

COMMISSIONER'S PROCEEDINGS
JANUARY 24, 2022

Agenda: 8:30 – Bills
 9:00 –
 9:30 – Tony Martin
 10:00 – Steve Lewis - Museum

The Board of Stevens County Commissioners met in regular session with all members present. Paul Kitzke, County Attorney and Amy Rich, Deputy County Clerk 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 Clerk was instructed to draw warrants on the Treasurer chargeable to the various funds of the county for the following amounts:

General	\$	48,110.59
Judicial District	\$	763.94
Road & Bridge	\$	40,086.60
Airport	\$	13,319.10
Noxious Weed	\$	3,027.11
EMS	\$	7,490.09
Fire	\$	3,837.90
Community Health	\$	13,341.52
Sheriff	\$	38,280.43
Wellness Bequest Fund	\$	20,875.00
Emp P/R Misc W/H	\$	35.16
911 Wireless	\$	115.84
Special Law Enforcement	\$	4,320.00
Register of Deeds Tech Fund	\$	3,000.00
ARPA	\$	88.50
TOTAL:	\$	196,691.78

Rodney Kelling came in to discuss some repair needs for the fire department. He reported the pump went out in one of the fire trucks and was given a replacement estimate of \$10,000. He and the commissioners agreed this seems high and there needs to be further discussion with the company on the price. Rodney said he will also seek additional estimates.

The pumper in Moscow has a split so he is looking into having someone fix that. The computer in another truck needs work as well.

Pat mentioned a previously discussed topic of having oil changes done “in-house,” due to the high cost of having them done through another business. He would like one of the fire dept. employees to do the oil changes. Rodney said he already purchases the parts separately, so they are just paying outside service for labor. He said a fire dept. employee would charge the same amount for labor if they were expected to do the work, so he is not sure it would be more cost effective. He reminded the commissioners the large number of trucks and equipment the recent bill covered. Pat and Joe encouraged Rodney to consider having oil changed less often when mileage has been low. Joe elaborated on the improvement in oil over time, so he feels it could stretch further than it used to in previous years.

Rodney was asked whether Pacific Ag was willing to help with costs from the recent hay bale fire. He said they had agreed to it on the first fire, but they will not pay on this second fire. He stated he has been very unsuccessful in getting them to fulfill his requests, like burying the stacks. Rodney and all the commissioners expressed their concern for leaving stacks unburied too long, as the wind kicks up frequently and can easily cause a fire to rekindle. Rodney said he discovered Pacific Ag does not insure the stacks. Matters of legal accountability in situations like this were discussed with Paul.

Next in was Susan Schulte. She wanted to go over her Operation of Continuation Plan with the commissioners to assure them of a back-up for her GIS position, if she is ever unable to fulfill her job duties. She explained there is an agreement with another county GIS employee that if something happens to one or the other, the other will step in and help fulfill the job duties until an alternative plan is in place. She informed them there has been an EOP (Emergency Operations Plan) in the EMS/Fire department for 14 years, but she will submit a copy to the county clerk’s office as well, once she has made necessary updates.

Susan submitted an encumbrance letter for a new monitor she intended to purchase in 2021, to replace her fifteen (15) year old monitor.

Tony Martin was present for his regularly scheduled time to report on public works.

Tony requested a ten (10) minute executive session over non-elected personnel employee resignation.

Pat made a motion to go into executive session over non-elected personnel beginning at 9:25 AM. Joe seconded. Executive session concluded at 9:35 AM. No action taken.

Tony said everything is going good and not much to report except the oil truck should be ready by May.

Tony asked the commissioners if any of them would be interested in attending the Southwest Kansas Highway Association meeting with him February 17, and relayed part of the agenda will cover the certification requirements to obtain a CDL.

Steve Lewis with the museum came in to get clarification as to why the commissioners were hesitant to pay a recent bill out of the building fund for repairs to the inside of the museum. Joe said they expect to be informed of anything that will come out of the building fund before just agreeing to pay it, but they realize that may not have been clear to all county entity department heads. Steve replied he was not aware he needed to come in first but has no problem with doing that. He explained he received more than one cost estimate and was able to have the work done for about half of the original estimate. Pat said he was glad to hear he shopped around locally, and he had no problem paying the bill out of the building fund. The commissioners approved the bill to be paid out of the building fund and Joe asked Amy to have Amy Jo put together formal instructions and information for department heads, so they have something in writing on budget categories, purchase / bid requirements, and general policy and procedures regarding budgets and expenditures.

Steve informed the commissioners the 1987 hot water heater at the museum is going out. They were all amazed it has lasted this long. He also said much of the entry way tile is broken and needs replaced. Commissioners asked Steve to get estimates on hot water heater and obtain bids for the tile work.

The discussion regarding covid hazard pay funds was revisited. All the commissioners agreed the dollar amount in health department employee bonuses that have already been disbursed, is about the max amount that should be allotted as separate bonuses. The remainder will go into the general fund for salary support, but after much discussion, they decided if more bonuses are anticipated, they will make their decision on a per request basis.

Joe made a motion that department heads who wish to give employees a bonus need to come in and request the commissioner's approval for each individual disbursement. Pat seconded. Motion carried.

Abatement Orders for taxes numbered 41 thru 43 and 45 were reviewed and approved by commissioners and given to the County Treasurer; total valuation removed 24,078 with a relief assessment of -\$3,932.91.

By motion, the Board adjourned.

Attest: Amy Rich, Deputy County Clerk

Tron Stegman, Chairman