

COMMISSIONERS' PROCEEDINGS  
JANUARY 9, 2023

Agenda:       8:30 – Bills  
              8:45 – Cammie Heaton – Community Health Business  
              9:30 – Tony Martin

The Board of Stevens County Commissioners met in regular session. Paul Kitzke, County Attorney; Amy Rich, Deputy County Clerk and RoGlenda with the Hugoton Hermes were also present. Tron called the meeting to order. Pat moved to approve the minutes of the last meeting. Joe seconded. Motion carried. Pat moved to approve the county vouchers. Joe seconded. Motion carried. The Deputy County Clerk was instructed to draw warrants on the Treasurer chargeable to the various funds of the county for the following amounts:

General	\$	195,865.06
Judicial District	\$	4,489.36
Road & Bridge	\$	109,440.91
Airport	\$	4,354.38
ARPA	\$	49.44
Noxious Weed	\$	3,477.29
EMS	\$	10,601.73
Fire	\$	19,162.88
Community Health	\$	50,806.12
County Building	\$	389.25
Sheriff	\$	40,160.78
Services for the Elderly	\$	102,861.00
Fair Fund	\$	36,750.00
Employee Benefit Fund	\$	98,711.00
Library	\$	85,742.50
Hospital Maintenance Fund	\$	500,000.00
Ambulance Bequest	\$	140.16
Fire Bequest	\$	140.16
Employee Benefit - Library	\$	31,519.00
Election Equipment Fund	\$	12,000.00
Emp Misc W/H	\$	4,600.00
TOTAL:	\$	1,311,261.02

Cammie Heaton was first on the agenda. She became the new Stevens County Community Health Department Administrator the first of the year, so came in to report on new business. Cammie informed the commissioners her and one of her employees have been very busy reviewing coding and fees related to Covid. She said she discovered around \$127,000 of fees that could have been collected from Covid related services, so she reached out to Blue Cross and Medicare and was told she can go back 12 months and try to capture some of those fees. Cammie also compared the amounts being charged for vaccines and blood draws to other surrounding counties and would like to raise those prices to be more in line with the other counties. Cammie reported that grant applications for the upcoming year will be available starting next week, so she will be working on that. Cammie relayed Lisa Steers has agreed to be the county health officer, and Dr. Sam will remain the medical director for the county. Cammie said she will be bringing in a form the commissioners need to sign, as the board of health, for these positions. Cammie shared with the commissioners that she was called back into town for a rabid skunk issue after arriving home last Thursday. She explained that due to these kinds of community health related situations, she would like to be allowed to continue driving one of the vehicles back and forth to work each day. She said with her position being salaried, she is losing out on collecting overtime for these circumstances. The commissioners decided to stay with the original plan of selling one of the vehicles, keeping the other vehicle at the department for use during normal business hours, and paying Cammie mileage for personal vehicle use for work outside normal business hours. They asked Cammie which vehicle she prefers to keep at the health department. She said she prefers the Ford. Amy was asked to submit a two (2) week ad to the paper for bids on the 2016 Toyota Rav4. It was decided bids will be opened at the next commissioner meeting, January 20, 2023, at 9:00 A.M.

Pat asked a question about Trane and the AC/heating unit at the health department and a brief discussion was had regarding repairs on the heating system.

The commissioners told Cammie they want her to feel comfortable coming in anytime to discuss the health department and to keep them informed.

Sheriff Ted Heaton and Undersheriff TJ Steers dropped in. Ted thanked the commissioners for the COLA for employees. He talked about recovering two recently stolen welders.

Commissioners expressed their disgruntlement regarding the ongoing issue of Stevens County residents tagging their vehicles out of state and what may be done about this.

Tony Martin was next to discuss Public Works. He and the commissioners had discussion about diesel and how there is a big difference in price between road diesel and diesel for equipment. Tony talked about contracting fuel. Pat asked about the bill for port-a-potties, noticing it was about five (5) times higher than normal. Tony said they had not been billed for a while, so there was five (5) months on one bill. Tony relayed he is not happy with the company they are dealing with and is wondering about competitive companies. He said it is a requirement to have them on location, otherwise he would get rid of them. Tony informed the commissioners he hired a new employee, who started Friday 1/6/23.

The commissioners talked about county lots. A question arose that someone wants to purchase two (2) Pioneer lots, and are wondering if they can put a barndominium on one lot and a 30x50 shed on the other lot. Commissioners agreed they are not going to relax the conditions any further on the lots, so the answer was no. Someone is interested in purchasing an industrial lot near the airport and parking a semi there. Commissioners agree they have no problem selling the lot, but buyer will have to follow all FAA regulations regarding what can be put on the lot. FAA states it is fine to park the semi, but in the future, if the county decides to allow buildings or places of public assembly, they will need to have the FAA study the lots for airspace and safety compliance.

Pat made a motion to accept ***Resolution 23-01 for the financial statements and financial reports for the year ended December 31, 2022***, to be prepared in conformity with GAAP. Joe seconded. Motion carried.

Pat made a motion for commissioner meetings to remain the 2<sup>nd</sup> and 4<sup>th</sup> Mondays of each month, except Holidays would be the next business day. Joe seconded. Motion Carried.

Pat made a motion for The Hugoton Hermes to be the official county newspaper. Joe seconded. Motion Carried.

Pat made a motion for Citizens State Bank to be the primary depository and Equity Bank to be the secondary depository for Stevens County. Joe seconded. Motion carried.

Tron made a motion for Pat Hall to be Chair for the commissioners. Joe seconded. Motion carried.

Pat made a motion for Joe Thompson to be Vice Chair for the commissioners. Tron seconded. Motion carried.

By motion, the Board adjourned.

Attest: Amy Rich, Deputy County Clerk

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Tron Stegman, Chairman

COMMISSIONERS' PROCEEDINGS  
JANUARY 23, 2023

Agenda:        8:30 – Bills  
                  8:45 – Cammie Heaton –  
                  9:00 – Bids – Community Health 2016 Toyota Rav4  
                  9:30 – Tony Martin  
                  9:45 – Eric Escalera – West Industrial Property  
                  10:30 – Jayme Rich – CD's /Bank

The Board of Stevens County Commissioners met in regular session. Paul Kitzke, County Attorney and Amy Tharp, County Clerk were also present. Pat called the meeting to order. Tron moved to approve the minutes of the last meeting. Joe seconded. Motion carried. Tron moved to approve the county vouchers. Joe seconded. Motion carried. The County Clerk was instructed to draw warrants on the Treasurer chargeable to the various funds of the county for the following amounts:

General	\$	110,457.97
Judicial District	\$	724.56
Road & Bridge	\$	42,672.32
Airport	\$	10,425.97
ARPA	\$	-
Noxious Weed	\$	5,843.89
EMS	\$	8,615.45
Fire	\$	6,124.76
Community Health	\$	13,358.29
County Building	\$	331.50
Sheriff	\$	43,775.04
Emp Misc W/H	\$	50.00
TOTAL:	\$	242,379.75

Rodney Kelling came in and discussed using some of the LACTF funds to pay for the camera system at the Fire/EMS building. The commissioners told Rodney to get more quotes and bring them in to the next meeting. Rodney also discussed the Opioid Settlement and said he would like to use those funds to purchase Narcan and hold some educational programs for both the USD210 and USD209 school districts along with a public educational program. He stated he would like to work with the Hugoton Police Department as they are getting in touch with a speaker to come to town and give an educational look at what Fentanyl is doing to the community.

Joe asked Paul Kitzke about a bill on the voucher listing and Paul stated it is a civil case where there is an appeal due to ineffective counsel work and he is taking over that case.

Cammie Heaton came in and presented the Health Officer form for the commissioners to sign allowing Lisa Steers to be the Health Officer for Stevens County. Cammie also stated she has contacted Southwest Glass and Door to come and look at the back door of the Community Health building to see if they can fix it so employees can use that door in the morning for work. She said the area is really dark and there have been some questionable people lurking around early in the morning and she would like the staff to be able to use the back entrance where they park instead of having to walk around the building. Discussion about the heat and air in the Community Health building brought up an issue about fans constantly running and thermostats not working correctly in the closed off wings. Pat said the commissioners are looking over Trane's chiller proposal and said he will contact Trane about looking into the thermostats and fans to see what can be done. Cammie stated Trane charges around \$322.00 per month for maintenance and charges more if something is wrong or needs fixed and she feels it is a waste of monthly payments.

The commissioners opened bids for the sale of the Community Health Department 2016 Rav4 with VIN

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|--------------------|-------------|
| 1. Eric Escalera   | \$ 5,000.00 |
| 2. Lisa Fehr       | \$ 9,800.00 |
| 3. Will Schnittker | \$15,401.00 |

Joe made a motion for the 2016 Toyota Rav4 to go to the highest bidder, Will Schnittker for \$15,401.00. The bid money will go into the Community Health Departments fund. Tron seconded. Motion carried.

Tony Martin came in and stated the new landfill pit has been in modification for the past two and a half years (2 ½). He said there will be a conference call with the new engineer and the State on Wednesday about the new pit. Tony said if they want to start digging they will need to dig on Cell 8 which is east of the chemical shed.

Tron made a motion to adopt ***Resolution 23-02, Adopting Waste Management Plan for 2022.*** Joe seconded. Motion carried.

Tony said he hired a new employee at the landfill to replace the employee who has turned in his notice for March 1, 2023. He stated another employee has been consistently late and has had wrote him up in the past and assumes that employee will be leaving before too long.

Joe told Tony someone wants to put in a temporary concrete crusher and lease a portion of the landfill. Tony said no.

Tony turned in the list of the 2023 Fair Board Members for review by the commissioners.

Eric Escalera was present to discuss with the commissioners the possible purchase of Lot 6 Block 4 of the West Industrial Plat. The commissioners and county attorney said they will entertain selling the property as long as no building is built on the site and all the FAA rules and regulations

are followed. The lot is two and four tenths (2.4) acres and the commissioners are asking \$5,000.00 per acre totaling \$12,000.00. Paul said he will get in contact with Eric when he finds out more about the FAA regulations for that lot.

Sheriff Ted Heaton and Duane Topliss came in. Ted said he hired a new deputy and will be looking to get a vehicle in a couple of months for the new deputy. Ted said at this time he is going to see if they can get by with the dispatchers they have without hiring a new dispatcher since one is working as dispatcher and payroll for Sheriff.

Jayne Rich came in and said she has been talking with multiple banks about the interest rate on CD's and at this time Citizens State Bank has the highest interest rate in Stevens County.

Pat said there is an issue with the house Robert Terrill built in the Pioneer Addition. The house is too close to the property line and does not give the eight (8) foot setback. Paul said it is now up to the City of Hugoton to take care of the issue and bring any guidance to the commissioners.

Tron said he was asked about giving \$35,000.00 to Eco Devo and \$15,000.00 to the Chamber which is what the appropriations were in the past and now it is \$25,0000.00 to Eco Devo and \$25,000.00 to Chamber. Pat and Joe were not interested in changing the current appropriated amounts.

Pat called Mike Heiland with Trane and asked about the chiller proposal for the Community Health Department and asked if it covers the fans or thermostats. Mike stated the fans running and thermostat issues are probably part of the programming and can be changed. Pat asked if the price is guaranteed of \$198,555.00 for the chiller replacement even if some of the part prices increase. Mike said yes and Trane will be responsible for any overages and it will not be charged to the County. The commissioners agreed to the chiller replacement using ARPA funds and signed the proposal from Trane.

By motion, the Board adjourned.

Attest: Amy Rich, Deputy County Clerk

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Pat Hall, Chairman

COMMISSIONERS' PROCEEDINGS  
FEBRUARY 7, 2023

Agenda:           4:00    Special Meeting – Ross Sullivan

The Board of Stevens County Commissioners met in a special meeting. Amy Tharp, County Clerk and Ross Sullivan, Courthouse Maintenance Supervisor were also present. Pat called the meeting to order.

Ross Sullivan requested an executive session over non-elected personnel.

Joe made a motion to enter into a ten (10) minute executive session with Ross Sullivan present over non-elected personnel concerning employment. Tron seconded. Executive session began at 4:05PM and commenced at 4:15PM. No motion made.

Joe made a motion to enter into a five (5) minute executive session with Ross Sullivan present over non-elected personnel concerning employment. Tron seconded. Executive session began at 4:16PM and commenced at 4:19PM. No motion made.

Tron made a motion to enter into a three (3) minute executive session without Ross Sullivan being present over non-elected personnel concerning employment. Joe seconded. Executive session began at 4:20Pm and commenced at 4:22PM. No motion made.

The commissioners offered Ross Sullivan the job title of County Maintenance Supervisor with a raise. Ross Sullivan accepted the position with the raise taking effect at the next pay period.

Joe instructed Amy Jo to find out if there needs to be a license to sell food out of the Memorial Hall.

By motion, the Board adjourned.

Attest: Amy Tharp, County Clerk

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Pat Hall, Chairman

COMMISSIONERS' PROCEEDINGS  
FEBRUARY 13, 2023

Agenda:       8:30 – Bills  
              9:00 – Cammie Heaton – COVID19 Grant Update  
              9:30 – Tony Martin

The Board of Stevens County Commissioners with Pat Hall absent, met in regular session. Paul Kitzke, County Attorney and Amy Tharp, County Clerk were also present. Joe called the meeting to order. Tron moved to approve the minutes of the last meeting. Joe seconded. Motion carried. Tron moved to approve the county vouchers. Joe seconded. Motion carried. The County Clerk was instructed to draw warrants on the Treasurer chargeable to the various funds of the county for the following amounts:

General	\$	85,578.85
Judicial District	\$	1,490.55
Road & Bridge	\$	117,363.44
Airport	\$	7,155.87
ARPA	\$	1,465.25
Noxious Weed	\$	3,794.12
EMS	\$	9,326.47
Fire	\$	6,992.20
Community Health	\$	17,793.06
County Building	\$	1,469.82
Sheriff	\$	44,855.80
Insurance Agency	\$	198,939.00
Spec Law Enforcement	\$	129.53
Treasurer Tech Fund	\$	7,350.00
Emp Misc W/H		
TOTAL:	\$	503,703.96

Rodney Kelling was present and gave the cost for cameras in the EMS/Fire buildings for Hugoton and Moscow from Alert Alarm. He stated the cost from Alert Alarm is \$19,726.30 for cameras, wiring and the system for monitoring. The commissioners agreed the LATCF funds can be used to pay for a camera system in the EMS/Fire buildings and told Rodney to choose which company would best fit the needs. Rodney stated he will go with Alert Alarm.

Tron made a motion to bypass bidding and use the LATCF funds to pay Alert Alarm \$19,726.30 for camera monitoring for the EMS/Fire buildings in Hugoton and Moscow. Joe seconded. Motion carried.



Rodney stated he recently switched from Verizon Wireless to FirstNet which is a Federal, Nationwide network for first responders and has better coverage in certain areas of Stevens County. He stated FirstNet works with other networks to provide service for emergency purposes and is guaranteed if there is a disaster which makes the phone lines congested, FirstNet customers will have access and FirstNet will bring out portable antennas and multiple phones.

Rodney told the commissioners he will be speaking with the auditors and would like to roll-over what is left of the 2022 Fire and EMS budget for this year.

Cammie Heaton came in and told the commissioners she has been recouping the COVID-19 vaccine monies from insurances and has already received \$673.87. She stated she had a busy weekend with some calls from the hospital about some possible health concerns which turned out to be OK. Cammie stated there is a sector of the KDHE she is looking into which helps track grants and gives insight which provides instruction on what is left of the grants at no extra charge. Cammie said she wants to get a handle on the grants as far as what all has been received, spent and the remainder.

Cammie and Amy Tharp discussed with the commissioners about the computer breach which occurred within the Community Health Department. Amy told the commissioners it began in the Health Department when Nex-Tech had to shut down the firewall for a brief period and many phishing emails were sent out from Cammie's email. Amy said at this time, Nex-Tech, KCamp and a 3<sup>rd</sup> party computer forensic team called Mandiant are currently involved and has been told at this point it looks to be just a phishing scheme. Amy told the commissioners she is waiting on an update from Mandiant to see what investigation has been done and what other plans will need to be taken.

Joe asked Cammie about the mileage she turned in for checking the vaccine temperatures. Cammie stated the Community Health Department used to have an alarm system on the Helmer Vaccine refrigerators but no longer and the cost of a system is around \$500,000.00, so she comes in on weekends and holidays to check the temperatures. Tron said there should be a camera system to where someone can check their phone to see if the temperatures are OK. Cammie said it would be a good idea but Paula always had concerns of a power outage.

Tony Martin came in. Tron asked if the AA Building is owned by the county and Tony said yes, the county owns the AA Building and two (2) acres around it. The commissioners discussed helping pay the utilities of the AA Building to keep it running.

Tony informed the commissioners he has been selected for Federal Jury Duty beginning in March and could last one to thirty (1-30) days.

Tony stated he would like to raise the tonnage charges from \$20.00 per ton to \$30.00 per ton. He said Stevens County hasn't raised the rates for the last ten (10) years and Morton County and

Seward County is at \$30.00 per ton. The commissioners agreed to raise the tonnage rates from \$20.00 to \$30.00 per ton beginning January 1, 2024.

Tony said he went out and measured the property lines of Robert Terrill's new house and the house is four (4) foot over the property line. Discussion was had about who is responsible for the issue and Paul stated it should be the City of Hugoton because to get a building permit there should have been a deed showing the property ownership so the contractor knows where the house should be built.

Tony said the landfill dozer will be completed either this week or next week and he has hired a person for the landfill and is looking for another employee.

Shelby Martin came in and told the commissioners she has concerns over the tape currently on the carpet at the Wellness Center, as it rolls up and some of the elderly people walking trip over it. She said she has found some new tape which is more like a Velcro and had a sample which she is very impressed with. She said it doesn't pull up easily, even if it is kicked. Shelby said she would eventually like to find a grant for new flooring with marked lines for a walking track so there will not be any need for tape or Velcro. The commissioners agreed on the Velcro tape to be purchased. Shelby also said she would still like to see more lighting in the parking lot and to get the west side of the building marked for parking spots. The commissioners told Shelby to contact Tony about painting parking stripes and Pat about the lighting. Shelby told the commissioners she would like to find some stacking chairs for the elderly people as it would be beneficial for them as opposed to the folding chairs. She said she is looking to find a county entity that might have some stackable chairs that can be given to the Wellness Center instead of purchasing them.

Shelby stated some people come out to the Wellness Center when they have completed physical therapy and request Shelby to help them. Shelby stated she feels unqualified but is willing to get training or certification if needed. Shelby would like to purchase hand pedals for those purposes as well. Shelby said running the Wellness Center is time consuming and said she needs to hire another employee or be compensated for her time. Shelby stated she looked at the employer laws for salary exemption and believes she should be able to receive overtime. Amy Tharp told her to contact the auditors, as they are a good source for explaining the employee/employer laws. Joe told Shelby the budget for 2023 is already set and as a department head, some things will just need to be denied of people or a way needs to be found to organize and prioritize certain things. Joe stated there is a limited scope between time and money.

The commissioners agreed to have Ross Sullivan do quarterly inspections of the county buildings, review the building budget, take care of contracts for the buildings such as TRANE and other contracts the county has pertaining to buildings.

By motion, the Board adjourned.

Attest: Amy Jo Tharp, County Clerk

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Pat Hall, Chairman

COMMISSIONERS' PROCEEDINGS  
FEBRUARY 27, 2023

Agenda:       8:30 – Bills  
                  9:00 – Cammie Heaton – Vaccine Monitoring System  
                  9:30 – Tony Martin  
                  10:30 – Jonathan Pearcey / Curtis Crawford – Eco Devo

The Board of Stevens County Commissioners met in regular session. Paul Kitzke, County Attorney and Amy Tharp, County Clerk were also present. Pat called the meeting to order. Tron moved to approve the minutes of the last meeting. Joe seconded. Motion carried. Tron moved to approve the county vouchers. Joe seconded. Motion carried. The County Clerk was instructed to draw warrants on the Treasurer chargeable to the various funds of the county for the following amounts:

General	\$	105,000.59
Judicial District	\$	278.22
Road & Bridge	\$	151,179.83
Airport	\$	2,633.86
ARPA	\$	-
Noxious Weed	\$	2,519.21
EMS	\$	14,730.85
Fire	\$	12,340.84
Community Health	\$	20,837.84
Diversion	\$	319.71
Sheriff	\$	70,049.27
Fire Bequest	\$	13,455.00
Emp Misc W/H	\$	-
<b>TOTAL:</b>	<b>\$</b>	<b>393,345.22</b>

Rodney Kelling came in and presented his encumbrance letter to the commissioners for review.

Curtis Crawford with Alert Alarm was present.

Cammie Heaton came in and discussed the vaccine monitoring system and back emergency door quote Alert Alarm gave her. Curtis said he can install the alarm system on the vaccine refrigerators to notify the Community Health Department employees and install a FOB on the back door, giving Cammie thirty (30) FOB's for the employees so they can enter through the back door. Cammie stated she did not need thirty (30) FOB's because she only has five (5) employees. Curtis said she can keep the rest in a drawer for backup. The Alert Alarm door FOB/repair is \$2,874.17 with an annual service of \$150.00 and the vaccine temperature alarm system is \$850.00 with an annual service of \$659.40. Curtis also stated he can install a four (4) camera system at the health department for \$2,232.71. Cammie stated she did not need the camera system only the vaccine

alarm and back door repaired. Amy told Cammie and the commissioners the ARPA funds can pay for the installation and alarm system for the vaccine but not the annual service fees and the back door repair can come out of the building fund. Pat and Tron stated they were not looking for annual service fees, Curtis stated the fees were to keep the servers maintained. Cammie stated it would help cut mileage tremendously and would be wise to have a vaccine alarm because the refrigeration could drop anytime, and she wouldn't necessarily know until it was too late. Pat asked Curtis about a keypad or repairs to the original keypad installed on the back door and Curtis stated it would be more expensive than a FOB system.

Joe made a motion to accept the proposal from Alert Alarm for the vaccine alarm system and FOB replacement for the back door at the Community Health Department totaling \$3,724.17. Pat Seconded. Tron opposed, suggesting there might be cheaper ways of repairing the back door and would like to see more estimates from other places without recurring fees. Motion carried.

Cammie stated she is going to the Governor's Health Conference at the end of March.

Amy handed the commissioners a Proof of Loss statement to be signed for the wind damage at the end of 2021 for the Hugoton Senior Center. The commissioners reviewed the job description for the County Facilities Supervisor and approved.

The commissioners discussed the AA building and are waiting to hear from the City of Hugoton to find out if it can be changed from commercial to residential to help with utilities.

Tony Martin presented a letter he prepared to send to the City of Hugoton and Collectia to inform them of the rise in tipping fees beginning January 1, 2024. Tony said he sent two (2) employees to take the Noxious Weed test to get licensed and should know this week if they passed.

Tony plans on attending the Planning and Zoning conference in McPherson, Kansas from April 26<sup>th</sup> through the 27<sup>th</sup> and plans to visit with someone who writes zoning regulations. Tony said he will find out what Stevens County needs to update or find out the cost to have updates done to the Stevens County Planning and Zoning Regulations. Paul Kitzke said he would like to find counsel to help with the regulations on windfarms. Tony and Paul would like to get information from other attorneys who have experience working with windfarms and counties. Tony told the commissioners that Pratt County has the strictest restrictions on windfarms. Pat stated he still objects to allowing the windfarms in Stevens County. Tony presented the commissioners with his encumbrance and transfer funds letter.

Paul Kitzke stated he would like permission to find an attorney to help discuss issues with the Planning and Zoning and windfarms by May 8<sup>th</sup>, 2023. Paul asked Tony to send the Planning and Zoning policy to him so he can review and forward on to the attorneys he would like to visit with.

Joe said he would like to retain an attorney within the next thirty (30) days and meet with the Planning and Zoning board within the next sixty (60) days. March 27<sup>th</sup>, 2023, attorneys will be in

or present by phone for the commissioners to interview and May 8<sup>th</sup>, 2023, the Planning and Zoning Board along with the retained attorney will need to attend the commissioner meeting to discuss windfarm plans and regulations.

Tony said Jeff Cox and himself are signed up to be CDL trainers and they can train for the company only, not personal. A group of counties are going in together to have people from Topeka come out for an all-day session to do the written exam for CDL's which will only leave the driving portion left to complete by the employee.

Ted Heaton came in and presented the commissioners with a quote from American Flooring to have the dispatcher's office and control area carpeted due to the stripping of the hard floors causing too many fumes and no place to ventilate. The quote for the carpet is \$2,982.00. The commissioners approve. Ted also stated the City of Hugoton and the Emergency departments are switching to TAC2 which is an encrypted channel and would like to update the Sheriff's radios to receive TAC2 so they can all correspond and be able to hear if an event is happening for their safety.

Pat Hall requested an executive meeting over non-elected personnel of a new hire for ten (10) minutes. Tron seconded. The Executive session began at 10:10 AM and concluded at 10:20 AM. No action taken.

Curtis Crawford and Jonathan Percy were in attendance representing the Eco Devo Board. Curtis stated the Hugoton Chamber of Commerce is looking to recruit someone to be the director with a pay of around \$20.00 per hour and working Monday through Friday from 9:00 AM to about 4:00 PM. Due to the increase of the contributions from Eco Devo to the Chamber, the Eco Devo Board would like to give Jan Leonard, Eco Devo Director, a pay raise and is asking for more appropriations from the county. Pat suggested Curtis and Jonathan should talk to the City of Hugoton and see what they are willing to raise their contributions to as well. Pat said the budget workshop for the county is usually in July and at that time, the commissioners can make a more informed decision and will consider a larger appropriation.

Amy said Adrian Howie's term on the Eco Devo Board was up and Jan Leonard said Adrian would like to be reinstated.

Joe made a motion to approve Adrian Howie for a second (2<sup>nd</sup>) term on the Eco Devo Board. Tron seconded. Motion carried.

Abatement Orders for 2022 tax number 205 was reviewed and approved by commissioners and given to the County Treasurer; total valuation removed 4,037 with a relief assessment of \$608.73.

By motion, the Board adjourned.

Attest: Amy Jo Tharp, County Clerk

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Pat Hall, Chairman

COMMISSIONERS' PROCEEDINGS  
SPECIAL MEETING  
FEBRUARY 28, 2023

Agenda:        5:00 PM – Vaccine and Back Door – Community Health

The Board of Stevens County Commissioners met with Tron Stegman and Pat Hall present with Joe D Thompson by phone. Amy Tharp, County Clerk was also present. Pat called the meeting to order.

Cammie Heaton was present.

Amy told the commissioners she contacted Curtis Crawford with Alert Alarm by phone and email, about the possibility of rescinding the motion made by Joe on Monday, February 27, 2023. The motion made on Monday was to have Alert Alarm install a vaccine alarm system and make necessary repairs and install the FOB system on the back door at the Community Health Department. Amy said Curtis told her he is out of town and would not be able to make it back in time for the meeting and said during the meeting time he would probably be in a bad area to receive any calls and if the commissioners have a question they can contact his wife, Toni Crawford.

Tron stated he found ways to fix the back door issue at a much more affordable cost and no monthly fees. He said he would like Ross to look at the door first and see what Ross can come up with so the health department employees can gain access to the building through the back door. Cammie said she has to upload information to the state on a monthly basis, about the vaccine refrigeration system and how often it is monitored and what the readings are. Cammie said she also stated she is having Nex-Tech look into an alarm for the vaccines as well as that is who the county had at one time but would like to gather more information and if there are other avenues which do not include monthly fees. She said she spoke with both Grant and Seward County and they currently using Alert Alarm.

Tron made a motion to rescind the original motion made on Monday, February 27<sup>th</sup>, 2023 by Joe accepting the Alert Alarm proposal for the vaccine alarm and repair to the back door at the Community Health Department. Pat seconded. Motion carried.

Amy gave the commissioners an update she received from Mandiant (3<sup>rd</sup> party computer IT) who has been going over the county's most recent hack occurring the beginning of February. At this time, Mandiant believes it was just email phishing and she has turned in information to Mandiant and the Attorney for KCamp to review before they give their final standing.

By motion, the Board adjourned.

Attest: Amy Jo Tharp, County Clerk

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Pat Hall, Chairman

COMMISSIONERS' PROCEEDINGS  
MARCH 13, 2023

Agenda:        8:30 – Bills  
                  9:00 – Cammie Heaton – Grant information  
                  9:30 – Tony Martin  
                  10:30 – Airport Board w/ Caleb Coltrane (Garver Co)

The Board of Stevens County Commissioners met in regular session. Paul Kitzke, County Attorney and Amy Tharp, County Clerk were also present. Pat called the meeting to order. Tron moved to approve the minutes of the last meeting. Joe seconded. Motion carried. Tron moved to approve the county vouchers. Joe seconded. Motion carried. The County Clerk was instructed to draw warrants on the Treasurer chargeable to the various funds of the county for the following amounts:

General	\$	67,504.90
Judicial District	\$	314.47
Road & Bridge	\$	63,356.17
Airport	\$	3,477.58
County Building	\$	109.80
Noxious Weed	\$	1,539.05
EMS	\$	9,483.84
Fire	\$	3,125.32
Community Health	\$	17,984.24
Diversion	\$	1,219.78
Sheriff	\$	77,068.67
Fire Bequest		
Emp Misc W/H	\$	35.16
<b>TOTAL:</b>	<b>\$</b>	<b>245,218.98</b>

Ross Sullivan came in and said he repaired the back door to the Community Health Department, and it is working fine. He also told the commissioners the county clerk's office will need to be closed this coming Friday at noon through Monday at noon so the new carpet can be installed. He said the treasurer's office will be closed all-day Friday, March 24<sup>th</sup> and all-day Monday, March 27<sup>th</sup> for new carpet.

Rodney said he is looking at getting the Hugoton jaws of life tool repaired and if it cannot be repaired, he will need to purchase a new one which is around \$30,000.00. The wreck that happened Thursday needed the jaws of life and they did not work correctly so they grabbed Moscow's jaws of life tool. Unfortunately, the jaws of life were not able to do much at the accident scene due to the state of the vehicle. Joe stated Road 18 is a very busy road and people seem to run the yield and stop signs on that road, causing many wrecks.

Cammie Heaton came in and presented the commissioners with a grant application to sign. She said there are some grant funds left from several different grants received, and Cammie is working with Insight Global on the grant spending for what is available and where the grant funds can be allocated. Cammie also told the commissioners she is looking at getting a new keypad for the back door, stating the door does work but not all the time. She is waiting on several quotes for the vaccine monitoring system to see if there are any out there that do not have monthly fees.

Amy told the commissioners the budget workshop is planned for July 11<sup>th</sup> at 8:30 AM. She also informed the commissioners there is a KNRC zoom meeting and she will forward the email.

Tony came in and said he sent two (2) employees to take the Noxious Weed test and they are just waiting on the results. Tony said he had a phone conversation with the landfill consulting engineer at Benesch to begin starting on cell 11 which is east of the chemical shed. The crawler is almost complete and will hopefully be back at the landfill next week. Tony told the commissioners he has a new hire for road and bridge beginning today.

Pat said he would like to have "Stevens County" on all the county vehicles so if there is any issue, the public would be aware who the vehicle belongs to. Tony said it will cost around \$1,200.00 for the twelve (12) vehicles he has. The commissioners discussed having the vehicles identified as Stevens County and tabled any decision for now.

Discussion was had about Road 18 and the recent accidents. Tony said it does not matter what sign is posted, people run them anyway. He said there is too much traffic on that road between hay haulers and bull haulers.

Joe called Cammie to ask about the BT Coordinator Stevens County pays for. Cammie said the BT Coordinator does work plans, preparedness activities, quarterly meetings, compliance and gives information to the counties from KDHE. She said he oversees all health care coalitions across the state and brings back useful information to the health departments. Cammie also informed the commissioners the monies paid to the BT Coordinator is reimbursed by Grant, Morton and Seward Counties so no costs actually come from Stevens County. The current BT Coordinator plans to retire in June of 2024 and the health department is trying to locate a replacement coordinator.

Shelby Martin came in and told the commissioners she is working on retail sales tax through the Kansas State website and needs an account to get in to report the sales tax for the wellness center. She said she has until April 18<sup>th</sup> to get the sales tax reported, as she is to report quarterly since her sales tax does not amount to more than \$500.00. Amy told Shelby that Jayme Rich should be able to get her assigned to the county's Kansas site to enter her sales tax. Joe asked Amy if she could just give Shelby her password so Shelby can get the tax sales submitted. Shelby said she needs to apply for grants, work on getting specs for the roof and several other items that need tending to and has been busy. She stated she feels she is being reprimanded every time she comes into the commissioner meeting over things which are out of her control. The commissioners agreed that



having to discuss reporting \$500.00 worth of sales tax is not enough to keep getting complaints over when they have bigger issues at hand. They commended Shelby on her work.

Tron left the meeting due to an emergency call.

Caleb Coltrane with Garver Consulting came in with Matt Rome and Robert Davis from the airport board. Matt stated the airport board recently voted to hire Garver Consulting and no longer use Kirkham Michael. They said the previous consultants did not explain FAA or airport grants thoroughly enough.

Caleb said the consulting group is based out of Wichita and they deal with many FAA fundings including grants, timelines, bids, etc. Caleb said there are grants given to airports every year and they have a timeline and purpose for the use and the airport is close to losing some of the funding due to not having the funds allocated. Caleb told the commissioners the FAA representative for Stevens County is Todd Raster and Caleb has been in touch with him to make sure the airport is still in compliance. Caleb and Matt explained to the commissioners they plan on using the grant funding for new LED lights along the sides of the runways, runway end identifier lights and precision approach identifier signal lights. Matt said the crosswind runway will not need lights as it is used only during the daytime hours. The airport will make plans this summer, bid in the following spring, and begin construction by summer of 2024. Caleb stated it is imperative to use the grant funding the FAA gives, or the airport will no longer be able to receive grants and it is difficult to get back into the FAA grant program. The FAA grants pay ninety percent (90%) of the cost and the county is responsible for the remaining ten percent (10%). Joe asked about future projects and Matt said the airport puts future plans on a list with the amounts and the FAA determines what is approved. KDOT Aviation gave Stevens County some funding, which was used to replace the AWOS system and for fueling upgrades.

Pat asked Matt and Robert about the \$75,000.00 at the bank in the airport account and Matt said it is money brought in over the years by fuel sales and has not been transferred to the county account yet. Matt said the bank statements are given to the county clerk and they do not take any funds out of that account and will seek approval from the commissioners before they do. Amy told Matt they need the bond insurance from the individual the airport is using to clean the office, for audit purposes, as they are not a county employee. Matt said the individual is working on getting their bond license.

Amy read Susan Schulte's encumbrance letter to the commissioners stating Susan would like to encumber \$1,000.00 to put into postage for passport purposes. The commissioners approved.

Tony Martin came in and introduced Haden Daharsh as the newest employee at the Road and Bridge Department.

Ted Heaton and TJ Steers were in attendance. Ted told the commissioners he has a boiler going out and leaking from the bottom and is getting bids from Tatro Plumbing and Goodes. He said it

is not cheap and he is looking to get the camera system at the sheriff's department upgraded which includes new wiring and fifty-eight (58) cameras. He has one (1) quote so far and it is roughly \$120,000.00.

Abatement orders in 2022 for taxes numbered 206 through 208 were reviewed and approved by commissioners and given to the County Treasurer; total valuation removed 13,355 with a relief assessment of \$1,974.70.

By motion, the Board adjourned.

Attest: Amy Jo Tharp, County Clerk

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Pat Hall, Chairman

COMMISSIONERS' PROCEEDINGS  
MARCH 27, 2023

Agenda:        8:30 – Bills  
                    9:00 – Glenn Kerbs – Kerbs Lawfirm  
                    9:30 – Patrick Hughes – Adams Jones Law  
                    10:00 – Trish Voth – Foulston Siefkin  
                    10:30 – Dream First Bank

The Board of Stevens County Commissioners met in regular session. Paul Kitzke, County Attorney and Amy Tharp, County Clerk were also present. Pat called the meeting to order. Tron moved to approve the minutes of the last meeting. Joe seconded. Motion carried. Tron moved to approve the county vouchers. Joe seconded. Motion carried. The County Clerk was instructed to draw warrants on the Treasurer chargeable to the various funds of the county for the following amounts:

General	\$	49,855.47
Judicial District	\$	1,692.29
Road & Bridge	\$	41,173.63
Airport	\$	11,044.71
ARPA	\$	270.00
Noxious Weed	\$	11,198.82
EMS	\$	10,103.35
Fire	\$	8,218.98
Community Health	\$	10,391.35
LATCF	\$	601.00
Sheriff	\$	44,362.91
Fire Bequest	\$	13,455.00
911 Wireless	\$	116.37
<hr/> TOTAL:	\$	<hr/> 202,483.88

Amy Jo told the commissioners Shelby had contacted the Kansas State Revenue Department and they are working on getting everything in the state system so she can enter the Wellness Center Tax Sales. Amy also informed the commissioners a representative from the state department of revenue spoke with her and told her there should be tax on the memberships as well.

The commissioners discussed solar panels in the county, discussion was tabled for a later date.

Rodney Kelling checked in with nothing to report.

Tony Martin and Stacey Wood were in attendance. Tony presented the commissioners with the yearly Noxious Weed management plan for signatures. Tony also told the commissioners he would like to nominate Jeff Cox as the Noxious Weed Director.

Pat made a motion to name Jeff Cox as the Noxious Weed Director. Tron seconded. Motion carried.

Tony said the wells at the landfill are checked twice a year by Benesch and so far, everything looks good.

The commissioners discussed with Paul Kitzke over the upcoming discussions with the attorneys on the agenda and stated they would like to know more about revamping the zoning regulations and the idea of solar panels. Pat stated he is still not happy about the windfarms in the county.

Glenn Kerbs with Kerbs Law Firm called in for a conference call with the commissioners.

Pat made a motion to go into executive session over attorney/client privilege for twenty-five (25) minutes with Glenn Kerbs, Amy Jo, Tony Martin and Stacey Woods in attendance. Joe seconded. Executive session began at 9:20 AM and concluded at 9:45 AM. No action taken.

Patrick Hughes with Adams Jones Law called in to the commissioner meeting.

Tron made a motion to enter into an executive session for twenty-five (25) minutes over attorney/client privilege with Patrick Hughes, Amy Jo, Tony Martin and Stacey Woods in attendance. Joe seconded. Executive session began at 9:50 AM and concluded at 10:10 AM. No action taken.

Trish Voth with Foulston Siefken, LLC, called in.

Tron made a motion to enter into an executive session for twenty-five (25) minutes over attorney/client privilege with Trish Voth, Amy Jo, Tony Martin and Stacey Woods in attendance. Joe seconded. Executive session began at 10:15 AM and ended at 10:40 AM. Tron made a motion to enter back into executive session for five (5) minutes with the current parties included over attorney/client privilege. Joe seconded. Executive session began at 10:45 AM and ended at 10:50 AM. No action taken.

Brandy Littel, Chris Floyd, Tyler Newell and Andrew German from Dream First Bank were in attendance to visit with the commissioners. Chris said they were in attendance to see how commissioners do business for the county and stated their interest in working with the county and community. Chris told the commissioners Dream First Bank used to be First National Bank of Syracuse and was associated with First National Bank in Hugoton. Chris said they had questions for the commissioners about current banking and wanted to know how the commissioners felt about the issue. Joe said the commissioners work to keep money local by spending at local

businesses. Pat stated whichever bank has the better interest rate on CD's the county uses and Jayme Rich keeps track of those accounts and rates. Chris stated Dream First Bank would like to help with planning to increase funds. Tyler said Dream First Bank brings ideas to the table where other banking institutions do not and have free services to check for fraud. Pat said he heard there was an intake at larger banks and people were moving away from smaller banks. Chris said Dream First Bank also helps with leases and bidding out equipment. They asked the commissioners to consider Dream First Bank to be Stevens County's second banking institution for the 2024 year.

Ted Heaton and TJ Steers came in and handed estimates for the hot water leak at the Sheriff's department. Tatro Plumbing estimated a cost of \$5,625.00 and Goode's estimated \$5,000.00.

Tron made a motion to accept the estimate from Goode's in the amount of \$5,000.00 for the hot water pipe leak at the Sheriff's Department. Joe seconded. Motion carried.

The commissioners discussed the earlier attorneys they spoke with and Pat said he was impressed with Patrick Hughes, but Glenn has helped counties in the Southwest with seven (7) windfarms.

Joe made a motion to go into executive session over non-elected personnel for fifteen (15) minutes. Tron seconded. Executive session began at 11:23 AM and concluded at 11:38 with no action taken.

The commissioners agreed to work with Glenn Kerbs as the attorney to assist in the projected windmill farm coming to Stevens County and have assistance with Patrick Hughes to look over the planning and zoning regulations to make sure they are current and beneficial for the county. Joe instructed Paul to contact Glenn Kerbs and let him know to get started.

Abatement orders in 2022 for taxes numbered 209 were reviewed and approved by commissioners and given to the County Treasurer; total valuation removed 587 with a relief assessment of \$88.69.

By motion, the Board adjourned.

Attest: Amy Jo Tharp, County Clerk

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Pat Hall, Chairman

COMMISSIONERS' PROCEEDINGS  
APRIL 10, 2023

Agenda:        8:30 – Bills  
                  9:00 – Glenn Kerbs – Kerbs Lawfirm  
                  9:30 – Patrick Hughes – Adams Jones Law  
                  10:00 – Trish Voth – Foulston Siefkin  
                  10:30 – Dream First Bank

The Board of Stevens County Commissioners met in regular session. Paul Kitzke, County Attorney and Amy Tharp, County Clerk were also present. Pat called the meeting to order. Tron moved to approve the minutes of the last meeting. Joe seconded. Motion carried. Joe moved to approve the county vouchers. Tron seconded. Motion carried. The County Clerk was instructed to draw warrants on the Treasurer chargeable to the various funds of the county for the following amounts:

General	\$	81,012.88
Judicial District	\$	-
Road & Bridge	\$	71,135.11
Airport	\$	3,215.91
Library	\$	85,742.50
Noxious Weed	\$	2,875.30
EMS	\$	8,197.88
Fire	\$	13,220.71
Community Health	\$	15,528.49
LATCF	\$	-
Sheriff	\$	43,260.03
Fire Bequest	\$	-
Emp P/R Misc W/H	\$	1,100.00
TOTAL:	\$	325,288.81

Ted Heaton and TJ Steers came in and stated the KBI is doing an investigation and Ted is waiting for the outcome before he takes any measures.

Pat stated there is a flood program and told Amy Jo to get the county signed up for that insurance.

Rodney Kelling came in and introduced a resolution for the commissioners to sign terminating Stevens County from the local disaster emergency resulting from COVID.

Pat made a motion to accept ***Resolution 23-03 Terminating the Local Disaster Emergency for Stevens County***. Joe seconded. Motion carried.

Rodney said he would like the commissioner's permission to look for a new command truck and would like to have a special made truck bed box made to be installed on the pickup. Joe agreed and Pat stated not to make it too fancy. Rodney said he is looking for someone to install lights and a radio box on the new pickup when he gets one. Tron asked if the truck bed box can be pulled off and used on another vehicle in the future. Rodney said he did not know but would investigate it. Rodney said he is planning on bidding out the old pickup or trading it in and would like to take the mini tanker at Moscow and the old ambulance out for bids or donate the mini tanker to the museum. Rodney said they had a Black Hills training, and thirty-eight (38) firefighters were in attendance and participated in several simulations which was very beneficial.

Tony Martin came in and said the Road and Bridge department will start their four (4), ten (10) hour days beginning May 1<sup>st</sup>. Tony said he will be at a Planning and Zoning conference from April 25-27<sup>th</sup> and a Road and Bridge conference May 14-17<sup>th</sup>. The Road and Bridge Department has started to get their equipment and asphalt plant ready for when the weather warms up to begin the roadwork. On Sunday, April 9<sup>th</sup>, Tony said the 911 dispatcher called and said the flashing lights on the Hooker/Moscow Road on 2<sup>nd</sup> Street (Road 20 and Road D) were off, so Tony contacted the City of Hugoton and Pioneer Electric for repairs. The lights were down from around 8:00PM through 11:00PM. Tony suggested it might be worth looking at getting solar lights there. The flashing light issue was logged with dispatch and KDOT.

Tony said he will be looking at purchasing a new road grader this year as one (1) went down and will cost around \$30,000.00 for repairs. The other road graders are pushing over the allotted hours and the Road and Bridge Equipment Fund has enough to cover one (1) grader.

The commissioners invited Trina Young down and presented her with a watch for thirty (30) years of service with the Stevens County Sheriff's Department. Lupe Don Juan was in attendance.

Cammie Heaton came in and said she was at a governor's conference when the auditors were down. She stated there is much work to be done with the budget and grants to get a complete record of what is received in grants and spent. Cammie said there are some issues with the Trane system causing some rooms to get too hot while other rooms are cold. She said Ross came in and could not fix the system to change the temperatures on the computer, the commissioners told Cammie to have Ross call Trane and get it fixed and it should not cost as they were there just last year to fix the same issues. Cammie said she is trying to get the community coming back to the health department for vaccines, WIC, general issues instead of just COVID. Cammie also told the commissioners she spoke with some people at other community health departments, and they use a system called Temp Stick for the vaccine monitoring system and they are only \$417 each, she and other staff will download an app where they can see the temperatures of the vaccine refrigerators without having to come in or have a monthly fee and is cost effective. Cammie said she has been trying to revalidate the community health department to get Medicare and so far, has hit some brick walls. Cammie said Richard Everett the BT Coordinator is looking at retiring sooner than planned and she feels Anna Rome might be a good potential person for the job if she is interested in it.

The commissioners reviewed an anonymous letter regarding the Stevens County Sheriff's Office.

Joe made a motion to go into executive session over non-elected personnel for ten (10) minutes. Tron seconded. The executive session began at 9:30AM and ended at 9:40AM. No action taken.

Kayla Janko with Cimarron Basin Community Corrections came in and told the commissioners she brought in the Fiscal Year 2024 Comprehensive Plan for Cimarron Basin for signatures approving the plan. The commissioners asked if the amount requested from the county was going up or staying the same. Kayla said the request has no change but would like to discuss assistance with funding the purchase of vehicles. She said the vehicles they currently have are 2011-2014 with many highway miles on them and more money has been used on repairs. The commissioners said they will discuss with the auditors what the county can do to help.

The commissioners discussed the Community Health Department's deficit and decided to carry the cash basis violation which occurred on fiscal year 2022, and see how 2023 will look on the budget.

The commissioners discussed the transfers and decided to transfer the total funds from 2022 into the County Equipment Fund for 2023.

Discussion about the AA building and if the county will help with utilities and Pat said the City of Hugoton Council meeting is tonight. The commissioners said they will wait to see if the City of Hugoton will help with utilities before they decide.

The commissioners discussed the property on Optima Road just South of 11<sup>th</sup> Street in Hugoton stating the property is to be for AG use only and not selling equipment. It was stated the City of Hugoton is not going to deal with it and is up to the county.

Tony Martin came back in and said he received a call from Eric Cox about fill sand. The commissioners and Tony decided fill sand would be \$80.00 per load and no hauling by the county.

By motion, the Board adjourned.

Attest: Amy Jo Tharp, County Clerk

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Pat Hall, Chairman



COMMISSIONERS' PROCEEDINGS  
APRIL 24, 2023

Agenda:        8:30 – Cammie Heaton – Community Health  
                    9:00 – Bills  
                    9:15 – Mark Hinde - SDSI  
                    9:30 – Rebecca Clancy - RCDC  
                    10:00 – Tony Martin – Public Works  
                    10:30 – Paul Nordyke – City of Hugoton/Easement  
                    11:00 – Shelby Martin – Wellness center/Grants & Funding

The Board of Stevens County Commissioners met in regular session. Paul Kitzke, County Attorney and Amy Tharp, County Clerk were also present. Pat called the meeting to order. Joe moved to approve the county vouchers. Tron seconded. Motion carried. The County Clerk was instructed to draw warrants on the Treasurer chargeable to the various funds of the county for the following amounts:

General	\$	71,912.58
Judicial District	\$	2,893.11
Road & Bridge	\$	67,622.88
Airport	\$	6,130.25
ARPA	\$	200.00
Noxious Weed	\$	2,740.85
EMS	\$	7,051.73
Fire	\$	2,504.40
Community Health	\$	10,427.95
Community Health Grants	\$	400.00
LATCF	\$	24,125.30
Sheriff	\$	48,660.38
Fire Bequest	\$	(13,455.00)
Wellness Bequest	\$	8,962.50
911 Wireless	\$	116.37
TOTAL:	\$	240,293.30

Amy Jo spoke with the commissioners about the meal allowance stating the county had approved going by the federal government allowance and asked if the commissioners wanted to stay with the per meal allowance or go with daily total of meal allowances. The commissioners stated they will stay with the per meal allowance.

Cammie Heaton came in and said she spoke with Trane about the issues of the heating and cooling system at the Community Health Department and was told it will not work correctly until the

chiller is repaired. The Trane representative made some changes to the program, but the back rooms are now cold, and the thermostats are still not working correctly. Cammie said she is waiting for a tech from Trane to come in and make some adjustments to see if it will fix the issue. Cammie informed the commissioner that Ross replaced the back door handle on the Community Health Department. Cammie also demonstrated how she and other employees at the Community Health Department can check the status of the vaccine temps from their phones using the Helmer monitoring system with temp sticks. She said there is no annual or monthly fees, just battery changes on occasion which she will get alerts of low batteries or temperature changes. She stated the temp sticks were only a one (1) time fee of \$436.00. Cammie told the commissioners she is working with Insight Global for the third (3<sup>rd</sup>) quarter reports and ended with a large budget violation due to reports not being turned in on time. She asked Insight Global about recouping any unspent funds and they told her it was too late to get reimbursed on the grants as they have expired.

Amy Jo told the commissioners the old dishwasher needs to be replaced with the new one. Pat said to have Goode's come out and help Ross install the new dishwasher.

Amy Jo discussed the information she gained on the NFIP (National Flood Insurance Plan) and informed the commissioners they would need to fill out an application, approve an ordinance and a resolution. Amy Jo said she will bring the information in to the next meeting.

Mark Hinde and Steve Sandoval with SDSI (Southwest Disability Services, Inc) were in attendance and informed the commissioners they currently serve eighteen (18) counties. SDSI helps individuals and communities by advocating, providing services, education, and quality assurance checks. Mark stated they need someone from Stevens County to be on the board and said the board meets four (4) times a year with paid mileage and meals. The commissioners instructed Amy Jo to put an advertisement in the Hugoton Hermes for SDSI board member to represent Stevens County with Mark Hinde's information as a contact.

Rebecca Clancy and Stephanie Wills with RCDC (Russell Childhood Development Center) came in and told the commissioners they help with special education for infants zero to three (0-3) years of age. They provide physical therapy and speech therapy along with several other services. RCDC helps families plan for doctor visits, transitioning into school and IEP's. There are eighty-one (81) children serviced in Stevens County.

Tony with the public works department came in and gave the commissioners a 2021 County Engineering Annual Report on the roads in Stevens County which includes all counties in Kansas to see how the county compares. Tony stated there was an error in the report as it stated Stevens County recycled fifteen (15) miles of road, which Stevens County did not recycle any in 2021. Tony told the commissioners he turned in his 2022 report to the state so in a year there should be a statewide report as well. Tony informed the commissioners he had an employee quit over the weekend via text. The road and bridge department got the loader back from Foley and is working fine. The 2009 John Deere Tractor needs a new hood which will cost around \$4,500.00.

The commissioners discussed the windmills and Planning and Zoning. Paul said he will email Glenn Kerbs to get the Planning and Zoning regulations up to date.

Paul Nordyke and Josh Grubbs with the City of Hugoton came in and Paul said the East Industrial lot has drainage issues. The specific lot is Block 2, Lot 2 of the East Industrial Plat just east of the Best Western, running north to 10<sup>th</sup> Street then east. Paul and Josh are asking for an easement for drainage before the lot gets sold stating there will need to be thirty feet (30'). Another area of concern is north of the grocery store, Block 5, Lot 1 of the East Industrial Plat, will need a twenty-foot (20') easement for drainage as well because of the low spot. Those easements will need to be filed with the Register of Deeds office when completed.

Tron made a motion for putting a thirty-foot (30') easement on Block 2, Lot 2 and twenty-foot (20') easement on Block 5, Lot 1, both of the East Industrial Plat. Joe seconded. Motion carried.

Tron asked Josh and Paul Nordyke about selling equipment out by the airport on West Street across from Flatlander's. Tron said the contract specifically stated there can be no selling or storing of farm equipment on those lots. Josh said it is considered Ag Zoning, the homes and equipment comply but not the business. Pat mentioned Paul Kitzke should draft a letter for the homeowners about the business. The commissioners later agreed the City of Hugoton should be involved and not the county. Josh and Paul Nordyke stated that other businesses were there and could be stopped but they have been doing business for so long and if the City of Hugoton is not going to make everyone follow the same rules, then they cannot just target one (1) or two (2) individuals.

The commissioners asked Josh about Robert Terrell's property and Josh said the house needs to be ten (10) feet from the property line, but the house is directly on the property line. Joe asked if the City of Hugoton can grant variances and Tony Martin said the city cannot grant variances as per regulations. Pat said Robert needs to come in and help handle the issue. Boundaries will need to be changed and new plans drawn up.

Shelby Martin came in and said she would like to keep the high school employee through the summer giving them nineteen (19) hours a week instead of just twelve (12) and stated she understands her budget will not allow it. She told the commissioners she is trying to find ways to stagger the employees so there is someone at the gym later in the day and is trying to find a way to receive grant or donation money to help fund the extra personnel expenses such as having a double membership month. Shelby said she is \$4,000.00 above year to date in earnings than she was last year, and things are looking good for the wellness center. Pat stated no one needs to attend the Wellness center twenty-four (24) hours a day and didn't see where an extra two (2) hours for staff would make a difference when there are still twelve (12) hours left in the day. Shelby said she greatly appreciates the washer and dryer as it is used for at least two (2) loads of towels a day and people clean the equipment when they are done. Shelby informed the commissioners she will be applying for a grant/funding through the Stevens County Foundation in June for other goals she would like to reach. Shelby said people don't understand the profit from the Wellness center does

not go back into the Wellness center but to the County General which makes it hard to purchase new equipment. Shelby is checking in with the auditors to see if she can use the bequest fund for donations and grants to help pay personnel from.

Tron made a motion to pay half (1/2) of the AA utilities. No second, the motion died.

Joe asked what can be done at the Sheriff's Department with one of the employed deputies. Paul said the commissioners cannot do anything about an employee of the Sheriff's department because the Sheriff oversees his personnel. Pat said the only way to control the issue is by cutting the budget, but Paul stated cutting a department's budget is not the way to handle an issue like this when it involves protecting the community. Paul suggested waiting to see what the KBI finds and then the commissioners can give the Sheriff their suggestion, but that is all that can be done at this time.

Abatement Orders, year 2022 for taxes numbered 211 through 225 were reviewed and approved by commissioners and given to the County Treasurer; total valuation removed 74,495 with a relief assessment of \$4,975.95.

By motion, the Board adjourned.

Attest: Amy Jo Tharp, County Clerk

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Pat Hall, Chairman

COMMISSIONERS' PROCEEDINGS  
MAY 8, 2023

Agenda:        8:30 – Robert Terrill - Lot  
                    9:00 – Walt Beesley - NRV  
                    9:15 – Rodney Kelling - NRV  
                    9:30 – Tony Martin – Public Works

The Board of Stevens County Commissioners, Pat Hall and Joe Thompson, met in regular session. Paul Kitzke, County Attorney and Amy Tharp, County Clerk were also present. Pat called the meeting to order. Joe moved to approve the minutes of the last meeting. Pat seconded. Motion carried. Pat moved to approve the county vouchers. Joe seconded. Motion carried. The County Clerk was instructed to draw warrants on the Treasurer chargeable to the various funds of the county for the following amounts:

General	\$	294,384.88
Judicial District	\$	224.88
Road & Bridge	\$	50,395.77
Airport	\$	3,525.25
County Building	\$	14,658.00
Noxious Weed	\$	2,442.62
EMS	\$	9,200.10
Fire	\$	3,798.87
Community Health	\$	14,612.35
Sheriff	\$	43,435.84
911 Wireless	\$	18,000.00
<b>TOTAL:</b>	<b>\$</b>	<b>454,678.56</b>

Pat asked Amy about the LED lights for the museum and Amy said they were on the voucher listing because she believed there was a discussion in earlier minutes approving lights to come out of the county building fund. Pat said to exclude that invoice and to check into the lights by the next commissioner meeting.

Robert Terrill and Josh Grubbs were in attendance to discuss the lot purchased in the Pioneer Addition where Robert's house is. Pat asked Josh what the minimum number of feet is needed for Robert's house to be legal. Josh said eight (8) feet would be plenty. Pat suggested changing the legals and Paul said the commissioners need to deed eight (8) foot of the south part of Lot Two (2), Block Fifteen (15) of the Pioneer Addition to Robert Terrill. Amy was instructed to publish intent to deed the above to Robert Terrill and charge him the fees of the recording and newspaper advertisement. Paul said he will prepare a deed and will turn it in to the county clerk's office for Robert Terrill to get recorded by the next commissioner meeting.

Joe asked Josh Grubbs if there is any way of working on the zoning on Evans Road, South of Evans Corner since businesses are there. Josh said he attended the City of Hugoton council meeting, and the board is not in favor of pursuing zoning on the sale of equipment. Further discussion led Paul to state the commissioners have no control over city zoning.

Tony Martin presented the commissioners with a crossing permit from TKO to be signed. Tony said Jeff Cox and Jessie Eckert are enrolled to get their Noxious Weed Right-of-Way License. There is a Kansas County Highway Conference in Manhattan on May 18<sup>th</sup> and Tony said he will be gone for three (3) days to attend. The road and bridge department got the crawler back last week, has a new hour meter, VIN, and is like new. Tony did state it broke down and noticed the pans under were missing and believes it got trash in the system, but the crawler does have a five (5) year warranty after the rebuild. The asphalt plant is having some electrical issues but hopes it will be up and running again soon. Tony told the commissioners he is not sure if he will do a four (4) day work week for the summer of 2024 as there are not as many roads to be worked on like there were in the past.

Walt Beesley was in attendance and told the commissioners he turned in a neighborhood revitalization plan to the appraiser's office along with the application fee. The commissioners asked what the plan is and where. Walt said he is going to put in a small soybean plant just outside of Moscow. This plant will extrude all the oil from soybeans and will be going back into the feed for the feed lots and some will probably go to the Seaboard biofuel plant. Walt told the commissioners he wants to keep the soybean plant in Stevens County even though there are more soybean fields further east due to moisture and rich soil.

Joe made a motion to accept the Neighborhood Revitalization Application from Walt Beesley for the soybean plant. Pat seconded. Motion carried.

Rodney Kelling and Jim Ghumm were in attendance. Jim handed Pat a bid for the rescue pickup Rodney is looking to purchase.

Bid 1: Ghumm's Auto Center	2023 Chevy 2500 Crew V-8 4X4	\$76,327.65
	Trade-in (2002 Ford F150)	-\$ 4,000.00
	Total Cost	\$72,327.65

The commissioners discussed the trade-in pickup stating they would like to take the trade from the table and use the pickup for other county purposes or possibly bid it out since the trade is valued at \$4,000.00. Jim stated he already had the trade-in truck in his possession and sold it. Pat told Rodney not to trade or bid out anything unless he gets confirmation from the commissioners. Joe cautioned Jim to not do anything until a bid has been formally accepted in a commissioner meeting. The commissioners discussed their frustration and did not know there was a bid opening today.

Pat made a motion to accept the bid from Ghumm's Auto Center for the 2023 Chevy 2500, for a total of \$72,327.65 which includes the trade-in of the 2002 Ford F150, as is. Joe discussed how the vehicle exchange should have been handled. Joe seconded. Motion carried.

Amy asked the commissioners if they had read over the e-mail discussing the NFIP (National Flood Insurance Plan). They said they have not had much time to review the information and tabled the discussion until a further meeting.

Amy discussed information she received at the Election Officials meeting in Topeka stating HB 2053 was passed and now there will be a Presidential Primary beginning in 2024. She said the date for the election will be March 19<sup>th</sup>, 2024 and the State of Kansas will reimburse the cost of that election with the commissioners certified statement of expenditures they receive from the County Clerk/Election Official.

Joe asked Pat about what the museum is doing on the empty lot the museum owns. Pat said he knows the City of Hugoton is putting in a water meter and the museum is contemplating putting in a sprinkler system and a building. The commissioners discussed the situation and stated the museum needs to discuss this before adding a building to the county's insurance which will also accrue costs of upkeep.

The commissioners asked Amy when they will start to see budgets and Amy stated she plans to have a letter out to all the departments requesting budgets by June 12<sup>th</sup> since the budget workshop is on July 11<sup>th</sup>.

Amy discussed with the commissioners about the possibility of doing away with Aumentum Tech which is the home company for the county's AS400 and CountyWorks software program. She stated she has contacted the departments that use CountyWorks and has discussed the possibility of switching to the CIC software. She stated the AS400 is very antiquated. Amy told the commissioners she is waiting to hear back from other counties who have switched to see how the transition went and if they are pleased with their decision before getting too serious about the possibility of switching.

By motion, the Board adjourned.

Attest: Amy Jo Tharp, County Clerk

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Pat Hall, Chairman

COMMISSIONERS' PROCEEDINGS  
MAY 22, 2023

Agenda:       8:30 – Bills  
                  8:45 – Cammie Heaton - Trane  
                  9:00 – Robert Terrill – Deed of property  
                  9:30 – Tony Martin – Public Works

The Board of Stevens County Commissioners met in a regular session. Paul Kitzke, County Attorney and Amy Tharp, County Clerk were also present. Pat called the meeting to order. Joe moved to approve the minutes of the last meeting. Tron seconded. Motion carried. Tron moved to approve the county vouchers. Joe seconded. Motion carried. The County Clerk was instructed to draw warrants on the Treasurer chargeable to the various funds of the county for the following amounts:

General	\$	98,814.68
ARPA	\$	200,000.00
Judicial District	\$	640.80
Road & Bridge	\$	119,172.89
Airport	\$	6,672.62
County Building	\$	5,163.95
Noxious Weed	\$	3,948.12
EMS	\$	7,574.65
Fire	\$	2,176.29
Community Health	\$	12,109.88
Community Health Grants	\$	890.33
Ambulance Bequest Fund	\$	268.60
EMS Equipment	\$	36,163.82
Fire Equipment	\$	36,163.83
Sheriff	\$	103,234.04
911 Wireless	\$	116.37
<hr/> TOTAL:	\$	633,110.87

Joe stated he would like a checklist for all department heads to follow in order to be approved for purchases outside of the their normal expenditures in the \$500.00 range and on up through bidding so everyone can be on the same page. He stated if it is not followed, he does not feel the county should have to pay for the purchase.

Amy discussed the Hugoton Senior Citizen minutes on their bus and signage. The commissioners agreed to the sign as it is needed and not outside of the bidding process cost, however they are



reluctant about the bus being reimbursed as they were not informed of the situation and no one came in to discuss purchasing a bus, needing funds for payment and no bidding process. Amy also discussed the museum LED lighting and stated in the November 28, 2022, minutes Pat stated he was aware of the LED lighting. The commissioners agreed to allow the bill for Frankie Thomas to be paid for the museum LED lighting. Amy stated she received a letter from the Stevens County Library stating Rhonda Ray has served her two (2) terms and they would like to appoint Suzanna Murray as Rhonda's replacement.

Tron made a motion to appoint Suzanna Murray to replace Rhonda Ray on the Stevens County Library Board. Joe seconded. Motion carried.

Rodney came in and told the commissioners the garage door openers have not been installed yet and the bid stated sixty (60) days from the approval date. He said the county has already paid half (1/2) to AK Roofing and AK is stating the rails have not come in yet. The commissioners said to allow AK Roofing some additional time and if nothing is done to bring it up at another meeting for discussion. Pat said he heard from Lawn Pro about a sprinkler possibly being placed at the EMS building for the north side of lawn. Rodney said he just asked what the cost would be and did not mean for it to be interpreted as it was to be done, just an estimate. Pat said a new water meter is \$2,000.00, and it would be more effective to put concrete in.

Cammie Heaton came in and told the commissioner's Chris with Trane came in and said the filters needed changed and possibly a belt. Cammie asked if that was something Ross could do and the commissioners agreed. Amy said she spoke with Ross before the meeting, and he noticed Cammie was on the agenda to discuss Trane and he was unaware Trane was in and wanted to be there so he could find out what might have been causing the issues with HVAC at the Community Health Department. Cammie said Chris just showed up and she was busy and didn't have time to reach out to Ross when Chris popped in. Cammie also stated there was a setting on the rooms which were not being used which was causing the air to keep running which is not fixed. Cammie stated Gracie Gillespie started working last Monday, part time and is getting paid out of the COVID grant funds and still has an available \$7,142.70 balance left.

Tony Martin came in and said Stevens County Solid Waste is the only account Alfred Benesch and Company has for landfills in Kansas. He said he would like to look at changing engineers in the future and Benesch is requesting \$10,000.00 for their annual on-call contract. Tony stated his displeasure with their service and said he will continue with Alfred Benesch and Company for now but will be getting another contractor for the future. Tony stated there is an individual who charged chemicals in 2019 and has not paid and stated K.S.A. 2-1320 states the amount can be added to their property tax with a ten percent (10%) penalty charge. Pat stated the county should not allow people to charge. Tony said the new employee has passed the CDL written test and is now working toward the driving test.

Tron made a motion to approve the annual call-in contract with Alfred Benesch and Company for \$10,000.00. Joe seconded. Motion carried.

No one appeared to contest the eight (8) foot of land deeded to Robert Terrill. Pat Hall signed the deed and instructed Amy to contact Robert Terrill to come in and pay for the recording and advertising fees.

Amy stated the Memorial Hall vacuum is not working and, in the past, it was difficult to find anyone to make repairs to the vacuum. The commissioners agreed to purchase a new vacuum for Memorial Hall.

Abatement Order for taxes numbered 226 and year 2022, were reviewed and approved by commissioners and given to the County Treasurer; total valuation removed 16,424 with a relief assessment of \$2,049.92.

By motion, the Board adjourned.

Attest: Amy Jo Tharp, County Clerk

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Pat Hall, Chairman

COMMISSIONERS' PROCEEDINGS  
JUNE 12, 2023

Agenda:       8:30 – Bills  
                  8:45 – Cammie Heaton - Comm Health  
                  9:30 – Tony Martin – Public Works  
                  10:00 – Hugoton Senior Center  
                  10:30 – Stevens County Hospital

The Board of Stevens County Commissioners, with the exception of Joe D. Thompson, met in a regular session. Paul Kitzke, County Attorney and Amy Tharp, County Clerk were also present. Pat called the meeting to order. Tron moved to approve the minutes of the last meeting. Pat seconded. Motion carried. Tron moved to approve the county vouchers. Pat seconded. Motion carried. The County Clerk was instructed to draw warrants on the Treasurer chargeable to the various funds of the county for the following amounts:

General	\$	106,667.83
ARPA	\$	-
Judicial District	\$	1,068.35
Road & Bridge	\$	118,807.23
Airport	\$	5,432.98
County Building	\$	5,430.50
Noxious Weed	\$	8,147.63
EMS	\$	13,603.35
Fire	\$	4,808.79
Community Health	\$	26,276.50
Special Law Enforcement	\$	3,870.00
Reg of Deeds Tech Fund	\$	173.68
EMS Equipment	\$	5,654.32
Fire Equipment	\$	5,654.32
Sheriff	\$	78,056.38
911 Wireless	\$	1,434.00
<u>TOTAL:</u>	\$	<u>385,085.86</u>

Rodney Kelling came in and said he has an opportunity to get a grant and would like to pursue new SCBA gear. This grant is a 90/10 grant and new SCBA gear will cost roughly \$250,000.00, which would leave county paying ten percent (10%) of that amount. Rodney said the last time any SCBA gear was purchased was six (6) years ago with refurbished gear which is beginning to have issues. Pat and Tron told Rodney to try to get the grant and get SCBA gear with it. Rodney said

there are two (2) doors in the EMS/Fire building in Hugoton which need to be replaced. The commissioners told Rodney to go ahead and get several estimates and use the best one.

Cammie Heaton came in and stated she found a bill from Trane about a leak which was repaired and noticed the unit was leaking in the same place. She said Ross replaced most of the filters, but the coils need to be cleaned and it's a two (2) person job due to having to remove fans. Cammie spoke with the auditors and said there is a 17.399% budget cushion for the Community Health Department. COVID is dwindling and COVID funding might roll through into 2024 and the state could take some of the funding back. Cammie is planning on some grant money in 2024 due to this. Cammie said she appreciates Ross working on the HVAC system and Pat stated it is Ross's new job title of all Stevens County buildings with repairs and maintenance. Cammie told the commissioners that Brittney is at a vaccine conference this week and is really impressed with Brittney's work.

Paul Nordyke with the City of Hugoton, Tony Martin and Thea Schnittker were in attendance.

Paul Nordyke and the commissioners discussed putting in a water dock and possibly using ARPA funds the county has left over. Paul Nordyke said the systems setup will be around \$43,000.00 which includes the keypad to for use of a credit card or personal code for a city charge account, along with a building for the water pump. Pat said ARPA can help pay for the concrete pad and the asphalt the county will bring in to prepare the road leading up to the water dock. They discussed having the water dock on the east side of Washington Street on the south end near the landfill entrance.

Thea said the City of Moscow requested more funds for their water project, but the ARPA committee decided to keep both cities at the same amount or comparable. If ARPA gives \$43,000.00 to the City of Hugoton for the water dock, then \$43,000.00 would need to go to the City of Moscow to help with their water project to ease the burden on the citizens from paying more on their water cost. Going above \$43,000.00 up to \$100,000.00 for the water dock would overspend on ARPA with having to pay the City of Moscow a comparable amount and paying for the special audit due to the total amount of expenditures in 2023. Paul Nordyke said he would get a figure of the concrete cost and building (with freight) to Thea or Amy Jo and when Tony gets the footage of the asphalt, he can send the cost along too so it can be figured and see what the ARPA fund can assist with payment for the water dock project.

Amy Jo presented the drainage easements on the east side of town, the south side of 11<sup>th</sup> street near the Best Western Hotel, for Pat and herself to sign. Thea notarized the documents, and they were then given to Paul Nordyke for the City of Hugoton to sign and record. Pat said the black top by the Best Western needs to be extended at least to Mostrom's house and possibly on over to Morris's property.

Jayme Rich came in and stated she is working on opening a CD with Dream First Bank. She said she would like approval from the commissioners to move forward. Pat said to make sure the CDs

are insured with FDIC and what the interest is. Jayme said the interest is a little higher than Citizens State Bank and will be 100% insured through FDIC. The commissioners approve opening a CD with Dream First Bank.

Karen Rich with the Hugoton Senior Center presented pictures to the commissioners of the sign on the building showing it needed replaced and the job was completed. The commissioners agreed the sign on the building needed to be repaired and looks much better. Karen told the commissioners they bid on a 2015 Ford shuttle bus and was able to get it for \$11,100.00. Karen said it seats fourteen (14) people comfortably and there is a wheelchair lift which is great for those who want to go on day trips because it is accommodating and low enough to the ground to allow easier entrance onto the bus. She said the Senior Center is looking at trading in two (2) of their vans to purchase a \$32,000.00 van to use for Meals on Wheels and transport seniors when needed around town and is accommodating also. The commissioners told Karen to bring in the amount for the trade-in's before making a deal with Ghumm's so the commissioners can determine if the vehicles should go out for bid or be used as a trade-in. Karen stated the senior center would probably need help funding the new vehicle from the county. The commissioners stated they would not worry about bidding out for the van as it must have certain specs to accommodate.

Dave Piper, Linda Stalcup, Seth Gillespie, Keith Rome, Shannon Crawford, Andy Moser, Johnny Denton and Benny Cabrerra, with the Hospital Board were in attendance. Dave presented the commissioners with the hospital's budget request and letter on how the hospital works with funds. Dave said the hospital might have to begin to cut costs or services which would lose funds for the hospital. Dave said having the holistic pain med clinic has worked well and helps bring in revenue. Linda said one (1) of the biggest issues is some of the medication the hospital is required to keep in stock, such as anti-venom, is expensive and never used but has an expiration date which causes a loss for the hospital. Another loss for the hospital is when insurance companies pay by credit card instead of check, the hospital must pay for the credit card fee which can be expensive with the larger bills, along with renting of the vaccine dispensers which cost roughly \$31,000.00 per year. Pat asked if purchasing a vaccine dispenser would be cheaper in the long run. Both Dave and Linda did not think it would but will check on the purchase prices.

Pat stated what is hurting the hospital is years ago there was an election question which put the hospital at six (6) mills when the value was in the 200 million range and the values are now in the mid 100 million range. Pat asked what the hospital needs from the county to keep it running and Dave said 1.7 million dollars will break even for the hospital. Pat said the county can possibly help for 2024 but believes the value will drop for 2025 due to oil and gas. The hospital board discussed possibly having a question on a ballot to raise the mil for the hospital to help with costs and give the hospital some more funding.

Johnny said the loss of a hospital is the death of a town and Linda agreed stating rural health is in trouble. Benny said he heard the commissioners were going to sell the Pioneer Manor and he feels it would be a bad decision as people would be getting laid off and the hospital board is trying to keep people from losing their jobs. Pat said the county is not going to sell the hospital or Pioneer

Manor. Linda said the phone system is going out of date due to the changes with Pioneer Communications and the cost is around \$26,000.00. Pat said those costs could possibly come out of the building fund. Dave said the hospital board will try to be more active with the commissioners and would like to appear every six (6) months to a commissioner meeting.

Amy discussed with the commissioners about ARPA funding and asked if there will be any administrative funding being paid this year. Pat and Tron agreed to pay some administrative funds for outside of the normal scope of job duties.

By motion, the Board adjourned.

Attest: Amy Jo Tharp, County Clerk

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Pat Hall, Chairman

COMMISSIONERS' PROCEEDINGS  
JUNE 26, 2023

Agenda:        8:30 – Cammie Heaton – Comm Health  
                    8:45 – Bills  
                    9:00 – Don Rivera – WKCAC  
                    9:15 – Tony Martin – Public Works  
                    9:45 – City on a Hill – Ciara – ***NO SHOW***  
                    10:00 – Steve Lewis - Insurance  
                    10:30 – Robert Harrington – Center for Infrastructure

The Board of Stevens County Commissioners, with the exception of Pat Hall, met in a regular session. Paul Kitzke, County Attorney and Amy Rich, Deputy County Clerk were also present. Joe called the meeting to order. Tron moved to approve the minutes of the last meeting. Joe seconded. Motion carried. Joe moved to approve the county vouchers. Tron seconded. Motion carried. The Deputy County Clerk was instructed to draw warrants on the Treasurer chargeable to the various funds of the county for the following amounts:

General	\$	59,446.75
ARPA	\$	5,000.00
Judicial District	\$	1,070.61
Road & Bridge	\$	35,887.15
Airport	\$	13,717.68
County Building	\$	-
Noxious Weed	\$	9,391.48
EMS	\$	5,472.36
Fire	\$	1,638.11
Community Health	\$	12,458.75
Community Health Grants	\$	20,880.00
Reg of Deeds Tech Fund	\$	301.60
Emp P/R Misc W/H	\$	400.00
Fire Equipment	\$	399.13
Sheriff	\$	35,067.87
911 Wireless	\$	116.37
<b>TOTAL:</b>	<b>\$</b>	<b>201,247.86</b>

Ross Sullivan dropped in to give an update on the HVAC system at the health department. He reported that maintenance will be extensive because of how dirty the coils and filters have become. They will need to be disassembled, cleaned, and put back together. He decided he should be doing the work on the coils and filters after receiving an expensive quote from Trane as to how much

they would charge for the services. Ross was told one day of cleaning and maintenance that would cover maybe two (2) units, would be \$4,200. The Trane employee relayed it is at least a two (2) person job. Ross feels like he can do the maintenance himself in order to save that money, as long as there is someone available to assist.

Cammie Heaton arrived, and discussion was had regarding the \$198,000 bill from Trane for the new chiller for the health dept. Cammie believes a portion of this will be covered by the ARPA fund and will get clarification on that. Cammie then offered her and the health department employees' assistance to Ross with the coils and filters. She said they would be happy to hold stuff, lift stuff up to him and assist in whatever way he needs, if the commissioners are okay with that. The commissioners said that would be fine. Cammie said there is a mandatory community health assessment that must be done. She was able to obtain a Blue Cross Blue Shield grant to cover a portion of the cost and the Liberal Area Coalition will cover the rest. Cammie relayed that she was told by Nex-Tech the health dept. network server is expiring October 10 and the estimate for a new one is \$20,000. Nex-Tech said they informed of this back in 2019 and wondered if it had been budgeted for. Cammie replied she is new in the administrator position, so she was not aware of it. She will see if an IAP Global grant can cover part of it. Lastly, she said they will be distributing bags with personal hygiene items to the kids at the teacher reveal swim party at the city pool.

Rodney Kelling stopped in and said he requested estimates for the EMS building interior doors from three (3) companies, and Aqua Shield is the only one who submitted an estimate. The amount for the doors will be \$4,698.75. Tron moved to approve the purchase from Aqua Shield. Joe seconded. Motion carried. Rodney relayed that AK Roofing installed two (2) of the overhead door openers in Hugoton and will complete six (6) in Moscow this week.

Tony Martin was up next and reported delays in chip sealing due to the rain. He said they should be able to start around the same time as harvest, which should be within the next week or two. Tony requested a \$1.00 / hour raise for Nicolas Bustillos and \$.75 / hour raise for Stacey Wood. Tron moved to allow the wage increases. Joe seconded. Motion carried. Tony informed that a John Deere crawler loader is broken down at the landfill. Tony said he will find out what kind of questions need to be addressed at the July 10 meeting when John Felitto will be in to discuss the solar energy project. Joe asked for an update on maintaining Road 18. Tony said it is looking better but takes a lot of blading.

Don Rivera arrived for WKCAC (Western Kansas Child Advocacy Center) to give the presentation for the organization. He requested \$2,500 from Stevens County for 2024. Joe thanked him and said all the services they provide for the children are much appreciated. Next on the agenda was Steve Lewis with the museum. Steve informed the commissioners of issues with receiving funds for the wind damage from 2021. He said the insurance company claims they paid \$6,000 but Steve has never received that. There was supposed to be an adjuster sent out again to reassess the damage, but so far no one has shown up. Steve said he was told the sign east of town would not be covered but the damage to the other museum signs were covered so he would like clarification on that. He



asked if the commissioners would like to intervene and contact KCAMP or if he needs to contact them again. Amy relayed that Amy Jo had suggested to Steve to reach out to KCAMP again and had emailed the contact info. Joe told Steve to go ahead and try one more time and if nothing is resolved, they will need to step in. Steve asked Amy to resend the contact info., as he may have lost track of the name and number or accidentally deleted the email. Steve said he had read in some previous meeting minutes that it was possibly assumed by the commissioners he was planning some additions to the museum because he had hydrants installed on some of the property. He wanted it to be clear he has no plans to build anything, but that he just wants to improve what is already there and that grass was dying so the hydrants were installed to water it. Joe confirmed there was a discussion by all the commissioners that they do not want any more county infrastructure to maintain at this time. Steve reported all the north side of the museum property now has LED lighting. He expressed to the commissioners if they ever have any questions or concerns, they can contact him anytime.

Ted Heaton checked in with the commissioners. He informed them he periodically checks the salaries of the city police department. He feels like at this time, he would like to give a wage increase to a couple of his deputies and would like the commissioners to consider an increase for him as well, to stay more in line with the police salaries.

Last on the agenda was Robert Harrington with the Center for Infrastructure. Robert shared the concept of the business he is working for pertaining to renewable energy. They offer services for those who are considering adding sources of renewable energy to their community by reviewing ordinances to see if there is anything they feel may need to be adjusted. They evaluate if there is anything in the ordinance that seems too stringent or too lenient, etc., and offer suggestions for consideration. The service is completely free of charge. The company works with organizations who promote renewable energy and fund raise in order to give donations to fund their business. Employees are paid but recipients of their services are not charged anything. They do not try and sell anything related to the renewable energy industry or try and persuade anyone to buy in to it. They merely review the ordinances and make suggestions or recommendations if they find something worth mentioning, but it is totally at the discretion of who is using their services to take the suggestions or leave them. Robert made it clear he was not there to sell Stevens County on anything but did talk about how he is from a rural community, his passion for serving rural communities, informing of the benefits that can be reaped if they are receiving information from the right people who have their best interest at heart and who are not trying to take advantage of them. He talked about the potential incentives for communities when establishing renewable energy concepts like wind farms and solar panels. He shared the benefits side regarding money given that could be used on projects such as school or city infrastructure. He explained that this is why they do what they do and are completely in support of offering their services without any fee. Joe asked how they determine if the amount given is worth the amount spent on a project. Robert replied they currently do not review pilot programs so did not really have a definitive answer but voiced that counties have received in the millions of dollars range and what some of the uses are that basically “free money” has been able to provide for these communities. He elaborated that after three (3) counties have made inquiries regarding the reviewing of pilot programs, they are

taking it to their board for consideration. Robert ended with an invitation to contact him any time with additional questions or if Stevens County would like to use their services.

Final business entailed two matters of discussion. First, reiterating policy regarding independent contractor criteria and the requirement of submitting bonds or certificates of liability insurance. The matter had come up regarding the airport custodian position and whether it should be an independent contractor or part time employee. It was determined the position is more suitable as an employee. Joe made a motion for the airport custodial position to be changed from an independent contractor to a part time employee. Tron seconded. Motion carried.

Second matter was the water hydrant installed on the 4-H building grounds and whether it can come out of the building fund. Commissioners determined it would be allowable to come out of the building fund, as the previous hydrant was attached to the building, prior to the renovation. Joe moved to allow the water hydrant to be paid for out of the building fund. Tron seconded. Motion carried.

By motion, the Board adjourned.

Attest: Amy Rich, Deputy County Clerk

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Joe D. Thompson, Vice Chairman

COMMISSIONERS' PROCEEDINGS  
JULY 10, 2023

Agenda:        8:30 – Soil Conservation / Christy Jackson & Loren Seaman  
                    8:45 – Bills  
                    9:00 – NextEra Energy / John Felitto & Stephen Ellis  
                    9:15 – Community Health / Cammie Heaton  
                    9:30 – Public Works / Tony Martin  
                    9:45 – Hugoton Senior Center Board  
                    10:00 - Southwest Guidance / Dr. Marshall Lewis  
                    10:30 – Museum / Steve Lewis

The Board of Stevens County Commissioners met in a regular session. Paul Kitzke, County Attorney and Amy Tharp, County Clerk were also present. Pat called the meeting to order. Tron moved to approve the county vouchers. Joe seconded. Motion carried. The County Clerk was instructed to draw warrants on the Treasurer chargeable to the various funds of the county for the following amounts:

General	\$	118,758.53
ARPA	\$	4,230.00
Judicial District	\$	2,911.49
Road & Bridge	\$	86,384.53
Airport	\$	12,160.75
County Building	\$	15,895.90
Noxious Weed	\$	4,078.67
EMS	\$	6,024.89
Fire	\$	14,836.19
Community Health	\$	16,889.24
Community Health Grants	\$	1,343.40
Fair Fund	\$	36,750.00
Services For Elderly	\$	102,861.00
Library	\$	85,742.50
Library Employee Benefits	\$	31,118.77
Sheriff	\$	37,969.48
Emp P/R Misc W/H	\$	100.00
Hospital Maint Fund	\$	500,000.00
Reg of Deeds Tech Fund	\$	4,067.20
<b>TOTAL:</b>	<b>\$</b>	<b>1,082,122.54</b>

Pat discussed the Moscow Cemetery roads with the commissioners asking if the county can work on them and pay the costs out of the building fund. The commissioners tabled the discussion until later.

Christy Jackson and Loren Seaman were in attendance for the Soil Conservation District. Loren said the Soil Conservation District is requesting their allocation to be the same. Christy said they have brought in more cost share in the last two (2) years, the scholarship fund is still the same and they are paying to plug water wells, create windbreaks as well as helping with pipelines and stock tanks. She said they really need to up the allocation to \$33,020.00. Christy said the drip part sales are doing well and are trying to get the word out to the community as to what the Soil Conservation does to help the community and the resources they have for citizens. Loren said the state helps to fund some of the conservation but not enough to pay for health insurance and Loren asked the commissioners if there were any ideas or if Christy can be on the county's health insurance. The commissioners said she would have to be an employee of the county and the Soil Conservation District does not fall into county employment. Christy said she will ask other Soil Conservation Districts on how they insure their employees. Joe thanked them for attending and said the Soil Conservation District is one of the best budget line items for the county.

Paul Kitzke had to leave the meeting.

John Felitto and Stephen Ellis with NextEra Energy were in to discuss solar farms within Stevens County. John stated solar outnumbers the megawatt volume compared to wind. He stated NextEra Energy is interested in about 3,500 acres east of town and stated the solar farm they would like to install will create around 500 megawatts and 100 megawatts will power 16,000 homes. John said the whole process to get up and running will take around five (5) to six (6) years. The solar panels are bifacial which means they will also absorb power from light bouncing off the ground and the panels will be roughly ten (10) feet off the ground. Creating wind power is still cheaper but solar is closing the gap. Joe asked about jobs being created and John said there will be some jobs full time as skilled techs and construction will be only 18 (eighteen) to twenty-four (24) months. Currently the NextEra Generation is about year two (2) in development within Stevens County making it roughly thirty percent (30%) completed. The commissioners told John and Stephen the Stevens County Planning and Zoning committee is currently updating regulations for wind power and will be discussing solar as well. They suggested John and Stephen stay in contact with Tony Martin in case there are any changes in planning and zoning.

Rodney Kelling came in and stated the door openers have been installed and there is one (1) that is in a bind but hopefully will be fixed soon. Moscow fire department has two (2) doors that will not open all the way and needs fixed as well. The ambulance door came down on an ambulance and only one panel on the door needs to be repaired with no damage done to the ambulance. Rodney said this Friday the new pickup will be getting the graphics, console and lights installed. The box for the bed of the pickup is still a ways out and Rodney is hoping to get it in September.

Ross Sullivan came in and told the commissioners he spoke with Trane about the turnkey bill, and it is all part of the chiller for the Community Health Department. Ross said all the coils are clean at the health department and noted the coils obviously haven't been cleaned in a very long time. He said the lines going to the actuator are cold but the lines after the actuator do not feel cold. Ross is hoping it is a screen that is clogged.

Tony Martin was in attendance and asked if the fence on the north side of the health department can be removed. Ross stated he thought the fence had to be in place for the HVAC units as per insurance purposes.

Ross informed the commissioners with the last couple of rains there is water on the third (3<sup>rd</sup>) floor and first (1<sup>st</sup>) floor in the courthouse. He went and checked on the Wellness Center and stated Shelby had buckets in areas where there had been water leaking in from the roof. Ross also noted there are large cracks in Susan Schulte's office which he feels a professional needs to view. He would like them to make sure the foundation of the courthouse is still good or if anything needs to be done before it gets worse.

Cammie Heaton discussed again with the commissioners that Nex-Tech informed her the health department needs a new network server which will cost around \$20,000.00. The commissioners asked if the health department can connect to the courthouse server and save some money. Amy Tharp said she can ask around. Cammie said she ordered supplies with the IAP funding for a class which has been cancelled completely so she will be taking those items to the fair to hand out. Cammie told the commissioners she had heard the Stevens County Retail Pharmacy will be starting to do vaccines which is one of the biggest revenues for the health department and she is concerned how much revenue the county will lose. Cammie said she knows Hugoton Drug does some vaccines but not all.

Several members from the Hugoton Senior Center Board were present: Nicole Kinser, Steve Davis, Linda Brooks, Sheryl Hayworth, June Trentham, Steve Perry, Jim Mothes and Karen Rich. Janie Gaskill was in attendance by phone. Karen told the commissioners they received bids from Ghumm's Auto for a 2021 Chrysler Voyager in the amount of \$25,995.00 and will receive trade-in amounts of \$20,000.00 for the 2009 Express 2500 and 2014 Ford Econoline, making the total out of pocket expense of \$6,923.55 including fees. Pat asked if one (1) van would be sufficient, and Nicole explained there is a timed schedule, and one van works fine for the deliveries and rides given.

The commissioners asked the senior center board members if they will have the funds to pay for the purchase of the van and they confirmed they would have the funds.

Joe made a motion to accept the bid from Ghumm's Auto for the 2021 Chrysler Voyager in the amount of \$25,995.00 and will receive trade-in values of \$20,000.00 for the 2009 Express 2500 and 2014 Ford Econoline making the total out of pocket expense of \$6,923.55 including fees.

Tron seconded. Motion carried.

Amy Tharp will check with KCAMP to find out if the new vehicle can be omitted from county insurance if the senior center wants to have control over their own vehicle.

Amy believes it should be allowed as the senior center is just using the building the county owns, but they are not run by the county.

Tony Martin came in and said he is getting a contract on the monitoring wells for the landfill closure. Right now, the state rules will allow pit number eight (8) to be open but does not feel it is a wise choice to move closer to town. Tony said Alfred Benesch and Company is trying to make sure everything is up to the state's rules and regulations. Tony also told the commissioners he will be looking for a different consultant after the new pit is dug for future advancements of the landfill. Pat made a motion to go forward with the new pit. Joe seconded. Motion carried.

Tony told the commissioners both crawlers at the landfill have been down due to wiring harness and hydraulic pump issues. He said there will be a contractor out today to give an estimate on repair costs.

The road and bridge department has completed one (1) mile of chip seal which is on schedule.

Pat asked Tony if the road and bridge department can black top and repair the Moscow Cemetery roads. Tony said Shirley Mothes called and asked for cost of what it would take to patch the asphalt and fix the large hole at the Moscow Cemetery.

Dr. Marshall Lewis with Southwest Guidance was in and requested the county allocate \$37,975.00, which is the same as 2023's allocation. He stated they appreciate any funds the county can allocate to help mental health. Dr. Lewis said the state is looking at making all mental health move into a CCBHC (Certified Center for Behavioral Health Clinic) which will bring in new services.

By moving into a CCBHC it will help increase staff to help with mobile crisis, coordinating with general health care, onsite screening, referrals, transportation, and suicide hotlines.

Dr. Marshall said it will take several years but by July 2024 all will be in place. The commissioners asked how long that will last with the costs. Dr. Marshall said the state is finding ways to make it sustainable after the grant funding depletes and at this time the funding will be depleted in 2026.

Steve Lewis, the Stevens County Museum Curator was in attendance and discussed with the commissioners about the LED lighting. Steve said they have done about \$14,000.00 worth of work on the lighting at the museum and there are still twenty-two (22) lights left to replace.

Using LED's is more energy efficient, and the material is cheaper. The museum is looking at changing out the heating and air wall units which will be around \$60,000.00 to \$100,000.00.

Pat told Steve the building fund is mainly for repair/replacement of building problems and not lighting. Steve said he is having to replace concrete in some areas. Pat suggested the county help with the concrete and the museum pay for the lighting. Steve agreed. Steve said V & B is the only place they had received an estimate for concrete which is around \$14,000.00 and cannot find anyone else to give them bids.

Joe made a motion to waive the bid on concrete and accept the V & B estimate for concrete work. Tron seconded. Motion carried.

Ross Sullivan came back in and told the commissioners he will get specs on the roof for the Wellness Center and try to get some bids coming in.

Amy told the commissioners the bid from AK Roofing for the garage doors on the emergency buildings came out to \$800.00 higher due to remotes. The commissioners told Amy the \$800.00 needs to come out of the emergency budget as it was not included in the original bid.

The commissioners discussed the request of the sheriff's pay being raised when Ted approached them about it at the last meeting. Joe said it is possible. The commissioners are tabling the idea for a later time.

Discussion of the county's KCAMP insurance has been reviewed and Pat said he will take some spreadsheets of the county properties to other insurance agencies and see if they are comparable on costs. The commissioners told Amy to contact all departments who have buildings and vehicles to see what can possibly be omitted on the insurance or what they deem not needing to be insured.

By motion, the Board adjourned.

Attest: Amy Jo Tharp, County Clerk

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Pat Hall, Chairman

COMMISSIONERS' PROCEEDINGS  
JULY 11, 2023

Agenda:       8:30 – Budget Workshop – Theresa Dasenbrock & Tiffany  
                  O'Rourke with Lewis, Hooper and Dick, LLC

The Board of Stevens County Commissioners met in a special meeting for budget workshop. Amy Tharp, County Clerk was also present. Pat called the meeting to order.

Cammie Heaton and Tony Martin were in attendance.

Theresa and Tiffany reviewed their audit of 2022 and stated the county was in compliance with financials. Tiffany stated there are several outstanding checks to be cleaned up, make sure contracts and agreements are in the minutes, encumbrances need to have invoices or written agreements for what the encumbrance is for. They told the commissioners to the sales tax needs to be filed in a timely manner as well as deposits to the Treasurer. Tiffany stated the MOU with the airport has not been followed and suggested a meeting with the airport board should be conducted to review the MOU and the airport should be submitting monthly reports along with properly tracking the airport petty cash fund. Theresa stated there are over \$50,000.00 in the Register of Deeds Tech Fund and suggested anything over that amount can be transferred to the county to be used for office equipment.

Theresa and Tiffany reviewed comparatives with other surrounding counties. Pat stated there are many drastic changes with valuation and he feels the public and other government agencies do not understand how southwest Kansas works. Theresa said in the past if the valuation went up, the county would put the excess into reserves but since the tax lid and Revenue Neutral Rate occurred, it will not help. Theresa stated the Stevens County Foundation Board should be able to help with taxes on raised levies, the commissioners agreed but stated the foundation board does not feel it is compliant with their regulations.

Theresa suggested the county should watch the public notices in the newspaper to catch any Board of Tax Appeals issues that might arise so the county can be prepared. Theresa also informed the commissioners they should have at least an annual meeting with department heads to go over their budgets either at a quarterly mark or halfway through the year to discuss where the departments are at on their budgets and discuss issues of why excess spending might be occurring. Theresa also suggested the county clerk should have a quarterly report for the general departments for the commissioners to review to make sure departments are staying compliant within their budgets.

The Pioneer Manor bond was discussed, and it was agreed to pay off what is left this August instead of carrying the loan until 2026 as it would save the county \$78,000.00 in interest. The commissioners agreed and instructed Amy to pay off the Pioneer Manor in August when the bond is due.



The hospital is held at six (6) mils and whatever the commissioners decide to appropriate, the remainder goes to funding the Pioneer Manor. The library is held at two and a half (2.5) mils while the Library Employee Benefits is not held at a certain mil. Theresa stated the City On a Hill payments can come out of the Special Alcohol Liquor Fund if the commissioners choose. The commissioners agreed to pay City On a Hill out of the Special Alcohol Liquor Fund and to pay at one increment instead of throughout the year.

Theresa went over each department budget, and some were raised due to costs in salary changes for COLA from last year and some department budgets were lowered to keep the county at a level where taxes will not be raised due to the county.

Shelby Martin was in attendance and told the auditors and commissioners she has not been able to submit sales tax to the state because all the issues have not been resolved. Shelby stated she cannot log in to file but submits amounts to Jayme of what the sales tax should be. Jayme Rich came in and stated Shelby will need to contact the state and get a form F7 and resubmit it. Theresa asked if anyone else can log in and do the filing for state taxes. Jayme said it would be unadvisable due to the checks and balances for each department. Theresa advised Shelby to resubmit the form and do what she can to get online and submit sales tax as the state only gave an exception through March. Theresa stated there can be some severe fines and if the state chooses, the state can remove the commissioners, county treasurer and county clerk from office.

The commissioners agreed to raise the revenue neutral rate from the actual of 71.935 to 80.853 due to the valuation increase it will not change taxes the county takes in for operations. The revenue neutral rate hearing will be scheduled for September 11, 2023, at 8:30 AM with the budget hearing following.

By motion, the Board adjourned.

Attest: Amy Jo Tharp, County Clerk

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Pat Hall, Chairman

COMMISSIONERS' PROCEEDINGS  
JULY 24, 2023

Agenda:       8:30 – Bills  
                  8:45 – Cammie Heaton – Grants/Community Health  
                  9:15 – Angela Eichman – McCully & Associates Contract  
                  9:30 – Tony Martin – Public Works

The Board of Stevens County Commissioners met in a regular session. Paul Kitzke, County Attorney and Amy Tharp, County Clerk were also present. Pat called the meeting to order. Tron moved to approve the minutes from the June 26<sup>th</sup> and July 10<sup>th</sup> commissioner meeting and July 11<sup>th</sup> budget workshop meeting. Joe seconded. Motion carried. Tron moved to approve the county vouchers. Joe seconded. Motion carried. The County Clerk was instructed to draw warrants on the Treasurer chargeable to the various funds of the county for the following amounts:

General	\$	91,248.94
ARPA	\$	9,094.90
Judicial District	\$	-
Road & Bridge	\$	152,827.07
Airport	\$	1,969.25
County Building	\$	217.50
Noxious Weed	\$	3,903.07
EMS	\$	8,192.26
Fire	\$	3,542.97
Community Health	\$	14,413.58
911 Wireless	\$	116.37
Fire Equipment	\$	485.00
EMS Equipment	\$	485.00
Non-Specific Equipment	\$	4,000.00
Sheriff	\$	42,739.41
Reg of Deeds Tech Fund	\$	96.20
TOTAL:	\$	333,331.52

Rodney Kelling came in and said Darroll Munson contacted him and wanted to know if the county would be willing to donate the old 1965 water truck to Meade Lake. Rodney said his only concern was it shouldn't be driven without getting it inspected and wanted to know what the liability would be for the county if it was donated instead of bidding it out. Joe stated he would hate to give something away when it could be used for something good. Paul stated the county should not be giving items away and should bid out anything they choose to get rid of. He said to state in the newspaper the tanker will be sold "as is." The commissioners noticed the remotes for the automatic garage doors at the Hugoton and Moscow fire and EMS buildings were not included on

the original bid and we are being billed for them. Rodney said he noticed the same and wished he would have known because he could have purchased the remotes at a fraction of the cost instead of \$100.00 each.

Cammie Heaton told the commissioners she is working on grants for the community health department but must wait for the fiscal year to be sure what she will be eligible to receive. She stated the IAP4 still has \$65,000.00 in grant funds and is supposed to be the final grant for salary support through COVID relief. Cammie said most of the grants will be for salary support, such as WIC, which has \$68,000.00 eligibility for salary support. She explained some of the WIC grant can be used for utilities and communications, which she plans on doing. The community health department will be at the fair tonight and the theatre throughout the week. Cammie said the health department is going to be at the school on Thursday next week from 10am – 4pm to offer vaccines during enrollment for children who need a vaccine. Cammie told the commissioners she spoke with Linda Stalcup and was told the pharmacy will only be doing flu and shingle vaccines at this time. Cammie also informed the commissioners she is looking into a rural health grant for \$20,000.00 as she feels Stevens County is rural.

Angela Eichman came in and presented the commissioners with the McCulley and Associates annual contract to be signed. The commissioners reviewed the contract and noticed there were no changes from the previous year.

Tron made a motion to approve the McCulley and Associates contract for one (1) year.

Joe seconded. Motion carried.

Angela told the commissioners the Sunrise Hospitality should have been a tiered exemption and should have been paying some taxes since 2016 or 2017 working up to 100% tax payments by 2026. No one has completed what should have been done so she is looking into the process to see if they can charge taxes retroactively or just begin paying taxes this next year. Pat expressed his concern with KDI paying taxes and Angela said they should be paying taxes until an order is received that they do not pay taxes. Angela said she just received an annexation on Friday.

Tony Martin came in and presented the commissioners with the specs for a new road grader and would like to get the process of bidding started and hopefully get a new grader in by the end of the year. Tony stated he has enough in the equipment fund for a new grader with the trade in of one (1) of the old ones. The commissioners approved an open bid process for a road grader and told Tony to get sealed bids and have them ready to be opened on August 14, 2023, at 10:00 AM in the commissioner meeting room. There was discussion of the county asphalt plant and Tony said it would be too costly at this time to shut down the plant and purchase the equipment needed to do the roads and have asphalt brought in. Currently, the road and bridge department do three (3) miles of overlay and three (3) miles of patching. Tony said the roads are about two (2) months behind maintenance due to all the rains the county has had.

Sheriff Ted Heaton, Undersheriff TJ Steers and Deputy Cuyler Miller were in attendance. Ted asked the commissioners if the county was going to bring him some gravel for his road in Feterita he purchased around 2006. He said there was a contract with the county to receive gravel when

needed. He stated he didn't need anyone to smooth it, but that he just needed the gravel dumped and he would take care of it. The commissioners stated it would be difficult to bring gravel out to a private entity and other citizens question why they aren't receiving the same services. Ted informed the commissioners back in 2006 the State of Kansas gave him a check for roughly \$18,000.00, and he gave that check to the Stevens County Treasurer to put into a fund to pay for his road to be graveled by the county. Tony said he did find the purchase order and the county did around \$13,000.00 to \$15,000.00 worth of work, and asked if the county could give the difference of the check and the work done in gravel to Ted. Nothing has been decided yet.

By motion, the Board adjourned.

Attest: Amy Jo Tharp, County Clerk

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Pat Hall, Chairman

COMMISSIONERS' PROCEEDINGS  
AUGUST 14, 2023

Agenda: 8:30 – Bills  
9:00 – Foundation Board – Gary Gold & Warren Willis  
9:30 – Tony Martin – Public Works  
10:00 – Grader Bids  
10:15 – Airport Board – Matt Rome & Robert Davis

The Board of Stevens County Commissioners met in a regular session: Paul Kitzke, County Attorney and Amy Tharp, County Clerk were also present. Pat called the meeting to order. Tron moved to approve the minutes from the previous commissioner meeting. Joe seconded. Motion carried. Tron moved to approve the county vouchers. Pat seconded. Motion carried. The County Clerk was instructed to draw warrants on the Treasurer chargeable to the various funds of the county for the following amounts:

General	\$	132,360.24
Diversion	\$	79.03
Judicial District	\$	3983.23
Road & Bridge	\$	128,869.18
Airport	\$	24,675.91
County Building	\$	8,800.00
Noxious Weed	\$	4,487.40
EMS	\$	8,797.04
Fire	\$	3,394.96
Community Health	\$	16,238.93
911 Wireless	\$	116.37
Fire Equipment	\$	7,687.50
EMS Equipment	\$	7,687.50
Airport Grants	\$	3,109.00
Sheriff	\$	54,683.76
Reg of Deeds Tech Fund	\$	312.80
TOTAL:	\$	405,282.85

Rodney Kelling came in and stated his emergency management truck is complete with lights and siren and just waiting on the bed box.

Amy Tharp mentioned the fuse box at the Hugoton Senior Center is needing to be updated and repaired. She told the commissioners she will be paying for the repairs out of the building fund. The commissioners agreed.

Warren Willis and Gary Gold with the Stevens County Foundation Board came in and told the commissioners they are looking at other auditing firms. Joe recommended the foundation board find an accounting firm who works with county/government entities. Gary and Warren stated the current firm seems to be expensive for what they do for the foundation. Warren told the commissioners the board meets three to four (3-4) times a year. Gary said he invests foundation funds into different CD's and tries to get the best percentage rate. Most of the CD's are at five percent (5%) and the rest are around four-point six percent (4.6%). Because the foundation is a private

entity, they must disburse at least five percent (5%) every year due to accounting rules and regulations. Gary said he wanted to attend a commissioner meeting to inform the commissioners the county could utilize some of the foundation funds if needed. Pat said the community health department might need to utilize some of the funds. Joe told Gary and Warren if any county entity requests funds to add on or create another building to send them to the commissioners, as the county does not want more buildings to upkeep. Warren and Gary feel the commissioners should be asking for the county instead of the department heads. Amy stated there is currently a policy in place stating department heads need to get approval from the commissioners before requesting grants. Pat said if any county entity needs help, he feels it would be the hospital. Warren also informed the commissioners the water usage cuts are estimated to begin in 2027 with a new law and that will probably hurt the county.

Sheriff Ted Heaton and Undersheriff TJ Steers were in attendance. TJ presented the commissioners with a quote from INA Alert for a whole new camera system at the sheriff's department. Ted and TJ told the commissioners the camera system they have now is very antiquated and is beginning to have many issues. INA Alert's quote was about \$150,000.00.

Tron made a motion to bypass the bidding process for a new camera system and cameras at the sheriff's department and accept the quote from INA Alert in the amount of \$150,421.94. Joe seconded. Motion carried.

Tony Martin was in to inform all the chip and seal was completed but the road and bridge is behind on overlay. Tony stated O'Malley's is at the landfill beginning to drill for the monitoring wells to meet state requirements for the new pit.

Brett Simpson with Foley Equipment and Dustin Walker with Murphy Tractor/John Deere were in attendance for the opening of the bids.

At 10:00 AM the commissioners opened bids for one (1) new road grader:

- |                      |               |              |
|----------------------|---------------|--------------|
| 1. Murphy/John Deere | with trade-in | \$377,748.00 |
| 2. Foley Equipment   | with trade-in | \$386,617.00 |

Tony requested to look over the specs of the bids before the commissioners made a decision. The commissioners agreed and Tony stepped out to go over the specs.

Dustin stated the price from Murphy Tractor included the premium, circle which has less maintenance and can get a grader within 120 days. Brett with Foley stated the grader they will have will be able to be delivered mid-October. Both stated their warranty is seven (7) years or 8,000 hours.

Amy told the commissioners she is over her county clerk budget due to the RNR notices she had to pay to have mailed. She stated the cost this year is close to \$14,000.00. Amy stated the State of Kansas is supposed to reimburse for this year but will go into the general fund so it will not reflect on her budget. Amy also told the commissioners beginning next year the cost to mail out RNR notices will not be reimbursed other than from the entities increasing their estimated RNR. The commissioners told Amy to pay for the RNR notice mailings out of the courthouse general instead of the county clerk budget for next year.

Matt Rome and Robert Davis with the airport board came in. Matt informed the commissioners of

the projects that are planned for the airport, including two (2) for the crosswind runway through Kirkham Michael, which will total about \$250,000.00 and is a 90/10 grant. Matt also stated the new company coming in is Garver and the current projects through them will be the LED lighting of the runway, fuel dispenser and AWOS system. Matt said he will get the funds moved from the airport bank account to the treasurer's office to deposit into the airport fund through the county. Pat told Matt and Robert they should purchase the 2006 Crown Vic from the extension office as a courtesy car for the airport. Matt said he is hoping to eventually get one of the Hugoton Police Department vehicles for the airport as well.

Joe made a motion to purchase the 2006 Crown Victoria from the extension office for the airport in the amount of \$6,000.00 using the Stevens County Equipment Fund. Pat seconded. Motion carried.

The commissioners told Matt and Robert to remember the foundation has some funds they need to release so if they need something to think about getting a grant from them.

Tony Martin and Dustin Walker came back in, and Tony informed the commissioners the Murphy Tractor/John Deere met all specs, and he was satisfied with their bid.

Joe made a motion to accept the Murphy Tractor bid for a grader in the amount of \$377,748 for a John Deere 770 GP Motor Grader. Tron seconded. Motion carried.

Jan Leonard came in and shared he was doing some research about Rural Housing Incentive Districts (RHID) and stated there will need to be a housing study to be eligible for aid from the government. The commissioners agreed this should be pursued and Joe told Jan that Robert Harrington with the Center for Infrastructure and Economic Development was at a previous meeting and Robert might be able to help with the housing study. Jan said he would reach out to him and see what needs to be done and find out the cost of the study.

Amy asked the commissioners to consider allowing an employee from the sheriff's department to work the elections as a poll worker without having to use accrued time through the sheriff dept. The commissioners agreed, as some employees from the road and bridge department don't use accrued time to work the fair.

By motion, the Board adjourned.

Attest: Amy Jo Tharp, County Clerk

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Pat Hall, Chairman

COMMISSIONERS' PROCEEDINGS  
AUGUST 28, 2023

Agenda:       8:30 – Bills  
                  8:45 – Jayme Rich - Treasurer  
                  9:00 – Open Bids – Wellness Roof  
                  9:30 – Tony Martin – Public Works  
                  10:00 – Dept. Head Meeting

The Board of Stevens County Commissioners met in a regular session. Paul Kitzke, County Attorney and Amy Tharp, County Clerk were also present. Pat called the meeting to order. Tron moved to approve the minutes from the previous commissioner meeting. Joe seconded. Motion carried. Pat moved to approve the county vouchers. Joe seconded. Motion carried. The County Clerk was instructed to draw warrants on the Treasurer chargeable to the various funds of the county for the following amounts:

General	\$	47,468.04
Diversion	\$	741.00
Judicial District	\$	882.01
Road & Bridge	\$	88,617.81
Airport	\$	7,651.42
County Building	\$	76,054.47
Noxious Weed	\$	3,967.16
EMS	\$	6,307.32
Fire	\$	6,102.90
Community Health	\$	21,345.12
ARPA	\$	25,625.00
Sheriff	\$	40,363.48
Reg of Deeds Tech Fund	\$	169.60
TOTAL:	\$	325,295.33

Katie Haarsager with AES Renewable Energy was in attendance and informed the commissioners that AES works with solar energy, wind energy and green hydrogen. She stated hydrogen is used for fuel systems, gravel, concrete and feed. Katie said AES works with the local conservation and extension districts to find out what needs to be planted or grown around the solar panels and wind towers. She estimated an in-service date of 2027 once they begin working due to surveys and checking everything is up to code. At this time, they are only introducing themselves to the county.

Jayme Rich came in and told the commissioners she will be hiring Eriel Lewis as a full-time clerk and will be using her motor vehicle revenues to pay for a portion of the wages instead of increasing



her treasurer budget. Jayme also discussed with the commissioners a new website link she is looking into which is a free service but will allow the citizens to view and/or pay their taxes along with other services. She stated this service will also allow mortgage companies access to the taxes and is more user-friendly than the other sites she has linked to the county website. The commissioners told Jayme to look at other sites before choosing. Jayme told the commissioners the tax sale is still in process for September. The commissioners asked about the fish aquarium in the treasurer's office and Jayme said it was to boost moral in the office not only for customers but staff too. The commissioners agreed to allow the fish to stay but stated the county will not be paying for the appliances or food for the fish.

Ross Sullivan, Tanner Rindles, Oscar Hurtado, Travis Coulter, Richard Vertrees, and Shelby Martin were in attendance. The commissioners opened the bids received for the wellness center roof:

	Spray	TPO	Replacement
Sinco Construction	\$30,255.00	\$68,527.76	\$71,380.76
AquaShield	\$0	\$0	\$65,295.00
AK Roofing	\$65,960.00	\$134,580.00	\$88,617.00
HMH Roofing	\$36,375.00	\$73,800.00	\$72,750.00
Ozone	\$37,035.00	\$63,206.00	\$79,035.00

Richard Vertrees told the commissioners he would not recommend the TPO due to the high winds Stevens County gets. He said it would end up destroying the whole roof if a high wind came through and lifted up a corner of the TPO roof and cause more issues. Shelby asked if someone could bid on getting new ceiling tiles replaced in the foyer and office areas due to the damage done when the water leaks in. Shelby also told the commissioners the floor leaks when it rains so something needs to be done about the foundation to waterproof or build up around the building. The commissioners told Ross to go over the bids and look at the specs and to return when he has had a chance to review them.

Cammie Heaton came in and stated there have been a few cases of Whooping Cough (due to the lack of vaccines), STD's and bed bugs. Cammie stated there is a WIC contract with Thrifty King in which the store is to carry Similac formula and noticed the grocery store did not have formula on the shelves for at least twenty-nine (29) days, she spoke with management, and they are trying to find out if there is a formula shortage or what happened. Cammie said according to WIC, as long as the store is open, they are supposed to carry formula. The community health department was awarded a workforce development grant and Cammie plans to use those funds for salary support. The WIC budget was approved for \$65,059.00 and is being allocated for one (1) year. Cammie told the commissioners a representative for Trane came in and did some work on the HVAC system, she said the rep. was only working for about an hour but noticed the bill was charging the county for three (3) hours labor. With the HVAC filters getting cleaned and shutting off the back half of the building, Cammie said the electric bill has decreased greatly.

Ross Sullivan came in and stated he didn't see insulation on the AquaShield bid and it didn't look like they were roofing the office area at the wellness center. Sinco has a longer warranty on workmanship. The commissioners discussed with the construction companies about their completion dates and "R" rating of the insulation to be used for the wellness center roof. Further discussion of the roof led the commissioners to tell Ross to publish another bid request in the newspaper with updated specs to see if they can get closer to similar materials being used.

Joe made a motion to reject all bids received for the Stevens County Wellness Center roof. Tron seconded. Motion carried.

The commissioners stated the specs need to include an "R" rating for the insulation and only vinyl, not craft and figure for full roof replacement of the wellness gym, office, and foyer.

Rodney Kelling, Cammie Heaton, Tony Martin, Matt Rome, Angela Eichman, Susan Schulte, Betty Rosel, Jayme Rich, Shelby Martin, and Ross Sullivan were in attendance for the county department head meeting. The commissioners went over county policies, bidding process, grant process, receipts, late fees on bills, inventory and what the proper procedure is for accounting purposes. Department heads are responsible for turning in their receipts on a biweekly basis to the treasurer for sales tax, goods sold, and memberships or other forms of receipted money. The commissioners and Jayme also stressed how important it is for department heads/managers to make sure they keep track of receipts and expenditures to double check with the clerk and treasurer records for good accounting checks and balances. Any late fees on bills will be the responsibility of the department where those fees incurred. Shelby said she is waiting for log in information on the state sales tax website. The commissioners stated if there is an issue with any building the department head needs to contact Ross so he can inform the commissioners if it is something that needs to be addressed by bids or contracted out. Most issues with the buildings will need to come out of the building fund so as not to cause issues with department budgets.

Tony Martin stated Invenergy is possibly going to put up three to four (3 – 4) more MET Towers which are about 170 feet tall, the commissioners were not pleased with more MET towers and of the height of the new ones. The O'Malley's Company will be drilling and monitoring wells and soil samples for the landfill, right now the monitoring wells are at 140 feet deep and no water. Jeff Cox and Jessie Eckert will be attending classes at Hays to keep their rodent control license and Tony will be attending class in Mulvane for certification to run a small landfill. Tony discussed having issues with the company credit card and it being declined to pay for classes or rooms. Tony said a citizen purchased rock and the road and bridge department will blade it out for them on the road, probably won't be able to get to it by corn harvest season but will try. The roads are drying up too fast and causing wash board roads. Tony sent an employee home due to extensive tardiness in which the employee was wrote up, the same employee was tardy coming back from lunch on the same day which was then instructed to the five (5) days off without pay. Joe said he is opposed to the new MET towers as they become a danger to pilots. Joe also asked if something could be done at Road 18 to help with the upkeep of the road, such as having a designated entrance and exit for the grinding plant. Tony is not sure about the safety/legal standpoint of the issue but plans on

talking to the owner to see if something can be done. Tony said he received a call about adding on to Road 17 to make it longer so the school bus doesn't have to turn around but can go down further and turn off on a different road to get back to town. Tony said it would take a lot of work to build up because it is such a fine sand.

Tron made a motion to raise the credit limit to \$2,000.00 for the road and bridge departments credit card. Joe seconded, motion carried.

Ross and Shelby came in and asked the commissioners to go over the spec sheet for the wellness center roof. The commissioners agreed with their spec sheet and approved the bid requests to be in the newspaper for two (2) executive weeks and to open bids on September 11<sup>th</sup>, at 9:00 AM.

Ross told the commissioners the courthouse roof is leaking onto the third (3<sup>rd</sup>) floor and will cost an estimated \$18,000.00 for repair. Joe said he will talk with the Moscow Senior Center and see what is going on with the building over there since the commissioners received a sealed envelope with "Moscow Senior Roof" on the envelope. Pat asked Ross if the county should purchase their own mats for the courthouse or if there's a way to only have Unifirst clean monthly instead of weekly. Pat also asked Ross to look into pest control about spraying quarterly instead of monthly to see if the county can cut some costs. Ross said he will look into the pest control and see about getting bids for all county buildings to be sprayed on a quarterly or annual basis.

Angela Eichman came in and requested an executive session over anticipated legal issues.

Pat made a motion to go into executive session for ten (10) minutes over anticipated legal issues with Angela Eichman. Joe seconded. Motion carried.

Executive session began at 11:36 AM and concluded at 11:46 AM. No action taken.

Ross asked the commissioners if there was a place to purchase weed spray at cost and the commissioners suggested Ross contact the county noxious weed department and get some spray from there. The commissioners discussed getting the maintenance a company credit card.

Tron made a motion to allow Ross Sullivan to get a county credit card through Citizens State Bank for maintenance purposes with an allowable limit of \$1,000.00. Joe seconded. Motion carried.

Pat asked Amy if the Pioneer Manor was paid in full and Amy stated Jayme brought over papers showing the Pioneer Manor bond has been paid in full in the amount of \$1,645,432.44 in August of this year.

By motion, the Board adjourned.

Attest: Amy Jo Tharp, County Clerk

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Pat Hall, Chairman

COMMISSIONERS' PROCEEDINGS  
SEPTEMBER 11, 2023

Agenda:        8:30 – RNR Hearing  
                  8:45 – Budget Hearing  
                  9:00 – Open Bids – Wellness Roof  
                  9:30 – Tony Martin – Public Works  
                  10:00 – Jayme Rich – Tax web link

The Board of Stevens County Commissioners met in a regular session. Paul Kitzke, County Attorney and Amy Jo Tharp, County Clerk were also present. Pat called the meeting to order. Tron moved to approve the minutes from the previous commissioner meeting. Joe seconded. Motion carried. Joe moved to approve the county vouchers. Tron seconded. Motion carried. The County Clerk was instructed to draw warrants on the Treasurer chargeable to the various funds of the county for the following amounts:

General	\$	69,595.67
Diversion	\$	1,855.74
Judicial District	\$	1,037.14
Road & Bridge	\$	241,866.29
Airport	\$	4,818.12
County Building	\$	31,000.00
Noxious Weed	\$	4,175.17
EMS	\$	10,074.62
Fire	\$	6,475.64
Community Health	\$	22,545.29
Airport Grants	\$	41,485.51
Sheriff	\$	43,884.37
Reg of Deeds Tech Fund	\$	154.60
<u>TOTAL:</u>	\$	<u>478,968.16</u>

Pat opened the RNR Hearing at 8:35 AM.

Tony Martin and Iva Kirtun were in attendance. Pat asked if anyone had any questions or statements to make about the RNR. No one had a statement or question. A roll call vote of the Stevens County Commissioners was called, and Tron Stegman, Pat Hall and Joe D. Thompson voted unanimously to exceed the Revenue Neutral Rate for Stevens County.

Resolution 23-04 was presented to the commissioners to approve and sign.

Joe made a motion to accept ***Resolution 23-04, A Resolution of the County of Stevens, Kansas to Levy a Property Tax Rate Exceeding the Revenue Neutral Rate.*** Tron seconded. Motion carried.

Pat closed the RNR Hearing.

Pat opened the Budget Hearing at 8:45 AM.

No statements or questions were made.

Tron made a motion to approve the presented budget for Stevens County. Joe seconded. Motion carried.

Pat closed the budget hearing.

Pat opened the regular commissioner meeting.

Amy Jo had a “Proof of Loss” declaration page from KCAMP to be signed by the commissioners from the storm damage in 2019.

Amy Jo told the commissioners the Kansas Statute states if a contractor does more than \$100,000.00 worth of work there will need to be a bond.

Rodney Kelling came in and informed the commissioners he was not awarded the grant funding he had applied for but is still looking into other programs.

Amy Jo said the appraisers are wanting a “Stevens County” decal for the county pickup. Pat said yes, but to place it on the window, not the paint.

Ross Sullivan, Richard Vertrees, Robert Salazar, Fernando Sanchez, Tanner Rindles and Oscar Hurtado were present.

The commissioners opened the bids for the Wellness Center:

- |                |   |
|----------------|---|
| 1. AK Roofing  | \$71,084.60 (includes ceiling tile) – w/out \$68,984.60 |
| 2. Ozone       | \$87,101.23   |
| 3. HMH Roofing | \$62,000.00   |
| 4. Sinco       | \$87,678.58   |

Ross took the bids to review.

Amy informed the commissioners that Dana will not be able to clean the Memorial Hall kitchen beginning in October for at least a month, possibly more. The commissioners said it would be fine to find someone to replace her while she is gone.

Joe asked Paul what the next step was with Glenn Kerbs on the planning and zoning for solar/wind energy. Paul said he will reach out to Glenn and see if he can call into or attend the next meeting and there will need to be a planning and zoning meeting set up with the commissioners for review.

Ted Heaton and TJ Steers were in attendance.

Ross came back with the bids and stated all the specs look the same. He was just not sure on the cleanup, but HMH had all the specs in their bid, and it was the lowest. Pat asked Oscar if he had a certificate of liability, date the work could begin, and a completion date once started. Oscar said he does have liability insurance, he would be able to begin October 11, 2023, and completion should be within 2 weeks of that. Oscar said he would begin sooner, but it will take the materials two to three (2-3) weeks to arrive. Pat asked about cleaning up and Oscar said they (HMH) will have everything cleaned up after completion of the project.

Joe made a motion to accept the low bid from HMH Roofing in the amount of \$62,000.00 for the wellness center roof. Tron seconded. Motion carried.

Ross was told to check with Oscar about the cost of new ceiling tiles in the office and foyer of the wellness center.

Ted Heaton informed the commissioners he will need to start purchasing the bulk of the inmate/jailer groceries from Wal-Mart, as they have not had any luck getting most of the groceries in Hugoton. Ted told the commissioners the new deputy, Cuyler Miller, will begin training next week.

Ted asked the commissioners if they had thought any more about a possible raise for sheriff. The commissioners said they have not thought about it recently.

Tony Martin said the road and bridge department was trying to finish overlay, but the asphalt plant had issues, so it put them behind. Tony said he received a call from soil conservation and learned he needs to evaluate septic tank systems.

Jayme Rich came in and said she has looked at other tax links for the internet and so far, the one she spoke of at the past meeting, is the best option. It is easy to use and has more features at no extra cost. Pat asked Jayme if she knew about the motel and KDI taxes. Jayme said she heard about it but there is nothing she can do on her end. She explained it starts with the appraiser's office and goes to the clerk's office before she gets anything. The commissioners asked Paul to reach out and find out if there is anything the county can do to recoup those lost taxes.

By motion, the Board adjourned.

Attest: Amy Jo Tharp, County Clerk

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Pat Hall, Chairman

COMMISSIONERS' PROCEEDINGS  
SEPTEMBER 25, 2023

Agenda:        8:30 – Bills  
                  8:45 – Glenn Kerbs – Attorney for P/Z Assistance  
                  9:00 – Hailey Marple – Bukaty Benefits Consultants  
                  9:30 – Cammie Heaton – Community Health  
                  10:00 – Tony Martin – Public Works

The Board of Stevens County Commissioners met in a regular session with Tron Stegman being absent. Paul Kitzke, County Attorney and Amy Jo Tharp, County Clerk were also present. Pat called the meeting to order. Pat moved to approve the minutes from the previous commissioner meeting. Joe seconded. Motion carried. Pat moved to approve the county vouchers. Joe seconded. Motion carried. The County Clerk was instructed to draw warrants on the Treasurer chargeable to the various funds of the county for the following amounts:

General	\$	97,278.47
Special Law Enforcement	\$	942.10
Judicial District	\$	1,418.07
Road & Bridge	\$	55,153.89
Airport	\$	13,657.93
911 Wireless	\$	116.37
Noxious Weed	\$	3,969.65
EMS	\$	7,100.17
Fire	\$	2,398.36
Community Health	\$	12,717.73
Airport Grants	\$	11,490.00
Sheriff	\$	43,374.74
Reg of Deeds Tech Fund	\$	41.20
TOTAL:	\$	249,658.68

Ross Sullivan came in and told the commissioners the drop ceiling at the wellness center was estimated to cost \$5,380.00. He also told the commissioners the chicken wire to hold up the insulation in the gym area would not be needed, as the beams are close together, so there should not be an issue. HMH told Ross they will be starting the roof work on the wellness center this Friday, weather permitting. The wellness center will be closed September 30<sup>th</sup> and hopefully reopen on October 3<sup>rd</sup>, if the weather allows. The commissioners asked Ross if he would be able to install the ceiling tiles at the wellness center and Ross said he could order the tiles and try to install them, but it would be very time consuming. Ross was wondering if it was possible to have the courthouse roof sealed one section at a time and after speaking with Ozone, found out it is

possible. Joe told Ross he would contact him toward the end of the commissioner meeting because he had more questions.

Rodney Kelling and Tony Martin were in attendance.

Glenn Kerbs was next on the agenda via conference call. Paul asked Glenn what the process is to start the planning and zoning regulations for the solar and wind energy companies. Glenn said the Ford County Planning and Zoning Director, Elisa Drake will be going over Stevens County's zoning regulations, and will compare them to Ford County to see what would possibly need to be changed or discussed then have a meeting with Tony Martin next week to go over the regulations. Pat asked if there is a recommended distance from houses for the wind turbines and Glenn said their zoning regulations recommend 2,000 feet unless the property owners want less. Glenn further stated the Ford County Commissioners changed the distance to 1,000 feet. Discussion about solar energy took place regarding those regulations, then Glenn said the regulations for solar is less than wind due to the height of the solar structures, as well as the idea of glare and other issues. Glenn said the regulation changes will need to be presented to the planning and zoning board before going to the commissioners for final approval. The planning and zoning board will have to give public notice of the requirements or changes and give the citizens fourteen (14) days to protest before going to the commissioners. Tony said currently, the regulations in place state 1,000 feet from landowner's home but 2,000 feet from adjoining landowner's property, which can be changed.

Amy Rich was present for the presentation of the Bukaty Companies broker services presented by Hailey Marple and Derek Dick. Hailey said they would like to provide health insurance quotes to the county. Hailey asked how many employees are on the insurance plan currently and Amy Rich answered around sixty (60) employees. Derek said Bukaty uses an online system for enrollment and producing 1095's and asked Amy Rich if that is currently the method used by our county. Amy said she does online enrollment and receives 1095's directly through the BCBS online portal. Hailey said the Bukaty Companies will negotiate with Blue Cross and Blue Shield every year to get the county better rates or find other comparable insurance companies. Pat asked how many years the company has been in business. Derek said it started in 1992, and they work with entities that are not just municipal. Hailey and Derek said they provide a GAAP Plan as well. Pat said he would like to view the different health insurance plan options and would be okay with them providing some quotes. Amy Rich will gather information the Bukaty Companies require to get the county insurance quotes.

Cammie Heaton came in and discussed the issues she is having with Nex-Tech and the cost of the server Nex-Tech is stating the county needs to purchase for the community health department and the courthouse. Currently, Nex-Tech has given a quote for the community health department of \$743.43 and the courthouse of \$754.43 every month for sixty (60) months which will include the server, battery backup, installation, monitoring, drive time, warranty (parts and labor), remote system monitoring, ongoing support for length of contract, antivirus, and patching. Cammie said she is asking other IT professionals why the cost is so high, and they stated it probably has to do



with virtual server hardware. Cammie and Amy Jo discussed other issues with Nex-Tech but feel they have nowhere else to go to get decent service at a better cost.

Cammie stated the flu block the community health department usually gives adults 50-64 years of age is egg free but this year the FDA has not approved the vaccine and that vaccine is what helped bring in income to the health department.

Amy Jo said Ted is still questioning the gravel issue of his drive/road out at Feterita and wanted to know what the decision was since one was not made the last time this was discussed. Tony said the state statute says a government entity cannot haul gravel to individuals and the last time the issue was mentioned, Tron offered to deliver to Ted. Pat stated there is no paperwork showing where the county owes Ted anything else or how much money Ted paid in total for the work done in 2006. Tony said the only thing he can find at the road and bridge department is the work order for work done years ago which includes how much the work cost at that time.

Paul Nordyke was in to discuss the water dock with the commissioners. Joe asked if it would be better to put the water dock on the west side of town and Pat said there is flooding in that area and stated the northeast side of Hugoton is possibly the best place. Paul Nordyke said there is no power and would take more work and money to get one on the west industrial side of Hugoton. Tony said at this time the only concern of putting the water dock in by the landfill is the guide wires but could be worked around. Paul Nordyke said the total cost is \$43,710.00 which does not include freight and he is under the impression freight should not cost more than \$2,000.00. Paul Nordyke said the city will cover the power, internet and run water to the water dock, and he will speak with the City of Hugoton about paying for the concrete pad. The county will cover the cost of the water dock and work for the asphalt driveway to the water dock with ARPA funds. Paul Nordyke and the commissioners agreed there needs to be an MOU for the water dock.

Amy Jo said she looked into having all the commissioner journals and election results scanned and put on a disk for saving. The cost is close to \$3,000.00. Amy Jo said she has money saved in her tech fund to cover the costs but will see if there is a grant out there to use for putting those books on disk. Amy Jo informed the commissioners there are still no taxes being paid to the state from one of the county entities. It was suggested the department having sales tax issues reach out to the state and request a letter from them stating the county will be forgiven any penalties or late fees due to the issue being on the state's end with logins. Amy Jo also asked about a vacuum large enough for Memorial Hall stating Ross told her Pat did not want to spend \$5,000.00 on a vacuum and to find something cheaper. Joe replied with it would be hard to find a vacuum large enough and of good quality cheaper than probably \$3,000.00. Amy Jo also asked about finding someone to shampoo the Memorial Hall carpet as it looks dirty due to food and liquids being spilled on it. She stated Ross had mentioned it needs to be deep cleaned.

Tony was in and requested approval from the commissioners to give Blane Grogan and Haden Daharsh an increase of \$1.00 per hour since they have been there for six (6) plus months. The commissioners agreed. Tony presented the commissioners with two (2) crossing permits to be

signed. Tony stated the road and bridge department is still working on asphalt and trying to get it completed as soon as possible. Pat said the Moscow Cemetery looks much better after the potholes have been patched. Tony and Jeff Cox will be gone next week from Monday through Thursday for classes and the following week Jessie and Jeff will be gone for their recertification on noxious weeds. Tony said there will either be an email or letter about the landfill from KDHE and asked Amy Jo if she receives it to email or get him a copy of the information. If Tony receives the information, he will pass it along to Amy Jo.

The Stevens Eco Devo Board consisting of Neal Gillespie, Jan Leonard, Doug Martin, Walt Beesley, Ron Honig and Curtis Crawford were next on the agenda. Jan Leonard told the commissioners Robert Harrington said to begin the RHID's (Rural Housing Incentive District) process there needs to be a survey completed at a cost of \$6,500.00. Jan said the RHID will help the contractors with the costs of building homes which makes it more appealing to build in Stevens County. Jan said Robert Harrington plans to be at the commissioner meeting on October 10<sup>th</sup>. Neal Gillespie said the Eco Devo would like to request a larger appropriation from the county to get back up to the \$35,000.00 to cover Jan's expenses/salary.

Neal said he had been reading the commissioner minutes and approves their voicing opinions about not being satisfied with more MET towers for the wind farms but stated they are needed by the lending institutions for funding purposes. However, Neal said the Eco Devo board is concerned about the commissioners' opinions causing a negative impact for the wind farms. Neal said many landowners and Eco Devo would like to see green energy in Stevens County as it would not only benefit the landowners but also the schools and the county taxpayers. Neal said in 2008, wind farms came to Stevens County but had to end due to a funding decline at the time. Invenergy will bring in not only funding and relief for the economy, but also good jobs. Neal also stated that research shows Invenergy is a good, solid company. Pat voiced his concern with the controversy and other issues along with too much government control over citizens and feeling like this wind farm is dragging out. Neal said Invenergy is not stringing people along, it just takes time to plan, receive funding and get things started because it is such a large-scale project. Pat said Glenn Kerbs, the attorney for Ford County, is assisting Stevens County with the planning and zoning regulations to keep Stevens County protected, which Neal stated is a good idea since Ford County has at least seven (7) wind farms currently and is looking at two (2) additional windfarms in the near future. Neal said Stevens County is known for gas and agricultural production, but the gas field has gone down substantially, and resources are diminishing. Neal said there was a time when Stevens County was in the top three (3) of the state of Kansas with the lowest property tax for many years and now they have raised so high just to keep the county going. After more discussion of the wind farms coming to Stevens County, Pat stated he would like to see the 2,000-foot distance from structures and Neal said it would be best to put the distance at 1,500 feet, which is what Invenergy is currently willing to do.

Ron Honig spoke with the commissioners about the vehicle at the extension office and asked if the county still wanted to purchase it for the airport.

Joe made a motion to bypass the county bidding process and purchase the extension office's Crown Victoria for \$7,000.00 for the airport. Pat seconded. Motion carried.

Joe announced Jennifer Featherston has replaced Linda Stalcup at the Hospital and would like the commissioners to give her a welcome party along with the acknowledgment the county made the final payment of the Pioneer Manor bond. He asked Amy Jo to get something together or get in contact with someone to help with the event.

Pat said he will contact the department in question about the state sales tax and see what can be done.

Ross Sullivan came back in, and Joe said to bring in several quotes of vacuums capable of cleaning the Memorial Hall and to find a way to get it shampooed either by finding a shampooer or a company to come in and shampoo. Joe also expressed his concern with the west entrance of the courthouse by the Memorial Hall doors and the tile which is coming apart. Ross said there had been water getting in during the hard rains and feels there is probably mold in the walls and insulation on that side. Ross said he needs to know if the commissioners want to re-tile the walls or just sheetrock. The commissioners told Ross to get estimates on the wall repair.

Added and Abated Orders were reviewed and approved by commissioners and given to the County Treasurer; for tax year 2019 numbers 273 and 274 total valuation added 310,943 and tax assessed \$61,718.14; for tax year 2020 numbers 87 and 88, total valuation added 408,019 and tax assessed \$86,358.86; for tax year 2021 number 109 with a total valuation removed of 2,604 and tax assessed of -\$350.58, and order number 110 through 111 with a total valuation added 541,461 and tax assessed \$122,242.41; 2022 order number 227 with a total valuation removed of 7,587 and tax assessed of -\$1,144.03, and order number 228 through 229 with a total valuation added 630,447 and tax assessed \$122,242.41. Total valuation of 1,880,679 and total tax assessed \$382,941.50.

By motion, the Board adjourned.

Attest: Amy Jo Tharp, County Clerk

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Pat Hall, Chairman

COMMISSIONERS' PROCEEDINGS  
OCTOBER 10, 2023

Agenda:        8:30 – Bills  
                  8:45 – County Business  
                  9:00 – Matt Greene - KDI  
                  9:30 – Nex-Tech  
                  9:45 – Tony Martin – Public Works  
                  10:00 – Robert Harrington – RHID (Did not appear)

The Board of Stevens County Commissioners met in a regular session. Amy Jo Tharp, County Clerk was also present. Pat called the meeting to order. Joe moved to approve the county vouchers. Tron seconded. Motion carried. The County Clerk was instructed to draw warrants on the Treasurer chargeable to the various funds of the county for the following amounts:

General	\$	77,436.47
Spec Law Enforcement	\$	8,080.00
Judicial District	\$	879.68
Road & Bridge	\$	125,237.91
Airport	\$	3,267.60
County Building	\$	1,930.50
Noxious Weed	\$	13,185.07
EMS	\$	10,744.81
Fire	\$	11,479.40
Community Health	\$	27,284.78
Insurance Agency Damages	\$	20,810.00
Library Emp Benefits	\$	400.23
Library	\$	85,742.50
Fire Bequest	\$	355.88
Non Specific Equipment	\$	7,000.00
Sheriff	\$	45,784.64
Reg of Deeds Tech Fund	\$	3,300.00
<u>TOTAL:</u>	<u>\$</u>	<u>442,919.47</u>

Robert Salazar was present.

Ross Sullivan came in and told the commissioners the county is under contract with Unifirst until 2025 and it would be costly at this time to break the contract. Discussion over the tiles for the drop-ceiling at the wellness center were discussed. Ross gave the commissioners the estimate for the hallway in Memorial Hall that goes to the elevator. The commissioners, Ross and Robert Salazar, went to view the Memorial Hall wall. The commissioners asked Ross to get in touch with

KCAMP and see if we are covered for water damage. Amy Jo asked if the work was started soon, if it would be completed before November 7<sup>th</sup> (election day), Robert said he wasn't sure because no one knows what's needing replaced behind the tile and if there are support beams rotted, or if there's mold and other issues. The commissioners asked Robert if he could start after November 7<sup>th</sup>, and he stated that would work. The commissioners and Robert discussed having the windows replaced along that outside wall as well.

Joe made a motion to wave the normal bidding process and have Sinco do the work on the west wall of the Memorial Hall entrance to the elevator in the amount of \$4,533.86, with any other amount needed to make all necessary repairs that will be needed once the total damages have been assessed. Tron seconded. Motion carried.

Ross told the commissioners that HMH Roofing should be starting on the wellness center roof today. The commissioners viewed the different vacuums for Memorial Hall and told Ross to choose which one he would prefer. Ross told the commissioners the cost of shampooing without scotch guard is \$742.50 and with, is an extra \$200.00. Ross said the chiller for community health should begin being installed in December instead of January.

Matt Greene with KDI came in and discussed the IRB which began in 2015. The commissioners acknowledged there was an error on the county's side and Matt stated KDI understands they owe back taxes and would like to enter a payment plan beginning November 1<sup>st</sup>, 2023, in the amount of \$15,000.00 per month until the past taxes are paid in full. Matt also requested the commissioners forgive any penalty fees or interests; the commissioners agreed.

Rodney Kelling came in and told the commissioners the top for the truck should be here next month. Joe asked Rodney what he plans on doing with the truck and ambulance in Moscow. Rodney said he plans on putting it in the newspaper for bids and would like to open them the second (2<sup>nd</sup>) meeting in November. Rodney also told the commissioners the SCBA equipment is wearing out and he has been unable to find parts to make repairs. Tron asked about the costs of the SCBA equipment and Rodney said anywhere between \$200,000 and \$250,000, which includes new compressors.

Jayne Rich came in and the commissioners asked her to contact Matt Greene and get an agreement signed for monthly payments on the back taxes of KDI. Pat asked Jayme if there are any penalties for late taxes and Jayme said there is a forty-five (45) day window, but it is ultimately up to the commissioners to waive any penalties. Joe asked how the reserves are doing and she stated this year most are in CDs to gain interest, which is helping in the money market. Pat asked about sales tax and Jayme said since the county began collecting in July it's too hard to tell if it is helping. Jayme informed the commissioners there have been no sales taxes paid by the wellness center to the state. Tony told the commissioners he can send Stacey out there to see if there is anything she can do to help.

Chelsey Willer, Olga Detrixhe and Justin Dempsey with Nex-Tech came in along with Cammie Heaton and Thea Schnittker. Chelsey informed the commissioners that the courthouse and community health department need a new server. The cost is quite steep at \$754.43 per month for five (5) years for the courthouse and \$743.00 per month for five (5) years for community health (a new server with installation will cost \$20,000.00 to \$21,000.00 each). Olga said Nex-Tech can move some apps to the cloud service to possibly eliminate a new server. Justin stated it will up the risks for cyber security and be harder to secure, as well as the cost of cyber insurance possibly going up. Nex-Tech said they investigated a single server to work for community health and the courthouse but said there would be too many issues. Chelsey, Olga and Justin left with Cammie to review the community health department's current server to see what apps are installed in it because it is costing the same as the courthouse which appears to have more use.

The commissioners took a break.

Chelsey, Olga and Justin came back, and Justin said the only application on the community health server is KIPHS which is the scheduling for that department. Pat told Nex-Tech he would like a breakdown of costs showing the cost of the server, cost of labor and installation, etc. Olga said they will provide that information. Amy Jo and Thea asked Justin if he could determine what applications are on the courthouse server as well to see if there might be another avenue to take. Nex-Tech said they will put together a cost breakdown sheet and have the names of the apps on the courthouse server along with information on what Nex-Tech covers and get that information to Amy Jo.

Tron Stegman left the meeting.

Tony Martin came in and said Stevens County is due for bridge inspections and requested a motion to accept Kirkham Michael to do the inspections.

Joe made a motion to accept Kirkham Michael to do the bridge inspections for Stevens County. Pat seconded. Motion carried.

Tony informed the commissioners he still has not found a replacement for the landfill.

Amy Jo presented an email from David Luke with KCAMP, stating the hospital will no longer be covered by insurance as of July 2024 due to the rates going up substantially and coverage terms being restricted. The email also stated that many markets no longer want to cover hospitals. KCAMP is looking into a separate property program for hospitals to begin January 1, 2024, or renewing the current property coverage under the county's existing property program until June 30, 2024, when a separate hospital program will hopefully be developed. That proposal will not be received until May or early June of 2024.

Ross Sullivan came back in and stated the roofing has begun at the wellness center.

Added Orders for taxes numbered 165 for year 2016 and numbers 117-118 for year 2017 and numbers 166-167 for year 2018 were reviewed and approved by commissioners and given to the County Treasurer; total valuation added 392,720 with an assessment of \$83,204.35.

By motion, the Board adjourned.

Attest: Amy Jo Tharp, County Clerk

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Pat Hall, Chairman

COMMISSIONERS' PROCEEDINGS  
OCTOBER 23, 2023

Agenda:       8:30 – Bills  
                  8:45 – Tony Martin  
                  9:00 – Karen Vines - HUB  
                  10:00 – Dave Geist – SWKAAA  
                  10:30 – Rusty Tuman – IT and Nex-Tech

The Board of Stevens County Commissioners met in a regular session. Paul Kitzke, County Attorney, Amy Jo Tharp, County Clerk, and RoGlenda Coulter with the Hugoton Hermes, were also present. Pat called the meeting to order. Tron moved to approve the minutes from the previous commissioner meetings. Joe seconded. Motion carried. Tron moved to approve the county vouchers. Joe seconded. Motion carried. The County Clerk was instructed to draw warrants on the Treasurer chargeable to the various funds of the county for the following amounts:

General	\$	84,354.27
Spec Law Enforcement	\$	-
Judicial District	\$	827.20
Road & Bridge	\$	52,770.54
Airport	\$	14,014.80
County Building	\$	37,061.25
Noxious Weed	\$	3,987.13
EMS	\$	7,780.05
Fire	\$	1,772.31
Community Health	\$	20,136.49
Airport Grants	\$	1,915.00
911 Wireless	\$	116.37
Sheriff	\$	43,439.04
Reg of Deeds Tech Fund		
TOTAL:	\$	268,174.45

Tony was at the commissioner meeting and Joe asked how the tires get disposed of. Tony said there is a company that leaves a semi-trailer at the landfill and the landfill employees will fill it with tires and the company picks up the trailer on a quarterly basis. Tony also told the commissioners KDHE keeps track of the tires that go to waste disposal. Tony presented the commissioners with five (5) line crossing permits for signatures.

Tony said he has a meeting with Glenn Kerbs tomorrow over the planning and zoning regulations which were just sent out for review. Pat and Tron discussed keeping the wind towers at a minimum



of 5,000 feet from buildings or structures. Tony also mentioned he has received a few phone calls about trucks pulling out in front of traffic coming from Seaboard, Tony also informed the commissioners there are stop signs and caution signs up and there is not much else he can do at this point. The road and bridge department are almost done with the summer work and hope to be done soon. The road grader is on a two to three (2 – 3) week delay.

Rusty Tuman, Cammie Heaton and David Geist were in attendance.

Karen Vines with HUB was in to discuss the county health insurance plan and what to expect for 2024. Karen said the increase in costs are due to the age and health of the employees. Karen gave a breakdown of the different plans and stated there are some plans that do not cover special medicine. Karen discussed with the commissioners how HRA's work and stated the county would have to have another insurance plan (making employees have two (2) insurance cards) and suggested Surency to be the company for administrative for an HRA plan.

David Geist with Southwest Kansas Area Agency on Aging (SWKAAA) and handed the commissioners a brochure on what services the agency provides. David stated the agency needs three (3) representatives from Stevens County and handed Amy Tharp a letter to put into the newspaper to try to get citizens to sign up for the board.

Rusty Tuman came in to discuss with the commissioners about the servers for the community health department and courthouse. Olga and Chelsey Willer with Nex-Tech attended via conference call. Rusty asked some questions about the firewalls and cyber security they are providing for the county and what all is on the community health department's server. Olga stated they use sonic wall with the suite, monitoring, DNS protection, patching, security training and anti-virus programs. They also monitor the behavior on computers which alerts Nex-Tech for darkweb monitoring and other issues that might occur. Nex-Tech left the meeting.

Pat discussed with Rusty about possibly being the county's IT advisor and maybe venture out to using him for basic IT needs for the county. Rusty said he will think about it and get back to the commissioners.

Cammie Heaton gave a progress report to the commissioners about the community health grants she is waiting to receive to cover expenditures.

Amy said Jayme gave Kansas Land, Feed and Cattle the payment plan agreement and it was signed.

Ross came in and told the commissioners he is looking at better ways to keep the railings in the courthouse from getting loose and said there's a possibility they would have to be welded. Ross said the roof at the wellness center is completed and looks good. The wellness center will need some downspouts on the southwest and southeast corners to help drain water. The courthouse A/C units need a couple of electrical boxes replaced and the commissioners told Ross to have an electrician do that job due to insurance purposes. Ross also said the bearing on one of the fans is

going out and needs replaced as well. The thermostat in Cammie's office was replaced but the CPU for the community health heat and air is outdated and Trane cannot hook up their diagnostic reader to it. Ross said he spoke with KCamp about the Moscow Senior Center roof, and they are trying to combine the two (2) claims so it will only be one (1) deductible for the work.

Joe said to file a claim with KCamp on the west wall of the courthouse (memorial hall entryway).

Commissioners discussed more ideas on the county health insurance and decided to table it until November 13<sup>th</sup>. Amy asked the commissioners if the county was going to aid Cimarron Basin for a newer vehicle and the commissioners stated there are no funds at this time to assist and did not know how 2024 was going to go.

By motion, the Board adjourned.

Attest: Amy Jo Tharp, County Clerk

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Pat Hall, Chairman

COMMISSIONERS' PROCEEDINGS  
NOVEMBER 13, 2023

Agenda:        8:30 – CG2023 – Canvass of Election  
                    8:45 –  
                    9:00 – Bills  
                    9:30 – Tony Martin  
                    9:45 – Dave Piper & Jennifer Featherston - Hospital  
                    10:00 – Senior Center

The Board of Stevens County Commissioners met in a regular session. Paul Kitzke, County Attorney; Amy Jo Tharp, County Clerk; and RoGlenda Coulter with the Hugoton Hermes, were also present. Pat called the meeting to order. Tron moved to approve the minutes from the previous commissioner meetings. Joe seconded. Motion carried. Joe moved to approve the county vouchers. Tron seconded. Motion carried. The County Clerk was instructed to draw warrants on the Treasurer chargeable to the various funds of the county for the following amounts:

General	\$	241,177.03
ARPA	\$	1,283.50
Judicial District	\$	5,694.13
Road & Bridge	\$	218,019.60
Airport	\$	9,649.62
County Building	\$	2,027.16
Noxious Weed	\$	8,167.80
EMS	\$	15,069.02
Fire	\$	5,359.41
Community Health	\$	29,916.84
Diversion	\$	1,400.24
Insurance Damages	\$	1,176.00
Fire Bequest	\$	298.38
Spec Law Enforcement	\$	2,158.72
Sheriff	\$	87,025.51
Reg of Deeds Tech Fund	\$	-
TOTAL:	\$	628,422.96

Jordan Waugh and Ross Sullivan helped with the CG2023 election canvass with the board of canvasser's all in attendance. Close of canvass.

Bob Brunson with Invenergy was in attendance.  
Rodney Kelling and Tony Martin were also present.

Rodney told the commissioners the generator for the radio tower has gone down and ruined some electrical components. The cost of repairs will be around \$5,000.00 to \$7,000.00. Rodney presented some information about two (2) vehicles, one (1) being an ambulance and the other a tanker truck. They will be going up for sealed bids on December 11, 2023, at 9:00 AM, in the county commissioner room. Rodney will be putting an ad in the paper with the vehicle names and information. All bids will need to be sealed and presented by the deadline to the county commissioners, county clerk, or Rodney Kelling. (See attached).

Tony presented the commissioners with some crossing permits to be signed. Tony told the commissioners that KDHE sent a write-up based on KAR 28-29 1086 stating all trash must be covered by the end of each operating day. Tony said he is trying to figure out a resolution to the issue. Alfred Benesch is requesting more engineering fees for well testing which needs to be done to stay in compliance. Glenn Kerbs and Tony met to discuss the county's planning and zoning regulations. The contracts for solar and wind energy are starting to come in, so Tony is trying to get information completed so the wind and solar energy companies can keep working. Tony said he feels the county policy about drug testing needs to have some changes made. It was advised he contact KCamp and discuss with them about the policy on that issue and see what they have to say about CBD meds possibly causing drug tests to have a failed test result. Tony also informed the commissioners there is no new contract for a gravel pit at this time.

Dave Piper and Jennifer Featherston with the hospital were next on the agenda to discuss some ideas and issues. Dave discussed the financial operations of the hospital and Pioneer Manor, getting nurses scheduled to help, and finding out why there are some issues with Medicare payments. Dave said they would like to bring in Telemed to our area and get more doctors for the specialty clinic. There was also discussion of possibly having a contract with a massage therapist in the physical therapy building to provide services for the citizens and possibly other areas as well. Jennifer and Dave both stated Dr. Farhoud will not be able to make any more trips to Hugoton for the specialty clinic. His management company is requesting \$6,000.00 per trip to Hugoton to be paid by the hospital which is not feasible at this time. Dave asked the commissioners if the county would be willing to purchase the residence at 108 W. 11<sup>th</sup> Street for hospital use (for travel doctors and nurses to use for housing instead of a hotel). Pat asked about co-mingling the community health department with hospital and Dave said it was good but there are so many issues with insurance and such it was causing issues for the auditors and feels it is best to keep the two (2) entities separated. Joe told Dave the hospital should talk with Cammie about using one (1) of the wings of the community health department as the specialty clinic as it is unused at this time. Joe feels it has easier access for wheelchairs and the parking is better. Pat and Dave plan to visit the community health department to see if it would be good to have the specialty clinic move there.

Vernon Baehler, Jim Mothes, Nicole Kinser, Karen Rich, Steve Davis, and June Trentham were in attendance to discuss issues concerning the Senior Citizens Centers for Hugoton and Moscow. Nicole asked the commissioners if the county could help pay for content insurance on the Hugoton Senior Center as it is \$2,855.00 annually. The commissioners asked if the senior center has money to pay for this and they stated they do, but they are not sure how much more would be left in their

budget. The commissioners agreed to have the senior center pay for the insurance and if they need help later, they will see what the county could do as they do not want to take away from the senior center. Amy said she would talk with KCamp and see what is covered under the building insurance and let Nicole know in case some of the equipment can be excluded from the senior center insurance. Joe asked if anything was decided on the Moscow Senior Center roof. Jim and Vernon said they had not heard anything yet. Amy said she will have Ross contact KCamp and see where they are with it.

Joe made a motion to accept HUB as the county insurance provider and to go with Blue Cross Blue Shield of Kansas's Blue Edge Option A plan for county employees and to keep paying 100% of the insurance premium for employee and family. Tron seconded. Motion carried.

Amy discussed the funding the county receives from the state for the Alcohol Treatment fund and informed the commissioners the funding can be used to help the AA association in Stevens County.

Tron made a motion to pay AA \$100.00 per month in annual installments of \$1,200.00 to help with their utilities or other needs. Joe seconded. Motion carried.

Amy said she will contact Cammie to see if she has spoken to Rusty about IT services.

Ross came in and said there were some disgruntled people not being able to bid on the windows in the hallway by Memorial Hall. Pat said the windows should be under \$5,000.00, and it is difficult at this time to do bids when no one knows what the damages are behind the tile walls.

Amy asked the commissioners about election security and if there were ideas to transport election equipment to Moscow and Pioneer Manor for mobile voting, as road and bridge and other departments did not have an available covered trailer. The commissioners said to use U-Haul trailers for the transportation of election equipment, as there is a rental place in town.

Amy said there has still been a department that has not submitted Kansas tax sales receipts to the Treasurer and was just giving an update.

By motion, the Board adjourned.

Attest: Amy Jo Tharp, County Clerk

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Pat Hall, Chairman

**For sale by Sealed Bid**

**1996 Ford E350 Econoline with Ambulance Box**

**7.3 L 446 Diesel Engine 122,500 Miles**

Runs good. Will be sold as is, buyer will pick up upon notification of purchase. Truck can be seen at the Stevens County Fire Department, Hugoton Station. Appointments to see can be made by calling 620-544-2052.

Bids are to be submitted in a sealed envelope, marked Ambulance Bid on the outside and delivered to the County Clerks Office at 200 E 6th Street, Hugoton Kansas 67951, or Stevens County Emergency Services at 426 S Jackson, Hugoton, Kansas 67951 no later than 4:00 P.M. on Thursday December 7, 2023. Bids will be opened on Monday December 11, 2023 at 9:00 A.M. during the Commissioners Meeting.

**For sale by Sealed Bid**

**1965 Ford P350 4x4 with 1000 gal fiberglass tank**

**5.8L 352 CID V8 Unknown Miles**

Engine runs but needs work. Fuel leaking around carburetor and steering is bad. Will be sold as is, buyer will pick up upon notification of purchase. Truck can be seen at the Stevens County Fire Department, Moscow Station. Appointments to see can be made by calling 620-544-2052.

Bids are to be submitted in a sealed envelope, marked Fire Truck Bid on the outside and delivered to the County Clerks Office at 200 E 6th Street, Hugoton Kansas 67951, or Stevens County Emergency Services at 426 S Jackson, Hugoton, Kansas 67951 no later than 4:00 P.M. on Thursday December 7, 2023. Bids will be opened on Monday December 11, 2023 at 9:00 A.M. during the Commissioners Meeting.

COMMISSIONERS' PROCEEDINGS  
NOVEMBER 27, 2023

Agenda:       8:30 – Bills  
                  8:45 – Cammie Heaton - WIC  
                  9:00 –  
                  9:30 – Tony Martin  
                  9:45 – Mike Shelton

The Board of Stevens County Commissioners met in a regular session. Amy Jo Tharp, County Clerk, and RoGlenda Coulter with the Hugoton Hermes were also present. Pat called the meeting to order. Tron moved to approve the minutes from the previous commissioner meetings. Joe seconded. Motion carried. Tron moved to approve the county vouchers. Joe seconded. Motion carried. The County Clerk was instructed to draw warrants on the Treasurer chargeable to the various funds of the county for the following amounts:

General	\$	121,147.81
ARPA	\$	131,310.00
Judicial District	\$	556.86
Road & Bridge	\$	40,171.34
Airport	\$	2,309.28
County Building	\$	48,000.00
Noxious Weed	\$	4,806.34
EMS	\$	4,719.20
Fire	\$	1,771.26
Community Health	\$	11,871.47
Diversion	\$	-
Insurance Damages	\$	-
Fire Bequest	\$	-
911 Wireless	\$	116.37
Sheriff	\$	41,429.92
Reg of Deeds Tech Fund	\$	59.40
<b>TOTAL:</b>	<b>\$</b>	<b>408,269.25</b>

Discussion about who will be replacing Tom Smith on the library board came about. Kendrea Hall, Adrian Howie, and Paula Rowden all showed interest in the position.

Pat made a motion to approve Kendrea Hall for the replacement of Tom Smith on the Stevens County Library Board. Joe seconded. Motion carried.

Discussion over bills and the boiler for Sheriff came up with Lin Goode. Amy Jo told the commissioners she did not remember seeing the bids for the job but had written approved on Lin Goode's bid. She stated it is also not in previous minutes which she apologized for if it was missed. The commissioners stated they did not remember making a motion on the bids, but decided to pay for the work out of building.

Cammie Heaton came in and informed the commissioners that WIC is very important for the county and the community. She stated WIC reimburses for hours the staff works on WIC, which includes setting appointments, visits, etc. Cammie told the commissioners she spoke with the owner of the new grocery store, and they have already applied for WIC so they can be ready. Trane was in and worked on putting in the new chiller. They will be back next week to run tests to make sure it has no issues. Cammie said Richard Everett with the Southwest Health Initiative department will be retiring in June and the replacement is Jeanette Schuette. Cammie said she is currently working on a highly infectious disease plan which is due in February. The health department did put on a career tour for the high school freshman which Cammie felt was a good turnout. Cammie said she spoke with Jennifer Featherston about the west wing of the community health department and Jennifer said if the hospital is going to use the wing it will be a couple years down the road. Cammie stated the wing is mainly a long hallway with about six (6) small rooms. She said she would like to start an oral hygiene clinic there and is waiting for a grant to be received in December to get something going with a dentist. Rusty Tuman was at the community health department on the 16<sup>th</sup> to go over what he thought would work for the community health department for IT and the server issue. Cammie said he will be getting back in touch when he has a plan.

Rodney came in and stated the box for the emergency management truck should be here this week and will be installed by Ghumm's. Rodney said there is an LEPC meeting next Wednesday.

Tony Martin came in with Jan Keith and presented Jan with a plaque for serving five (5) years with the county and retiring on November 30<sup>th</sup>. Tony informed the commissioners he has hired a new employee who has passed the drug test and will be starting in about two (2) weeks. Tony said the bridge inspections have been completed but has not received an invoice yet. Tony expressed his interest in visiting Teracon at the KAC meeting in Wichita to look at the possibility of using them instead of Benesch for the landfill. The grader is still not ready and is now looking at an estimated completion date of December 20<sup>th</sup>. Pat asked Tony about a possible new gravel pit and Tony said it is still in the works and the person is getting some issues cleared up before he can make a determination. Tony has not heard from Glenn Kerbs yet on the planning and zoning contracts but will stay in touch.

Amy told the commissioners the treasurer, Jayme Rich, has reported KDI has made payments on their taxes but has not heard from Sunrise Hospitality. Sunrise Hospitality's tax statement this year went to the City of Hugoton. Lori Rome came in and said the IRBX's used to go into the City of Hugoton's name until the exemptions were complete, which is why the statement and information is the City of Hugoton, then could be deeded back over to the entity (owner). She explained that laws have changed, and now the entities do not have to deed to the city. The



commissioners had Jayme come down and she stated she would try to find a contact for Sunrise Hospitality and send them a letter giving them forty-five (45) days to reconcile or get in contact with the treasurer about the issue. Amy asked about the employee's Christmas hams and the commissioners suggested finding contact information for the new grocery store to see if they would be able to get the hams. There has been no word on the sales tax issue, or any reports brought to the treasurer at this time.

Mike Shelton came in as a representative of an anonymous group and said for the group to receive money they will need to open an S-Corporation or C-Corporation. Tron said Paul thought that would be unnecessary. Mike said the windows and doors need repaired, the A/C unit is almost forty (40) years old, and they have been trying to take care of the building and its issues. The commissioners told Mike the building is owned by the county and if there are issues, the county needs to be aware of them so the maintenance and upkeep will be taken care of. The commissioners agreed to pay the City of Hugoton \$100.00 per month for the bills accrued by the group.

Amy presented the commissioners with the holiday closures schedule for review and approval.

Tron made a motion to approve the holiday (county closures) list. Joe stated the courthouse should be open the Friday after Thanksgiving. After discussion, Pat seconded the motion. Motion carried for the approval of the Stevens County holiday closures.

Thea came in and informed the commissioners she faxed the correct form for wellness center sales tax to the state. The wellness center will be on a monthly reporting base.

By motion, the Board adjourned.

Attest: Amy Jo Tharp, County Clerk

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Pat Hall, Chairman

COMMISSIONERS' PROCEEDINGS  
DECEMBER 11, 2023

Agenda:       8:30 – Bills  
                  8:45 – Cammie Heaton – Workforce Grant  
                  9:00 – Open Bids – Ambulance & Fire Truck  
                  9:30 – Tony Martin – Public Works

The Board of Stevens County Commissioners met in a regular session. Paul Kitzke, County Attorney and Amy Tharp, County Clerk were also present. Pat called the meeting to order. Tron moved to approve the minutes from the previous commissioner meeting. Joe seconded. Motion carried. Joe moved to approve the county vouchers. Tron seconded. Motion carried. The County Clerk was instructed to draw warrants on the Treasurer chargeable to the various funds of the county for the following amounts:

General	\$	67,031.81
Judicial District	\$	3,187.08
Road & Bridge	\$	82,304.23
Airport	\$	27,034.71
County Building	\$	12,192.46
Noxious Weed	\$	6,169.35
EMS	\$	11,732.15
Fire	\$	2,901.78
Community Health	\$	14,523.33
Comm Health Grants	\$	165.50
Fire Equipment	\$	5,584.80
Fire Bequest	\$	55.00
EMS Equipment	\$	5,584.79
EMS Bequest	\$	55.00
Sheriff	\$	43,653.60
Reg of Deeds Tech Fund	\$	292.00
TOTAL:	\$	282,467.59

Theresa Dasenbrock and Lisa Axeman from Lewis, Hooper and Dick, LLC were in attendance. Amy Tharp asked Theresa and Lisa about the Alcohol Treatment Fund and Theresa said this fund is for alcohol and drug use treatment and can be used for whatever is needed to help fund these treatment plans or funds for the county. Pat also asked about the landfill closure and post closure and Theresa said it will be a part of the general fund plan. Amy Tharp also asked about the concrete for the museum and stated the minutes from July 10<sup>th</sup>, 2023, showed where the commissioners agreed to \$14,000.00 concrete work to be done for sidewalks around the museum. Pat said he was

not aware of the ramps at the museum being concreted. Pat asked if the museum board or county commissioners are responsible for the buildings and property at the museum. Theresa said if the building and property is owned by the county board of commissioners then the commissioners are responsible and the appropriate boards need to request work to be done and follow appropriate county bidding procedures, especially if the entity is requesting the county to pay for those bills. The museum bill for new concrete is \$12,300.00 and the county commissioners previously paid \$8,800 for a different concrete bill in August. The commissioners agreed to pay \$5,200 of the current concrete bill to reach the \$14,000.00 previously agreed upon in July.

Pat asked how the county is not coming up short on budgets at the end of the year with taxes not coming in from the grocery store, KDI and Sunrise Hospitality. Theresa stated it was because they were not accounted for incoming taxes in the previous years, so the budgets did not include those taxes as income. Pat asked how the IRB and IRBX's get their taxes included if it's tiered. Amy and Theresa stated it was because the Appraiser figures the amounts on the tier and gives that information to the clerk which gets figured into the levy and forwarded to the treasurer to send out tax statements.

Ross Sullivan said the wall at the Memorial Hall entrance has been completed and wood was replaced at the bottom where it was rotted out. Ross said there was about a half inch (1/2") gap running where the wall met the foundation, so Ross filled it with gap sealer. Ross also ran water on the outside and water was coming up from the bottom corner of the building which will need to be fixed. Ross suggested putting a sloped sidewalk out there and seal it with some sort of water guard and the tree on the west side of the building will need to be removed. Ross will contact some concrete contractors and see what needs to be done to keep water out of the building and to get an estimate. Ross said the health department needs new controls for the boiler and plans to get a quote on one to help run diagnostics. The chiller is new and has updated control systems so it should be fine.

Cammie Heaton came in and told the commissioners she had applied for the workforce grant in August and was awarded \$105,964.00 which will be paid out in four (4) years at \$26,000.00 annually. Cammie stated this grant is to help with staff support pay. So far the health department has given 36 COVID Moderna vaccines and Cammie plans to order 50 more and contact the care home to see if they are interested in getting vaccinated. Cammie said they have completed their flu vaccine clinics.

Amy asked Theresa and Lisa about the diversion fund and stated it is funding the county attorney must approve what the fund is used for. Theresa said the commissioners have the ultimate say but yes, the attorney will need to approve the expenditures as well. Amy asked about the fair food, footballs, hats, and other items the sheriff has purchased with the diversion fund if those items the sheriff purchased can be taken out of the special law enforcement fund. Theresa said the sheriff can decide what to use the special law enforcement fund on. Paul said he didn't feel the footballs, basketballs, hats, and other items stating "Stevens County Sheriff" should be taken out of diversion as he feels it is a form of campaigning. Theresa said if it is not something that is routine or

specifically coming out of the general fund then it should come out of the department's own budget. Paul said he was unaware of the usage of the diversion fund balance until he called the clerk's office and realized it was down and wanted to use the fund for something such as "shop with a cop" for Christmas or gifts for those in need. Theresa said if the sheriff feels it's an appropriate expenditure it should come out of the sheriff fund or special law enforcement fund. Paul said he doesn't mind using the diversion fund for certain items but stated he didn't want any issues with some people assuming some items are for campaigning. Theresa said Paul will need to sign off on any funds coming from the diversion fund moving forward.

Pat asked how much the Memorial Hall is being rented out for and Amy said it depends on if the kitchen is used and how many hours it is in use. Pat said he noticed how much was being paid to clean and was curious if the rates need to be changed. Pat also inquired about the Nex-Tech fees and thought they were in the ballpark of \$600.00 per month, not \$4,000.00 per month. Amy said she is waiting to get an estimate from Rusty on what he would charge to act as IT for the courthouse and community health department.

Rodney Kelling was in and said the box for the truck had been installed.

Bid opening for the 1996 Ambulance with VIN #1FDKE30F4TH832115:

- |                   |            |
|-------------------|------------|
| 1. Thomas Willis  | \$5,100.02 |
| 2. Jim Kraisinger | \$3,501.00 |
| 3. Roger Koski    | \$2,773.00 |

Tron made a motion to accept the high bid for the 1996 ambulance in the amount of \$5,100.02. Joe seconded. Motion carried.

Bid opening for the 1975 fire truck, VIN #F66EVW21538:

- |                   |          |
|-------------------|----------|
| 1. Darroll Munson | \$522.28 |
|-------------------|----------|

Rodney said the 1,000-gallon tank and pump alone is worth more than the bid but the steering is shot, fuel is leaking around the carburetor. Paul said if needed, the county needs to start putting in minimum bid amounts. Rodney stated he thought Darroll wanted to use the firetruck as a donation for Meade State Lake. Paul said purchasers/winning bidders need to sign an agreement for as is/where is with a fourteen (14) day removal statement.

Joe made a motion to accept the winning bid of \$522.28 by Darroll Munson, with signing of as is/where is and understanding of the fourteen (14) day removal. Tron seconded. Motion carried.

Rodney requested the funds go to the equipment fund.

Tony Martin came in and requested a resolution to adopt the waste management plan for the landfill for the year 2024.

Tron made a motion for ***Resolution 23-05 Adopting Waste Management Plan for the year 2024.*** Pat seconded. Motion carried.

Tony spoke with Dell Cullison about a new contract for the gravel pit and stated the other interested party has backed out. The old contract was for five (5) years and Tony has made an agreement to go down to three (3) years of \$2,600.00 per month and at the end of each year split the difference depending on how much gravel was loaded for the year. Pat asked if the gravel pit is considered as mining and if there are any fees with closing. Tony said the county has a license with the state and the topsoil will need to be pushed off and pit pushed in when closed then replace it with the topsoil. Tony said he spoke with Dell and said Grant County purchased a gravel pit, but Dell said at this time he is not looking to sell.

Tony said he received a call from Dave Treaster from Wichita and stated in 1969 or some time around there someone had written some zoning regs and Stevens County has used them at one time. Tony asked Amy if she could look to see if she had a copy of them as he can not find them in his files.

Pat asked Tony about the totes coming into the landfill and Tony said the iron people are getting picky and want the plastic out of them. Tony said he is having those dropping off the iron totes to remove the plastic themselves or cut the tanks in half before taking them to the landfill. Tony asked about charging for roll-offs and Pat agreed stating it should be a tonnage fee for the roll-offs.

Tony requested a five (5) minute executive session for non-elected personnel.

Joe made a motion to go into executive session with Tony Martin over non-elected personnel. Tron seconded. The executive session began at 9:26 AM and concluded at 9:30 AM. No action taken.

Tony told the commissioners he will not be in on December 26<sup>th</sup>.

Joe asked Tony about the wind/solar zoning regulations and if anything had started yet. Tony said he does not have anything to look at yet and is waiting on Glenn Kerbs to get a draft for the planning and zoning board to review and discuss if they want to make changes. Paul said he will get in touch with Glenn Kerbs and see where he is on the regulations. Tony stated it is a long process because when the zoning board reviews and decides on changes, there will have to be a two (2) week notice before it can be presented to the commissioners for review. The zoning board is also waiting to see if there needs to be any special regulations for the FAA due to the airport. Pat said it is important to have a PILOT program and he would like to make sure it is solid. Joe said the county can use a moratorium if more time is needed to get things together for this deal. Tony said the county is zoned so Stevens County cannot fall under those rules. There was further discussion over the planning and zoning regulations for wind/solar farms.

Pat noticed the school is charging the county for the resource officer to eat and the county is not charging the school for the resource officer. Amy said it is probably due to OPA rules.

Joe asked if anyone had heard anything from Sunrise Hospitality. Pat said he gave the information to Carrie, and she stated it was the only bill she had received. Amy said it is because it has never been in the tax rolls until this year. The warranty deed was set up in the IRBX for the city in lieu of Sunrise Hospitality as that was how the rules used to be but have since been changed to allow the entity who owns the company to have their name on the IRB's. Paul stated someone should call Gilmore and Bell to facilitate all the IRB's and ask them if the warranty deed can be changed back to Sunrise Hospitality for them to start receiving the tax bills. Amy stated Jayme had sent a letter and has tried to contact someone from Sunrise Hospitality over the tax issue. Amy called Jayme and asked if she had heard back, and Jayme stated she has not heard back from Sunrise Hospitality. Pat asked Paul if there is something the county can do to retrieve those missed taxes from Sunrise Hospitality, Paul said to let him know what they want done.

Ross Sullivan was in appearance and stated the AA building needs new doors and possibly windows. The commissioners agreed the building needs new doors and they need to be steel doors. Ross said he will get an ad in the Hugoton Hermes for sealed bids on the steel doors to be open on the December 26<sup>th</sup> commissioner meeting at 10:00 AM. Ross also stated KCAMP will pay a portion of the work needed on the Moscow Senior Citizens roof due to hail damage and help repair the leaks. The commissioners told Ross to get something wrote up for the newspaper to have bids for the Moscow Senior Center roof and to get costs of sprayed and replaced. They said the work will need to be done in the spring as the weather is too cold now to do roofing work.

Amy read a letter of resignation from the Economic Development board sent by Jack Rowden and stated the commissioners need to find a replacement. The commissioners stated maybe the candidate in 2024 who wins Hugoton mayor would be interested.

Amy stated Danny purchased a lot in the Pioneer Addition and would like to deed the lots back to the county. Pat stated there was a clause in the agreement that a house needs to be built within three (3) years of the lot being purchased or the lot will be turned back over to the county. Tron stated that clause came into after the Christian Brothers purchased the lots. The commissioners agreed to take the lot back without purchasing it and it will need to be deeded back to Stevens County Board of Commissioners.

Amy asked the commissioners if they are going to give the county employees a COLA. The commissioners discussed COLA for county employees.

Tron made a motion to give county employees a COLA in the amount of \$1,350.00 for the year. Pat seconded. Motion carried.

Amy brought up the Christmas holiday closure for 2024 saying the handbook states the county will be closed on Christmas Eve depending on the day it falls on. Further discussion over county

holidays was held with Joe stating the courthouse should be open the day following Thanksgiving and should not be closed on Christmas Eve, only Christmas day. Pat stated he is in agreement with the county closing at 3:00 PM or 4:00 PM on Christmas Eve but not any earlier. No action taken on changing the county holiday closings for 2024.

Added and Abated Orders were reviewed and approved by commissioners and given to the County Treasurer; for tax year 2022 number 230 total valuation removed 2,211 and tax assessed -\$428.71; for tax year 2023 number 11-12 and 19-21, total valuation added 3,990 and tax assessed \$528.74, and order number 9, 10, 13 and 18-21 total valuation removed 18,705 with tax -\$3,123.59. Total valuation of -12,507 and total tax assessed -\$3,023.56.

By motion, the Board adjourned.

Attest: Amy Jo Tharp, County Clerk

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Pat Hall, Chairman

COMMISSIONERS' PROCEEDINGS  
DECEMBER 26, 2023

Agenda:       8:30 – Bills  
                  8:45 – Cammie Heaton – Workforce Grant  
                  9:00 – Open Bids – Ambulance & Fire Truck  
                  9:30 – Tony Martin – Public Works

The Board of Stevens County Commissioners, excluding Pat Hall, met in a regular session. Paul Kitzke, County Attorney and Amy Tharp, County Clerk were also present. Joe called the meeting to order. Tron moved to approve the minutes from the previous commissioner meeting. Joe seconded. Motion carried. Tron moved to approve the county vouchers. Joe seconded. Motion carried. The County Clerk was instructed to draw warrants on the Treasurer chargeable to the various funds of the county for the following amounts:

General	\$	57,153.45
Judicial District	\$	956.32
Road & Bridge	\$	37,234.27
Airport	\$	2,041.68
County Building	\$	72,703.56
Noxious Weed	\$	14,280.92
EMS	\$	10,703.85
Fire	\$	5,409.30
Community Health	\$	9,274.69
Comm Health Grants	\$	-
Road Machinery Fund	\$	377,748.00
911 Wireless	\$	116.37
Sheriff	\$	44,077.79
Clerk Tech Fund	\$	119.21
Reg of Deeds Tech Fund	\$	565.80
TOTAL:	\$	632,385.21

Amy asked the commissioners about the radio tower bill and Trane bill to see if those need to come out of the building fund or the respective department fund. The commissioners agreed to have the bills come out of the building fund. Amy presented an estimate received by V&B Construction for concrete work along the west side of the courthouse, the concrete decision has been tabled.



Amy asked the commissioners who all is to receive the COLA. The commissioners agreed everyone, including part-time, new hires and commissioners should receive the COLA.

Cammie Heaton came in and informed the commissioners she will be in and out of the office for the next couple of weeks and will work from home as needed.

Amy told the commissioners she emailed Gilmore & Bell, P.C. about Sunrise Hospitality if the deed can be changed out of the city's name. Sarah Steele replied that the city needs to retain the title until the property tax exemption ends which will be December 31, 2025.

Amy asked Paul if he had received her email about the firetruck that went out for bid and if he had a chance to write up an agreement. Paul said he has not but will get that to her as soon as possible.

The commissioners discussed the wellness center's roof and stated it was leaking worse than it did before it was fixed. Paul told the commissioners that Pat wants it fixed or the county will sue. Paul suggested that any further work done for the county needs to have a bond. Joe agreed that the county needs to file a lawsuit if the roof is not repaired.

Rodney Kelling checked in.

Amy presented the commissioners with a packet Dave Piper dropped off regarding a new phone system for the hospital. The commissioners tabled the discussion until January 8<sup>th</sup> when all three (3) commissioners will be in office since it is a substantial amount of money.

The commissioners discussed creating an MOU between the county and the museum board to sign to show who is responsible for certain aspects of the county property and buildings and the proper procedures that need to be followed.

Ross Sullivan came in and told the commissioners he turned in an estimate for concrete work at the courthouse and only heard back from V&B Construction. The commissioners told Ross to try to get more estimates if possible. Paul told Ross to make sure everything about the wellness center's roof is documented in case the county decides to sue the vendor that put the new roof on. Ross told the commissioners the AA building is not a metal frame building so the bids for the doors will need to be redone. Ross stated he contacted those who dropped off bids and told them it will be put on hold until January 8<sup>th</sup>, 2024, due to the building being regular wood frame instead of metal. Joe suggested possibly selling the AA building and having the members meet at another place.

Tron made a motion to reject all bids for the AA building's doors. Joe seconded. Motion carried.

There will be a new ad in the newspaper for bidding on the AA building doors to be opened on January 8<sup>th</sup>, 2024, at 10:00 AM.

Abatement Orders for taxes 2023, numbered 22 through 27 were reviewed and approved by commissioners and given to the County Treasurer; total valuation removed 87,751 with a relief assessment of \$16,622.95.

By motion, the Board adjourned.

Attest: Amy Jo Tharp, County Clerk

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Tron Stegman, V. Chairman