



# BUCHANAN COUNTY COMMISSION

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Ron Hook  
Western District Commissioner

Scott Nelson  
Presiding Commissioner

Scott Burnham  
Easter District Commissioner

## **Meeting Minutes Wednesday, June 14, 2023, at 9:01 am**

In attendance were Commissioner Scott Burnham, Presiding Commissioner Scott Nelson, Administrative Coordinator Amy Kendall, Purchasing Agent Kim Hartman, Auditor Tara Horn

Presiding Commissioner Nelson called the meeting to order.

## **Meeting Agenda**

Presiding Commissioner Nelson made a motion to approve today's agenda. Commissioner Burnham seconded the motion.

## **Meeting Minutes**

Presiding Commissioner Nelson made a motion to approve meeting minutes for Monday, June 12, 2023. Commissioner Burnham seconded the motion.

## **Business**

Commissioner Ron Hook is absent from today's meeting.

Auditor Tara Horn met with Commission to discuss following the Handbook Policy of per diem for all meals. Presiding Commissioner Nelson asked Tara to send an email to Office Holders and Supervisors to adhere to the amounts allowed for meals. Tara left the meeting at 9:18 a.m.

Purchasing Agent Kim Hartman met with Commissioners about the advertise delinquent tax list for Collector's office. The recommendation from the Collector was to award the bid to the St. Joseph News Press. Commissioner Burnham made the motion to accept the bid for the St. Joseph News Press. Presiding Commissioner Nelson seconded the motion. A court order awarding the bid for advertise delinquent tax list for Collector's office was presented and approved by Commissioner Burnham and Presiding Commissioner Scott Nelson.

Court orders to transfer funds were presented and approved by Presiding Commissioner Nelson and Commissioner Burnham.

A court order authorizing a payment to MWSU to support 2023 KC Chiefs camp was presented and approved by Presiding Commissioner Nelson and Commissioner Burnham.

A court order to issue a stop pay was presented and approved by Commissioner Burnham and Presiding Commissioner Scott Nelson.

Commissioners discussed board appointments expiring in June.

**Adjourn**

With no further official business on the agenda Presiding Commissioner Nelson made a motion to adjourn to any unofficial business that may develop during the day. Commissioner Burnham seconded the motion. All are in favor of adjourning. The meeting ended at 9:42 a.m.

**Bid Opening – Benefit Consulting / Broker Services**

**June 14, 2023, at 10:00 am**

Attendance: Purchasing Agent Kim Hartman, Commissioner Scott Burnham, Presiding Commissioner Scott Nelson, A representative from John Joe Agency

The bids were opened, and the names of submittal companies were read by Kim. Bids are under advisement. Meeting ended at 10:08 am.