4 ALTERNATIVE WASTEWATER SYSTEM: A wastewater system other than a septic tank-soil absorption system that is used or designed to be used to collect, treat, hold or discharge domestic wastewater from residential, industrial or commercial property into a soil absorption field.

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- 2-3.5 SEPTIC SYSTEM: A septic tank-soil absorption system used for the collection, treatment and disposal of domestic wastewater.
- 2-3.6 WASTEWATER (SEWER) DISTRICT: A special district authorized and empowered by state statutes to plan, construct and operate a public wastewater system.
- 2-3.7 PRIVY: A facility designed and/or used for the disposal of human excreta.
- 2-3.8 SANITARY SERVICES: The pumping out and/or removal of wastes, sludge, or human excreta from privies, septic systems, or alternative wastewater systems, and the transportation of such material to a point of final disposal.
- 2-3.9 SUBDIVISION: Any tract of land that is or has been subdivided into two or more lots for the purpose of sale or building development, whether immediate or future, including the streets, alleys or other portions thereof intended to be subdivision of lands or lots.
- 2-3.10 DISTANCE: Horizontal distances unless otherwise designated measurements referred to as "not less than", "minimum", "at least", unless specifically indicated otherwise.
- 2-3.11 KDHE: Kansas Department of Health and Environment.

SECTION 2.4-0 PROHIBITED PRACTICES

- 2-4.1 USE OF NON APPROVED WASTEWATER SYSTEM. No person shall sell, use, lease or rent for use any alternative wastewater system, septic system, or privy that;
- a. Has been constructed after 1997 until it has been inspected and approved by the Sanitation Inspector and a permit for use issued.
 - b. Has been temporarily or permanently declared as a public health nuisance by a court or the Administrative Authority.
 - c. Fails to comply with the provisions of this code, and written notice thereof has been given by the Sanitation Inspector to the owner or responsible person.

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- d. Discharges treated wastes onto the surface of the ground, into water sources, lakes, ponds or any impoundment.
- e. It is a prohibited practice to discharge non-domestic wastewater to a private wastewater system.
- f. Causes fly breeding, produces offensive odors or any other condition that is prejudicial to health or comfort,

2-4.2 USE OF ALTERNATIVE WASTEWATER SYSTEM, SEPTIC SYSTEM, OR PRIVY WITHIN 400 FEET OF PUBLIC WASTEWATER SYSTEMS: No alternative wastewater system, septic system or privy shall be constructed within 400 feet of an existing public sewer, unless the Sanitation Inspector finds that connection to such a sewer is not feasible and that a wastewater systems, meeting the requirements of this code, can be constructed on the property " subject to approval of the city".

2-4.3 LOCATION OF ALTERNATE WASTEWATER SYSTEMS OR SEPTIC SYSTEMS BELOW FULL FLOOD POOL.

- a. No portion of any alternate wastewater system or septic system shall be located within the 100 year floodplain of any stream or river.
- b. No portion of any alternate wastewater system, septic system, or public or private wastewater system shall be located within 500 feet of the full flood pool elevation of any public water supply reservoir.
- c. No portion of any type of wastewater system shall be located between 500 and 1000 lineal feet of the full flood pool elevation of any public water supply reservoir unless the system full complies with the design standards, design specifications, and installation procedures set forth in Kansas Department of Health and Environment Bulletin 4-2 and its amendments present and future as administered by the Bourbon County Sanitarian.
- d. Exceptions to this section may be granted by the Administrative Agency for reason beneficial to the public.

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- 2-4.4 LOCATION OF AN ALTERNATIVE WASTEWATER SYSTEM, SEPTIC OR PRIVY WITHIN 100 FEET OF A WELL: No portion of an alternative wastewater system, septic system or privy shall be located less than 100 feet from a water well or a pump line from a water well, unless the wastewater line be of water tight construction. No wastewater line, regardless of construction, shall be located less than 100 feet from a water well or a line from the water well.
- 2-4.5 CONNECTION TO NON-APPROVED PUBLIC WASTEWATER SYSTEM: No premises shall be permitted to connect to any public wastewater system that does not hold a valid permit from the KDHE as required by 2-5.2.
- 2-4.6 APPROVAL OF PLAT: No township or county planning commission or zoning board, authorized to review plats or subdivisions of land, shall recommend for approval any plat containing one or more lots or building sites having a minimum less of one (1) acre of land each, unless a public wastewater system is provided to serve all properties within the subdivision or a surety bond in an amount stipulated by the Board of County Commissioners is filed with the County Engineer Office to guarantee the installation of such public system refer to 4-2 and or KDHE Bulletin.

SECTION 2-5.0 REQUIREMENTS FOR PUBLIC WASTEWATER SYSTEM

- 2-5.1 APPROVAL OF PLANS AND SPECIFICATIONS: Plans and specifications for all public wastewater systems shall be submitted to and approved by the KDHE before any construction of such systems. Copies of such approved system shall be filed with the Sanitation Department.
- 2-5.2 Permit: The owner of every public wastewater system shall obtain a permit for the operation of the system from KDHE and no public wastewater system shall be operated until the owner has obtained the necessary permit.
- 2-5.3 RESPONSIBILITY OF OPERATION: Responsibility for operation of all public wastewater systems must be vested in;
 - a. A sewer district, improvement district, or a public agency authorized to operate public wastewater systems.

- b. A private entity incorporated under Kansas laws and legally bound and authorized by a charter and bylaws to operate and maintain the public wastewater system until such time as the responsibility is transferred to a duly constituted public agency.

SECTION 2-6.0 REQUIREMENTS FOR ALTERNATIVE WASTEWATER SYSTEMS

2-6.1 APPROVAL OF PLANS: No person shall construct or permit to be constructed any alternative wastewater system until the plans and specifications for such system have been submitted to and approved by the

Sanitation Inspector, who may require the system to be designed by a professional engineer and may ask for a review of the proposal by KDHE.

2-6.2 PERMIT FOR USE: No person shall use, or permit to be used, and alternative wastewater system until the owner has applied for and received a permit to use such system from the Sanitation Inspector.

2-6.3 PROPER MAINTENANCE AND OPERATION: All alternative wastewater systems shall be maintained in good working condition and shall not discharge onto the surface of the ground or drain into any stream or roadside ditch, produce offensive odors or become a breeding place for flies, mosquitoes or rats. Whenever the Sanitation Inspector shall find any alternative wastewater system malfunctioning and causing any of the above prohibited conditions, the Inspector shall order the owner and/or user to correct the condition within thirty (30) calendar days.

2-6.4 RECORDS OF WASTEWATER REMOVAL FOR ALTERNATIVE SYSTEMS:

- a. Any person using a holding tank for wastewater storage shall maintain records which show the quantity of wastewater generated in a given time period and proof that an equal quantity has been removed by a licensed pumper/hauler. Such records shall be provided upon request to the sanitation inspector.

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Kansas Department of Health
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3/13/98
Date

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SECTION 2-7.0 REQUIREMENTS FOR SEPTIC SYSTEMS AND LATERAL FIELD INSTALLATION

2-7.1 SUITABLE SITE: No permit shall be issued in accordance with Section 2-4.1 until a suitable site has been approved by the Sanitation Inspector. The site must meet the following requirements before a permit shall be issued.

- a. There must be a minimum of one (1) acre.
- b. The natural slope of the land shall be such as to accommodate installation of a wastewater system as approved by the Sanitation Inspector.

2-7.1.1 SEPTIC TANK: The septic tank shall be a minimum capacity of 1,000 gallons or more for residential use. The size shall be based upon the number of bedrooms within the dwelling. It shall be constructed of concrete. It shall be provided with a twenty (20) inch manhole. Inlet and outlet baffles shall be required on all tanks. Inspection holes shall be required over the inlet and outlet for inspection of the baffles.

- a. There shall be a minimum of three (3) inch of gravel placed beneath the tank.
- b. The septic tank shall be a minimum of ten (10) feet from the structure.
- c. The septic tank shall be a minimum of 100 feet from any water supply and ten (10) feet from water supply lines.

2-7.1.2 LATERAL LINES: The size of the lateral field lineal footage of perforated pipe shall be a minimum of 400 feet. All lateral pipe shall be capped or a continuous loop system.

- a. If a sequential lateral system is not used another approved method of distribution must be provided. If a sequential lateral system is used, the overhead distribution line must be connected at the center of each lateral line, and at an elevation so the bottom of the overhead line is two (2) inches above the crushed rock in the lateral trench.

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- b. Each lateral run shall not exceed 100 feet in length from where it receives wastewater.
- c. Lots with elevations change, installation of laterals shall be along contour lines so trenches of uniform depth can be achieved. A trench bottom slope of less than 4"/100 feet or (0.04%) will be acceptable.
- d. Straw or cloth may be used to cover lateral rock and a fourteen (14) inch depth of washed or clean lateral rock shall be required.
- e. Soil coverage over the lateral line should be six (6) inch minimum to twelve (12) inch maximum.
- f. The trench width should be a 24 inch minimum to 36 inch maximum and a depth of 18 inch minimum to 36 inch maximum.
- g. The lateral lines shall have a minimum of separation as listed;
 1. 8 feet separation between lines.
 2. 10 feet separation from;
house service lines
buried utility lines
foundation drains
 3. 20 feet separation from;
Foundations and other buildings
 4. 25 feet separation from;
cellars
public water supply lines
 5. 50 feet separation from;
cisterns
ponds and creeks
 6. 100 feet from water wells.
- h. All pipe shall be four (4) inches in diameter. All lateral pipe shall be marked to indicate it meets or exceeds a 1,500 pound "crush test" rating. All solid pipe from the structure to the lateral field shall be schedule 40 or equivalent pipe.

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- 2-7.1.3 ADDITIONAL LATERAL LINES FOOTAGE REQUIRED: If the Sanitation Inspector determines that 400 lineal feet may be inadequate, additional footage will be determined by calculating the gallons per day divided by the effluent loading rates for various soils or the calculating per rate, which ever is less.
- 2-7.1.4 COMMERCIAL SEPTIC TANKS: Septic tanks for a commercial use shall be a minimum of 1200 gallons concrete tank. Lateral field disposal system shall be designed on effluent loading rates and anticipated water use.
1. All commercial food establishment shall install and maintain a grease trap as approved by the County Sanitation Inspector and KDHE.
- 2-7.2 APPROVED PLANS: A septic system shall not be constructed, reconstructed, or modified after the effective date of this code without plans submitted and approved by the Sanitation Department. Plans shall include the following information.
1. Name, address and phone number of contractor and owner.
 2. Location of building site, including legal description and address.
 3. Square footage of house, number of bedrooms and list a water using appliances.
 4. Commercial applications must indicate anticipated water usage, including number of occupancy allowed and all water using equipment of appliances.
 5. Owner shall submit drawings including the following information.
 - a. Overall dimensions of lot and structure.
 - b. Locations of accessory structures and driveways.
 - c. Complete scaled drawing of disposal system.
 - d. Foundation, footing or any non-sewage drains.

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2-7.3 APPROVAL OF CONSTRUCTION: All septic systems constructed, reconstructed or modified after the effective date of this code must be inspected and approved by the Sanitation Inspector for compliance with approved plans.

2-7.3.1 PRIOR NOTICES: All sanitation inspections shall be required to have a 24 hour notice prior to inspection.

2-7.4 PROPER MAINTENANCE AND OPERATION. All septic systems shall be maintained in good working condition and shall not discharge onto the surface of the ground or drain into any stream or roadside ditch, produce offensive odors or become a breeding place for flies, mosquitoes or rodents. Whenever the Sanitation Inspector shall find any septic system in violation of any of the above mentioned conditions, the Inspector shall order the owner to correct the condition within thirty (30) days of said violation.

SECTION 2-8.0 WASTE STABILIZATION PONDS (LAGOONS)

2-8.1 APPROVAL OF CONSTRUCTION: The use of individual waste stabilization ponds, usually referred to as "lagoons", will be considered if approved by the Sanitation Inspector. The site, design, and construction shall meet the minimum standards set forth in KDHE Bulletin 4-2. Permits are required before any construction.

2-8.2 PROPER MAINTENANCE: Maintenance is required to remove vegetation at water's edge, to mow vegetation on embankments, and to remove trees that will shade the pond. It may require further maintenance as required by the Sanitation Department and KDHE.

SECTION 2-9.0 WATERLESS TOILETS (PRIVIES)

2-9.1 APPROVED USE: The use of privies and other types of dry or chemical toilets will be allowed only as a temporary measure subject to approval of the Sanitation Inspector. All other waterless toilets shall be prohibited.

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SECTION 2-10.0 SEWAGE HOLDING TANKS

2-10.1 Tracts of land less than one acre will require a minimum capacity of 1,500 gallon holding tank. Permanent sewage holding tanks shall be constructed of reinforced precast or pour-in-place concrete and shall be provided with a twenty (20) inch manhole and four (4) inch stand pipe for use in removing sewage out of the tank into the transport tank. Tanks shall be water tight and sealed to prevent leakage between the cover or "lid" and the side walls. The tanks shall also have three (3) inch of gravel bedding placed under it. Pumping schedules and waste disposal plan shall meet the requirements outlined in section 2-6.4 of this code.

2-10.2 OTHERS: Cesspools, and seepage pits shall be prohibited for new or permanent installations. However, portable holding tanks serving camping, recreation vehicles, and boats are acceptable as long as there is access to a dumping station. Portable toilets equipped with holding or storage tanks, chemical or otherwise, shall be prohibited except on a temporary basis as determined acceptable by the Bourbon County Administrative Agency.

SECTION 2-11.0 SANITARY SERVICES

2-11.1 LICENSE REQUIRED. No person shall remove, haul or transport, or offer to move, haul or transport any such wastes without a valid license from the Administrative Agency. A valid sanitary service license issued to a sole proprietor, a partnership or a corporation shall be valid as to all its agents and employees.

2-11.2 MINIMUM STANDARDS FOR SANITARY SERVICE VEHICLES. All sanitary service vehicles used for rendering of sanitary service shall be of water-tight construction, maintained in good working condition and provided with hoses, couplings, valves, pumps, and other necessary equipment to insure that all material removed from the systems will be transported to a point of disposal approved by the Sanitation Inspector without spillage of the waste. All hoses and valves shall be capped or plugged.

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All equipment shall be in good workable condition and the operator shall demonstrate that the equipment is in good operating condition and will perform its function without leakage or spillage.

2-11.3 APPLICATION AND INSPECTION FEE. Every person wishing to obtain a sanitary service license shall make application for a license on forms provided for this purpose and shall pay the inspection fees for sanitary service vehicles prescribed in Section 2-11.4 before filing the application with the Sanitation Department. A receipt showing such payment shall be attached to the application form. If the license is denied, no portion of the inspection fee will be refunded. A copy of a written contract between the applicant and a public wastewater system shall be attached to the application.

2-11.4 LICENSE AND INSPECTION FEES. For the purpose of defraying all or part of the cost of administration of a sanitation code, fees shall be assessed for each inspection, permit or license required pursuant to this code including the following:

- a. Licenses: Contractors doing any type of sanitation work in Bourbon County shall have a valid license. This license shall be renewed each year and shall expire one year from the date of issuance. Every contractor shall furnish evidence of either a cash bond or surety bond of \$5,000.00 dollars, to insure consumers against poor and careless workmanship.
- b. Permits: A Sanitation Permit shall be assessed according to the schedule established by the County Commissioners.
- c. Inspections: A fee will be assessed for each inspection visit. New property, transferals as requested by loan institution, realtors and prefabricated home retailer.

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- d. Every Sanitation Vehicle must be inspected each year. The owner will pay an inspection fee according to the fee schedule established by the County Commissioners and will also supply evidence of either a cash bond or surety bond in the amount established by the County Commissioners to insure consumers against poor and careless workmanship.

SECTION 2-12.0 CONTRACTING WITH UNLICENSED PERSONS
PROHIBITED

Any person responsible for hiring a contractor, for any type of Sanitation Work, shall not contract with any contractor that does not have a valid license with the Bourbon County Sanitation Department.

SECTION 2-13.0 WAIVER OF REQUIREMENTS

Requests for exception to any of the foregoing rules and regulations set forth in Chapter 2 shall be submitted to the Sanitation Inspector in writing and shall contain all information relevant to the request.

1. Requests shall specifically set forth why such exception should be considered.
2. The Sanitation Inspector may grant an exception when determined that such waiver does not and will not impair the potability of the ground water or otherwise endanger the health and safety of the individuals involved and/or the general public. The Sanitation Inspector may, when necessary, obtain the written consent of KDHE prior to granting an exception.

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CHAPTER 3

WATER SUPPLIES

SECTION 3-1.0 PURPOSE AND INTENT

The provisions of this code are for the purposes of regulating and controlling the development, maintenance, and use of private or semi-private water supplies in the unincorporated areas of Bourbon County, Kansas, in order that public health will be protected and the contamination and pollution of the water resources of the county will be prevented.

3-1.2 AREA OF APPLICABILITY: This code shall apply to all unincorporated land in Bourbon County of less than 640 acres.

SECTION 3-2.0 COMPLIANCE REQUIRED

After the effective date of this code, no person shall construct on any property to the provisions of this code, any public, semi-public or private water supply that does not comply with the requirements of this code.

SECTION 3-3.0 DEFINITIONS

In addition to the definitions provided in Chapter 1 of this code, the words, terms and phrased listed below, for the purpose of Chapter 3, are defined as follows;

3-3.1 DOMESTIC PURPOSE: Means the use of water by any person or family unit or household for domestic purposes, or for the watering of livestock, poultry , farm and domestic animals used in operating a farm, for the irrigation of lands not exceeding a total of two (2) acres in area for the growing of gardens, orchards and lawns.

3-3.2 PUBLIC WATER SUPPLY WELL: Means a well that provides groundwater to the public for human consumption. If such system has at least ten (10) service connections or serves an average of at least 25 individuals daily at least 60 days out of the year.

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- 3-3.3 SEMI-PUBLIC OR NON-COMMUNITY WATER SUPPLY: A water supply that is used for domestic purposes serving two (2) to nine (9) residential units (rental or under separate ownership) on a piped system and serving less than 25 persons a year.
- 3-3.4 PRIVATE WATER SUPPLY: A water supply used for domestic purposes which serves not more than one (1) dwelling on a piped system.
- 3-3.5 WATER DISTRICT: Any special district authorized and empowered by state statutes to plan, construct and/or operate a public water supply system.
- 3-3.6 ABANDONED WATER WELL: A well which has been permanently discontinued for use and pumping equipment has been removed. A well which cannot be used to supply water or possesses potential health and safety hazards.
- 3-3.7 TEST HOLE OR "HOLE": Means any excavation constructed for the purposes of determining the geologic and hydrologic characteristics of underground formations.
- 3-3.8 TREATMENT: Treatment shall be defined as the stimulation of production of groundwater from a water well, through use of Hydrochloric Acid, Muriatic Acid, Sulfamic Acid, Calcium or Sodium Hypochlorite, Polyphosphates or other chemicals and mechanical means, for the purpose of reducing or removing Iron and Manganese Hydroxide and Oxide deposits, Calcium and Magnesium Carbonate deposits and slime deposits associated with Iron and Manganese bacterial growths which inhibit the movement of groundwater into the well or water quality characteristics.
- 3-3.9 RECONSTRUCTED WATER WELL: An existing well that has been cleaned and depth changed or has had the casing replaced, repaired, added to or modified in any way for the purpose of obtaining groundwater.
- 3-3.10 ACTIVE WELL: A water well which is an operating well used to withdraw water, monitor or observe groundwater conditions.
- 3-3.11 INACTIVE STATUS: A water well which is currently not in operation but is maintained for future operation.

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- 3-3.12 GROUNDWATER: That part of the subsurface water which is in the zone of saturation.
- 3-3.13 WATER WELL: Any excavation that is drilled, cored, bored, washed, driven, dug, jetted, or otherwise constructed, when the KDHE use of such excavation is for the location, diversion, artificial recharge, or acquisition of groundwater.
- 3-3.14 CONSTRUCTION OF WATER WELL: All acts necessary to obtain groundwater by any method for any use including, without limitation, diversion, artificial recharge, or acquisition of groundwater. A State licensed water well contractor shall be used.

SECTION 3-4.0 REQUIREMENTS FOR PUBLIC WATER SUPPLIES

- 3-4.1 STATE PERMIT: No person, corporation or municipality shall operate a public water supply without obtaining a permit from KDHE. A copy of said permit shall be filed with the Sanitation Department.
- 3-4.2 STATE APPROVED PLANS: No person, corporation or municipality shall construct any public water supply until the plans and specifications have been submitted to and approved by KDHE. A copy of approved plans and specifications shall be filed with the Sanitation Department.

SECTION 3-5.0 REQUIREMENTS FOR SEMI-PUBLIC WATER SUPPLIES

- 3-5.1 OPERATION: No person shall operate or maintain a semi-public water supply system that has been:
 - A. Constructed or reconstructed after the effective date of the code, until it has been inspected and a permit issued by the Sanitation Inspector.
 - b. Temporarily or permanently enjoined as a public health nuisance by a court of competent jurisdiction.
 - c. Found by the Sanitation Inspector not to comply with the provisions of this code and a written notice thereof has been given to the owner or agent.

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3-5.2 USE OF A SEMI-PUBLIC WATER SUPPLY. In addition to the requirements of 3-6.0, the following analysis shall be conducted by a KDHE certified laboratory and the results review by the Administrative Agency prior to the issuance of a permit, to assure water quality for the public.

- a. An initial and at least annual bacterial analysis.
- b. A partial chemical analysis shall be done initially and every three (3) years thereafter.
- c. Other tests such as a screen for pesticides, volatile organic chemicals and heavy metals shall be required, when in the discretion of the Sanitation Inspector, it is necessary to protect the public's health.
- d. The water samples shall be collected by the Sanitation Inspector or its designee and sent to KDHE certified laboratory for analysis.

The owner or agent will be charged a fee for the investigation and the cost of analysis.

SECTION 3-6.0 REQUIREMENTS FOR PRIVATE WATER SUPPLIES

3-6.1 PERMIT: No person shall drill, develop or construct any private water supply well on any premises subject to the regulations of this code until a permit has been issued for the Administrative Agency.

3-6.2 APPROVED PLANS: No permit to construct or develop a private water supply subject to the regulations of this code until a permit has been issued by Sanitation Department.

3-6.3 USE LIMITATIONS:

- a. No permit for drilling a well for private water supply shall be issued when in the discretion of the Sanitation Inspector the property can be served at a reasonable cost by a public water supply, or when the water supply constitutes a significant health risk.

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- b. No use of surface water (lakes, ponds, or streams) as a source of water for private water supply shall be permitted:
 - 1. When a satisfactory ground water source is available.
 - 2. Where adequate treatment is not provided. No surface water shall be used without filtration and chlorination.
 - 3. Where the pond or lake receives or could receive any drainage or discharge from septic tanks or sewage treatment plants.

SECTION 3-7.0 MINIMUM STANDARDS FOR ALL GROUND WATER SUPPLIES

- 3-7.1 LOCATION: The horizontal distance between the well and the potential sources of pollution or contamination, such as septic tanks, lateral field, pit privy, seepage pits, fuel or fertilizer storage, pesticide storage, feed lots or barnyards shall be 100 feet or more.
- 3-7.2 CONSTRUCTION: All wells that are to serve as a source of private or semi-public water shall be constructed in accordance with all Kansas State Administrative Regulations. Refer to Article 12 (K.S.A. Supp 82a1201 et seq.) and Article 30 (K.A.R. 28-30-2 et seq.).
- 3-7.3 PLUGGING OF ABANDONED WELLS AND TEST HOLES: Refer to Section from Article 12 (K.S.A. Supp 82a-1201 et seq.) which pertains to plugging of abandoned water wells, cased and uncased test holes. Also, 82a-1213 and Section from Article 30 (K.A.R. 28-30-1 et seq.) which pertains to the plugging of abandoned water wells, cased and uncased test holes. These Articles are found in the State of Kansas Department of Health and Environment Plugging Packet Booklet.
- 3-7.4 POLLUTION SOURCES: Well locations shall be approved by the Sanitation Inspector with respect to distance from pollution sources and compliance with the wastewater and disposal regulation. The minimum standards set forth in all Kansas State Administrative Regulations are hereby adopted by Bourbon County, Kansas.

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- 3-7.5 WATER WELL DISINFECTION FOR WELLS USED FOR HUMAN CONSUMPTION OR FOOD PROCESSING: Disinfection standards set forth in State Administrative Regulations 28-30-10 are hereby adopted by Bourbon County and shall apply to all water wells used for public consumption or food processing.
- 3-7.6 WAIVER OF REQUIREMENTS: Requests for exception to any of the foregoing rules and regulations, set forth in Chapter 3 shall be submitted to the Sanitation Inspector in writing and shall contain all information relevant to the request.
- a. Requests shall be specifically set forth why such exception should be considered. An exception may be granted if the request complies with State Regulations, however if not, the State must review and determine if an exception may be granted.



2026 Upcoming Election Dates

MONDAY, JUNE 1

Candidate filing deadline 12:00PM (noon).

TUESDAY, JULY 14

Deadline to register to vote or update your voter registration information to participate in the 2026 Primary Election.

WEDNESDAY, JULY 15

Advance Ballots are transmitted.



Resolution ~~14-~~³¹⁻²⁵

Bourbon County, Kansas

Repealing Resolution 14-25 and historical 12-25

SALARY RESOLUTION FOR ELECTED AND APPOINTED OFFICIALS PER K.S.A. 25-825 & 19-101

<u>Elected Official</u>	<u>Bi-Weekly</u>	<u>Annual</u>
County Commissioner	\$823.70	\$21,416.20
County Clerk	\$2,307.69	\$60,000.00
County Treasurer	\$2,307.69	\$60,000.00
Register of Deeds	\$2,307.69	\$60,000.00
County Sheriff	\$2,884.62	\$75,000.00
County Attorney	\$4,230.77	\$110,000.02

<u>Extra Assigned Duties</u>	<u>Bi-Weekly</u>	<u>Annual</u>
**Motor Vehicle & Investment Officer	\$384.62	\$10,000.00
Election Officer	\$384.62	\$10,000.00

**K.S.A. 8-145(b) will be followed (not to exceed \$15,000)

<u>Appointed Officials Per K.S.A.28-825</u>	<u>Bi-Weekly</u>	<u>Annual</u>
Road & Bridge Director	\$2,697.60	\$70,137.60
County Appraiser (Sanitation Officer)	\$2,596.16	\$67,500.16
EMS Director	\$2,692.31	\$70,000.00

*Salary Resolution for elected and appointed officials
Passed this 8th Day of September, 2025.*

The Board Of County Commissioners
of Bourbon County, Kansas

Attest:

Susan Walker

Susan Walker, County Clerk



Chairman *[Signature]*
Commissioner *[Signature]*
Commissioner *[Signature]*

SEAL

RESOLUTION 06-22
BOURBON COUNTY, KANSAS

A RESOLUTION AMENDING SICK LEAVE ACCRUAL

WHEREAS, the Bourbon County Commissioners acknowledges the need to allocate sick leave days up front due to the COVID-19 pandemic, and

WHEREAS, the Bourbon County Commissioners do not have a policy relating to a salary position returning to an hourly position where sick leave has not been accrued, and

WHEREAS, the employee policy and procedures handbook from April 2002 states; Regular, full-time employees shall be entitled to sick leave with pay for absences resulting from illness, injuries, accidents or other physical incapacity, occurring either on or off the job. No employee shall be permitted to use sick leave for any period of unauthorized leave. Sick leave will accumulate starting the first month of employment, but cannot be taken until the end of the seventh (7th) month of employment, and

WHEREAS, all new hires accrue one day per month of sick leave. One day will represent the number of hours a normal workday is for the specific position or department, and
Whereas, as of February 1st, 2021, new hires will be given 12 days of sick leave on the first day of hire. If the employee leaves employment before their one-year anniversary date and sick leave used exceeds the annual accrual rate of one (1) day per month, the sick leave used must be reimbursed back to the county. Ex: Employee works six (6) months but uses eight (8) days of sick leave and terminates employment. Two (2) days of non-accrued sick leave will be deducted from the employee's final paycheck, and

WHEREAS, the number of months of service divided by two (2) will be allocated on day one of the transfer for any employee who transfers from a salaried position to an hourly position. Ex: An employee who has worked for Bourbon County in a salaried position for sixty (60) months (5 years) will be granted thirty (30) days of sick leave on the first day of the transfer to an hourly position.

BE IT, THEREFORE RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF BOURBON COUNTY, KANSAS, that the Commissioners approve the updated sick leave accrual process to allow newly hired employees available sick leave beginning day one with a stipulation to repay any used sick time used over the accrued rate if employee leaves prior to 1 year of service.

BE IT FURTHER RESOLVED, that the Commission approves the new policy that an employee transferring from a salaried position to an hourly position shall receive sick leave days equal to their months of service divided by 2.

ADOPTED AND APPROVED this 31 day of January 2022, by the Board of County Commissioners of Bourbon County, Kansas.



ATTEST:

Ashley Shelton
Ashley Shelton, County Clerk

**THE BOARD OF COUNTY COMMISSIONERS
OF BOURBON COUNTY, KANSAS**

[Signature], Chairman
[Signature], Commissioner
[Signature], Commissioner



RESOLUTION NO. 48-25

**A RESOLUTION DEFINING AREAS OF RESPONSIBILITY AND OFFICE SPACE
ASSIGNMENTS WITHIN COUNTY-OWNED BUILDINGS**

WHEREAS, K.S.A. 19-212 grants the Board of County Commissioners the authority and responsibility to manage, regulate, and control all county-owned real property and to assign such property for county purposes; and

WHEREAS, it is necessary to clearly identify the office locations, assigned work areas, storage areas, and restricted areas within the Bourbon County Courthouse and Courthouse Annex to ensure accountability, proper function, and the smooth operation of county government; and

WHEREAS, Bourbon County has organized office assignments to support efficient service delivery and to prevent confusion or unauthorized use of county-owned space; and

WHEREAS, elected officials, appointed officials, departments, and partner agencies are to operate within the areas formally assigned to them and may not occupy or expand into additional spaces without approval of the Board of County Commissioners.

NOW, THEREFORE, BE IT RESOLVED that the Board of County Commissioners of Bourbon County, Kansas, hereby designates the following areas within the Bourbon County Courthouse and Courthouse Annex as the official and authorized workspaces for the following offices:

COURTHOUSE – THIRD FLOOR

- District Court – All space on the third floor assigned to Court operations.

COURTHOUSE – SECOND FLOOR

- County Attorney – Primary office space on the second floor, with the exception of designated Court-controlled areas.

COURTHOUSE – FIRST FLOOR (Main Building)

- Kansas Driver License Office – Suite 10 west of the Appraiser's Office.

- Appraiser's Office – Suite 11 south of the main courthouse entrance.
- Extension / 4-H Office – Suite 13 at the end of the south hallway
- Recorder of Deeds (ROD) – Suite 14 Southeast off the main lobby.

COURTHOUSE ANNEX – FIRST FLOOR

- County Clerk Office – office left of the northeast entrance.
- County Commission Room – office north of Clerk's Office.
- Commission Executive Session Room- office northeast quarter of the Annex.
- Administrative Assistant- office between the Commission Room and Executive Session Room
- Public Works - Office at the north-side Public Works entry.
- County Recorder of Deeds – Additional Storage – room west of commission executive session room and east of public works office
- County Treasurer – office northeast corner of Annex

RESTRICTED AREAS

- Suite 12 – Main Courthouse (South Hallway) Dedicated secure area accessible only to personnel authorized by the Commission and its designated IT partner.
- Cell Detox - Emergency Management – Additional storage
- Cell Pod B - City of FS Dispatch and Kitchen
- Cell Pod C - Emergency Management
- Cell Pod C Closet – Equipment storage
- Cell Pod D Max – Clerk Storage

- Cell Pod E – Emergency Management Storage
- Cell Pod F – Dedicated secure area accessible only to personnel authorized by the Commission and its designated IT partner.
- Cell Pod G – Crawkan
- Cell Pod H – Clerk Storage
- Booking Room – Treasurer Break Area

GENERAL PROVISIONS

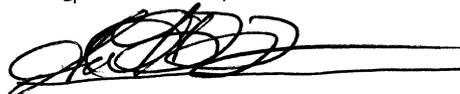
1. All elected officials, employees, departments, and outside entities shall limit their activities to the areas designated in this resolution unless granted express approval by the Board of County Commissioners. Storage rooms, and restricted areas require authorization.
2. No office or department may store materials, operate equipment, relocate, take possession of additional space, or modify any assigned area without prior Commission authorization.
3. Public access is limited to public entrances and public hallways. public offices.
4. Any reassignments or alterations to office space must be approved by formal action of the Board of County Commissioners.
5. This resolution shall remain the official reference for county office and space assignments until amended by the Board.

Adopted this 5th day of December, 2025. BOARD OF COUNTY COMMISSIONERS

BOURBON COUNTY, KANSAS

 Chairman

 Commissioner

 Commissioner

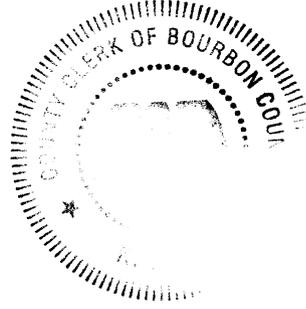
Commissioner

James E. Walker

County Clerk

ATTEST:

12/18/25



RESOLUTION NO. 51-25

Repealed 49-25

Amendment to the Bourbon County Policy and Procedure Manual (April 2002)

WHEREAS, Bourbon County maintains the Bourbon County Policy and Procedure Manual, originally adopted in April 2002, to govern employee policies, procedures, payroll, and benefits; and

WHEREAS, due to end-of-year scheduling constraints, it is not feasible to complete the formal approval and adoption of handbook amendments prior to the beginning of the new calendar year; and

WHEREAS, it is a common and accepted practice, as recommended by the County's Human Resources consultant, to implement necessary policy amendments effective January 1, 2026, with formal handbook updates to follow as soon as practicable; and

WHEREAS, clarification of vacation and sick leave accrual practices is necessary to ensure consistency, accuracy in payroll and benefits administration, and equitable treatment of employees; and

WHEREAS, the County seeks to establish a standardized, industry-accepted accrual method and rehire policy for vacation and sick leave benefits while allowing for a reasonable transition period;

NOW, THEREFORE, BE IT RESOLVED, that effective January 1, and until such time as the amended handbook is formally approved and adopted, the following policy amendments shall be implemented and enforced as official amendments to the Bourbon County Policy and Procedure Manual (April 2002):

1. Vacation and Sick Leave Accrual

a. Transition Year – Calendar Year 2026

In preparation for the full implementation of a standardized monthly accrual method, and in recognition that employees were not previously prepared for a one-twelfth (1/12) vacation accrual system, the following transitional accrual method shall apply for calendar year 2026:

- Any remaining vacation or sick leave will carry over at the end of 2025 for the 2026 fiscal year.
- At the beginning of calendar year 2026, the County will honor past practices of frontloading all vacation for employees who have met their two-year anniversary as of the beginning of 2026.
- Employees who have not met their two-year anniversary by January of 2026 will continue to accrue their vacation each month after their 6-month probationary period. If an employee reaches their two-year anniversary during the 2026 calendar year their vacation time will continue to accrue through the end of 2026 and then transition to the new procedures in 2027.
- If an employee who has had their vacation frontloaded in 2026 leaves employment during 2026 their vacation payout will be prorated on the accrual system based on their years of service.
 - For example, an employee is frontloaded 120 hours (15 days or 4.62 hours per pay period) in January 2026 and leaves employment during March of 2026 they will only be paid out 30 hours. If an employee has used all 120 hours before March 2026, they will be expected to reimburse the county 90 hours. This method demonstrates using the accrual process and allows for a fair transition to the new policy in 2027. Employees will be

expected to work at least 10 days in the month they leave to receive their accrual for that period.

- This transition approach allows employees with planned or scheduled vacations in 2026 to utilize vacation time without hardship while preparing for the standardized accrual method in 2027.

Unused vacation time at the end of calendar year 2026 may be carried over in accordance with County policy and applicable carryover limits.

b. Standard Accrual Method – Effective January 1, 2027

Effective January 1, 2027, vacation and sick leave shall be accrued monthly, in equal increments of one-twelfth (1/12) of the total annual amount allocated for the employee’s position.

2. Rehire Date for Payroll and Benefits Purposes

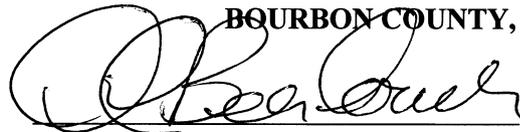
For payroll and benefits administration, an employee’s most recent hire date shall be used if the employee returns to County employment following separation. No bridging of prior service time shall be permitted for vacation, sick leave, or related benefit accrual purposes.

BE IT FURTHER RESOLVED, that this amendment is effective immediately as of January 1, 2026, and shall remain in effect until formally incorporated into and approved as part of the updated Bourbon County Policy and Procedure Manual.

Adopted this 18 day of December 2025.

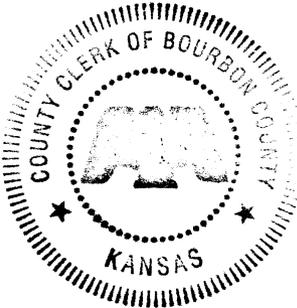
BOARD OF COUNTY COMMISSIONERS

BOURBON COUNTY, KANSAS

 Chairman

Commissioner

 Commissioner



 ATTEST:
12/18/25
County Clerk