

COMMISSIONER'S PROCEEDINGS  
JANUARY 10, 2022

Agenda:       8:30 – Bills  
              9:00 – Sale of Industrial Lot 3, Block 2 \$20,232.00  
              9:30 – Tony Martin

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	\$	226,592.00
Judicial District	\$	3,884.46
Road & Bridge	\$	60,933.89
Airport	\$	22,613.03
Noxious Weed	\$	3,092.38
EMS	\$	9,546.54
Fire	\$	16,015.54
Community Health	\$	13,105.42
Sheriff	\$	39,575.36
Services for Elderly	\$	70,796.50
Emp P/R Misc W/H	\$	5,110.72
Fair	\$	36,084.50
Employee Benefits-KWORCC	\$	71,414.00
Building Fund	\$	253.00
Library	\$	58,997.50
Library Emp Benefits	\$	31,519.00
Hospital/Pioneer Manor	\$	500,000.00
Airport Grants	\$	174,224.68
Alcohol Treatment	\$	212.50
ARPA	\$	1,075.34
TOTAL:	\$	1,345,046.36

No one came in regarding the industrial lot sale.

Joe moved to approve the final sale of Industrial Lot 3, Block 2 for \$20,232.00 to the Reinlander Mennonite Church. Tron seconded. Motion carried.

Tony Martin checked in for Road & Bridge. He reported blading is being done, as necessary. They are making sure to blade the main traveled roads.

He said he is in hopes of hiring more employees and will be submitting an advertisement to the newspaper. There is a new law going into effect soon that will require certified training to obtain a CDL, so this will be something to consider regarding new hires. Tony said the Attorney General's opinion is that a CDL should not be required to run a grader, so he will possibly look at different options there.

Tony presented the list of Stevens County Fair Board members.

Lastly, he told commissioners Invenergy, the wind turbine company, is planning to put up four (4) towers in the area that will measure wind speed.

Joe shared that he has been thinking we need a more formal system to make sure new department heads for all county entities are informed about the structure of their department, the procedures, etc. We need to make sure they are familiar with all the budget categories (like having a building fund, etc.). He also expressed concern of there being some employees who are the only one who can perform their job duties. He said there needs to be a back-up person(s) for every job position in case something happens, and an employee is on extended leave or can no longer fulfill their duties.

Pat moved to approve a 3% COLA for part time employees. Joe seconded. Motion carried.

Pat made a motion to accept ***Resolution 22-01 for State of Local Disaster for Stevens County***. Joe seconded. Motion carried.

Pat made a motion to accept ***Resolution 22-02 for the financial statements and financial reports for the year ended December 31, 2021***, to be prepared in conformity with GAAP. Joe seconded. Motion carried.

Pat made a motion to accept ***Resolution 22-03 for participating in the Rural Opportunity Zone (ROZ) student loan repayment program***. 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.

Joe made a motion to keep Tron Stegman as Chair for the commissioners. Pat seconded. Motion carried.

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

Joe voiced his interest in attending the KLPG meeting.

Tron brought up a previously tabled subject of a Covid hazard pay grant Paula Rowden obtained for the Community Health employees. Discussion took place regarding whether the money should be disbursed as bonus payments or put into the payroll fund. Amy informed them Paula had already been instructing her to periodically pay these in separate additional amounts (from regular payroll) since September of 2020. Pat said he does not support this. Joe said he is not opposed to bonus pay, depending on the amount. The subject was again tabled for later discussion on how to proceed.

Abatement Orders for taxes numbered 35 through 40 were reviewed and approved by commissioners and given to the County Treasurer; total valuation removed 2,312 with a relief assessment of -\$362.70.

By motion, the Board adjourned.

Attest: Amy Rich, Deputy County Clerk

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Tron Stegman, Chairman

COMMISSIONER PROCEEDINGS  
JULY 14, 2022  
BUDGET WORKSHOP

Agenda:

9:00 AM – Lewis, Hooper and Dick – Theresa Dasenbrock, Tiffany O'Rourke and Trent Webber

Theresa brought up the closure and post closure information on the landfill. She stated it will cost around 2.4 million dollars. The KDHE said the county meets all the testing requirements. She stated the total cost will be \$1,027,601.00 and the county needs to have it available, however she also stated from the information received the closure will not need to happen anytime soon and the county is looking at 198 years. The county will need to gain at least forty-three percent (43%) of those funds.

She said the financial statements portion of the single audit show no weaknesses and a clean audit report.

Theresa stated there were a few departments which were in the red:

1. Airport Grants Fund, due to waiting on reimbursements
2. Community Health Department, some were due to grants but not all
3. Judicial District, which oversees six (6) counties, is not in compliance with cash basis law.

She stated the EMS fund was up \$49,000.00 and the cash balance looked good. The Equipment Reserve has \$650,000.00, Fire fund was up \$7,800 which is just under four percent (4%) of the operating budget.

There have been no funds paid to the Foundation since 2017.

Tiffany said the county is doing good overall but has a few areas concerning compliance status:

1. Cancelled checks need to be cleaned up
2. No spending more than the cash balance
3. No indebtedness to exceed \$7,000.00
4. Inventory needs to be done every year from each department
5. Bank signature cards are still listing ex-employees, commissioners should review cards on a timely basis
6. Comparative/Revenue reports show some budget amounts for 2021 were not entered
7. All invoices need to be signed by department heads or designees before being paid
8. Minutes need to show where bids are obtained for anything over \$5,000.00
9. Equipment being donated needs to be shown what equipment and who donated

She said all grant documents need to be obtained and a process needs to be implemented for all departments. Grants need to be brought to the commissioners so they can sign off on them and posted in the minutes. The amount of a grant and what it is for need to be communicated to the commissioners, treasurer and clerk.

The SEFA preliminary has been completed. Reports state \$28,000.00 of CARES grant was spent in 2020 which was not reported due to being recorded in 2021, resulting as incomplete. This needs to be recorded for the correct year. The Community Health Department submitted reports after the deadline which could cause the county losing some grants in the future. Suggestion was made to monitor all account activities to stay in compliance.

Tiffany said the airport is not adhering to the MOU between the airport board and commissioners. They still have a bank account open and are not reconciling. Suggestion to review the MOU to stay in compliance. If the commissioners allow the airport to keep their bank account, there should be no exception of funds being transferred or withdrawn from said account unless it is a transfer to the treasurer to be placed in the Airport Maintenance Fund.

Reports show the District Court has twenty-three (23) outstanding checks over two (2) years old which is not complying with state requirements. She stated since the District Court is part of the county because they try county cases and receive funding from the county, not as an appropriation but as an actual funding account within the county.

Amy Jo asked what the bequest fund accounts were for to make sure deposits are going into the correct accounts. Bequests are outside the budget authority and are used to keep track of receivables from private party donations and grants to be used on what the donor instructs their donation to be used for. Theresa discussed how grants and donations should be handled including providing receipts for those who donate so they may be able to claim charitable tax donations.

Marshall Lewis and Carla Bradley with Southwest Guidance Center were in attendance and asked to speak to the commissioners briefly. They stated they are now required to provide new services including interrogation and screening for individuals. They are hiring and expanding services and are projecting a five percent (5%) increase. The commissioners thanked them for their services and coming in.

Theresa discussed the comparatives between Stevens County and other southwest counties including, levies, population, debts and valuation. She stated the values in 2016 dropped drastically due to the state cutting the oil and gas valuation from \$30.00 to \$15.00. She said the Revenue Neutral Rate (RNR) is 57.523 and the Neighborhood Revitalization is now complete.

Joe said the commissioners have made the airport spend down their reserves and asked if the county needs to budget more for their fund. Pat said he is willing to put \$200,000.00 in the landfill closure/expansion fund.

Further discussion of county entity budgets included cutting and raising department budgets.

Theresa said if the Register of Deeds Technical Fund goes over \$50,000.00, they will have to transfer it to the general fund, so it would be in the counties best interest to spend some of that money. The commissioners said some of the money will be going to help purchase office equipment for the GIS department.

Theresa asked the commissioners if holding the RNR and budget hearing could be on August 22, 2022 at 8:50 AM. The commissioners agreed to hold the RNR hearing and budget hearing on August 22, 2022 at 8:50 AM in the Commissioner Meeting Room at the courthouse.

By motion, the Board adjourned.

Attest: Amy Jo Tharp, County Clerk

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Tron Stegman, Chairman

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

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Tron Stegman, Chairman

COMMISSIONER'S PROCEEDINGS  
FEBRUARY 14, 2022

Agenda:       8:30 – Bills  
              9:00 – Nicole Kinser – Sr. Center  
              9:30 – Tony Martin  
              10:00 – Tyler Trujillo – Land

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	\$	74,762.61
Judicial District	\$	126.32
Road & Bridge	\$	77,753.65
Airport	\$	3,130.79
Noxious Weed	\$	3,664.18
EMS	\$	8,984.31
Fire	\$	4,966.62
Community Health	\$	18,079.21
Sheriff	\$	38,903.40
Special Law Enforcement	\$	2,699.97
Emp P/R Misc W/H	\$	52.74
Building	\$	5,617.00
Alcohol Treatment	\$	212.50
<u>TOTAL:</u>	\$	<u>238,953.30</u>

Pat questioned the Nex-Tech bill, asking if that was the amount every month, because he thought it seemed high. Amy called Donna and Donna confirmed that is the payment each month.

Rodney Kelling brought in photos of the new fire truck Seaboard purchased for the county.

He presented his encumbrance letter for a command truck. He said his is 10 years old and has 80,000 miles so he would like to trade it for a newer truck.

Joe mentioned to Rodney the new rules on obtaining a CDL. Rodney said EMT's and firefighters do not need a CDL. Some have them, but they are not required. He said the state does not require drug testing, even though he feels it is in the best interest of the county if they do drug testing for anyone driving ambulances and fire trucks.

Amy shared with the commissioners that Amy Jo asked her to relay to them Hal and Brenda Schechter had been sent two land rent notices and they still have not paid. The commissioners skimmed over the contract to verify there is no subletting allowed, then after further discussion, it was decided Paul would send a letter requesting this year's payment and next year's payment in advance. If payment is not received by the date Paul requests, they will need to vacate the land and the county will seek a new tenant.

Nicole Kinser and Karen Rich were on the agenda to discuss the purchase of a commercial garbage disposal needed in the senior center kitchen. Two estimates had been mailed to the county clerk's office. Amy presented the estimates to the commissioners and Karen shared with them what the amounts were for each. Joe went over the bid procedure with Nicole and Karen in case a needed item exceeds \$5,000. He stated a written policy is being drawn up, so all department heads have a clear understanding of when a bid is required and the complete process that needs to be followed. The garbage disposal was under \$3,000 so the commissioners approved the purchase without having to request bids. They went with Lin Goode's estimate of \$2,900, which was the lower of the two estimates.

Pat made a motion to approve the purchase of the garbage disposal for the senior center. Joe seconded. Motion carried.

Next in was Tony Martin. He presented the commissioners encumbrance letters and requests for transfers between his departments.

He relayed to the commissioners an update on the new estimate for oil distributor.

Tony gave the commissioners copies of the conditional use permit for Invenergy's two MET towers. They will need to be 1,000 feet from property lines. There are eight (8) property owners who will need to be notified about the towers. Tony requested an appointment with Paul to have the public notice drawn up that needs to be put in the newspaper. He stated a meeting with the planning and zoning board would be the next step and time and location would be put in the paper as well.

Tony reported on an inspection that was done at the landfill. He said there was some information provided to them, but no issues or concerns were relayed.

Ted Heaton popped in to give the commissioners Tatro's cost for a plumbing job at the sheriff office.

Pat moved to approve the plumbing job for the sheriff department. Tron seconded. Motion carried.

Tyler Trujillo requested to meet with the commissioners regarding purchasing property by the Pioneer Manor. When Tyler arrived, Tony and the commissioners had the map out and were talking about the different plats and how they are divided. Lots of discussion took place about how many acres Tyler was interested in, and which locations he prefers. He said he would like five (5) acres. The commissioners said they paid \$5,000 per acre and would like to get that same amount. Tyler said he would have to think about it and get back to them later.

Pat made a motion to accept ***Resolution 22-04 for the January 14, 2022, fire - State of Local Disaster for Stevens County.*** Joe seconded. Motion carried.

Tron showed Pat and Joe a letter Paula Rowden submitted for approval regarding additional bonuses through the covid hazard salary support grant. She would like a combined total of \$17,000 in bonuses to her and her employees in 2022. The letter lists the individual amount for her, and each employee Paula wishes to provide a bonus to. Pat had a resounding, “no” on the approval of additional bonuses, reiterating his thoughts from the prior meeting, that he does not agree with paying bonuses out of these funds. Joe and Tron had a brief discussion and agreed on allowing half the requested amount.

Tron will communicate this decision to Paula.

Abatement Orders for year 2019 taxes numbered 266 and year 2021 numbered 46-47 were reviewed and approved by commissioners and given to the County Treasurer; total valuation removed -15,911 with a relief assessment of -\$2,482.91.

By motion, the Board adjourned.

Attest: Amy Rich, Deputy County Clerk

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Tron Stegman, Chairman

COMMISSIONER'S PROCEEDINGS  
FEBRUARY 28, 2022

Agenda:       8:30 – Bills  
              9:00 – Shelby Martin  
              9:30 – Tony Martin

The Board of Stevens County Commissioners met in regular session with all members present. Paul Kitzke, County Attorney; Amy Jo Tharp, County Clerk and RoGlenda Coulter 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. Joe moved to approve the county vouchers. Pat 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	\$	38,351.29
Judicial District	\$	393.69
Road & Bridge	\$	43,146.53
Airport	\$	2,038.14
Noxious Weed	\$	3,268.69
EMS	\$	5,353.62
Fire	\$	17,927.55
Community Health	\$	12,002.40
Sheriff	\$	30,000.47
EMS Bequest	\$	2,115.00
Emp P/R Misc W/H	\$	35.16
Building	\$	600.00
Fire Bequest	\$	380,136.76
<u>TOTAL:</u>	<u>\$</u>	<u>535,369.30</u>

Rodney Kelling came in and told the commissioners he will be picking up the new firetruck tanker on Thursday, which was donated to the Stevens County Fire Department by Seaboard. He informed the commissioners the lights on the radio tower need replaced as it is an FAA requirement and there is a time limit in which it needs done. He said right now the incandescent bulbs cost around \$3,000.00 to \$4,000.00 per bulb to replace and only have a three (3) year warranty. He would like to check into getting LED instead which carry a five (5) year warranty. He said the transition from incandescent to LED would cost around \$10,000.00 but feels it would save money in the long run. Paul told Rodney to get several quotes due to the cost of the bulb replacement.

The commissioners received a letter from one of the parties that are paying rent to the county on some county owned land stating they need to relinquish the property at this time. Paul said to do

open bids for the property on March 14, 2022, at 9:00 A.M. in the commissioner room. He said it would give at least two (2) weeks to be published in the Hugoton Hermes. The commissioners discussed the land and agreed it would be a five (5) year lease. Gary Baughman had spoken with one of the commissioners and expressed his interest in setting up a sprinkler on the land he is leasing.

Pat said the Christian Brothers need to come into the next meeting to discuss what is going on at the land by the Pioneer Manor south of town.

Amy presented a policy to the commissioners for review concerning working from home. After consideration, the commissioners declined the policy and do not agree working from home would be feasible.

Shelby Martin came in and discussed the budget issues she is having at the Wellness Center. She said the budget she has is not enough funds to get through the year and wanted to know how to get it increased. The commissioners explained to her about the Revenue Neutral Rates, levies and such and told her there is nothing that can be done at this time because the budget is set. Joe told her she needs to come down to the budget workshop with the auditors and address her budget issue then before next year's budget is set. There was discussion about installing a washer and dryer at the Wellness Center for rag cleaning to help cut costs of having the rags outsourced to be cleaned. Also, Shelby would not have to take the rags home to clean. Shelby said she would have to see if there is room for appliances.

William "Bill" Patrick, Operations Manager of Seaboard, said there will be a ribbon cutting the last week of April and would like to have the donated firetruck out there at that time. Tron told Bill the county greatly appreciates the new truck and is very thankful.

Tony Martin was present and told the commissioners there needs to continue to be funds in the Rodent Control expenditure account as it is needed in Stevens County for several reasons.

Tony informed the commissioners the bridge inspection was completed and where a pole was placed near the bridge in Stevens County, concrete will need to be poured around the pole and a trough needs to be in place. He said this will pull water away from the bridge to keep it stable in the future.

Tony spoke about Invenergy needing conditional use permits. He said they are planning to install a temporary tower to measure the wind speeds to determine the best place for wind energy equipment. Tanner Yost with Kirkham Michael plans to attend the next meeting to discuss more information on the wind farms.

Discussion about delinquent mineral taxes and what to do about them. The Treasurer's Department states they turned in all tax information to the company which sends out the statements and are not sure if the company got all forms sent out or if the mail was somehow lost. They have

checked several residents with varying last names and show where their taxes were paid on time and have no idea what the issue is this year. The commissioners tabled the discussion to determine if they should just excuse the delinquent fees or if they will do abatements once all fees are paid.

By motion, the Board adjourned.

Attest: Amy Jo Tharp, County Clerk


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Tron Stegman, Chairman

COMMISSIONER'S PROCEEDINGS  
MARCH 14, 2022

Agenda:       8:30 – Bills  
              8:45 – David Luke – KCamp  
              9:00 – Land Bids  
              9:15 – Tony Martin

The Board of Stevens County Commissioners met in regular session with Tron Stegman present and Joe Thompson by phone. Paul Kitzke, County Attorney and Amy Jo Tharp, County Clerk were also present. Tron 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 Clerk was instructed to draw warrants on the Treasurer chargeable to the various funds of the county for the following amounts:

General	\$	63,330.68
Road & Bridge	\$	72,280.28
Airport	\$	5,723.53
Noxious Weed	\$	5,107.40
EMS	\$	8,155.36
Fire	\$	5,184.27
Building Fund	\$	232.50
Community Health	\$	18,459.27
Alcohol Treatment	\$	212.50
Fire Bequest	\$	581.04
Airport Grants	\$	-
911 Wireless	\$	-
Sheriff	\$	41,378.30
Emp P/R Misc W/H	\$	35.16
COVID - SPARKS	\$	2,710.56
 TOTAL:	\$	223,390.85

David Luke with KCamp came in to give the commissioners updates on insurance. He discussed the stable increase and stated the Law Enforcement liability claims with changes in the law has caused most of this increased rate. Benefits for being in the pool is the availability of other areas of the law and elected board helps with coverage enhancements which are not available in the regular market. KCamp has substantially higher liability limits with lower deductibles than most on the insurance market. If a major event occurs there is a three-million-dollar aid to help with the county expenditures along with \$1,000 on property, \$800 on vehicles and none on liability. KCamp covers Earthquake, flood, terrorism and more. Tron asked about cyber security and David said KCamp will manage the cyber-crime as well. If the county has a cyber-crime incident, they



must contact KCamp immediately so the cyber coach can help with it. There is credit monitoring that will be covered. 2021 rate model was changed due to undercharging for property and overcharging for liability. KCamp offers several training and assisting programs such as Attorney Assist, helps county attorney even with employment issues, Kansas Legal-Based Jail Guidelines, Law Enforcement Model Policies, KCamp Online University, Risk Avoidance Grant, Risk Management Awards, Roads Scholar Tuition Reimbursement Program and ThinkHR (Mineral – handbook information). David presented the commissioners with a check because the county's loss ratio was good. Tron asked if there is anything in the training or aid the county could use more. David said the county could always utilize the trainings and more frequently.

Gary Baughman came in to drop off a bid for the land.

County land up for bid is described as:

TRACT 1

The surface and surface rights only, including all water rights in and to the Southeast Quarter (SE/4) of Section Three (3), Township Thirty-three (33) South, Range Thirty-seven (37) West of the 6th p.m.; and

The surface and surface rights only, including all water rights in and to the Northeast Quarter (NE/4) of Section Ten (10), Township Thirty-three (33) South, Range Thirty-seven (37) West of the 6th p.m.

EXCEPTING AND RESERVING unto the Grantor all the oil, gas, and all other minerals lying in and under and that may be produced from the above-described real estate.

Land bids – 250 acres based per acre:

1. Gary Baughman	\$6/acre
2. Charles Leininger	\$8.50/acre
3. Chris Crawford	\$8.75
4. Brian Sullens	\$12.25
5. Plus One Cattle . Benny McClure	\$13.25
6. Jim Kraisinger	\$15.50
7. Jonathan Percy	\$10.51

Joe made a motion to accept the high bid from Jim Kraisinger at \$15.50/acre totaling \$3,875.00 per year beginning April 1, 2022, through April 1 of 2027. Tron seconded. Motion carried.

Rodney Kelling came in to show the commissioners the tanker firetruck which was donated to the county by Seaboard.

Tony Martin came in with Tanner Yost with Kirkham Michael. Tanner is a consulting engineer specializing in wind farms, other energy farms also pre and post inspections for any windfarms to determine if there are any things needing to be fixed. If the windfarm does move forward it needs

to be understood the concrete is 600 yards per base, sixty (60) trucks to get the base set. The windfarm company usually brings in a concrete batch plant and an O&M Building. Trucks will be bringing in the equipment for the windmill. This causes a significant increase in construction traffic which will wear the roads down. Access roads will be made to get to the windmills.

Tanner said there are usually four (4) agreements: PILOT (payments per megawatt or lump sum for county), Decommissioning (if no power produced in 12 months, they will remove the turbines and restore the surface), Escrow/Guaranty Agreement (security for any damages to roads) and Road Use & Maintenance Agreement (RUMA), which protects the county roads and structures.

Paul asked if there have been any windfarms decommissioned and if the windfarm company did what they promised. Tanner said yes, there was a windfarm near Guymon, Oklahoma that was decommissioned and the land was put back to its prior state. Paul asked what attorney has done most of these windfarm agreements. David said he knew Glenn Kerbs and Patrick Hughes have helped some counties with these types of projects and agreements and stated the engineering and legal fees are reimbursed by the developer.

There will be pre inspections of roads along with post inspections to determine the amount or cost of damages done to the roads the windfarm would be responsible for. The material put on county roads will need to be approved by the Road and Bridge Department so the roads will be maintained correctly. The windfarms usually have water trucks to treat the dirt roads they use, especially near a residential area, to keep the dust down from all the usage.

Paul asked if there is someone that is available for the windfarm meetings every morning to determine what the windfarm is doing or what area they are working in and if they are provided by Kirkham Michael. Tanner said the person can be from Kirkham Michael or a road and bridge employee.

Tony came in and stated he was concerned with fuel prices, however with the dry conditions and wind there has not been much work on the roads. He said he is going to check into the rules and see if some of the fuel money, if needed, can be used out of the special highway fund.

Tony said the Kansas County Highway association is May 16<sup>th</sup> – 18<sup>th</sup> in Dodge City and he plans to attend.

Tony said the rodent control treatment states you can pasture up after fifteen (15) days after it has been treated and he informed the commissioners some pastureland was treated about ten (10) days ago.

The youth livestock farm wants to know if the Road and Bridge Department can clean up junk and take out some posts. They have some money from the Foundation and could possibly pay the county for the work. The Fair board will pay the Road and Bridge for work done. The

commissioners agree with the use of the Road and Bridge Department to do some cleanup at the fairgrounds.

KWORCC inspected the Road and Bridge department and noticed a few areas of concern. The fuel tanks need flammable stickers, ladder needs a rung fixed and the sink area in the break room does not have a CGFI plug. Tony is getting all the areas of concern fixed.

Tron said the Eco Devo board has an opening and Lisa LeNeve is requesting to be on the board. Joe made a motion to accept Lisa LeNeve on the Eco Devo board, Tron seconded. Motion carried.

Ted ordered two (2) new pickups and should have one (1) in soon. They will need two (2) more vehicles next year as they are still having issues with the maintenance on those two (2).

Amy presented the commissioners with the updated purchase agreement.

Joe made a motion to accept purchasing procedures dated March 14, 2022. Tron seconded. Motion carried.

Amy presented the commissioners with budget request information and asked if they agreed for budgets to be in by April 22, 2022, and if there is a percentage, they want the departments to put in for salary rate increase. Joe & Tron both do not want to put in a percentage for increase on salary rate in the budget and said April 22, 2022, would be acceptable for the budget due date. Amy said the auditors have set the budget workshop for July 14, 2022.

Amy presented the Encumbrance letters to the commissioners. Joe & Tron have no issues with the letters and have approved them except for the Fire and EMS encumbrance. The commissioners tabled Rodney's letters and would like to discuss it with him at the next meeting on March 28, 2022.

Joe made a motion to accept encumbrance letters except fire and EMS which will be tabled until the next meeting. Tron second, motion carried.

Joe discussed the missing royalty tax statements and asked if Paul could find out if the issue is with Postalocity or where the problem occurred. It needs to be determined if the county should receive compensation or if the county is accountable. The commissioners would like answers to where this fell apart. Paul said he will do investigate to see where it fell through the cracks. Amy said at this time there is \$21,993.65 in overdraft fees.

Abated Orders were reviewed and approved by commissioners and given to the County Treasurer; for tax year 2021 numbers 48-103 total valuation removed 213,693 and tax assessed -\$21,993.65.

By motion, the Board adjourned.

Attest: Amy Jo Tharp, County Clerk

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Tron Stegman, Chairman

COMMISSIONER'S PROCEEDINGS  
MARCH 28, 2022

Agenda:       8:30 – Bills  
              8:45 – Cimarron Basin – Tiffany Bowen & Kayla Janko  
              9:00 – Tony Martin  
              9:15 – Christian Bros. Construction – Zac Carlton

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

General	\$	42,467.73
Road & Bridge	\$	35,876.73
Airport	\$	2,403.26
Noxious Weed	\$	6,205.51
EMS	\$	5,318.09
Fire	\$	4,490.23
Building Fund	\$	9,838.58
Community Health	\$	13,267.06
Judicial District	\$	2,368.72
EMS Bequest	\$	315.00
Fire Bequest	\$	298.63
Employee Benefit	\$	1,222.00
Sheriff	\$	32,553.69
Emp P/R Misc W/H	\$	133.77
ARPA - COVID	\$	1,077.70
<b>TOTAL:</b>	<b>\$</b>	<b>157,836.70</b>

Rodney Kelling came in and Joe asked him if Theresa with Lewis, Hooper and Dick have contacted him about his encumbrance letter. Amy and Rodney both told Joe they have not heard from her for that matter as of yet.

Rodney said the tower lights need replaced and he has been trying to find more bids but there is not very many companies that do those lights in Kansas. He said if the county replaces the light on top with a white light then the tower will not have to be painted. The white light would be on during the day and a red light at night. Rodney said he would like to also invest in LED lights as the warranty covers more years. Joe said there are several contractors from Topeka in the area and

maybe getting a bid from them will be cheaper since they are already here. Discussion ensued on the bids and lights for the towers.

Joe made a motion to bypass the bid process and accept Randy's Tower Service bid for \$13,998.00 to install LED lights. Pat seconded. Motion carried.

Kayla Janko and Tiffany Bowen with Cimarron Basin were in and discussed their 2023 budget with the commissioners. Kayla said the State is changing some things and they might be receiving more funds so they will give an update in May if anything has changed.

Tron told the commissioners the property Jim Kriasinger bid on and won has an old fence and wanted to know who was responsible for the removal. The commissioners stated whoever wins the bid and takes over the property has control of the current fence whether they need to remove it or repair it. The contract states the Leasee can install a new fence and remove when they see fit.

Tony Martin informed the commissioners that Gary Baughman has been mowing along the lines of the property he is leasing for the county. The commissioners stated he is looking at putting a sprinkler system on that portion of the property.

Pat said he had questions about the FFA land and who is responsible for the land and buildings. Tony said the Fair Board owns the property and buildings. He said the Fair Board and several community members discussed the land and what needs to be done and the Fair Board agreed as long as no money comes from the Fair Board for payment on any of it. Joe asked if the Fair Board will shut it down if the Fair Board ends up with the bills. Tony said they will lock up the property and possibly sold if it needs to be.

Tony said he received a contract from Benesch regarding the mono train wells for \$3,100.00 per year to analyze water.

Tony informed the commissioners that Invenergy has filed a Conditional Use Permit for MET towers and a public hearing is currently scheduled for April 19, 2022.

Tony said he is waiting on someone to come out and repair the oil heater in hopes of getting it running by next week to get overlaying done by May 1. He is trying for May 1<sup>st</sup> as his plant operator is retiring by then. He hopes to get three (3) miles of overlay and twenty-two (22) miles of chip seal done this summer.

Tony requested a ten (10) minute executive session over non-elected personnel to discuss employees with the commissioners.

Pat made a motion for a ten (10) minute executive session over non-elected personnel. Joe seconded. The executive meeting began at 9:20 AM and convened at 9:27 AM. No action taken.

The commissioners reviewed the bills to be paid. Joe and Pat asked questions about the Community Health Departments HVAC bill being over \$6,000.00 and asked Amy if she sent out the Purchase Policy to all department heads. Amy said she did send out the Purchase Policy to all departments to inform them of the rules of payments for the departments. Tron said he spoke with Paula and said it would OK to take the payment for the HVAC system out of the Building fund. He stated he didn't know the cost was going to be so much or he would have had Paula come in and visit with the commissioners.

Lisa LeNeve, Eileen Gregg, Jim Ghummm and Ross Sullivan were in attendance.

Zac Carlton with Christian Bros Construction was present at the commissioners request. Tron said they requested him to attend to find out what is going on with the properties and stated only a portion has been deeded over but not all the Christian Bros came in and claimed. Paul suggested Zac speak with Jeremiah Johnson about getting the rest of the properties deeded into their name. Zac said he has truss's coming in and are going to start working on some more houses. He said there are currently two (2) set up and is hoping to get a study done to see the amounts houses are going for as well as the sizes.

Zac said he is hoping Lisa LeNeve will be a good representative for the sale of the houses they are building. However, he stated the prices on building materials seem to change on a daily basis and it is hard to get locked in on the supplies. He said they are making some affordable and economical along with some in the more expensive price range. They are trying to determine what types of homes the community wants.

Pat asked if Zac thought all twenty-four (24) lots will have homes and if enough people are showing interest in those homes or if they had thought about letting some of the lots go. Zac said they are working on some other ideas such as assisted living. Pat said there are some community members that have called and are interested in some of the lots to build their own homes if the deal still stands to allow some of the community residents to purchase the lots from the Christian Bros Construction company. Tron said since the commissioners had already made a deal with the Christian Bros they have to uphold their end unless the Christian Bros have changed their mind about all of the lots.

Jim Ghummm asked if all the lots have been deeded into the Christian Bros company and if so, if the building project stalls out would they entertain allocating a few of the lots at a time. He expressed interest in purchasing three (3) lots and starting work on building a house.

Zac said it all depends on finding stabilization with building materials.

Tron suggested setting a deadline for the lots to be deeded and what ever lots aren't deeded to let them go back to the county.

Paul Kitzke said the commissioners have to honor their agreement but also remembers Zac stating if a person from the community expresses interest in a lot that has not been under construction the Christian Bros would discuss letting such member purchasing the property. Zac said he will discuss the idea with his partners and see what can be done. Paul suggested to Zac to discuss with Jeremiah about the deeds.

The commissioners gave the Christian Bros until Friday, April 1, 2022 to make a decision on how many lots they will use and get permits and public notices started. Paul said there will need to be a proposed resolution in place by Friday.

Paul presented the commissioners with Resolution 22-05 which would replace Resolution 21-09 about opioid claims

Pat made a motion to approve *Resolution 22-05, A resolution of the County of Stevens, in the state of Kansas, approving the execution and delivery of an agreement to release and assign the County's opioid claims to the Kansas Attorney General and certifying costs attributable to substance abuse and addiction mitigation in excess of \$500. This resolution specifically replaces resolution 2021-09 as previously adopted by the Board of Commissioners.* Joe seconded. Motion carried.

Amy asked the commissioners and Paul if any of them knew if any townships have been dissolved. To their knowledge, no townships have been dissolved. Amy said the process as she understands it will be a resolution and public hearing to dissolve the townships. She said this will need to be done for election purposes to help save the county funds as no one has ran for township offices since 1994 other than Moscow. By dissolving the townships it would eliminate some of the multiple ballots that go out since the only difference is Commissioner Districts, Schools, City and Moscow Township.

Paul said Mr. Verner is needing to find out some information from the Treasurer as far as people not paying Gas-Royalty taxes and producers violating laws since not subtracting the taxes from the royalty checks to reimburse Stevens County. He is concerned as there seems to be no penalization for such actions. The commissioners stated they can only do what the statute says which is up to the County Treasurer and possibly the State Board of Appeals on what needs to be done. Pat asked if the money was worth chasing.

Sheriff Ted Heaton and undersheriff TJ Steers were present. Nothing new to comment on.

By motion, the Board adjourned.

Attest: Amy Jo Tharp, County Clerk

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Tron Stegman, Chairman

COMMISSIONER'S PROCEEDINGS  
APRIL 11, 2022

Agenda:       8:30 – Bills  
              8:45 – Eric Cox – Industrial East lots  
              9:00 – Airport Board – MET towers by Invenergy  
              9:30 – Tony Martin

The Board of Stevens County Commissioners met in regular session with all members present. Paul Kitzke, County Attorney; Amy Jo Tharp, County Clerk and RoGlenda Coulter with the Hugoton Hermes were also present. Tron called the meeting to order. Tron 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 Clerk was instructed to draw warrants on the Treasurer chargeable to the various funds of the county for the following amounts:

General	\$	118,313.47
Road & Bridge	\$	53,518.67
Airport	\$	14,670.14
Noxious Weed	\$	5,308.41
EMS	\$	16,368.51
Fire	\$	22,070.43
Library	\$	58,997.50
Community Health	\$	25,593.26
Judicial District	\$	1,471.94
Alcohol Treatment	\$	212.50
Sheriff	\$	72,037.25
Emp P/R Misc W/H	\$	1,376.81
ARPA - COVID	\$	7,197.16
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TOTAL:	\$	397,136.05

Rodney Kelling was in and explained to the commissioners the Emergency Services Department, Sheriff, Road and Bridge and the Hugoton Police Department use the tower the light is going on. Pat suggested ARPA pay for the light on the tower as that is what the funds are for.

Rodney discussed his encumbrance letter with the commissioners and told them he spoke with the auditor and \$62,000.00 was available to roll over into the fire equipment fund and \$47,000.00 was available to roll into the ambulance equipment fund.

Joe made a motion to encumber the recent request Rodney asked for. Pat seconded. Motion carried.



Pat said right now he is not in favor of trading in Rodney's pickup since it only has around 88,000 miles on it. Rodney stated he has put in over \$6,000.00 of work on the pickup and it is ten (10) years old. The commissioners have tabled the pickup idea.

Eric Cox came in and expressed his interest in purchasing a lot on the Industrial East side of town. He stated he will be using it for commercial/business use only. Paul instructed Eric to email him the legal description of the property so he can get a contract together and it will need to be published in the Hugoton Hermes.

The commissioners approved Eric Cox to purchase Block two (2), Lot four (4) in the Industrial East division for \$20,232.00.

Robert Davis, Matt Rome and Erick Nordling with the Airport Board were in attendance. Pat asked about if anything can be built on the lot on the west side of town near the airport. Robert said the lot currently falls on the space of no building due to FAA regulations for the crosswind runway. He said it could get changed but if someone is interested then the interested party would need to get a layout plan from the airport and fill out form number 7460 to turn into the FAA for approval.

Robert said Tony Martin brought some properties to the Airport Board for review of the three (3) MET towers Invenergy wants to put up. He said the board will need to decide if they encroach upon the runway and they will not allow Invenergy to build until they have filed form number 7460 with the FAA and receive approval. Paul said it does need to be approved through the proper channels. Matt stated the way the MET tower plans look it would be difficult for Medivac to land. Most places have airports ten to fifteen (10-15) miles away from airports but never as close as six (6) miles away. Robert said the board will plan to attend the Planning and Zoning meeting to bring up the issues. Paul suggested not granting the MET tower building until approval from the FAA and the airport receives the reports.

Amy presented the commissioners with quotes for the hot water heater from Lin Good for \$1,300.00 and front entryway tile in the amount of \$2,500.00 from The Tile Man for repairs at the Museum. Since the amounts were not near the \$5,000.00 range, there was no bidding needed. Joe made a motion to pay for the tile work and hot water heater work out of building funds for repairs at the Museum for the above amount. Pat seconded. Motion carried.

Moscow Senior Center sent a bill to be reimbursed for garbage disposal work in the amount of \$125.00 from Lin Goode. Joe made a motion to reimburse the Moscow Senior Center \$125.00 for garbage disposal work. Tron seconded. Motion carried.

Corey Ghumm, Jim Ghumm and Ross Sullivan came in and asked the commissioners if the Christian Brothers Construction had followed through and if they purchased the rest of the lots in the Pioneer addition. Paul said the county did not hear back by Friday, April 1, 2022, but did hear back on Monday, April 4, 2022, after the agreed upon date.

There was discussion about the lots that are outside the city limits in the Pioneer Addition. Pat said if the city annexes those lots, then specials will have to be paid. Also discussed were the covenants on the lots and type of home. The commissioners stated no mobile homes or doublewides but would entertain modular homes.

Joe asked Paul if the county has any responsibility to the Christian Brothers. Paul said they were given limits and also remembers the Christian Brothers stating if a citizen was interested in any of the lots, they would work with them.

Jim asked if the feet are dragging, would the commissioners be willing to sell the lots to him? Joe said the county still has responsibility to the Christian Brothers but would like to do something if things do not start moving along.

Paul will check with the Christian Brothers about the lots and see if they would be willing to only work on the lots west and let the county have the lots on the south to do with what they want.

Amy said the state contacted her and said the one percent (1%) sales tax is scheduled to end on June 30<sup>th</sup>, 2022. Amy asked the commissioners if they want to re-establish the sales tax. After discussion, the commissioners decided not to move forward.

Tony Martin came in and said he has been communicating with KDHE as they are requesting liners and monitoring wells. He said the engineers are ninety-five percent (95%) sure no liner will be needed but to move forward and if a liner is needed it can be put in. Tony also stated the landfill is moving further from town not closer and he is not concerned about the water lines.

Tony said this is Easter weekend and Friday the county is closed for Good Friday and the weekend. He requested the landfill be closed on Saturday, April 16<sup>th</sup> to allow the Landfill employees a full weekend off. The commissioners agreed.

Tony stated Roger Willis will be retiring on April 29<sup>th</sup>. Tony would like to have three (3) miles overlaid prior to Roger's retiring. He said oil (PG22) in 2021 was around \$489.00 per ton and this year it is around \$809.00 per ton. Quite a price hike so he is going to try to keep things at a minimum. The chip/seal oil they use only went up \$0.20 per gallon.

Planning and Zoning will meet April 19<sup>th</sup> and will request FAA reports and more information on the MET towers.

Bill DeCamp was observing.

Jim Ghumm brought up more discussion about the Pioneer Manor lots and said he wants to purchase the whole block seventeen (17) and commit to six (6) lots. If the Christian Brothers want

to continue that would be great but if not, he would possibly be interested in taking the rest of the lots.

Amy said the north side of the EMT building has been empty and would like to know how much it would cost to rent. Someone is interested in renting it until a larger group comes in and wants the space. The commissioners agreed on a price to help cut the cost of the EMT budget with utilities.

Abatement Orders for 2019 taxes numbered 267 and 268, 2020 taxes numbered 81 and 82 and 2021 taxes numbered 104 and 105 were reviewed and approved by commissioners and given to the County Treasurer; total valuation removed 4,800 with a relief assessment of \$727.37.

By motion, the Board adjourned.

Attest: Amy Jo Tharp, County Clerk

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Tron Stegman, Chairman

COMMISSIONERS' PROCEEDINGS  
APRIL 25, 2022

Agenda:       8:30 – Linda Stalcup – Medicare Letter  
              8:45 – Stacey Strickland – Library  
              9:00 – Tony Martin & Roger Willis – Roger's Retirement  
              9:15 – Mark Hinde – SDSI  
              9:30 – Charissa Bradford – City on a Hill  
              9:45 – Rebecca Clancy & Stephanie Wills – RCDC  
              10:00 - Bills

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

General	\$	48,070.78
Road & Bridge	\$	103,084.80
Airport	\$	14,711.59
Noxious Weed	\$	3,671.95
EMS	\$	5,239.57
Fire	\$	2,439.48
County Building	\$	125.00
Community Health	\$	23,574.99
Judicial District	\$	1,997.23
Alcohol Treatment	\$	-
Sheriff	\$	82,733.76
Emp P/R Misc W/H	\$	35.16
ARPA - COVID	\$	300.00
<b>TOTAL:</b>	<b>\$</b>	<b>285,984.31</b>

Rodney came in and said everything is good. He will not implement a burn ban at this time because when the wind dies down it is a suitable time to burn. Amy Jo asked what budget the firetruck plaques should come out of and the commissioners agreed out of the General fund instead of the Fire fund.

Linda Stalcup came in with a letter for the commissioners to sign. She said every five (5) years a letter must be submitted to allow them to receive Medicare at the care home and hospital. She said without the letter it will terminate Medicare allowance. Commissioners agreed to sign the letter.

Stacey Strickland with the Stevens County Library presented the commissioners with the budget request with the understanding the library is held at 2.5 mills. She stated she is utilizing grants to help do different programs and has been receiving donations as well. At this time, they are building up to the \$15.00 per hour minimum wage which will be in effect in 2023 or 2024. She asked about the libraries EBL CD and where it can be used or spent. The commissioners suggest she ask the auditors. Stacey said they have had a lot of success with the Cloud Library app so others can log in and listen to audio books. The library will also be having a book sale next month.

Tony Martin came in and presented Roger Willis with a retirement gift. Roger has worked for the county for twenty (20) years.

Tony presented the budgets for Road and Bridge, Noxious Weed, Solid Waste, Rodent Control and Stevens County Fair. He stated there will be changes due to the costs of chemicals going up and by law, the county is required to do cost shares for chemicals. Tony asked if the Rodent Control budget could be combined with Noxious Weed. Amy Jo said she will check into that.

Tony asked the commissioners about getting a refurbished Caterpillar instead of a new one because the costs differ greatly.

Mark Hinde with SDSI came in and stated they serve 1,042 people in the Southwest area and stated they receive funding from the state as well as counties. He presented the commissioners with a packet of information concerning SDSI for budgetary purposes. Mark stated they are looking for a board representative from Stevens County who would be willing to meet quarterly. They will get mileage reimbursement and meals paid for those meetings.

Charissa Bradford with City on a Hill came in and stated at this time they have nine (9) patients who will start detox in Liberal. In the next three to five (3-5) days, they will be transferred to a rehab facility. She stated the facility has moved from Dighton which had eight (8) beds to Marienthal which has twenty (20) beds. The clients will have twenty-eight (28) days to get help through rehab and help them move forward.

Rebecca Clancy, Stephanie Wills and Nancy Honig, representing RCDC, came in and told the commissioners there are nine (9) childhood programs for early intervention. Rebecca stated there is a satellite office in Elkhart and Liberal as the RCDC group has grown and had to branch out. They are requesting \$22,500.00 based off population. Rebecca said one of the new programs is Finding the Light. This program is to help with post-partum depression, struggling with infants and perinatal mental health. Nancy said this program is very important for Southwest Kansas and would appreciate the counties continued support.

Jim Ghumm and Colton Ghumm came in to discuss the Pioneer Manor lots and if anything with the Christian Brothers have progressed since the last meeting. Discussion about the lots was had.

Pat made a motion to dissolve the oral agreement between the Christian Brothers Construction and Zac Carlton. Joe seconded. Motion carried.

The commissioners were in understanding Jim and Colton would like to have Block 17, Lots 4 and 5 of the Pioneer Manor addition. The commissioners stated the restrictions they are putting in place is to have a building started within a year of the sale of the lots and house completed in one (1) year. They stated if something comes up, the purchasers may request an extension with the commissioners.

Sheriff Ted Heaton came in stating nothing new. Pat asked about the medical bill received that was more than \$10,000.00. Ted said Medicare did pay and the amount seen is what the county is responsible for on the inmate.

Discussion about putting the one percent (1%) sales tax question on the ballot was raised and was tabled until later.

By motion, the Board adjourned.

Attest: Amy Jo Tharp, County Clerk

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Tron Stegman, Chairman

COMMISSIONERS' PROCEEDINGS  
MAY 9, 2022

Agenda:       8:30 – Bills  
              9:00 – Planning/Zoning Hearing - Invenergy  
              9:15 – Tony Martin  
              9:30 – Bob Harr – Wilson Engineers – (did not appear)  
              9:45 – Thea – ROD Copier

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

General	\$	88,472.85
Road & Bridge	\$	178,630.80
Airport	\$	3,427.83
Noxious Weed	\$	15,331.87
EMS	\$	6,222.55
Fire	\$	6,448.30
County Building	\$	1,391.60
Community Health	\$	18,148.48
Judicial District	\$	1,044.54
Alcohol Treatment	\$	212.50
Sheriff	\$	41,412.20
Emp P/R Misc W/H	\$	35.16
Insurance Agency - Damages	\$	13,851.00
ARPA - COVID	\$	84.75
<u>TOTAL:</u>	<u>\$</u>	<u>374,714.43</u>

Discussion over the Wellness Center brought up issues with the purchasing policy the county has adopted. The commissioners stated it does not matter if a county entity receives grants or donations, the supervisor still needs to come before the commissioners for approval on their purchases and discuss the grants and donations they are receiving and what they are for. The commissioners stated they are still waiting for a contract for the Yoga instructor at the Wellness Center and stated the classes shall be placed on hold until the County Clerk receives a contract.

General discussion over the Pioneer Addition lots.

Rodney Kelling checked in and stated he had nothing to report. Amy Jo asked the commissioners to change the policy regarding the Emergency Management supervisor position to be forty (40) hours per week not eight (8) hour days.

Joe made a motion to change the policy for the Emergency Management supervisor to work forty (40) hours per week and to redact the eight (8) hours per day. Pat seconded. Motion carried.

Amy Jo said the Stevens County Library sent a letter requesting Tom Smith to be reappointed to the board for his second, four (4) year term.

Pat made a motion to accept the library's request to accept Tom Smith's reappointment on the Stevens County Library Board for a second term concluding in four (4) years. Joe seconded. Motion carried.

Luke Hagedorn, Bud Jordan, Mitch Lucas, Paul Henderson, William Davidson, and Tony Martin were in attendance for the Planning and Zoning hearing over the Invenergy MET towers. Bill Patrick with Seaboard also came into the commissioner meeting.

The commissioners asked Invenergy how long the MET towers will be in place and how long it would take to put them in place and be built. Mitch Lucas said the MET towers can either be left up or taken down. Luke Hagedorn said depending on what the county requires; it will be placed in the project agreement.

The Planning and Zoning, MET Tower hearing began. Tony said the Zoning Board held their public hearing and they approved the conditional use permit. He stated it is now up to the commissioners to determine if they will approve, deny, or request changes be made.

The commissioners discussed with Tony about the wording on the permit allowing seven (7) years plus one (1) year additional if project has been ceased in order to clean up the towers. They asked if the wording can just state eight (8) years.

Pat made a motion to accept the conditional use permit as recommended by the Planning and Zoning Board with the exception of seven (7) plus one (1) year be changed to eight (8) years. Motion died and Pat rescinded the motion.

Pat made a motion to accept the conditional use permit as recommended by the Planning and Zoning Board as **Resolution 22-06** with the exception of seven (7) plus one (1) year be changed to eight (8) years. Joe seconded. Motion carried.

Neal Gillespie was in attendance.

Tony Martin handed the commissioners information he received from KDOT over the traffic accidents in the area. The State of Kansas said they had received several phone calls from residents



in Stevens County wanting something done with the dangerous intersections. KDOT stated they did some studies on intersections and will gather more information on the intersections but are considering placing larger "Stop" signs on each side of the roadway. They stated the accidents discussed were during daylight hours and feel no need to add lights to the signs at this time.

Jim Ghumm and Colton Ghumm were present.

Tony said he received a call from the company he purchased the new oil distributor from. Tony stated he was supposed to have the equipment no later than June 1 and now he is told it will be the end of June or later and the price will possibly change. Tony asked if he received a bid and the commissioners agreed to the bid, if the company has any standing for raising the rate. Paul said it would depend on what was stated in the bid.

Bill Patrick with Seaboard said he had heard concerning news about the plant and wanted to come in personally and discuss the situation. He stated the Seaboard plant has sensor monitors for temperatures on the RDU making diesel fuel. He stated the sensors were not set correctly so they kept tripping alarms and in doing so will automatically contact the fire department. He stated they are getting the correct settings for the monitors and the issue should be cleared up. There were no accidents or injuries during any of the calls.

Thea Schnittker with the Register of Deeds office came in and explained to the commissioners her copier machine is at least eight (8) years old and would like to purchase a new one. She stated they have been making several copies for many customers. She stated they received an inquiry about a company donating for a new copier. Thea said she was unsure about receiving donations from someone for a copier but did state they will still be required to pay for their copies regardless.

Thea discussed her budget stating it has been diminished so much within the last few years making it very difficult to purchase office equipment when needed, including all of the paper the office goes through. She also stated the EMS department would like to have the copier she plans to replace and keep the maintenance agreement. The commissioners agreed and will discuss her budget at a later time.

Pat made a motion to waive the bidding process for the Register of Deeds color copier and accept the quote from Southern Office Supply, Inc. for a Sharp 45 color copier in the amount of \$10,200.00 which would include a service agreement. Also allowing a donation from Invenergy to purchase said copier. Joe seconded. Motion carried.

Jim Ghumm mentioned the lots and blocks at the Pioneer Addition. The commissioners and Jim discussed the lots and came to an agreement for Jim to acquire Lots 1, 2, 3 and 6 on Block 17 with six (6) years to complete housing. Jim said he will be in touch with Paul Kitzke regarding the wording concerning those lots for the public notice to be published in the Hugoton Hermes.

Sheriff Ted Heaton and Duane Topliss were in and stated they had nothing to report.

Ross Sullivan came in and told the commissioners he is planning to replace the mulch with rock around the memorial at the southwest corner of the courthouse. He said the wind has been relentless the last month or so and most of the mulch has blown away. The commissioners agreed to have rock around the memorial.

Pat said he had spoken with Trane and Paula Rowden. The Community Health Department has a chiller that is roughly twenty-five (25) years old and needs either repaired or replaced. The cost of repair is approximately \$20,000.00 and replacement is around \$100,000.00. The discussion has been tabled until later.

By motion, the Board adjourned.

Attest: Amy Jo Tharp, County Clerk

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Tron Stegman, Chairman

COMMISSIONERS' PROCEEDINGS  
MAY 23, 2022

Agenda:       8:30 – Bills  
              9:00 – Land Sales – Eric Cox / Colton Ghumm  
              9:30 – Tony Martin

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. 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 Deputy Clerk was instructed to draw warrants on the Treasurer chargeable to the various funds of the county for the following amounts:

General	\$	41,795.25
Road & Bridge	\$	167,626.77
Airport	\$	1,830.79
Noxious Weed	\$	3,160.30
EMS	\$	6,632.24
Fire	\$	4,092.21
Fire Bequest	\$	688.00
Community Health	\$	16,330.43
Judicial District	\$	478.70
Highway Improvement	\$	45,703.60
Sheriff	\$	34,247.43
Emp P/R Misc W/H	\$	35.16
Insurance Agency - Damages	\$	2,482.33
Election Equipment	\$	2,045.00
ARPA - COVID	\$	15,900.38
<b>TOTAL:</b>	<b>\$</b>	<b>343,048.59</b>

Paul brought in the resolution for MET towers and the contract for Yoga instructor.

Rodney Kelling came in to inform the commissioners a brush truck pump went out and asked if allowance could be made to get estimates instead of bids, due to time constraints on needing the truck back in operation. The estimated cost will be between \$6,500 – 8,000.

Joe made a motion to approve getting estimates. Tron seconded. Motion carried.

Rodney requested a ten (10) minute executive session to discuss employee pay. It was determined an executive session was not necessary, due to payroll being public record.

Rodney stated there may come a time when considering the addition of full-time employees to the EMS department may be necessary because there has become a decreasing interest in people wanting to serve in the EMS department part-time. To provide incentive to EMTs and firefighters to remain serving part-time, Rodney requested the following increases for EMT pay ... shift pay from \$16 per shift to \$2 per hour, calls from \$35 to \$40 per call, loaded mile from \$1.00 to \$1.50 per loaded mile, special events from \$10 to \$15 per hour, meetings from \$10 to \$15 per meeting. Rodney requested the following increases for fire department pay ... calls from \$20 to \$30 per call, special events from \$10 to \$15 per hour, meetings from \$10 to \$15 per meeting. He said stand-by pay for both departments will remain the same at \$10 per stand-by. The commissioners agreed these are reasonable raises and expressed their gratitude for the continuing service of each EMT and firefighter.

Pat made a motion to approve the increases in pay for EMS. Joe seconded. Motion carried.

Next on the agenda was the lots for sale. Eric Cox appeared with Marie Austin from Graber & Johnson. No one contested Eric's purchase of land.

Colton Ghumm was in attendance to inform of the number of lots he and his dad wish to purchase. He told the commissioners a total of six (6) lots. Paul stated two (2) lots have been published in the Hermes twice. The other lots will need to be published.

It was decided the contract will require six (6) houses to be built within seven (7) years.

After much discussion about the covenants, there were no changes made.

Bud Jordan with Invenenergy stopped by to relay to the commissioners they would like to donate \$2,500 to the Register of Deed's office toward the purchase of their new printer.

Tony Martin requested a ten (10) minute executive session regarding administrative action for non-elected personnel. Executive session started at 9:42 am and finished at 9:52 am. No action taken.

Amy went over requested revisions to the Employee Personnel Rules and Regulations.

Joe made a motion to approve updates to the following policies. Pat seconded. Motion carried.

Pay Range Plan B-3, Pay Plan D-1 (a), Performance Evaluations D-3 (a) & (b), Courthouse Lunch Hour E-13 (c), Safety Sensitive list O-3, EAP Contractor O-3, O-4, O-4 (d)

By motion, the Board adjourned.

Attest: Amy Rich, Deputy County Clerk

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Tron Stegman, Chairman

COMMISSIONERS' PROCEEDINGS  
JUNE 13, 2022

Agenda:       8:30 – Bills  
              8:45 – Land Sale – Jim Ghumm  
              9:00 – Airport  
              9:30 – Tony Martin

The Board of Stevens County Commissioners met in regular session except Pat Hall. Paul Kitzke, County Attorney and Amy Jo Tharp, County Clerk were also present. Tron called the meeting to order. Joe moved to approve the minutes of the last meeting. Tron 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	\$	104,681.17
Judicial District	\$	1,072.87
Road & Bridge	\$	121,654.42
Airport	\$	17,147.68
Noxious Weed	\$	5,988.71
EMS	\$	17,369.59
Fire	\$	14,843.09
Community Health	\$	30,071.49
Sheriff	\$	70,648.49
ARPA	\$	11,900.00
Co Building	\$	490.84
Alcohol Treatment	\$	212.50
Emp Misc W/H	\$	52.74
EMS Bequest	\$	737.96
Fire Bequest	\$	1,182.49
<u>TOTAL:</u>	<u>\$</u>	<u>398,054.04</u>

Rodney Kelling came in and presented the commissioners with the only response he received for the new heat pump P-tac for the training room at the EMT building. He said Lin Goode Company quoted the price of \$2,100.00. The commissioners agreed to use Lin Goode for the installation, labor, and materials for the project.

Rodney said at this time the city has banned fireworks within the city limits for this year, 2022. The commissioners asked Rodney what he thought about banning them throughout the county. He replied he did not have a suggestion either way but feels it would have been best to allow them within the city as opposed to the country to keep fires down.

Tron began the hearing for the Pioneer property for all of block seventeen (17), lots one – six (1-6). No one came in to contest the purchase of ten dollars (\$10) per lot and seven (7) years to have all houses completely built. The commissioners stated the land was sold to Ghumm's Rentals, LLC.

Matt Rome and Erick Nordling with the airport board came in as requested. They were addressed about a bank account that has not yet been transferred to the county. The airport requested the bank statements be sent to the Treasurer but stated they have not officially transferred the account to the county so they can keep track of the fuel sales and the FAA and KDOT grants. Amy Jo relayed again that the auditors instructed all accounts be transferred over. The commissioners decided to have Joe contact Theresa with Lewis, Hooper and Dick to discuss the issue or speak to her at the budget workshop in July to hear the clarification from her directly. Matt informed the commissioners he is working with Kirkham Michael on invoicing before any bills are paid and he will let the County Clerk know when to release payment on some projects.

Joe asked Matt and Erick if they had plans on what they are doing about the land being sold near the airport and if it would interfere with the runway or other FAA rules and regulations. They stated they are not sure if the county should purchase the lots or just inform whoever purchases them the restrictions on building. They are working with the Planning and Zoning board and hoping to get some feedback on what they should do.

Tony Martin said he is happy to report the county does not have as many washed out roads like several of the other counties around due to the heavy rain recently received. He is aware there are a few roads and will be getting those taken care of as soon as possible. Tony told the commissioners with inflation he feels having vehicles overhauled is more resourceful at this time than purchasing new equipment, due to the costs.

Tron asked Tony his thoughts on contracting out someone to mow ditches. Tony said the issues he has with that idea would be if the contract cannot be fulfilled, due to unforeseen events, signs get knocked down and the county mows more than just ditches. He stated it might be something to look at in the future but at this time he does not see the need.

Amy asked if the commissioners wanted to raise the travel meal rates to the current Federal meal rates. The rates have been: breakfast, \$13.00; lunch, \$14.00 and dinner \$23.00 and the new year rates are: breakfast, \$13.00; lunch, \$15.00 and dinner \$26.00.

Joe made a motion to adopt the 2022 Federal Travel Meal rates as stated above. Tron seconded. Motion carried.

By motion, the Board adjourned.

Attest: Amy Jo Tharp, County Clerk

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Tron Stegman, Chairman

COMMISSIONERS' PROCEEDINGS  
JUNE 27, 2022

Agenda:       8:30 – Bills  
              8:45 – Misty Peitz – Treasurer's office regarding computers  
              9:00 – Shelby Martin – Wellness Center  
              9:30 – Tony Martin  
              9:45 – Angela Eichman – Contract for McCully and Associates  
              10:00 – Sean Tarwater – Housing developers

The Board of Stevens County Commissioners met in regular session. Paul Kitzke, County Attorney and Amy Jo Tharp, 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. Joe 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	\$	108,175.92
Judicial District	\$	492.35
Road & Bridge	\$	44,140.87
Fair	\$	36,084.50
Airport	\$	1,934.11
Svc For the Elderly	\$	70,796.50
County Building	\$	5,400.00
Noxious Weed	\$	10,646.63
EMS	\$	7,866.99
Fire	\$	4,014.95
Hospital	\$	500,000.00
Community Health	\$	25,718.02
911 Wireless	\$	1,793.00
Library Employee Benefits	\$	31,519.00
Sheriff	\$	35,359.51
ARPA	\$	4,057.38
Emp Misc W/H	\$	235.16
TOTAL:	\$	888,234.89

Misty Peitz from the Treasurer's office was first on the agenda to relay to the commissioners the Treasurer's department is not happy with the current IT business. She informed them her computer is running too slow, as have others in the office, and was told by IT to purchase new even though the equipment is only three (3) years old. She stated Jayme wanted to know if it would be possible to have another IT person look at their equipment for a second opinion before purchasing new

computers. The commissioners agreed to have a second opinion and to let them know which way the Treasurer's office will proceed.

Appraiser, Angela Eichman brought in the McCully and Associates contract for the commissioners to sign.

Sheriff Ted Heaton and Duane Topliss came in and had nothing to report.

Shelby Martin was asked to come in to go over issues that have been relayed about the Wellness Center. The first matter was regarding how old equipment is handled when new is purchased to replace it. She stated the old equipment was traded in. Amy Jo informed her she needs to submit paperwork from the vendor to show the trade-in credits. Shelby said she will work on getting those. Another matter is the selling of merchandise, which was not discussed previously, therefore the process for this needed clarification (e.g., submitting receipts for the merchandise, properly charging sales tax, and submitting the tax amounts to the Treasurer's office to pay the state). She said the sales of merchandise has gone very well and she has now found a way to separate the sales tax from the sales. Amy Jo had spoken to her on the phone the prior week and instructed her to speak with Jayme Rich to make sure she was collecting the correct amount for sales tax, so Shelby reported she spoke with Jayme and found out the correct amount and will put it into the general fund for Wellness Sales Tax under the account number Amy Jo assigned. When asked how the merchandise was purchased, she said she had paid for it and will be submitting the invoices for reimbursement.

Shelby stated she is currently working on the inventory and to be more detailed, as instructed, will be putting in the quantity and model numbers for items. She told the commissioners Hancock Electric had done some work and the cost went up some due to them removing old electrical work which was not expected. The commissioners and Paul reminded Shelby she needs to check in with the commissioners at a meeting if any work needs to be done at the Wellness Center, anything new is being implemented, or old equipment is being rid of. If old equipment is not used as a trade-in, then she will need to notify the commissioners, it will need to be published, and sealed bids will need to be obtained. Amy Jo reminded if a department is going to receive grants or donations, they still need to inform the commissioners at a meeting what the grant or donation is for and how much they plan to receive.

Amy Jo said clients should not be moving any equipment due to insurance purposes. If equipment needs moved, county employees should move the equipment.

Shelby asked if she needed to clock out to run work related errands. Tony Martin chimed in and said his men do not clock out for work related errands, but they are normally not at the department and are usually in the county vehicles. Amy Jo explained that it is understandable because some types of jobs require employees to be off site the majority of the time and relayed the policy states they need to clock out, if possible, but will still get paid according to the employee handbook.



Joe made a motion to allow department heads to decide whether employees need to clock out for work/job related errands. Pat seconded. Motion carried.

Tony was up next with Public Works' business. He said there is a workshop July 19 - 20 for landfill personnel to get certified. KDHE wants to have them certified to drill four (4) monitoring wells before digging the new pits. Tony requested to give Matt Taylor a seventy-five cent (\$0.75) per hour merit raise and Jeff Cox a fifty cent (\$0.50) per hour merit raise. The commissioners approved the merit raises. Discussion of the \$3,500.00 increase for the oil distributor caused concern for the commissioners. Joe stated to make sure the bids in the future will have a clause or statement stating the amount is final and there will not be an increase.

Lisa LeNeve, Dan Tarwater and Sean Tarwater, Sr. were present.

Sean told the commissioners he and his brother, Dan, were interested in the Pioneer Lots and would like to build on them. They said they have one hundred (100) acres south of the middle school and would eventually build upper scale homes on their land and would like to build moderate homes on the Pioneer Lots. Dan said the state is giving incentives to developers to help increase populations in the smaller communities.

Amy Jo informed the commissioners Donna Norton will be retiring as the Accounts Payable Clerk. Donna did state she is willing to stay on to help train the new part-time clerk, so Amy Jo said she will have Donna and whoever is hired working the same days until the new person is trained.

The commissioners stated they are wanting to get the Community Health Department to sell their vehicles, as no one uses them to go to schools outside of town much and would pay mileage rates to employees for the use of their own vehicles for travel.

Pat and Tron said they would like to have a sunset tax vote on the General Election in November and wanted to know if it would be able to state no taxes on groceries. Joe opposed having the question on the General Election ballot.

By motion, the Board adjourned.

Attest: Amy Jo Tharp, County Clerk

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Tron Stegman, Chairman

COMMISSIONERS' PROCEEDINGS  
JULY 11, 2022

Agenda:       8:30 – Bills  
              9:00 – Soil Conservation – Luke Grubbs  
              9:30 – Tony Martin  
              9:45 – GIS – Susan Schulte - Equipment  
              10:15 – Treasurer – Jayme Rich - Computers

The Board of Stevens County Commissioners met in regular session. Paul Kitzke, County Attorney and Amy Jo Tharp, County Clerk were also present. Tron called the meeting to order. The minutes of the last meeting were tabled until August 8, 2022. 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	\$	81,251.29
Judicial District	\$	390.06
Road & Bridge	\$	93,168.68
ARPA	\$	441.31
Airport	\$	5,883.49
Alcohol Treatment	\$	212.50
County Building	\$	2,290.00
Noxious Weed	\$	3,049.36
EMS	\$	9,884.96
Fire	\$	16,588.80
Community Health	\$	19,831.54
Sheriff	\$	38,580.49
ROD Tech	\$	9,892.00
Emp Misc W/H	\$	144.40
<u>TOTAL:</u>	<u>\$</u>	<u>281,608.88</u>

Pat said he would like to have the Noxious Weed department spraying the weeds at the airport as they are getting out of control. Commissioners discussed the trouble with bind weed stating it is getting out of control within the county due to the weather.

Discussion of putting in a service road south of 11<sup>th</sup> Street on County Road M. It was stated there was a driveway put in which needs to be discussed with Tony on what will work best.

Rodney came in and told the commissioners the cost of the chassis on the new fire truck was increased by \$5,623.00 due to the current economy. He stated Weiss is willing to cover half of the cost if the county will cover the other half. The commissioners questioned if it was possible to charge more on something which was bid on. Joe said to stick with the bid amount and not go over. Pat disagreed with Joe's comment as the commissioners previously agreed to accept the increase on the road and bridge oil distributor. Further discussion ensued and Tron told Rodney the county will not pay the extra amount unless Weiss threatens to cancel.

The Hugoton Wrestling Club is asking for donations to help with costs. Pat said it is not right using taxpayer money for donations.

Camera system in buildings – Tron said get prices (ARLO, TJ, INA Alert).

Tony came in and Joe said there is an issue on Road V and Road 18. He stated a truck ran the stop sign and didn't even slow down. Tony said the problem is people not paying attention nor wanting to take the time to stop.

Tony said he had the airport hangers and fuel tanks sprayed to kill vegetation and sprayed some Johnson Grass around the airport.

Tron asked Tony about the service road. Tony said the driveways were supposed to be temporary until the county could get the access road built. However, he noticed the driveway put in is asphalt and does not appear to be temporary. Tron and Tony said they will meet with the owner and go over the agreement for the houses being built along the road.

July 19<sup>th</sup> thru the 20<sup>th</sup>, Jace, Jeff and Tony will be at meetings for the Landfill.

Pat said the Musk Thistle is starting to come in more rampant. Tony said they are controlling it as best as they can, the farmers have been helping which is much appreciated. When the Musk and Russian Thistles bloom, they need to be cut down and burned.

Tony said the road and bridge department is working on getting caught up. There have been issues with employees being out due to illness and injuries. The weather with the heat and winds have also caused many issues. There is currently an area on 2<sup>nd</sup> Street between Road 13 and 14 which was about to blow shut but after adding manure to the road it has helped. Road F from Road 12 thru Road 14 has already blown shut. Tony is hoping to get caught up on the roads soon.

Amy Jo was instructed to retrieve the minutes for the access road by Flatlanders.

Susan Schulte came in and told the commissioners she will be needing new office equipment as her scanner does not work with Windows 10 and most of her equipment is outdated by at least ten (10) years. She is looking to purchase a Canon Scanner which does thirty-six (36) inch color/monochrome scans for \$5,300.00 and a Sharp copier for \$7,299.00. The total cost for the

copier and scanner would be \$12,599.00. She said the Register of Deeds offered to pay half of the total expenses which is \$6299.50, out of the Register of Deeds Technical Fund.

Joe made a motion to bypass the bidding process and accept the quotes from Salina Blue for the Canon Scanner (\$5,300.00) and Southern Office Supply's Sharp copier (\$7,299.00) for the GIS department totaling \$12,599.00. Pat seconded, motion carried.

Joe stated there was an issue with the last meetings minutes and asked why they were in the Hugoton Hermes. Amy Jo stated a representative from the Hugoton Hermes was unable to attend and she had typed up the minutes which were proofed in her office and then sent to the Hermes so they could use what they needed with the acknowledgement they were unapproved. He asked Amy Jo if she had any explanation as to what all the issues with the Wellness Center were about. Amy Jo stated they were her minutes and she wrote them. The commissioners asked Amy Jo to review the minutes and reword them because they appear to be worded incorrectly and harsher than the meeting actually was. Paul said Shelby planned on coming into the commissioner meeting and didn't understand why the minutes stated she was "requested to attend by the commissioners." Amy Jo stated she e-mailed the commissioners some issues with policies in which Shelby needed to be informed of and asked if they wanted Shelby to attend the meeting or not. She stated Paul told her to have Shelby attend the meeting in which she then e-mailed Shelby about the policies in question and asked her to attend the meeting. The commissioners tabled June 27<sup>th</sup> meeting minutes until the next commissioner meeting.

Joe made a motion that unapproved minutes will no longer be in the newspaper or published anywhere until the minutes are approved. Pat seconded. Motion carried.

By motion, the Board adjourned.

Attest: Amy Jo Tharp, County Clerk

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Tron Stegman, Chairman

COMMISSIONERS' PROCEEDINGS  
JULY 25, 2022

Agenda:       8:30 – Bills  
              8:45 – Shelby Martin - Purchases  
              9:30 – Tony Martin

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

General	\$	44,729.63
Judicial District	\$	279.18
Road & Bridge	\$	37,041.36
ARPA	\$	7,358.35
Airport	\$	23,244.07
County Building	\$	2,012.02
Noxious Weed	\$	2,940.73
EMS	\$	8,944.09
Fire	\$	1,856.92
Community Health	\$	16,678.60
911 Wireless	\$	116.34
Sheriff	\$	42,604.52
Emp Misc W/H	\$	17.58
<b>TOTAL:</b>	<b>\$</b>	<b>187,823.39</b>

Amy Jo had the commissioners sign the Signature Addendum for the County Checking account to remove past employees of the Treasurers office and add a new employee.

Rodney came in and said he has not received the budget worksheets for the last couple of accounts payable periods. Amy Jo said she will work on getting those to him along with a copy of the proposed budget for Fire and EMS.

The commissioners discussed how to regulate insurance on an employee who works two jobs within the county. They felt it should be split 50/50 per Treasurer and EMT.

Rodney and the commissioners discussed the possibility of full-time EMS employees verse volunteer. The only issue Rodney sees would be the cost in updating the building to have living quarters put in for the full-time workers. As of now, basic EMT's are receiving \$15.00 per hour and the advanced EMT's receive \$18.00 per hour.

Shelby Martin came in and said she is looking into receiving one (1) machine which would replace three (3) of the machines at the Wellness Center. She said she will use the three (3) machines which are to be replaced as trade-ins. The commissioners asked her to get more quotes for the same type of machine when she is ready to purchase. Shelby also informed the commissioners she has grant money left and will be paying Flatlanders with those funds.

Shelby stated she felt caught up and in trouble with the minutes posted in the newspaper for the June 26<sup>th</sup> meeting. She stated at the meeting she did not feel like she was in trouble, but the minutes posted gave a different impression and she had received many phone calls from the community asking why she is getting treated unfairly. She felt the meeting did not go the way the minutes portrayed. The commissioners asked Shelby what would work for her and she stated she would like a statement to be posted in the Hugoton Hermes to reflect she has the commissioners complete support and she is doing a great job for the Wellness Center.

Joe stated the minutes were unapproved and were not official. Paul stated the Hermes can do what they want as they are not ran by the county commissioners but in the end the unofficial minutes came from the county not the Hermes, they were just relaying what they were sent. The June 27<sup>th</sup> minutes will be rewritten, and a statement will be placed in the Hermes reflecting the commissioners give any and all support to the Wellness Center.

The commissioners told Shelby they will place a statement in the Hermes stating “The commissioners are abundantly clear the minutes from June 27<sup>th</sup> were incorrect and not yet approved and they are in complete support with the Wellness Center. The unapproved minutes were in no reflection the thoughts of the commissioners.”

Shelby said she has been working so many hours overtime and with her morning class she would like to hire another part time employee as well as receive comp or overtime benefits. The commissioners stated she is a salaried position so no matter how much she works; pay is the same. Shelby said she didn’t understand why she would have to use personal time if she is in a salaried position. She stated she was short of forty (40) hours one week and the payroll clerk informed her she needed to use one (1) hour of personal time. The commissioners asked why she has working more than forty (40) hours a week if the Wellness Center is supposed to be somewhat self-sufficient. She stated she quit using QuickBooks to save money as the program is pricey and is in the process of learning the actual computer system and getting it done correctly and cleaning up the issues the past employee had left. Shelby said she feels she does not get paid enough for the computer work alone. She further explained the monthly memberships keep adding each month and showing they are new members when they are not, and she has been working to get that cleaned up. The sales of the merchandise and key fobs for the twenty-four (24) hour access is easy to do just getting the memberships correct is time consuming.

The commissioners asked if getting a new computer system would be better than hiring a part-time person as they are not all in agreement of hiring another person. Amy Jo stated there is a part-time person out there and with the commissioner’s permission could work more hours and receive

KPERS but be kept under the hours to receive insurance benefits. Shelby stated she is the only employee who handles computer work.

Sheriff Ted Heaton and Duane Topliss were checking in. Ted said he will be looking for a new pickup soon to replace an existing one.

Tony Martin said the 2015 road grader is down and is going to cost around \$20,000.00 for repairs. The crawler is breaking down and will need parts as well. Tony said there is a state program which will reimburse the landfill for tire disposal and he is looking into it.

Tony said Tron and him spoke with the owner of the property who put in an asphalt driveway. To get the entrance and access road plan finalized. The owner spoke with Tony later and said he visited with the other property owners and they felt they could have another entrance off of Road 12. Further discussion resulted in the commissioners agreeing the entrance would need to come off of the dirt road, Road M, and not the black top road, Road 12. The commissioners decided the County will put in the access road for them from the entrance on Road M around the gas riser down to the Hugoton City water well road entrance. They will gravel the access road but will be left up to the property owners to maintain it.

Stray dogs got into the fair grounds and killed a show pig and injured another. Tony is trying to find out how to keep them out to keep the show animals safe and hopes it will not happen again.

Jayne Rich came in and said she would like the commissioners to consider hiring an in-house IT person. She said it only took Evan Greenwood two (2) hours to fix something Nex-Tech was taking close to six (6) months to work on and they still hadn't fixed the issues with their computers. She said Nex-Tech kept stating the Treasurers need to purchase new computers when they are only two to three (2-3) years old. The commissioners told Jayme to have Evan check out the Nex-Tech contract and give an estimate on what his work would charge.

By motion, the Board adjourned.

Attest: Amy Jo Tharp, County Clerk

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Tron Stegman, Chairman

COMMISSIONERS' PROCEEDINGS  
AUGUST 8, 2022

Agenda:       8:30 – Canvass of Votes Cast – 8/2/22  
              9:30 – Tony Martin  
              10:00 – Jim Bell and Steve Lewis - Museum

The Board of Stevens County Commissioners met in regular session. Paul Kitzke, County Attorney and Amy Jo Tharp, County Clerk were also present. Tron called the meeting to order. Pat moved to approve the minutes of the last meeting and the revised minutes from the meeting on June 27, 2022. 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	\$	89,494.62
Judicial District	\$	3,471.89
Road & Bridge	\$	88,772.01
Alcohol Treatment	\$	212.50
Airport	\$	17,746.32
Road Machinery	\$	258,825.00
County Building	\$	544.49
Noxious Weed	\$	26,235.79
EMS	\$	7,894.12
Fire	\$	4,311.21
Community Health	\$	17,858.14
Airport Grants	\$	3,676.52
Sheriff	\$	35,679.33
ARPA	\$	17,680.00
Emp Misc W/H	\$	17.58
<b>TOTAL:</b>	<b>\$</b>	<b>572,419.52</b>

The board of county canvassers met this morning and went over the provisional ballots cast. There were thirty-seven (37) provisional ballots; five (5) of the provisional ballots did not count as per KSA laws stating a person moving to another county in Kansas and not re-registering will not be approved. One (1) ballot counted due to a clerk error, two (2) ballots were approved due to name change and twenty-nine (29) ballots were approved due to address changes within the county. The county board of canvassers checked over the totals of the election and the write-ins on ballots.

Gary Baughman came in and asked the commissioners if they would approve a water line being put across the county land which he is leasing in order to get water to his sprinkler system. He



stated he will be attending the City of Hugoton meeting this evening and would like to give them an answer. Joe made a motion to allow the City of Hugoton to run a water line across county land, currently leased by Gary Baughman. Pat seconded. Motion carried.

Shelby Martin came in and said she would like to request the Wellness Centers part-time personnel to be allowed to work no more than twenty-nine (29) hours a week. She further stated she will wait to purchase new equipment as she is not ready yet.

Some discussion over bills led Pat to question why the county is paying for utilities at the 4-H building instead of 4-H paying them. Amy Jo stated 4-H has funds within the county general fund account and that is where the utilities are paid from. Pat also asked to see the City of Hugoton utility bills for the Community Health Department as he believes one (1) of the bills they receive should belong to the Stevens County Physical Therapy building. Amy Jo said she will get him copies of the bills so he can look at the meter numbers to find out which buildings they go to.

Tony Martin and Jim Ghummm were in attendance. Tony said he was going to write up some specs for a new pickup and he was conversing with Jim about them. Jim told the commissioners it is a waste to write up specs at this time because it is hard to find vehicles or even get one built and have it in a decent time. He stated he is still waiting on two (2) pickups he had being built from 2021 and probably won't see them until 2023. Pat asked Jim the worth of the pickup Tony wants to trade in. Tony also told the commissioners he would like to eventually get another pickup besides the one he is proposing now. Jim said the trade-in of Tony's pickup is around \$20,000.00. After further discussion, the commissioners decided if Tony can find a pickup listed at \$65,000.00 or less they will discuss the find and make a determination if there needs to be bids or if they will forego the bid process. Jim said he will try to keep the cost below \$65,000.00.

Tony told the commissioners the CAT loader was rebuilt at the cost of around \$226,000.00. He said it comes with a ninety (90) day guarantee and if the auto repair shop notices anything else needing to be fixed it will be taken care of for free. The rebuild comes with a five (5) year or 6,000-hour warranty, whichever comes first. Right now, loaders are around \$300,000.00 new, the county's old one is estimated at \$20,000.00. The commissioners told Tony to have the sales representative at the next commissioner meeting. Tony said the new oil distributor has finally been delivered.

Tony said he had Michelle pull up the total acres sprayed for weeds from the last several years. In 2020, 300 acres were sprayed; 2021, 460 acres were sprayed and in 2022, 530 acres were sprayed. He said two (2) weed spraying trucks are now being used to try spray weeds instead of just one (1).

Tony said the Stevens County Fair had a good turnout especially since the weather cooperated over the weekend.

Jim Bell and Steve Lewis came in and informed the commissioners they received word a former county resident had passed away and left the Museum in charge of her assets. They do not know the exact dollar amount but stated there is land and mineral rights with the bequest. They stated the museum will still not have enough funds to be self-sufficient but are appreciative of everything the county is doing to keep the museum open.

The commissioners discussed having the county spray for weeds at the museum instead of hiring it out as they feel it will be cheaper.

Amy Jo discussed the purchase of a mower at the airport stating they did not follow the bid process because they had not received the written policy before they purchased it. She also stated the Treasurer's office has not received any invoices showing taxes have been paid on sales and have sent the department(s) e-mails requesting the information. The one percent (1%) sales tax issue was brought up and Amy Jo presented the commissioners with the meeting minutes stating the sales tax was first discussed as having a sunset clause which was taken out in another commissioner meeting in 2016. She further stated the Resolution 16-06 regarding the sales tax showing it had been stated with a sunset, yet the question on the 2016 ballot did not state anything about the sales tax having a sunset. She stated she has tried to contact the State of Kansas to find out if the county needs to follow the resolution or the ballot question and has yet to hear back.

Pat made a motion for the 4-H to pay for the utilities for the 4-H building. Joe seconded. Motion carried.

Amy Jo presented the commissioners with a revised ***Resolution 22-7 Allowing MET towers to be built in Stevens County*** to be signed.

By motion, the Board adjourned.

Attest: Amy Jo Tharp, County Clerk

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Tron Stegman, Chairman

COMMISSIONER PROCEEDINGS  
JULY 14, 2022  
BUDGET WORKSHOP

Agenda:

9:00 AM – Lewis, Hooper and Dick – Theresa Dasenbrock, Tiffany O'Rourke and Trent Webber

Theresa brought up the closure and post closure information on the landfill. She stated it will cost around 2.4 million dollars. The KDHE said the county meets all the testing requirements. She stated the total cost will be \$1,027,601.00 and the county needs to have it available, however she also stated from the information received the closure will not need to happen anytime soon and the county is looking at 198 years. The county will need to gain at least forty-three percent (43%) of those funds.

She said the financial statements portion of the single audit show no weaknesses and a clean audit report.

Theresa stated there were a few departments which were in the red:

1. Airport Grants Fund, due to waiting on reimbursements
2. Community Health Department, some were due to grants but not all
3. Judicial District, which oversees six (6) counties, is not in compliance with cash basis law.

She stated the EMS fund was up \$49,000.00 and the cash balance looked good. The Equipment Reserve has \$650,000.00, Fire fund was up \$7,800 which is just under four percent (4%) of the operating budget.

There have been no funds paid to the Foundation since 2017.

Tiffany said the county is doing good overall but has a few areas concerning compliance status:

1. Cancelled checks need to be cleaned up
2. No spending more than the cash balance
3. No indebtedness to exceed \$7,000.00
4. Inventory needs to be done every year from each department
5. Bank signature cards are still listing ex-employees, commissioners should review cards on a timely basis
6. Comparative/Revenue reports show some budget amounts for 2021 were not entered
7. All invoices need to be signed by department heads or designees before being paid
8. Minutes need to show where bids are obtained for anything over \$5,000.00
9. Equipment being donated needs to be shown what equipment and who donated

She said all grant documents need to be obtained and a process needs to be implemented for all departments. Grants need to be brought to the commissioners so they can sign off on them and posted in the minutes. The amount of a grant and what it is for need to be communicated to the commissioners, treasurer and clerk.

The SEFA preliminary has been completed. Reports state \$28,000.00 of CARES grant was spent in 2020 which was not reported due to being recorded in 2021, resulting as incomplete. This needs to be recorded for the correct year. The Community Health Department submitted reports after the deadline which could cause the county losing some grants in the future. Suggestion was made to monitor all account activities to stay in compliance.

Tiffany said the airport is not adhering to the MOU between the airport board and commissioners. They still have a bank account open and are not reconciling. Suggestion to review the MOU to stay in compliance. If the commissioners allow the airport to keep their bank account, there should be no exception of funds being transferred or withdrawn from said account unless it is a transfer to the treasurer to be placed in the Airport Maintenance Fund.

Reports show the District Court has twenty-three (23) outstanding checks over two (2) years old which is not complying with state requirements. She stated since the District Court is part of the county because they try county cases and receive funding from the county, not as an appropriation but as an actual funding account within the county.

Amy Jo asked what the bequest fund accounts were for to make sure deposits are going into the correct accounts. Bequests are outside the budget authority and are used to keep track of receivables from private party donations and grants to be used on what the donor instructs their donation to be used for. Theresa discussed how grants and donations should be handled including providing receipts for those who donate so they may be able to claim charitable tax donations.

Marshall Lewis and Carla Bradley with Southwest Guidance Center were in attendance and asked to speak to the commissioners briefly. They stated they are now required to provide new services including interrogation and screening for individuals. They are hiring and expanding services and are projecting a five percent (5%) increase. The commissioners thanked them for their services and coming in.

Theresa discussed the comparatives between Stevens County and other southwest counties including, levies, population, debts and valuation. She stated the values in 2016 dropped drastically due to the state cutting the oil and gas valuation from \$30.00 to \$15.00. She said the Revenue Neutral Rate (RNR) is 57.523 and the Neighborhood Revitalization is now complete.

Joe said the commissioners have made the airport spend down their reserves and asked if the county needs to budget more for their fund. Pat said he is willing to put \$200,000.00 in the landfill closure/expansion fund.

Further discussion of county entity budgets included cutting and raising department budgets.

Theresa said if the Register of Deeds Technical Fund goes over \$50,000.00, they will have to transfer it to the general fund, so it would be in the counties best interest to spend some of that money. The commissioners said some of the money will be going to help purchase office equipment for the GIS department.

Theresa asked the commissioners if holding the RNR and budget hearing could be on August 22, 2022 at 8:50 AM. The commissioners agreed to hold the RNR hearing and budget hearing on August 22, 2022 at 8:50 AM in the Commissioner Meeting Room at the courthouse.

By motion, the Board adjourned.

Attest: Amy Jo Tharp, County Clerk

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Tron Stegman, Chairman

COMMISSIONERS' PROCEEDINGS  
AUGUST 22, 2022

Agenda:       8:30 – RNR Hearing – Budget Hearing  
              9:30 – Tony Martin  
              10:00 – Darren Booth – Theel Insurance

The Board of Stevens County Commissioners met in regular session with Tron Stegman attending by phone. Paul Kitzke, County Attorney and Amy Jo 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. Joe 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	\$	46,947.65
Judicial District	\$	878.58
Road & Bridge	\$	136,690.19
Airport	\$	4,753.96
Reg of Deeds Tech Fund	\$	3,544.00
County Building	\$	134.00
Noxious Weed	\$	2,941.52
EMS	\$	8,516.69
Fire	\$	5,093.55
Community Health	\$	24,907.18
Airport Grants	\$	22,077.68
Sheriff	\$	41,353.30
ARPA	\$	21,335.90
Emp Misc W/H	\$	35.16
TOTAL:	\$	319,209.36

Those who were present for the RNR and Budget hearings were: Jose J Sanchez Molina, Cornelius Wiebe, David Mason, Frank Chenoweth, Clifford Shuck, Angelica Sheets, Gary Gold, Warren Willis, Theodore Bansemer, Connie Tennis, Floyd Knox, Jo Harrison, Nancy Bansemer, Pam Brown, Tanner Rindels, Mike Willis and Maryann Willoughby.

Many residents of Stevens County came in to visit with the commissioners on the Revenue Neutral Rate paper which was mailed out over a week ago. The residents were concerned as they heard the taxes were going up 40%. Amy Jo explained there has been many glitches in the software to get correct information sent out and with the timeline of getting the program made, County Clerks getting the information uploaded there was not enough time to fix any issues with the software. She stated many counties are facing the same issues and problems and she is working with the software company to get corrections completed and the figures to be correct. The

commissioners have tabled the RNR Hearing which pushes the Budget Hearing back as well so residents can have a corrected document to go from. The new RNR and Budget Hearing will be held in the Commissioner Meeting Room on Monday, September 12, 2022, beginning at 8:30 AM. Amy Jo said she will get corrected notices in the mail of the RNR as soon as all the bugs are worked out in the software, and everything is accurate.

Several of the residents expressed their concerns over some citizens of Stevens County tagging their vehicles in other counties or states. The commissioners stated it is up to the Hugoton Police Department and Stevens County Sheriff's Department to write the tickets for vehicles tagged illegally and from there it goes to the County Attorney to be handled. The commissioners understand the citizens' concerns as it does affect the county's revenue which can help or hurt budgets which provides the citizens with tax relief.

Rodney came in and discussed the power-load cots to determine which contract the commissioners would agree upon for warranty issues. He stated the original contract had lapsed. Stryker gave Rodney two (2) different proposals, one (1) was for \$8,196.00 which includes parts, labor, travel, annual inspection, some replacement parts and unscheduled services. The other proposal was for \$9,786.00 which included the same as the other but added in battery replacement. Rodney stated they rarely have to replace batteries so going with the first proposal would be best.

Joe made a motion to bypass the bid process and accept the first proposal in the amount of \$8,196.00 from Stryker. Pat seconded. Motion carried.

Jim Ghumm was present with Tony Martin to discuss the vehicles he has found for the Road and Bridge Department. The bids presented were:

- |  |             |
|--|-------------|
| 1. 2022 Chevy Silverado RST Crew Cab 4X4 | \$58,900.00 |
| 2. 2022 GMC Sierra LTD Crew Cab 4X4      | \$58,000.00 |

These bids will include two (2) trad-ins:

- |                    |                    |
|--------------------|--------------------|
| 1. 2015 Chevy 1500 |                    |
| 2. 2008 Chevy 1500 | Total: \$26,000.00 |

After discussion, Pat asked Jim what the trade-in value total would be if the county kept the 2015 Chevy for the Appraisers office and traded in the 2011 Chevy. Jim Ghumm went out and looked at the 2011 Chevy and came back and said the total of the two (2) Chevy 1500's (the 2008 and 2011), the trade-in value would be \$18,500.00. This would bring the total of the two (2) Chevy pickups with trade-in value to \$98,400.00 total cost.

Pat made a motion to accept the two (2) bids of the 2022 Chevy pickups from Ghumm's Auto with a trade-in of the 2011 and 2008 Chevy 1500 pickups to give a total cost of \$98,400.00, for Road and Bridge. Joe seconded. Motion carried.

Eric Friesen with Foley Equipment came in and discussed with the commissioners what the CCR (Caterpillar Certified Rebuild) on the crawler would entail along with the costs. He said the CCR completely rebuilds the hydraulic powertrain and gives a five (5) year/6,000-hour warranty. He also stated if the powertrain has any updates after the original was built the updates will be put on the machine and if it is not a Tier 1 already, they will upgrade it to a Tier 1. If they find anything

else bad when they tear down the equipment, they will fix it at no additional cost. The cost for this rebuild is roughly \$226,431.31. Pat asked what the turnaround is on the rebuild and Eric stated it is about eight to ten (8-10) weeks. Eric said new equipment is over \$300,000.00 with a one (1) year/2,000-hour warranty. The commissioners asked about a longer warranty and Eric said there could be an extended warranty on the new equipment with an additional cost. The commissioners have tabled the decision at this time.

Tony said Morton County would like to purchase asphalt and some other materials which would help with revenue. He stated the oil distribution equipment coming in late caused the county road repair to be on hold, but they are working to get the repairs completed soon.

Joe discussed having parking lines painted on the west side of the courthouse and possibly the Sheriff's office. Tony said he is looking at purchasing a striping machine and could have his guys paint the stripes if needed.

Darren Booth with Theel Insurance working under Freedom Claims came in to talk to the commissioners. Pat asked about portability. Darren said there was portability and there is also reserves the county can receive. The commissioners discussed their interest and asked Darren to run some information for them so they can see if it is worth looking into.

Shelby Martin came in and stated she has the opportunity to have work-based students from the high school come in and work from 1:30pm – 3:30pm, usually Monday thru Friday. Pat asked Shelby what the pay would be. Shelby said \$9.00 per hour was her thought. The commissioners approve to have a student work for the Wellness Center from 1:30 – 3:30pm, Monday thru Friday at \$9.00 per hour. Shelby also asked the commissioners if Michael Rickman could work up to twenty-nine (29) hours a week with the understanding it would put him in the KPERS eligible bracket.

Pat made a motion to allow the Wellness Center Part-time position to work no more than twenty-nine (29) hours a week becoming KPERS eligible. Joe seconded. Motion carried.

Discussion over the “First Generation” production video concluded in the commissioners agreeing to give the EcoDevo \$1,625.00 for the project in hopes to bring more revenue to Stevens County.

By motion, the Board adjourned.

Attest: Amy Jo Tharp, County Clerk

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Pat Hall, Vice Chairman



COMMISSIONERS' PROCEEDINGS  
SEPTEMBER 12, 2022

Agenda:       8:30 – RNR Hearing – Budget Hearing  
              9:00 – Shelby Martin – Wellness Ctr  
              9:30 – Tony Martin

The Board of Stevens County Commissioners met in regular session. Paul Kitzke, County Attorney and Amy Jo Tharp, 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. Joe 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	\$	87,870.35
Judicial District	\$	1,545.97
Road & Bridge	\$	122,199.06
Airport	\$	11,854.97
Diversion	\$	7,576.56
County Building	\$	792.24
Noxious Weed	\$	3,060.80
EMS	\$	8,533.79
Fire	\$	3,736.14
Community Health	\$	36,375.25
Fire Bequest	\$	3,020.45
Sheriff	\$	80,887.64
Road Machinery	\$	98,400.00
Emp Misc W/H	\$	52.74
TOTAL:	\$	465,905.96

This meeting began by holding the Revenue Neutral Rate (RNR) hearing. Steve Kinser was in attendance and had questions about the RNR and if the taxes were going up and wanted clarification on how to read the new RNR sheets which were mailed out. Steve said he did not understand how the value can go up and cause taxes to go down. Pat said the valuation in our county is regulated by oil and gas production. He said if the oil and gas bring in more revenue it raises the valuation, so it gives more tax dollars per one (1) mil as opposed to less tax dollars per mil. By doing this, the higher the valuation, the less amount of money it takes to run the county.

A vote to raise the RNR from 57.508 to 80.883 was had, and all three commissioners voted yes.

Pat moved to adopt the ***Resolution 22-08, A Resolution of the County of Stevens, Kansas to Levy a Property Tax Rate Exceeding the Revenue Neutral Rate.*** Joe seconded. Motion carried.

The Budget Hearing for year 2023 was held. All three commissioners approved the budget.

Pat moved to approve the budget for 2023. Joe seconded. Motion carried.

Rodney Kelling checked in with nothing to report.

Shelby Martin came in and said she received some bids for a six in one (6-in-1) station at the Wellness Center. The station by Mid-States is at \$11,200.00 and the other two (2) comparable stations from Fitness Giant are at \$12,299.00 and \$13,499.00. Shelby stated Mid-States will come in and set up the new equipment and Fitness Giant will only ship the equipment. Shelby said she plans to use her grant money to pay for the equipment and asked the commissioners what needs to be done.

Pat made a motion to waive the sealed bid and accept the Mid-States 6 Station Single Pod with Stand Alone Hilo Pulley at a cost of \$11,200.00 with freight charge of \$525.00 and trade-in of and trade-in of the free motion chest/cross cable for \$250.00, bringing the total to \$11,475.00. Joe seconded. Motion carried.

Shelby said she plans to purchase more equipment down the road. She has currently hired a high school student through the COOP program which allows a student to go to work during school hours for credit. She said the student will not exceed twelve (12) hours and has been working to get the social media set up for the Wellness Center. The commissioners agreed to the student employee working no more than twelve (12) hours per week. Amy Jo suggested someone speak with the school on the student worker program to get clarification on how the process/program works.

Shelby said she would like all employee Wellness Center membership payments to go through the Wellness Center. Amy Jo said that currently the employees who are enrolled have the payment taken out of their payroll and automatically going into the Wellness Center revenue general fund and the volunteer employees bring money into the Clerk's office if they do not have enough funds in their payroll to have it taken out. The county would have to take the funds and then issue a check out of another general fund to pay for the employees which at this time would not be feasible. Shelby stated other companies give her the check from their payroll for their employees who have signed up. Amy Jo stated it is different as the Wellness Center is owned and operated by the county and County Employees are signed up to have membership automatically withdrawn from their pay. Amy Jo said the volunteer employees pay the Clerk's office which gets transferred into the general fund. She told Shelby she can get reports for the receivables for the county if she needs them. Shelby asked if the volunteer employees can pay the Wellness Center directly, Amy Jo said she was unsure and thought there was a reason behind it due to payroll and how that portion is handled. The commissioners agreed the volunteer employees who don't have a direct payroll

deduction can pay the Wellness Center directly instead of coming into the Clerk's office to pay for their membership and still get their employee discount.

Shelby stated she has been cleaning up the computer account system for memberships and says she has been matching deposits. Amy Jo said she spoke with the auditors about Shelby having a change drawer for merchandise. They suggested the commissioners discuss and agree along with the amount to be kept in the change drawer. The commissioners agreed to allow the Wellness Center to always keep a change drawer with a specified amount for merchandise sales change and membership change. Shelby also asked the commissioners about having a Cash App or Venmo account through the county on the business side and stated she spoke with Jayme Rich, Treasurer, and there was no issue with her on the idea. The commissioners said they will agree as long as Shelby runs it by the auditors to find out if that is possible and how to set it up within the county.

Shelby also informed the commissioners she would like to have a washer and drier at the Wellness Center to wash the towels people use to clean off the equipment for sanitary reasons. She states at this time she is spending \$48.00 every two (2) weeks to have a company come and replace the used towels with clean ones, along with five (5) mats and a clean mop head. She stated she has been taking the towels home and cleaning them in between as the price only covers fifty (50) towels. Pat said he will go to the Wellness Center and see if there is a place a washer and drier can go but it depends on the plumbing and venting. Shelby said sometime soon she will be working on trying to get a grant to replace the carpet as several people have tripped and stated she will not be replacing it with carpet but other materials which would be gym suitable.

Shelby stated the roof at the Wellness Center needs checked for leaks as the ceiling in the men's restroom is starting to cave in due to excess moisture from the roof. The commissioners told her to contact AK Roofing and AquaShield to see if they can give a statement as to why the roof is leaking and what needs to be done for repair.

Tony came in and stated the Cat Crawler at the landfill is a 2001 with 17,344 hours. If he purchases a new 953 model, he will not be able to get it in until February 2023 or later. He can purchase a 963 model and have it in between October and December of this year. The 953 is running around \$320,000.00 and the 963 is around \$370,000.00.

Tony stated the loaders for the Road and Bridge Department are both broken down and hopes the John Deere loader will be fixed by tomorrow, he is unsure when the Cat loader will be fixed. Pat stated he spoke with someone who used to do many repairs on Cat equipment and might be able to get it fixed for a decent price. Tony said he doesn't trust outside people who are not insured or offering a warranty on repairs. Pat said he understood but doesn't feel the county should be paying \$221,000.00 in repairs on equipment let alone \$300,000.00 for new equipment. Tony said the equipment fund does not have enough for a new loader. Joe stated rebuilds are beneficial and are practically new and come with a warranty. Pat said the engine is not new and Joe stated the county put one in six (6) months ago and should still have a warranty. Tony stated new is better but for the cost, a rebuild is just as good.

Pat made a motion to have the Cat loader (SN 2ZN04080) rebuilt for a cost of \$226,431.31, with the five (5) year/6,000-hour powertrain warranty and repairs covered by one (1) year parts warranty. Joe seconded. Motion carried.

Tony stated the roof on the shack at the landfill is coming off and needs a new roof all together. The commissioners told Tony to put out for sealed bids for a new roof to be opened at 9:30 AM on October 11, 2022.

Tony informed the commissioners he is looking for three (3) people to hire at the Road and Bridge Department.

Thea Schnittker came in to discuss Nex-Tech with the commissioners, they came in to discuss how they are doing with the IT for the county. She said everything seemed to go well, the sales representative and operating person did not realize there were so many issues keeping our equipment running and told the department heads who attended to call him directly if things are not handled in a time appropriate manner. She also stated the operating person did not have the up-to-date information on how old the systems were, they kept saying the server was a 2012 model when the county just upgraded approximately three (3) years ago. Jayme Rich was in the Nex-Tech meeting and told them what has taken six (6) months with no results only took an outside IT person thirty (30) minutes to fix whereas Nex-Tech kept telling them to purchase new computers and her equipment is the newest in the county. Thea told the commissioners she doesn't feel safe using an individual person to do IT for the county because of the security risks it involves. She is more comfortable with a company who has the structure and information they need to keep the county secure. She stated at this time the Appraiser has a personal laptop which she can get into some of the county programs and views that as being a security risk. Nex-Tech told Thea in the meeting they will have a proposal put together in about two (2) weeks and hopes it will benefit the county moving forward.

Thea said the ARPA funds could be used for a chiller on the Community Health Department and possibly a washer and drier for the Wellness Center as it would be for health and sanitization.

The commissioners discussed the Community Health Department's chiller. Pat called Mike with Trane and asked which would be more efficient for the facility. Mike said he will look into it and give an idea for repair and replace. The commissioners said they will discuss the Community Health Department vehicles down the road to decide if they want to bid them out or use them as a trade-in.

Paul presented the commissioners with ***Resolution 22-09 A Resolution Assessing/Continuing a One Percent (1%) County Wide Retailer's Sales Tax in Stevens County, Kansas for Property Tax Relief***. This Resolution will only take effect if the county residents vote for it on the November 8, 2022, General Election.

Pat made a motion to accept ***Resolution 22-09 A Resolution Assessing/Continuing a One Percent (1%) County Wide Retailer's Sales Tax in Stevens County, Kansas for Property Tax Relief***. The question will be on the General Election for vote on November 8, 2022. Joe seconded. Motion carried.

Amy Jo asked the commissioners if EMS and Treasurer should split the cost of the BCBS for their dual employee. The commissioners agreed the cost should be split 50/50 between the two (2) departments.

Joe called Jan Leonard and asked him about a potential retail business which has an idea of building in the City of Moscow or in Haskell County in Satanta. He asked if there is any type of incentive program for retail. Jan said there is a five (5) year Neighborhood Revitalization plan and also an Industrial Revenue Bond (IRB) plan. He said for the IRB the county would need to get in touch with Sarah Steel and see what the requirements are for an IRB. If the company is in manufacturing, they would possibly be eligible for a ten (10) year tax abatement.

By motion, the Board adjourned.

Attest: Amy Jo Tharp, County Clerk

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Tron Stegman, Chairman

COMMISSIONERS' PROCEEDINGS  
SEPTEMBER 26, 2022

Agenda:       8:30 – Bills  
                  9:00 – Shelby Martin – Wellness Ctr  
                  9:30 – Tony Martin

The Board of Stevens County Commissioners met in regular session. Amy Jo Tharp, County Clerk was 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 County Clerk was instructed to draw warrants on the Treasurer chargeable to the various funds of the county for the following amounts:

General	\$	40,552.35
Judicial District	\$	513.70
Road & Bridge	\$	68,373.93
Airport	\$	8,414.51
Register of Deeds Tech Fund	\$	3,649.50
County Building	\$	27.00
Noxious Weed	\$	2,872.36
EMS	\$	6,339.56
Fire	\$	1,627.62
Community Health	\$	21,481.46
GIS Equipment Fund	\$	3,649.50
Sheriff	\$	37,226.87
Highway Improvement Fund	\$	21,823.57
Emp Misc W/H	\$	35.16
TOTAL:	\$	216,587.09

Ross Sullivan came in and updated the commissioners on Auto-Chlor's contract. He stated they raised their rates from \$49.00 per month to \$149.00 per month. He stated the dishwasher in the Memorial Hall is a leased dishwasher and has been for at least the last nineteen (19) years. He stated the company comes in and does a monthly routine check and as long as he has been with the county there has not needed to be any maintenance done to the dishwasher as of yet. He told the commissioners the dishwasher is used periodically in Memorial Hall for banquets, dinners and other rentals. A new dishwasher he has viewed is around \$5,000.00. Pat Hall said to get rid of the dishwasher and to call Auto-Chlor and have them come and pick it up, he feels people can bring in their own dishes and silverware to use. Tron suggested if the company would sell the dishwasher to the county for \$2,000.00, to purchase it and if not, then the dishwasher needs to go back. Ross said he would contact them and see what they say.

Shelby Martin came in with Jackson Turner from AK Roofing and told the commissioners the R-panel on the Wellness Center roof is showing signs of leaking and other areas of concern. Jackson stated it would be unwise to use R-panel and said the slope of the building is bad as well. Jackson advised the commissioners to use twenty-six (26) gauge metal with three and a half (3.5) span between each one. Shelby stated the roof leaks a lot and really needs repaired. She stated the roof over the office is the worst part of the building and is leaking constantly every time it rains causing the ceiling to cave. Joe Thompson asked if a standing seam roof would be best and Jackson agreed as it has a wider over-lap and snaps together. Joe asked if it would be better to pull the skylights out and Jackson stated it would only cause more holes. Pat said he is not in agreement with a new roof over the whole building as it would likely cost around \$80,000.00. The commissioners asked Amy Tharp if she had information on how much the cost of spraying the Fire Department roof was and she said she would look through her files.

Shelby stated she is looking at the possibility of offering personal training services at the Wellness Center. She also stated she will get grant information to the County Clerk and copies of the checks as well.

Tony Martin came in and stated he will be putting an ad in the newspaper for bids on the landfill shack roof and would like to have the bids available for the next commissioner meeting on October 12, 2022, at 9:30 AM.

Tony stated the Alfred Benesch company came in and will need to test the ground water and monitor wells for the pits. The state said for a county to not put in their original plan, the county will have to line the pits and then have to do four (4) more monitoring wells. Joe asked Tony if there is enough help at the landfill and Tony stated it would be nice to have a part-time employee for the landfill to help keep Saturday's open. Tony also informed the commissioners the landfill is getting close to going from a small landfill to the next level due to tonnage. He said at this time he does not have information about the next level on landfills.

Tony requested a \$1.00 per hour merit raise for Wes Regensberg stating he has taken on quite a bit of work.

Joe made a motion to approve a \$1.00 merit raise for Wes Regensberg. Pat seconded. Motion carried.

Amy informed the commissioners and Tony, Carrie Baeza, The City Clerk of Hugoton, reached out and asked if the county could do some road work at the Hugoton Cemetery as they are planning an expansion. Carrie stated the city would purchase the materials and have them delivered to the Road and Bridge Department and to let the city know the approximate cost of the work. Tony said the equipment the county road department has is too large and wide to do the work. He also stated there would need to be more dirt work and at this time the county does not have the manpower to build the roads and keep up on the county roads.

Tony said the Road and Bridge Department will be shutting down the asphalt plant until next year in hopes of conserving fuel. He is satisfied where they are on the crack/seal and repairs on the roads for this year. It was noted the Road and Bridge Department is going over on the fuel budget but stated he can probably use funds out of the Special Highway fund to cover fuel for the rest of the year.

Amy informed the commissioners Paula Rowden has turned in her resignation letter and her last day of work will be December 31, 2022. The commissioners stated there will need to be a posting in the newspaper for the open position of Community Health Director.

Ross came back in and informed the commissioners Auto-Chlor will not sell the dishwasher nor lower the maintenance cost.

Amy told the commissioners the current Neighborhood Revitalization Plan (NRP) for Stevens County expired in 2016. She stated the application stated it was only good for three (3) years and the commissioners would need to make a decision to keep the NRP or not. She stated she viewed other county NRP applications and none of the ones she viewed had a time limit for people to be signed up for NRP. The commissioners discussed the issue and decided to keep the NRP in place and continue with the plan. Amy said she did not know if the cities and schools need to sign into another interlocal agreement or if the originals stand as she did not notice a date to relinquish the interlocal agreement. She said she did not know if they would need a Resolution but has e-mailed County Counselor, Paul Kitzke, to find out if he had any information for moving forward.

Amy disclosed a conversation she had with Carrie Baeza, City Clerk of Hugoton about dispatcher wages. She stated Carrie wanted to propose the city pay an average cost of the dispatchers' wages from the previous audited year so the city could budget that amount for the year. The commissioners did not see the point in changing the cost share plan for dispatch pay at this time.

By motion, the Board adjourned.

Attest: Amy Jo Tharp, County Clerk

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Tron Stegman, Chairman



COMMISSIONERS' PROCEEDINGS  
OCTOBER 11, 2022

Agenda:        8:30 – Bills  
                  8:45 – Cammie Heaton – Community Health  
                  9:00 – Dissolve of county property – Ghumm's  
                  9:30 – Tony Martin – Open Bids Landfill Shack

The Board of Stevens County Commissioners met in regular session. Amy Jo Tharp, County Clerk was 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. 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	\$	78,211.96
Judicial District	\$	2,748.36
Road & Bridge	\$	95,689.29
Airport	\$	3,257.75
ARPA	\$	2,520.00
County Building Fund	\$	(161.69)
Noxious Weed	\$	6,964.99
EMS	\$	17,630.06
Fire	\$	18,638.28
Community Health	\$	25,570.37
Library	\$	58,997.50
Sheriff	\$	42,861.91
Insurance Agency Damages	\$	3,414.78
Wellness Center Bequest	\$	20,663.19
Fire Bequest	\$	530.00
Emp Misc W/H	\$	35.16
<b>TOTAL:</b>	<b>\$</b>	<b>377,571.91</b>

Rodney Kelling came in and said the Moscow Fire Department needs the bay doors insulated and openers installed. Rodney also stated only two (2) of the seven (7) doors are insulated and by insulating them, it should help to cut costs on utilities. There are several areas on the fire and EMS Building in Moscow which are not insulated to allow light in but Rodney would like to have those panels insulated as well, but two (2) of the doors need openers.

Rodney was instructed to put a bid request in the Hugoton Hermes for insulation on five (5) doors and openers on eight (8) doors. The bids will be opened on November 14<sup>th</sup>, 2022, at 10:00 A.M.

Cammie Heaton came in and expressed her interest in the administrator position for the Community Health Department upon Paula Rowden's resignation on December 31, 2022. Cammie gave the commissioners an application and letter stating her interest. Cammie stated her interest in good communication between the departments and she had been working with Toni Irwin on grant proposal learning. Tron stated his main concern with the Community Health Department are grants. Cammie agreed with Tron and stated she has ideas on how to utilize the extra space in the department such as uninsured dental screenings and family planning. Cammie stated she has a contact with the KDHE to discuss how to get these started which will add revenue.

Amy Jo asked Pat if there was a room or place at the Wellness Center to install a washing machine and dryer to wash the cleaning rags, Pat stated there is a room which has places to put the washer and dryer without having to do too much plumbing and electrical.

Amy Jo asked the commissioners if the ARPA committee approved the funds for a dishwasher in Memorial Hall if the commissioners would approve. The commissioners said if the ARPA funds would purchase one and install, it would be appreciated if there is no on-going maintenance lease. Amy Jo assured them the dishwasher would be purchased and not leased.

Amy Jo asked the commissioners about the Christmas hams they purchase for the employees, if they wanted to purchase from another source or wanted to try something different. The Commissioners asked Amy Jo to look into gift cards and if that would cause problems for the county for auditing. Joe suggested maybe purchasing hams from the Moscow High School Senior class, and he stated he would look into it.

Amy Jo asked the Commissioners if they had a chance to look over the repair items on the KCamp repair list, she stated the simple items, such as space heaters and microwaves being plugged into extension cords have been fixed. Amy Jo said she received a letter from Nancy Honig at the Extension office and stated the leaks have already been fixed and everything else is good, except for the areas around the HVAC systems, which KCamp recommended placing a fence around them. Amy Jo then told the commissioners some of the major issues have not been fixed and asked the commissioners if they want to have the departments get estimated costs for the issues or leave it alone. Pat stated the HVAC units are fine as there are large poles around them and as far as he knew, there were no more leaks in the county buildings, except for the Wellness Center, which are going to be repaired. Joe told Amy Jo to have Ross get the commissioners a list of all the rooms in the courthouse which have bad carpet so they can make a decision on what they want to do.

Tron approved the sale of county property located at the Pioneer Addition, Lot 17, Block 1, 2, 3, 4, 5 and 6 to be sold to Ghumm's Rental Property, LLC at \$10.00 per lot, totaling \$60.00. No one objected. The property is now sold to Ghumm's Rental Property, LLC.

Amy Jo stated canvas for the General Election will need to be held after 5:00 P.M. on Monday, November 14<sup>th</sup>, 2022, as election offices have to allow postmarked ballots to be received that Monday by 5:00 PM due to the offices being closed for Veteran's Day on November 11<sup>th</sup>. The

commissioners stated they would canvas on Tuesday, November 15<sup>th</sup>, 2022, at 9:00 A.M. in the commissioners meeting room.

Tony Martin was present. Tron began the open bid process for the new roof on the shack at the landfill. Two (2) bids were received:

1. AK Roofing - \$2,820.00
2. AquaShield - \$750.00

Pat made a motion to accept the bid by AquaShield for \$750.00 for the landfill shack roof. Joe seconded. Motion carried.

Tony stated the railroad is responsible for anything four feet (4') from the track, anything else is the county responsibility. There is a track running across one of the county roads and Tony is concerned about the railroad project if it tears up more than four feet (4') from the track who will be responsible, since the railroad would be the ones to damage the road.

Tony said the landfill scraper needs new tires, but they run around \$4,000.00 each. Pat suggested maybe ARPA funds could cover the tires.

Tony said, the Road and Bridge Department hauls around sixteen (16) yards of sand at \$2.00 per yard. Road and Bridge has paid approximately \$40,000.00 in 2021 and if the cost doubles the amount would be around \$80,000.00. Tony also stated to keep the Noxious Weed license some employees will need class hours.

Discussion about the windmills to see if the appraised value changes if the land has a windmill. According to the appraiser, the property value will not change if a windmill is placed on it.

Joe asked if Tony was going to have the courthouse parking lines sprayed. Amy Jo said she hasn't heard anything since the last meeting to know if it is going to be taken care of.

Ted Heaton checked in with nothing new to report. Ted stated back between 2009-2011 David Bozone gave him a letter stating the City of Hugoton would cover a new/repair the roof for the Sheriff's Department and he is looking to find the letter to give to the commissioners. Ted stated everything on the KCamp list has been repaired other than the roof does have some leaks.

Amy Jo asked the commissioners if they had a chance to review the written purchase and grant policy. They stated they have, and everything looks in order.

Pat made a motion to accept the written Purchase and Grant Policy written on March 14, 2022, with the written Grant Policy added by October 11, 2022. Joe seconded. Motion carried.

Randy Dick and Hailey Marple with Kaw Valley Insurance, a Bukaty Companies Partner, came in to discuss insurance and benefits. The commissioners gave Amy Jo permission to give them

what they need in order to provide options and discuss ratings for county insurance and benefits. Amy Jo stated Karen, with HUB, will be in at the next commissioner meeting and the commissioners stated they would like to hear from PIC, Freedom, Bakaty and HUB to see what options they have for group health insurance.

By motion, the Board adjourned.

Attest: Amy Jo Tharp, County Clerk

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Tron Stegman, Chairman

COMMISSIONERS' PROCEEDINGS  
OCTOBER 24, 2022

Agenda:       8:30 – Bills  
              9:30 – Karen Vines - HUB

The Board of Stevens County Commissioners met in regular session. Amy Jo Tharp, County Clerk was 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 County Clerk was instructed to draw warrants on the Treasurer chargeable to the various funds of the county for the following amounts:

General	\$	62,311.87
Judicial District	\$	278.46
Road & Bridge	\$	35,639.12
Airport	\$	1,830.79
ARPA	\$	2,280.00
Noxious Weed	\$	2,935.10
EMS	\$	6,850.89
Fire	\$	1,659.83
Community Health	\$	14,885.77
Special Law Enforcement	\$	4,320.00
Sheriff	\$	35,438.14
Insurance Agency Damages	\$	20,777.75
GIS Equipment	\$	2,650.00
Reg of Deeds Tech Fund	\$	2,650.00
Emp Misc W/H	\$	35.16
TOTAL:	\$	194,542.88

Ross Sullivan came in and told the commissioner's the only carpet in the courthouse needing replaced is in one of the Appraiser's rooms, Lynn Webb's office, it is different from the rest of the offices and is bunching up to where someone could trip. Ross said the other offices on the main floor, the Treasurer and Clerk offices will eventually need replaced because they are looking worn down and frayed in areas. Pat told Ross to contact Custom Renovations to have them come and measure Lynne's office and the Clerk and Treasurer's office and get a cost on replacing with the same type and color that is in the courthouse offices.

Rodney Kelling came in and told the commissioner's only one contractor has stopped by to look at the doors on the Hugoton building but hasn't checked the Moscow doors yet. Rodney also said he is looking for someone to look at the generators for the tower and the EMS building as they are starting to have issues. He said when the power goes out the tower is supposed to automatically

kick on but it doesn't and someone has to go down and manually turn on the generator and even then it is hard to get it to start up.

Amy Jo informed the commissioners the county bank account has been compromised on two different occasions last week, so Jayme shut down the account and opened up a new one. She said it was done through an ACH payment to a utility company in Kansas City and will discuss the issue with the Sheriff's Department and see what needs to be done to follow up on the person(s) causing the issues. Amy stated several departments have ACH information and wanted to know if the commissioner's wanted to keep it that way or if they wanted only the Clerk and Treasurer to know that information. They said they would feel more comfortable if less people knew the information and tighter restrictions on what gets paid through ACH as opposed to paper checks. Amy presented the holiday closing list for 2023 to be approved by the commissioners.

Pat made a motion to approve the 2023 holiday closing calendar. Joe seconded. Motion carried.

Pat said he would like to see no more than \$4,000.00 spent on the washer and dryer setup including plumbing and electric to be spent out of the ARPA funds at the Wellness Center.

The commissioners said they would support purchasing hams for the county employees through USD 209.

Karen Vines with HUB came in to go over employee insurance with the commissioners. She explained Blue Cross and Blue Shield went up twelve percent (12%) but dental went down three percent (3%). She did state there is another program through Blue Cross Blue Shield called Blue Edge which would give the commissioners a chance to choose which option they want to pay for the employees and if an employee wants a different option the employee can pay the difference. Going with Blue Edge will lower the insurance cost some.

Amy informed the commissioners a quote was received from Nex-Tech for cameras and wiring of the EMS/Fire building totaling \$35,576.80, and Rodney is still looking around to get more quotes.

Abatement Orders for 2019 taxes, number 272 and 2020 taxes number 86 were reviewed and approved by commissioners and given to the County Treasurer; total valuation removed 0 with a relief assessment of \$4.10.

By motion, the Board adjourned.

Attest: Amy Jo Tharp, County Clerk

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Tron Stegman, Chairman

COMMISSIONERS' PROCEEDINGS  
NOVEMBER 14, 2022

Agenda:       8:30 – Bills  
                  8:45 – Karen Vines – HUB  
                  9:00 – Shelby Martin – Wellness  
                  9:30 – Tony Martin w/ Brent Chestnut - Benesch  
                  10:00 – Fire Building Bids  
                  10:15 – Trane (Community Health)  
                  10:45 – Theel – Freedom Insurance

The Board of Stevens County Commissioners met in regular session. Amy Jo Tharp, County Clerk was 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 County Clerk was instructed to draw warrants on the Treasurer chargeable to the various funds of the county for the following amounts:

General	\$	113,907.15
Judicial District	\$	1,526.88
Road & Bridge	\$	194,391.92
Airport	\$	13,862.59
ARPA	\$	500.00
Noxious Weed	\$	5,054.10
EMS	\$	14,770.30
Fire	\$	7,317.82
Community Health	\$	29,099.41
Insurance Agency Damages	\$	(3,414.78)
Sheriff	\$	78,763.85
Alcohol Treatment	\$	(212.50)
County Building	\$	400.00
Library	\$	58,997.50
Emp Misc W/H	\$	252.74
<u>TOTAL:</u>	\$	<u>515,216.98</u>

Karen Vines came in and discussed information about insurance and the difference between HUB and Theel/Freedom. She stated the issue with Freedom using an HSA plan, is you never know if employees will use up what is left in contributions and the employer will end up paying more and not be able to set any money back in reserves. Not using an HSA plan will be less complicated and complex and will give the employer more control in changing options.

Shelby came in and stated Keely Hittle has been an asset at the gym and Shelby would like to keep her. Keely has been doing personal training for gym members and teaching a class. Keely is not currently employed by the county and gets paid by the clients she has; Erin gets paid by the county. If a person is not a gym member but is in Keely's class, the person pays the gym \$5.00 to get in for the day and pays Keely her fee. Shelby stated the turnout is great and, in the beginning, Keely was only going to be around for a month, now she is wanting to stay. Shelby turned in a Certificate of Liability for Keely. Amy Tharp asked if the commissioners are willing to allow people to teach classes and not be employed by the county as Erin and Keely are both teaching classes but handled differently and if there needs to be consistency. The commissioners told Shelby to revisit with Keely and see how long she plans on teaching classes.

Shelby said she still is not able to acquire an invoice for the QuickBooks (Intuit) program. Shelby turned in quotes for the Wellness Center roof repairs and stated AK Roofing had around \$36,194.00 and AquaShield was around \$41,000.00. The commissioners said they would table the roof issue and discuss it later.

Thea Schnittker was in attendance.

Brent Chestnut with Alfred Benesch and Company was in attendance with Tony Martin. Brent said landfill expansion and modification toward the east consists of surveys being put together and plans to be sent off to KDHE every year. Brent said KDHE is reviewing the plans but at this time, trying to find someone able to drill to a 120–130-foot depth and pull soil samples at the same time is a challenge. Brent recommended O'Malley Drilling out of Nebraska because everything is included in their cost, and they are cost efficient. The cost of all and four (4) additional wells will be around \$85,000.00. Brent hopes everything could be completed in the springtime but will still need a public hearing. Joe asked about filling the landfill hole in and Brent said it is capped to go above ground for water runoff. Digging is estimated to be completed within two (2) years as the landfill is already more than half (1/2) full. The commissioners gave approval to move forward with O'Malley Drilling. Brent said Benesch would like plans to allow for cells in the entire property the county owns at the landfill area. Brent also stated KDHE has to approve the work for landfill expansion.

Joe made a motion to proceed with Benesch and Company for the landfill procedures. Pat seconded. Motion carried.

Tony asked the commissioners if the paint for the parking stripes can come out of the General Fund instead of Road and Bridge Fund as it is used for all departments, not just Road and Bridge. The commissioners agreed. Tony said he would also like the commissioner's advice on raising the tipping fee. Currently the tipping fee is set at \$20.00 per ton.

Tony said the Cullison contract is up in December, and he has been dealing with Dale Cullison instead of JW. Cullison is wanting to raise the price.



Rodney was present for the fire building insulation bids.

Two bids were received:

1. AK Roofing           \$14,440.00
2. Overhead Door     \$23,300.00

Pat made a motion to accept the AK Roofing bid of \$14,440.00 to have six (6) doors in Moscow and two (2) doors in Hugoton insulated. Joe seconded. Motion carried.

Ted was in attendance and did not have anything new to report.

Mike Highland and Joe Reintejes with Trane were in to discuss the Community Health Department chiller and boiler issues. Mike suggested leaving the chiller and boiler setup as is and provide usage education for the building. He stated if the one wing could be kept closed off and the thermostats turned down it would greatly improve the issue. Pat asked if a new chiller needs to be built or if they should go smaller and exclude the unused wing. Mike said there would be a struggle with a smaller chiller and the better option is to shut off the wing which isn't being used at this time. Mike did state the mother board for the chiller has failed and the boiler does need checked out. Mike and Joe R. stated they would not change the system but to get everything up and running to code it will cost around \$150,000.00. ARPA funds have set aside \$100,000.00 for the repairs on the Community Health Department heating and cooling system.

Jennifer Pickering from Freedom Claims came in and gave the commissioners more information on the insurance plan. Jennifer explained the employee would have two (2) cards, one would be Blue Cross and Freedom Claims. She stated if a provider doesn't accept both cards, the employee would need to contact Freedom and they would handle the billing issues.

Thea Schnittker was in to discuss the IT for the county stating NexTech has better rates than Gilmore and would prefer to go with the lower rate option being offered. She stated if the county goes through NexTech for a two (2) year contract period that (based on history) it would be less expensive for the county to pay per issue needing resolution instead of having it included with the contract, especially keeping in mind the Treasurer's Office had to even go outside of NexTech for resolution and pay for additional IT service. The commissioners agreed to stay with NexTech and any issues outside of the security and Microsoft to be billable.

Thea brought up a program to help people pay for the spay/neuter of cats and dogs within the county and wanted to know what the commissioner's thoughts were. They asked who would be doing the spay/neuter and Thea stated it would probably be Prairie Pet Mobile Vet that will work with costs to make it affordable for citizens.

Amy Tharp told the commissioners the Hugoton Senior Center van needs new tires and asked if the county would be willing to help purchase new tires. The commissioners agreed not to help fund the tires as the van is not part of the building.

Amy Tharp asked the commissioners if they would be willing to help fund the theater \$7,500.00 annually for upkeep. The commissioners asked what the City of Hugoton does and if the county had already agreed to a fund on an annual basis. Amy said she would look back through the minutes and find out what the City of Hugoton is doing annually to keep the theater.

Paul Kitzke said he would like to investigate independent council for the windfarms as the county should hire someone with knowledge of the issues as he is not confident he knows enough to keep the county out of trouble if the windfarms do come to the county.

The commissioners stated they will hold a special meeting after canvass on Tuesday, November 15<sup>th</sup> to choose employee insurance and see if there are any bids for the sidewalk outside and discuss with Ross about the carpet in the courthouse.

By motion, the Board adjourned.

Attest: Amy Jo Tharp, County Clerk

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Tron Stegman, Chairman

COMMISSIONERS' PROCEEDINGS  
NOVEMBER 15, 2022

Agenda: 9:00 – Canvass  
10:30 – Special Meeting

The Board of Stevens County Commissioners met in regular session. Amy Jo Tharp, County Clerk was also present. Tron called the meeting to order.

The Board of Commissioners went over the total results from Election night, Audit, Write-Ins and Mail received by Monday, November 14, 2022. The totals they have match the County Election Officer's totals. The commissioners then went over the twenty-five (25) provisional ballots received. Twenty-one (21) provisional ballots were accepted due to move within the county and name changes. Four (4) provisional ballots were rejected due to move from out of county and one (1) choosing to vote from out of state.

Special Meeting:

Joe made a motion to accept the original Blue Cross Blue Shield employee insurance presented by HUB. Tron seconded. Pat voted no. By unanimous decision, BCBS through HUB will be the employee insurance for 2023.

Ross came in and stated he received quotes from M & R Construction in the amount of \$2,800.00 and nothing from V & B Construction. The commissioners told Ross to go ahead and have M & R Construction repair the sidewalk on the south side of the courthouse where the tree root broke it.

The commissioners told Ross to bring in bids to the next commissioner meeting for carpet in the courthouse.

By motion, the Board adjourned.

Attest: Amy Jo Tharp, County Clerk

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Tron Stegman, Chairman

COMMISSIONERS' PROCEEDINGS  
NOVEMBER 28, 2022

Agenda:        8:30 – Bills  
                  8:45 – Cammie Heaton – Interview Comm Health Admin  
                  9:00 -  
                  9:30 – Tony Martin  
                  10:00 – Anna Rome – Interview Comm Health Admin

The Board of Stevens County Commissioners met in regular session. Amy Jo Tharp, County Clerk was 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 County Clerk was instructed to draw warrants on the Treasurer chargeable to the various funds of the county for the following amounts:

General	\$	49,278.50
Judicial District	\$	382.58
Road & Bridge	\$	36,144.73
Airport	\$	2,491.14
ARPA	\$	1,289.98
Noxious Weed	\$	3,156.33
EMS	\$	11,571.33
Fire	\$	1,569.61
Community Health	\$	17,609.66
County Building	\$	8,449.06
Sheriff	\$	37,607.05
Fire Equipment Fund	\$	165,251.00
Emp Misc W/H	\$	17.58
TOTAL:	\$	334,818.55

Ross Sullivan came in and said the carpet cost for the offices in the courthouse is estimated to cost around \$14,000.00 from Flooring America. Pat asked if Ross had heard from Finishing Touches on the estimated cost, Ross said he has not seen any estimates from them as of yet, and Pat then stated he would be in contact with them and see if the county could get an estimate this afternoon. Ross then asked the commissioners if they would allow him to purchase a snowblower to help with the walks and parking lot when it snows. Pat instructed Ross to get costs and present them at the next meeting.

Rodney came in and handed the estimate for security cameras at the EMS/Fire buildings in Moscow and Hugoton from INA Alert, stating the cost is less and is only for installation of the

cameras and wiring, no annual fee for monitoring as it will be monitored by Rodney. The commissioners said they will table the cameras until the next meeting. Rodney said the fire truck is being repaired and Rodney will be heading to Salina this Friday to pick it up. Rodney said EMT classes have begun and currently there are sixteen (16) people enrolled and three (3) are Moscow residents.

Cammie Heaton was in appearance for the Community Health Administrator interview. Cammie stated she has recently received her BSN and feels she is ready to take the administrative position. She said the department uses grants for many areas and would continue receiving the pertinent grants and feels the building is large enough and there is a wing that is not currently being used and she has ideas to help improve the usage. She stated she would like to see a type of Family Planning for educational purposes and be able to provide forms of birth control along with a dental health proposition to have someone come in once a month or once a week to provide dental care for children with medical cards or no insurance to do screenings, fillings and sealants. She feels these two (2) programs will bring in some more revenue for the county and health department. The commissioners asked Cammie if she is anticipating hiring another RN as a replacement. Cammie stated she feels it is doable to handle both positions of working with clients and doing the administrative work without hiring a replacement but is not sure how that will work. Cammie said if the family planning and dental ideas work out, she will most likely have to hire another person. The commissioners informed Cammie the county has to watch the values and sometimes the value is low which causes the budgets to get cut and the commissioners are trying to help the community by being mindful of the costs. Cammie said she believes these ideas will be cost effective and hopefully a fresh set of eyes will be beneficial. Pat stated the commissioners have thought about selling both Community Health vehicles and saving costs on fuel, insurance and upkeep. Cammie stated she would like to keep one of the vehicles as they do some home visits for vaccines, lab draws and various other medical aid. The commissioners asked Cammie what she feels her pay should be and she suggested around \$34.00 per hour as that is how much the Haskell County nurses make and her doing administration on top of nursing, she feels that would be a good starting pay.

Amy Jo brought up the High Plains Theater and stated in the April 22, 2019, minutes it stated the commissioners were not opposed to helping the theater with \$7,000.00 to \$8,000.00 per year.

Joe made a motion to annually review the county funds and depending on the budget will appropriate funds for the theater and further have approved \$7,500.00 for the theater for 2022 and 2023. Pat seconded. Motion carried.

Discussion about tipping fee costs being raised and the commissioners suggested discussing the tipping fee rate changes before cities work on their budgets so they will know how to budget for a raise in tipping fees.

Pat mentioned the museum has put in new LED lights and understands it was a prior approval but stated the museum needs to follow county protocol for any changes or updates to the building or property the museum sits on because it is county owned property. The commissioners stated if the

museum has the funds for certain projects, then it is good, but they still need to follow the protocol the county has laid out as the buildings and property is still the upkeep and insurance county responsibility and the commissioners need to have the right to approve any upgrades or repairs to any and all county property.

Amy stated the repairs for the Hugoton Senior Center roof due to the wind damage at the beginning of the year have been completed and will need to be approved for payment. She stated KCAMP has paid for some and will check with KCAMP to see what amount was approved for the repairs through insurance and issue a check to the contractor.

Amy said Pioneer Communications has turned in a warranty renewal for the Community Health Departments phone system stating for one (1) year the cost will be \$479.95 and for three (3) years the cost is \$1,188.00. Amy said she will discuss the information with Paula and see what she says and find out if it is for the new phone system the health department now has.

Amy told the commissioners the Southwest Kansas Highway Officials Administration is holding a meeting on February 16<sup>th</sup>, 2023, in Garden City and told the commissioners if any choose to attend, they need to get in touch with the administration to register.

Amy informed the commissioners that the County Treasurer still has not received sales tax reports from a county department for the last four to six (4-6) months and no deposits have been made within the last month. Tron said he would get in touch with the department and find out why taxes have not been reported and no deposits made.

Tony Martin came in and gave an update on the grader and stated it appears Caterpillar is putting in a new engine due to more issues than expected but should still be on the agreement price recently decided upon. Tony said he is still working on a pit deal with Cullison's to see what the cost will be for 2023. Tony said he is looking at having a starting wage at Road and Bridge to be \$18.00 per hour and said Seward County recently transitioned to that amount as a start wage as well as employment is hard to come by. Discussion about pulling ditches came up and Tony stated Grant County mows every inch of their county roads while Stevens County only mows the ditches of the black tops. Pat suggested a way to help cut costs and divert the dirt blowing is to not pull all the ditches and see if that helps.

Anna Rome came in for her interview with the County Commissioners over the Community Health Department Administrative position. Tron asked Anna what her idea for running the Community Health Department was and if she had any suggestions. Anna said she would like to see the Hospital and Community Health Department work together in certain areas, such as sharing important information when it comes to COVID and help with COVID testing. Pat agreed and said he would like to see more cooperation between the two (2) entities as well. Tron inquired what Anna is currently making and she stated \$16.00 per hour at this time. The commissioners asked her the difference between RN, LPN and BSN, stating they weren't sure what the difference was. Anna stated an RN is like an associates degree in nursing and a BSN is a bachelor's degree

in nursing. She stated the training is mainly the same, but the BSN has more education and is a bit more extensive as it is a four (4) year program. Right now, Anna says she does phlebotomy work and is currently enrolled in the EMT class and would love the opportunity to have a more hands on approach and learn administrative, grant writing and budgeting. The commissioners asked her where and what she plans on doing in the future and she stated she loves working with all aspects in the health field.

Discussion about which interviewee the commissioners want to hire for the administrative position and the commissioners stated they would like to have Cammie in the administrative position as she has more experience with the administrative process. The commissioners then discussed the pay for the administrative position and decided upon the start pay for Cammie to be \$70,720.00 beginning in 2023, if Cammie accepted the position and stated no COLA for the pay in 2023. There was a brief discussion about COLA's for 2023 with no motion made.

Pat made a motion to hire Cammie Heaton for the Community Health Department Administrative position with a beginning salary of \$70,720.00 for 2023 with no COLA in 2023. Joe seconded. Motion carried.

Added and Abatement Orders for 2022 taxes, numbered One (1) through Fifteen (15) were reviewed and approved by commissioners and given to the County Treasurer; total valuation added 15,074 and tax assessed \$2,693.19, total valuation removed 6,627 with a relief assessment of \$1,014.77, totaling a value of 8,447 and tax of \$1,678.42.

By motion, the Board adjourned.

Attest: Amy Jo Tharp, County Clerk

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Tron Stegman, Chairman

COMMISSIONERS' PROCEEDINGS  
DECEMBER 12, 2022

Agenda:       8:30 – Bills  
                  9:00 - Longevity Awards/Retirement Award  
                  9:30 – Tony Martin

The Board of Stevens County Commissioners met in regular session. Paul Kitzke, County Attorney; Amy Jo Tharp, 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 County Clerk was instructed to draw warrants on the Treasurer chargeable to the various funds of the county for the following amounts:

General	\$	151,389.76
Judicial District	\$	655.41
Road & Bridge	\$	68,649.92
Airport	\$	9,724.86
ARPA	\$	791.56
Noxious Weed	\$	3,064.55
EMS	\$	6,407.33
Fire	\$	4,776.33
Community Health	\$	20,526.01
County Building	\$	1,829.84
Sheriff	\$	71,939.93
Insurance Agency Fund	\$	34,889.75
Emp Misc W/H	\$	-
TOTAL:	\$	374,645.25

Bill Patrick and Willie Newton with Seaboard Energy came in and stated they are up and running and producing Diesel. There were some issues and repairs needed to keep the noise down and they hope to get the necessary repairs completed before too long. Bill said a train will be running every eleven (11) days once upgrades to the railroad crossings are completed. They are rapidly constructing their solar system for utility purposes at the plant and hope to have half (1/2) of the system up in February, the other half (1/2) was damaged during delivery and has been set back until May, 2023.

Ross Sullivan came in and said he has received the estimates for carpet replacement in one of the Appraisers rooms, the County Clerk's office, and the County Treasurer's office. He stated Flooring America quoted \$14,200.00 for carpet rolls and \$16,250.00 for carpet tiles. Finishing



Touches quote was \$14,278.00 for carpet tiles and moving furniture. Ross said they will have to do the carpet in the Treasurer's office during a weekend or holiday so their office can be fully functional during their regular business hours.

Pat made a motion to bypass the bid process and accept Finishing Touches proposed estimate for carpet tile in the amount of \$14,278.00 for the Southeast County Appraiser's office, County Clerk's office and the County Treasurer's office. Joe seconded. Motion carried.

Ross stated the refrigerator in the Memorial Hall has broken down and said Flatlanders has one of the same size for around \$800.00. The commissioners told Ross to get it purchased and have it delivered.

Ross asked the commissioners about a snowblower for the courthouse sidewalks and parking lot, stating they run around \$1,100.00 to \$1,300.00. There was discussion about purchasing a brush for the skid steer at the road department and the commissioners decided to just purchase a snowblower and told Ross to get one ordered.

Rodney was in attendance, Pat asked what the age was for an EMT or take classes. Rodney said the state certifies seventeen (17) year old's and up but due to insurance purposes they must be eighteen (18) to do official EMT work.

Amy Tharp asked the commissioners if they wanted to receive copies of the Kansas State Statute books as the state sends them to all offices and wanted to know how many Stevens County wanted. The commissioners stated they don't feel the need for statute books when the statutes can be easily accessed online.

Cammie Heaton and Jamie Gooch were in attendance.

The commissioners acknowledged longevity to the following employees who were in attendance:

10 Years

- |                   |   |                        |
|-------------------|---|------------------------|
| 1. Rickey Burrows | - | Fire Department (PT)   |
| 2. Randy Moore    | - | Road and Bridge        |
| 3. Amy Rich       | - | County Clerk           |
| 4. Yesica Rojas   | - | Community Health Dept. |
| 5. Lynne Webb     | - | Appraiser              |

20 Years

- |                   |   |                 |
|-------------------|---|-----------------|
| 1. Terry Kuehn    | - | Road and Bridge |
| 2. Wes Regensberg | - | Road and Bridge |

25 Years

- |             |   |                 |
|-------------|---|-----------------|
| 1. Jeff Cox | - | Road and Bridge |
|-------------|---|-----------------|

They acknowledged Paula Rowden's retirement and working sixteen (16) years as the Community Health Director for Stevens County.

Tony requested to close the landfill on December 24<sup>th</sup> so the employees can have a Christmas break. The Commissioners approved to close the landfill on Saturday, December 24<sup>th</sup>.

Pat asked Tony about a brush for the skid steer and Tony said the county doesn't have a brush at this time but if the county had one, they would use it, just not sure of the cost.

Tony told the commissioners the Cullison contract is up December, 2023 instead of this year. Tony also stated the crawler is almost complete and is amazed at how good it looks already. Tony said he will have to take some fuel charges out of Special Highway fund by the end of the year as the costs have been outrageous and have diminished his budget rapidly.

Amy Tharp presented a letter from Nestidd, inquiring about purchasing the Pioneer Manor. The commissioners said at this time they would have to think about it and what all it would entail.

Pat said something needs to be done at one of the county departments in order to take care of the sales tax issue not being reported to the state and receipts not being turned in to the Treasurer. Amy Tharp stated she has a letter from the County Treasurer which states the Treasurer has not received state tax sales receipts at any time and has not received deposits since October 14<sup>th</sup> through December 5<sup>th</sup>. The Treasurer's letter stated this causes concern with the penalties the county will accrue from sales tax not being reported and the deposits make it difficult for the counties daily totals to balance out. Pat and Joe stated something needed to be done, Paul asked if the Wellness Director needed to be present and Tron said no, he would visit with her about the issue and try to get it figured out.

The commissioners discussed a possible bond issue with USD210.

Amy Tharp stated there is 73,354.55 additional taxes to be received. Amy stated all of the taxing district 011 received their tax statements with the incorrect levy of 106.337 and should have a levy of 129.818. Amy stated she didn't know if it was an error on her part when she transferred the levies and information to the Treasurer via program or if there was an error in the program which didn't pick it up correctly. Amy stated Angela Eichman alerted her to the issue and Amy said she has worked on rectifying the problem and there are approximately 179 parcels with additional statements for the error.

The commissioners discussed county employee COLA's and tabled the decision until December 27<sup>th</sup>, 2022.

Paul Kitzke stated Kirkham Michael gave him some names of attorneys for wind farms and stated he would like to speak to some of them to see if any would be interested in being consulted for the Wind Farms in case Invenergy does move forward. Tron agreed and told Paul to reach out to a few and see what they say.

The commissioners discussed the Stevens County Hospital Board stating two (2) board members have fulfilled their three (3) terms of three (3) years of service and the board rules a total of nine (9) years served before then they must be retired from the board. The commissioners stated they had three (3) possibly four (4) people as candidates, including Greg Grewell, Andy Moser, Rachel Crane and Dustin Johnson. Pat said he has yet to hear back from Dustin Johnson and said he wasn't sure if Rachel really wanted the position but showed interest. Greg and Andy have expressed great interest in serving on the hospital board. The commissioners tabled their decision until the next meeting on December 27, 2022.

Added and Abated Orders were reviewed and approved by commissioners and given to the County Treasurer; for tax year 2022 number 16-17 and 198-201 total valuation removed 19,024 and tax assessed -\$2,447.20 and number 18-197 valuation added a total of 6,715 and a relief assessment of \$73,510.46. Total valuation of -12,309 and total tax assessed \$71,063.26.

By motion, the Board adjourned.

Attest: Amy Jo Tharp, County Clerk

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Tron Stegman, Chairman

COMMISSIONERS' PROCEEDINGS  
DECEMBER 27, 2022

Agenda:       8:30 – Bills  
                  9:00 -  
                  9:30 – Tony Martin

The Board of Stevens County Commissioners met in regular session. Paul Kitzke, County Attorney and Amy Jo Tharp, County Clerk were also in attendance. 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 County Clerk was instructed to draw warrants on the Treasurer chargeable to the various funds of the county for the following amounts:

General	\$	62,562.16
Judicial District	\$	578.46
Road & Bridge	\$	54,541.07
Airport	\$	2,402.72
ARPA	\$	6,570.03
Noxious Weed	\$	2,875.17
EMS	\$	5,878.35
Fire	\$	4,303.40
Community Health	\$	15,688.22
County Building	\$	1,017.17
Sheriff	\$	38,320.66
Insurance Agency Damages	\$	3,414.78
Emp Misc W/H	\$	-
<b>TOTAL:</b>	<b>\$</b>	<b>198,152.19</b>

Theresa Daesenbrock and Madison Farr with Lewis, Hooper and Dick came in to let the commissioners know the audits were completed and wish them a belated Christmas. Pat asked if there were any areas the commissioners needed to work on, and Theresa said communications with the Airport is crucial. Theresa also touched on the staffing of the Community Health Department through COVID with the COVID funding, questioning if there are extra staff with COVID funds no longer being available for payroll. The commissioners stated they will work on communications with the airport and stated Cammie Heaton will be the new Community Health Director and she has mentioned several ways to bring extra funds into the county. Pat also asked if the commissioners need to be more conservative with spending as the values went up for the 2023 year doesn't mean the values will continue to climb but will probably decline causing tighter budgets. Theresa said it is always good to be conservative with spending but also to make sure

there is enough budget to run the county. The commissioners asked about the hospital and stated the hospital has not been in to request funds and the county still supplies them with appropriations. Theresa stated the county does not need to automatically levy for the hospital like the county is required for Pioneer Manor which is set at a state statute level. Pat mentioned holding the hospital funds until they show up with a financial report as the commissioners showed interest in reviewing their internal budget. Pat asked about the museum and the assets the museum has recently acquired and if the county has the right to dictate where the museum's assets should be used. Theresa said the museum is a separate entity and the county does not have to appropriate to them. Theresa also stated if the buildings are county owned and the land the buildings are on is county property then the museum should request permission from the commissioners before making any updates or repairs to the building or land in case the commissioners do not feel the updates or additions are what the county wants to commit to paying for upkeep expenses going forward.

Amy Jo asked Theresa about the hospital being a county building if the hospital can acquire insurance with another company instead of KCAMP. Theresa said they can as long as it has the same coverage or more.

Tony Martin came in and discussed the post closure of the Landfill with Theresa and she asked if Amy Jo or Tony could send that information to her office. Tony stated they might have to release Alfred Benesch and Company and find someone new as the gentleman that had worked for Benesch has relocated and the new person filling in does not seem to be getting things taken care of in a timely manner. Tony also said the landfill now reports in November instead of July.

Tony asked about bids for large purchases if a company gives a bid and the commissioners approve, then when the equipment/item is getting completed, the company comes back stating the amount has changed if that is automatically approved or if the company must abide by the previous bid. Theresa said it would be solely up to the commissioners to accept the change in the bid price.

Discussion was heard about Mark Williams selling the property he purchased in the Industrial East Lots since the commissioners have the first (1<sup>st</sup>) right of refusal.

Joe made a motion to waive the rights of the commissioners first refusal to purchase and to allow Mark Williams to sell Lot 7 of the Industrial East property which Mark purchased from the county. Pat seconded. Motion carried.

Amy Jo stated Lindsay with the Rural Opportunity Zone would like to have the ROZ Resolutions before the new year.

Joe made a motion to accept ***Resolution 22-10 – The Board of Stevens County Commissioners Authorizing Participation in Rural Opportunity Zone Student Loan Repayment Program.*** Pat seconded. Motion carried.

The commissioners discussed with Paul Kitzke, the County Attorney, asking what constitutes a conflict of interest on some cases. Paul said it depends on the client and if the attorney has represented or opposed the client before in a different case and what the case is.

Tony asked the commissioners if he should sign a contract for diesel fuel or just purchase on an as needed basis due to the fluctuating rates. The commissioners asked how much he spends on fuel and Tony stated just in 2022 he has easily spent \$400,000.00 on diesel just for Road and Bridge. Tony said if it is contracted out, they will only deliver what is needed. Pat stated it is hard to figure fuel with the constant price changes.

Tony said someone came to him inquiring about borrowing/renting a sheep's foot. Paul stated there is a statute where the county cannot rent or hire out equipment to county residents. Tony also mentioned he has not found anyone to hire for Road and Bridge but does have someone who is interested.

Shelby Martin came in and stated since it is the first year to file sales tax for the Wellness Center, they are not due until January 15<sup>th</sup>, 2023. Shelby also stated her sales tax is over \$200.00 and under \$5,000.00 so she only has to submit them quarterly. She stated she is having issues with the FEIN and getting documentation to the IRS but has everything figured out now and is working on getting in to where she can report the sales tax. Shelby stated the deposits are current and has all the deposits broken down to their respective funds. Shelby told the commissioners she would like to have more lights for the parking lot and would eventually like to asphalt behind the Wellness Center. The commissioners agreed with needing more lights and told her to contact the City of Hugoton about getting more light poles and lights put up around the Wellness Center. Shelby asked about the roof at the Wellness Center stating it is only getting worse and wanted to know the process. The commissioners stated she will need to contact a contractor and have them draw up a spec sheet then the bid process will be published in the newspaper at least two (2) times as well as suggesting Shelby contact other area contractors to inform them of the bid letting for the Wellness Center roof. The commissioners projected opening bids on March 13, 2023 and having the bids for the roof published in the Hugoton Hermes around mid-February 2023.

Commissioners brought up the hospital board and discussed who would be the replacements for the two (2) open positions. Andy Moser, Greg Grewell and Rachel Crane's names were all mentioned. After further discussion motions were made.

Pat made a motion to appoint Greg Grewell for the Stevens County Hospital Board. Joe seconded. Motion carried.

Tron made a motion to appoint Andy Moser for the Stevens County Hospital Board. Joe seconded. Motion carried.

Rodney Kelling came in stating it was a busy weekend for both fire and EMS, but nothing major to report.

Commissioners discussed the COLA for the county employees.

Pat made a motion for full-time employees to receive \$3,600.00 as an annual increase and part-time employees a nine percent (9%) increase to their hourly/salary wage. The Commissioners declined any raise in 2023. Joe seconded. Motion carried.

Abated Orders were reviewed and approved by commissioners and given to the County Treasurer; for tax year 2022 number 202-204 total valuation removed 17,970 and tax assessed -\$3,017.43.

By motion, the Board adjourned.

Attest: Amy Jo Tharp, County Clerk

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Tron Stegman, Chairman