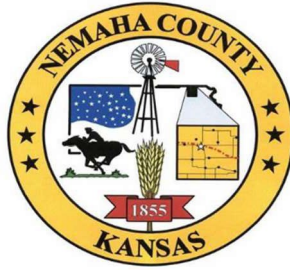


BOARD OF COUNTY COMMISSION AGENDA



April 27, 2026

CALL TO ORDER 9:00 AM

PLEDGE OF ALLEGIANCE TO THE FLAG & INVOCATION

APPROVE OF AGENDA

CONSENT AGENDA

Approval of Minutes

PUBLIC COMMENT

Members of the general public are provided an opportunity to address the Board of County Commissioners in a civil and respectful manner. Those planning to address the Board should check in with the Clerk upon arrival. Speakers are generally allotted up to five minutes to speak. No formal actions shall be taken.

*****NOTE: Public comment may begin to be taken at any time after 9:00 AM and it will be ended as soon as all members of the public that have identified themselves to speak at the time public comment is opened have spoken in accordance with the policy stated above.*****

BUSINESS ITEMS

1. City Administrator Brooks (9:20 AM – Estimated Time)

- City Administrator Steve Brooks asked to be added to the Agenda for discussion.

2. EMS Building RFP (9:30 AM – Estimated Time)

- The Board of Commissioners has tirelessly worked on outlining written updates to the draft Request for Proposals for the EMS Building
- It was determined at the last meeting that the County would secure additional information concerning preparation of detailed bid specifications from local contractors.
- An extended conversation with several local contractors occurred, and it was determined that (a) a single point of contact would be identified within the community to write up a set of detailed bid specifications, (b) local contractors would meet and

discuss the detailed set of bid specifications to identify a singular set of bid documents and present this set of specifications to the Commission or (c) the County would engage professional architectural/engineering firms to develop a detailed set of project drawings/bid specifications.

- At the last Commission meeting, the word version of the draft request for proposals was sent to several local contractors, with discussion anticipating that desired revisions to the request for proposals would be presented to the Commission for consideration at the May 4, 2026 meeting.
- It is also anticipated at this meeting that guidance concerning building placement and entrance/exit points will be received from Mr. Brooks with the City of Seneca, Kansas, and that a more finalized placement conversation will take place.
- It is also possible that the Commission and anyone interested in attendance may walk across the street during or after this agenda item to look at the site and map out potential building placement scenarios.
- The envisioned time slot for this discussion to continue during this week's meeting is at 9:30 AM. Everyone is invited and encouraged to attend this week's discussion.

3. Emergency Management (9:50 AM – Estimated Time)

- Eddie has requested to be added to the Agenda.

4. Road and Bridge (Adam's Emailed Report Information) (10:00 AM – Estimated Time)

- Adam has decided to pass on buying a new bailer for recycling due to expensive repairs on the current bailer and the purchase of the used recycling trailers recently. A grant can be applied for next year.
- The crews are hauling rock on various roads in District 3
- The bridge crew is starting work on the bridge on X Rd and 36 Hwy
- Adam will not be in attendance at the meeting

5. Computer and Software Updates (10:05 AM – Estimated Time)

- LockIt, our IT service provider, has provided quotes for Windows 10 updates for certain computers that are not compatible for Windows 11 upgrades, as well as a quote for the replacement of the three current Commission computers with a single desktop option that would allow for electronic document review and Zoom/Teams connectivity. The quotes are included as Exhibit 1 to this Agenda for review by the Commission.

6. Payroll Services Contract (10:15 AM – Estimated Time)

- Wisdom, CPAs has provided the Commission with an updated engagement letter for review and approval. A copy of this engagement letter is included as Exhibit 2 to this Agenda
- Action Item: Approve the engagement letter with Wisdom, CPAs for the provision of payroll processing services.

STAFF REPORTS

County Clerk (As Needed)

County Counselor/County Administrator

BOARD GOVERNANCE

Upcoming Meetings and Events

COMMISSIONER REPORTS

Reports of recent engagements and activities.

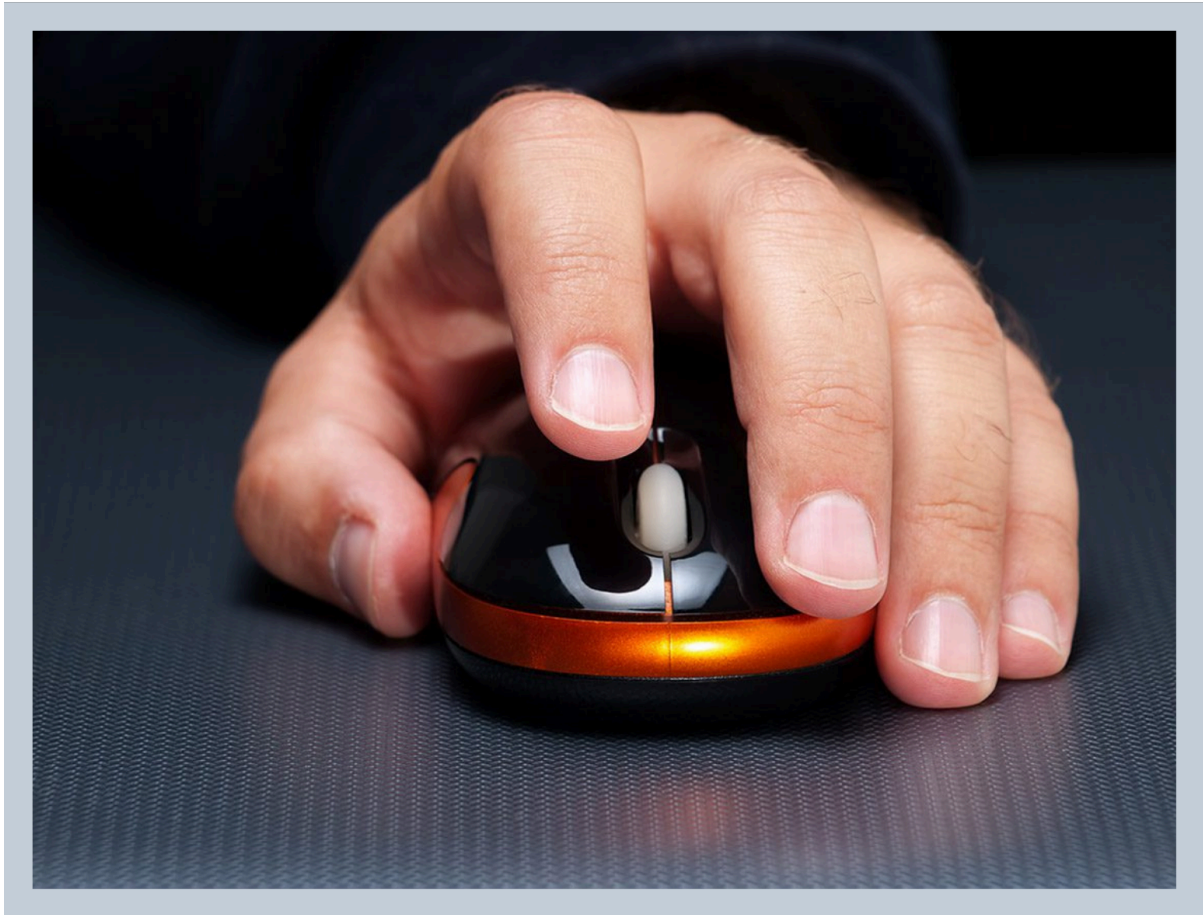
ADJOURNMENT

NOTE: Please call the Nemaha County Administrator's office at 785-369-8664 to make an appointment.

Exhibit 1

Extended Security Updates for Windows 10 PCs

Prepared for: Nemaha County





QUOTE #	2550
DATE	03/24/2026

Prepared for:

Austin Parker
607 Nemaha St Seneca, Kansas

P: 7853698664

E: austin@parkerparkerlawfirm.com

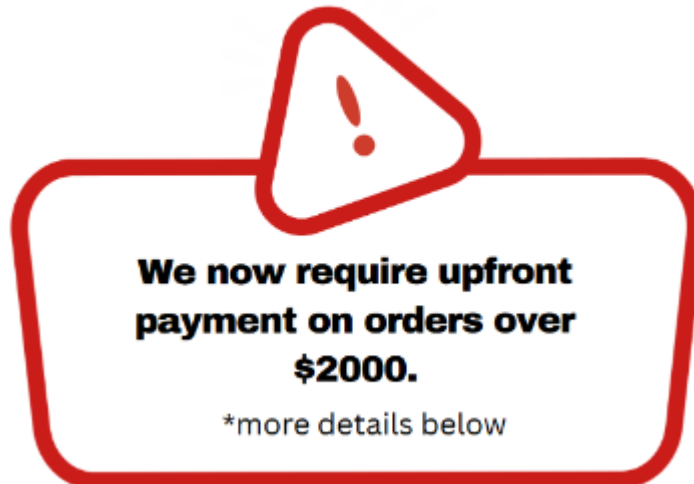
Prepared by:

Stephanie Badawieh
206 S Mill St
Beloit, KS 67420

P: 785-534-1626

E: sbadawieh@lockit.tech

Please notice!



Labor

Installing new Extended Security Updates on your computer is considered a project and as such will be billable. LockIT typically estimates between 10-20 minutes for an Extended Security Update install. This includes initial prep and follow up adjustments. Our project hourly rate is \$180 and our project mileage rate is \$2.75 per mile, round trip. Please note these charges are NOT listed as a totaled, line item.

All Mandatory

Description	Price	Qty.	Amount
Windows 10 ESU Year 1 (2025 - 2026) [Commercial]	\$61.00	3	\$183.00
Windows 10 ESU Year 1 (2025 - 2026) [Commercial]	Each		

Upfront	\$183.00
Tax	\$0.00
Total	\$183.00

Notes:

Some people like email, some like a phone call or texting. I'm available for all three! Get back to me using your preferred communication choice and I'm happy to be of further assistance.

*Please note product totaling \$2000 or more will be automatically invoiced upfront. Labor will be billed separately following project completion.

Please note orders under \$1000 may be subject to a shipping charge.

Manufacturer warranties cover parts only and does not account for LockIT time spent diagnosing, conversing with support or installing warrantied parts. All time will be billed at our hourly rate if not on a service agreement.

Legal:

This quote is made and entered into pursuant and subject to the terms and conditions under the Master Services Agreement (“Agreement”) between the Parties located at [Online MSA](#) and the Parties agree to be bound by its terms.

To accept this quotation, sign here and return:

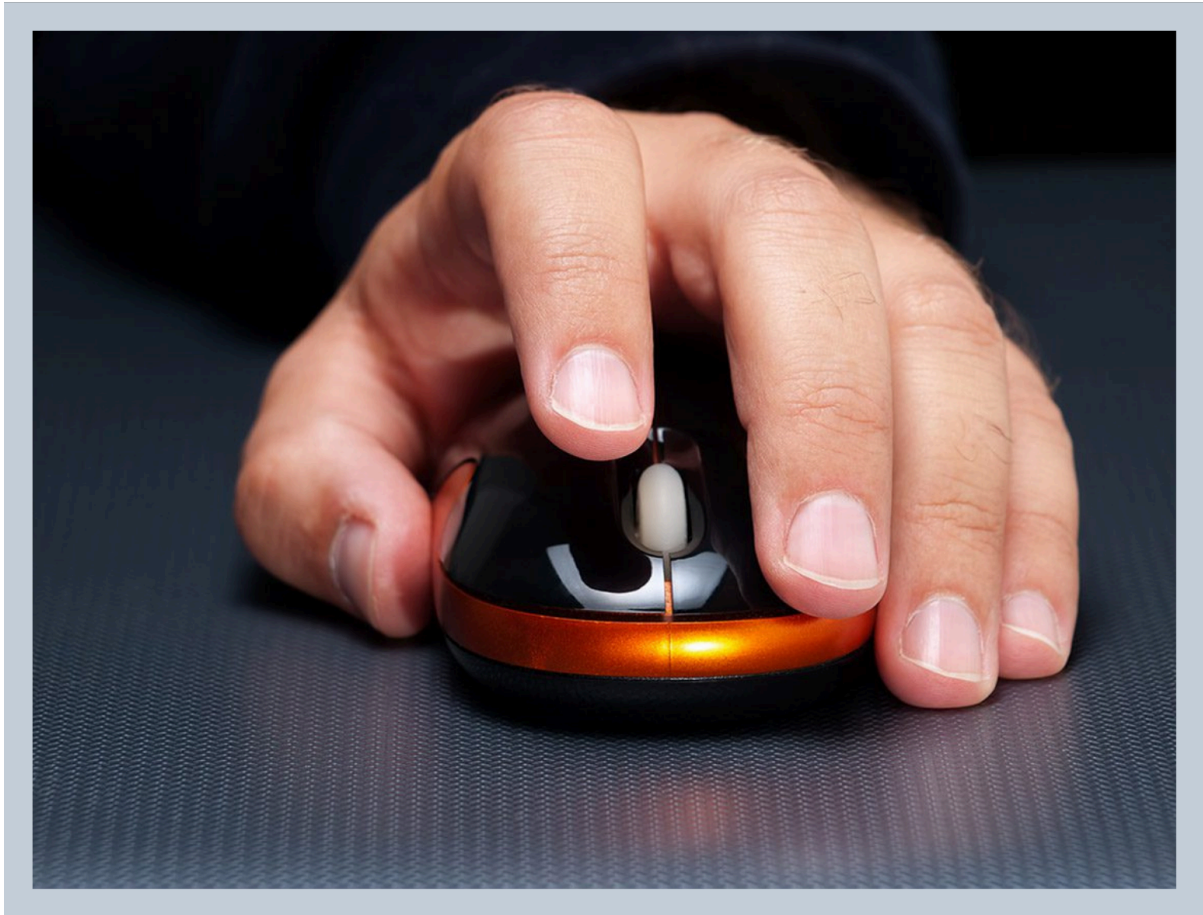
(Austin Parker)

Thank You for Your Business!
LockIT Technologies, LLC



Replacements for Windows 10 Machines

Prepared for: Nemaha County





QUOTE #	2551
DATE	03/24/2026

Prepared for:

Austin Parker
607 Nemaha St Seneca, Kansas

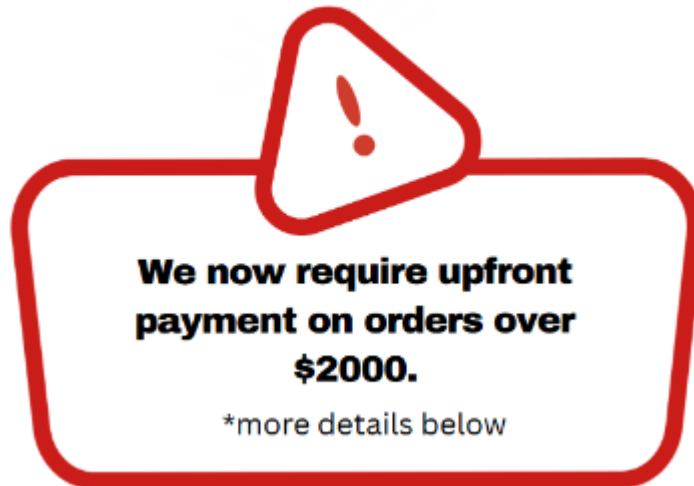
P: 7853698664
E: austin@parkerparkerlawfirm.com

Prepared by:

Stephanie Badawieh
206 S Mill St
Beloit, KS 67420

P: 785-534-1626
E: sbadawieh@lockit.tech

Please notice!



Hello!


Here is an option for our most popular PC, the Lenovo Tiny. You can uncheck the monitors if they are not needed. I've included a video to show how the TiO monitor and PC work together.

Labor

A new computer is considered a project and as such will be billable. LockIT typically estimates between 4-6 hours for a computer install. This includes initial prep in our office, setup on site and follow up adjustments relating to the install. Our project hourly rate is \$180 and our project mileage rate is \$2.75 per mile, round trip. Please note these charges are NOT listed as a totaled, line item.



PCs

 Allow only one

Description	Price	Qty.	Amount
<input type="radio"/> Lenovo ThinkCentre M70q Gen 5 Desktop Computer - Intel Core i5 14th Gen i5-14400T - 16 GB - 512 GB SSD - Tiny - Black Lenovo ThinkCentre M70q Gen 5 Desktop Computer - Intel Core i5 14th Gen i5-14400T - 16 GB - 512 GB SSD - Tiny - Black	\$1,399.00 Each	1	\$1,399.00



<input checked="" type="radio"/> Lenovo ThinkCentre M70q Gen 5 Intel® Core™ i7 i7-14700T 16 GB DDR5-SDRAM 512 GB SSD Windows 11 Pro Mini PC Black	\$1,659.00 Each	1	\$1,659.00
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Lenovo ThinkCentre M70q Gen 5. Processor family: Intel® Core™ i7, Processor model: i7-14700T. Internal memory: 16 GB, Internal memory type: DDR5-SDRAM, Memory clock speed: 5600 MHz. Total storage capacity: 512 GB, Storage media: SSD. On-board graphics card model: Intel UHD Graphics 770. Operating system installed: Windows 11 Pro, Operating system architecture: 64-bit. Power supply: 135 W. Chassis type: Mini PC. Product type: Mini PC. Weight: 2.76 lbs (1.25 kg). Product color: Black



<input type="radio"/> Lenovo ThinkCentre M90q Gen 6 Desktop Computer - Intel Core Ultra 5 235 - 32 GB - 512 GB PCI Express NVMe 4.0 x4 SSD - Tiny - Black	\$1,959.00 Each	1	\$1,959.00
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Lenovo ThinkCentre M90q Gen 6 Desktop Computer - Intel Core Ultra 5 235 - 32 GB - 512 GB PCI Express NVMe 4.0 x4 SSD - Tiny - Black



Monitors

All Optional

Description	Price	Qty.	Amount
<input checked="" type="checkbox"/> Lenovo ThinkCentre TIO24 Gen5 24 Class Webcam Full HD LED Monitor - 16:9 - Black	\$338.00 Each	1	\$338.00

Lenovo ThinkCentre TIO24 Gen5 24" Class Webcam Full HD LED Monitor - 16:9 - Black



<input checked="" type="checkbox"/>	ThinkVision T24-40 23.8 inch Monitor	\$195.00	1	\$195.00
	ThinkVision T24-40 23.8 inch Monitor	Each		



Conference Speaker

All Optional

Description	Price	Qty.	Amount
<input checked="" type="checkbox"/> Conference Speaker and Microphone	\$99.00	1	\$99.00
Conference Speaker and Microphone, 360° Omnidirectional Microphone USB Speakerphone with USB Hub and Intelligent DSP Noise Reduction/Echo Cancellation for 8-10 People Business Conference	Each		



Sub Total \$2,291.00

Tax \$0.00

Total \$2,291.00

Notes:

Some people like email, some like a phone call or texting. I'm available for all three! Get back to me using your preferred communication choice and I'm happy to be of further assistance.

*Please note product totaling \$2000 or more will be automatically invoiced upfront. Labor will be billed separately following project completion.

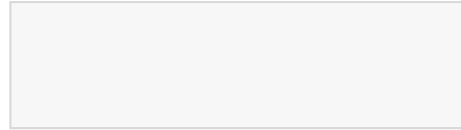
Please note orders under \$1000 may be subject to a shipping charge.

Manufacturer warranties cover parts only and does not account for LockIT time spent diagnosing, conversing with support or installing warrantied parts. All time will be billed at our hourly rate if not on a service agreement.

Legal:

This quote is made and entered into pursuant and subject to the terms and conditions under the Master Services Agreement (“Agreement”) between the Parties located at [Online MSA](#) and the Parties agree to be bound by its terms.

To accept this quotation, sign here and return:



(Austin Parker)

Thank You for Your Business!

LockIT Technologies, LLC





WISDOM CPAS

8640 N. GREENHILLS, SUITE #42, KANSAS CITY, MO 64154 • 816-361-0316
201 SOUTH SIXTH STREET, HIAWATHA, KS, 66434 • 785-742-7825

April 24, 2026

Exhibit 2

Dear Nemaha County,

This letter is to confirm our understanding of the terms and objectives of our engagement and the nature and limitations of the services we will provide. We will provide only payroll services mutually agreed upon for the year 2026.

Our Responsibilities:

Below is what you **CAN** expect from us:

- Process paychecks (direct deposit)
- Initiate payroll tax payments via ACH
- Provide payroll reports (Payroll Summary)
- Prepare payroll tax forms 941, SUTA Return, 940, State W-3, W-3, and W-2's
- Garnishment interrogatories
- Worker's compensation audits
- Federal and State Correspondence/Notices
- Initiate employee benefit payments and associated reporting
- Import payroll data into County's existing general ledger software

Below is what you **CANNOT** expect from us:

- Cancel a payroll tax payment
- Complete products without all documentation needed
- Provide add-on services without additional fees
- Communicate via text message or social media message
- Complete products without all documentation needed
- Audit, review, or otherwise verify the data you submit
- Continued service when invoices are 60 days overdue
- Priority given to changed or late information

Client Responsibilities:

- Provide bank account information with permission to make all payroll tax payments when due
- Receive payroll documents and employee changes a minimum of 3 business days prior to the pay date in addition to any personal employee payroll changes (i.e., withholding, pay raise, address, bank account, deductions, garnishments, advancements, etc.)
- Provide accurate, legible, and completed payroll information
 - The information submitted is what is processed; we assume information submitted is accurate
 - If an error has been identified, please contact our office immediately
- Review payroll reports sent
- To pay employees, we must have a completed ACH Direct Deposit Form (or voided check), W4, State Withholding, and I-9 form on file
 - Employees who have incomplete forms will not be able to be paid until forms are fully complete
- Timely response to payroll information questions

- Federal and/or state tax penalties associated with late payroll information, payroll changes after processing, insufficient account funds, etc. will be the client's responsibilities
- Provide one individual to correspond with us
- Provide all appropriate information and documentation 3 days prior to pay date
- Treat our staff with respect and courtesy

Failure to follow the client expectations outlined above can result in termination of services.

If you would like additional services, please let us know. Any additional services, including projections, account set-up, or reviews may be billed an additional amount.

Our engagement cannot be relied on to disclose errors, fraud, or illegal acts that may exist. However, we will inform you of any material errors that come to our attention and any fraud or illegal acts that come to our attention, unless they are clearly inconsequential. In addition, we have no responsibility to identify and communicate significant deficiencies or material weaknesses in your internal control as part of this engagement.

Our fees for the above services will be based on the time expended at our standard rates and will be billed to you, payable upon receipt. Any expenses incurred by our firm as a result of performing this engagement will be added to your invoice.

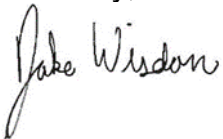
Our hourly rates are as follows:

- Staff \$75
- Supervisor \$95
- Manager \$130
- Officer \$165

Our services will conclude upon either party providing 30-day notice for termination of the engagement.

We appreciate the opportunity to serve you. We shall be pleased to discuss this letter with you at any time. If you have any questions or need additional information, please do not hesitate to call.

Sincerely,



Jake Wisdom
 Certified Public Accountant

Signature: _____

Print Name: _____ Date: _____

Company Name _____