

COMMISSIONERS' PROCEEDINGS
SPECIAL MEETING
JANUARY 9, 2025

Agenda: 3:00 PM – Hearing for Tax Appeal of Northwest Cotton Growers

The Board of Stevens County Commissioners met for a special session. Present were all members: Shannon Crawford, Tron Stegman, and Joe D Thompson. Also present was County Attorney, Paul Kitzke; Deputy County Clerk, Amy Rich; County Appraiser, Angela Eichman.

Tron called the meeting to order.

Paul said he requested the special meeting due to timing of an upcoming hearing involving Northwest Cotton Growers and the appeal of their 2023 tax amount. He said the hearing is scheduled for January 31, 2025, and the cotton gin's attorney is asking for a ruling in their favor without a trial. Paul stated he was able to receive an extension for Stevens County to submit their legal reply. It is changed from January 10, 2025, to January 17, 2025. He informed the commissioners he has no experience in handling anything regarding the board of tax appeals and expressed his concern about the time constraint and that a decision needs to be made as soon as possible on how to proceed. Stevens County Appraiser Angela Eichman relayed that the cotton gin is claiming she increased the taxes for 2023 during their informal hearing and that it is not legal to do so. Angela explained that she had originally figured the tax amount of a certain structure based on it being old and not operational and was not made aware until the hearing that it was a newly developed venue that was completed and has been operating as of January 1, 2023. She then stated that according to Kansas state statute, she is obligated to adjust the tax amount and activate the increase immediately upon knowing of any operational venue. Angela confirmed that Northwest Cotton Gin is disputing only the amount for 2023. She stated she is confident in writing the reply for Stevens County but does not know the required format or submission process. Paul said because this has not occurred in Stevens County during the duration he has been in office, he does not know how it is handled either. Angela said she had reached out to the PVD attorney, but those offices were closed today so she would have to contact them the following day. Discussion was had regarding comparison of the two costs between the tax amount owed and outside legal representation to determine whether pursuing it legally is feasible or to just forego trying to collect the taxes due. Possible considerations are using the PVD attorney or seeking other representation closer to Topeka where the hearing will be held. Joe made a motion to allow Angela to obtain outside counsel, determine the cost for that counsel, compute the difference between the tax amount the gin has paid and the adjusted increase, then report back to the commissioners at their next regular meeting, Monday, January 13, 2025. Shannon seconded. Motion carried.

By motion, the Board adjourned.

Attest: Amy Rich, Deputy County Clerk

Tron Stegman, Chairman

COMMISSIONERS' PROCEEDINGS
JANUARY 13, 2025

Agenda: 8:30 – Bills
 8:45 – Rex - Building
 9:00 – Longevity of employees
 9:15 – Edgar Ortuño – OC Quality Custom Homes
 10:30 – Steve Lewis - Museum

The Board of Stevens County Commissioners met in a regular session with all members present. County Attorney Paul Kitzke, County Clerk Amy Jo Tharp, and RoGlenda Coulter from the Hermes were also present. Tron called the meeting to order. Joe moved to approve minutes from the last meeting. Shannon seconded. Motion carried. Joe moved to approve the county vouchers. Shannon 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	\$	250,343.32
Fair Funds	\$	37,000.00
Judicial District	\$	120.03
Road & Bridge	\$	69,285.49
Airport	\$	4,734.00
Services for Elderly	\$	87,718.50
911 Wireless	\$	18,000.00
Noxious Weed	\$	11,788.42
EMS	\$	13,686.95
Fire	\$	15,384.38
Community Health	\$	18,003.97
Library	\$	73,077.75
Hospital	\$	450,000.00
Alcoholic Treatment Fund	\$	2,700.00
Comm Health Grants	\$	561.54
Library Emp Benefits	\$	33,095.00
Treasurer's Tech Fund	\$	29.98
Clerk Tech Fund	\$	863.64
ROD Tech Fund	\$	1,182.25
Sheriff	\$	51,055.44
<u>TOTAL:</u>	<u>\$</u>	<u>1,138,630.66</u>

Rodney Kelling came in and asked the commissioners if there was someone designated to clear the runway off after a winter storm, explaining the medivac plane could not land because the runway had

snow and ice on it. Rodney told them the ambulance had to take the patient to Liberal's airport to be flown out. Shannon mentioned when he was on the airport board the airport was responsible for the runways, but the county did help if needed.

Rodney is planning to encumber remaining funds to help with the purchase of the SCBA's. He is roughly \$70,000.00 short of the current estimate but is hoping to get a cheaper cost by getting bids for the new equipment.

Paige Bolin with AES Clean Energy came in and informed the commissioners they are going to attend the school board meeting this evening to get the donation portion of the contract for the schools approved. She also discussed issues on the road contract, in case of a dispute by the road manager concerning damage to the roads, the commissioners have the final say. AES is requesting a third (3rd) party who is neutral to determine which party or how much of which party is responsible for repairs to the roads. Paul will speak with Glenn Kerbs and ask about a neutral third (3rd) party paid for by AES. Paige said they are working towards fall or the early fourth (4th) quarter to do the groundbreaking and have all the solar farms completed by 2027-2028.

Bob Brunson with Invenergy was in attendance.

Joe made a motion to appoint Tron Stegman as the commissioner chairperson. Shannon seconded. Motion carried.

Tron made a motion to appoint Joe D. Thompson as the commissioner vice-chairperson. Shannon seconded. Motion carried.

Joe made a motion to approve of the commissioner meetings to be held on the second and fourth Mondays of each month unless a holiday occurs then meetings will be on the following business day. Shannon seconded. Motion carried.

Joe made a motion to appoint The Hugoton Hermes as the official county newspaper for Stevens County. Shannon seconded. Motion carried.

Shannon made a motion to appoint Citizens State Bank of Hugoton to be the primary depository and Dream First Bank in Hugoton as the secondary depository. Joe seconded. Motion carried.

Jayme Rich came in to find out if Paul had a chance to investigate writing off taxes. Paul does not have an answer yet. Jayme and Amy asked Paul if the authorization form is acceptable for the commissioners to sign and file for unclaimed funds from the state. Paul approved of the authorization letter and the commissioners signed it.

Tony Martin was present along with Tony Mellini from Terracon, and Road & Bridge employees Roger Beesley, Chad Bennett, and Robert Rich. The R&B employees received their longevity

recognition, as they were not able to attend the previous meeting when others received their recognition.

Tony Mellini is working with some engineers to protect Scout's gas lines running under areas of the landfill to determine the best ways to cross over them with heavy loads without damaging them. Tony Mellini said Terracon is finally at the contracting stage with Stoppel. He asked about waving the performance bond since they are a well-known company and would save the county around one percent (1%) of the costs. Paul suggested keeping the performance bond to protect the county. Tony Mellini will finalize the contract with the bond between the county and Stoppel.

Discussion over various ways to protect the gas pipeline suggests the cost would not be cheap and the county is looking at \$125,000.00 to \$195,000.00 to keep the pipeline protected. This project will be bid out once the engineers can come up with a suitable plan.

The commissioners asked if the land contract with the agriculture lease for the property by the landfill will encroach on that property and if so, how much. The thought of roughly thirty (30) acres will be affected by the landfill pit digging. The commissioners will contact Jim Kraisinger and work on restructuring the contract and Amy Jo was informed to hold the lease check if Jim comes in to pay before they restructure the contract.

Tony Martin informed the commissioners there are some chemicals in the noxious weed department's shed which need to be disposed of correctly and will possibly cost the county some funding.

Ted Heaton, TJ Steers, Duane Topliss, Judy Heaton, Kim Mauk, Tina Salmans, Betty Rosel, and Damon Simmons were all in attendance.

District Magistrate Judge Damon Simmons swore in the newly elected officials for Stevens County:

Ted Heaton – Sheriff

Shannon Crawford – Commissioner District 2

Tron Stegman – Commissioner District 3

Paul Kitzke – Attorney

Zilpha "Betty" Rosel – Register of Deeds

Amy Jo Tharp – Clerk

Joe made a motion to approve ***Resolution 25-01, financial statements and reports for year end 2024 confirm with GAAP requirements.*** Shannon seconded. Motion carried.

Amy presented the commissioners with information on renewing the Neighborhood Revitalization Plan (NRP) and she had sent out emails to the commissioners and Paul for review. The commissioners agree to get the NRP started as soon as possible. Jan Leonard had gone around last year to the cities (Hugoton and Moscow) and the USDs (209 and 210) and acquired signatures for the approval of NRP.

Amy asked the commissioners if March 10th would be a good date to have the encumbrance letters reviewed. The commissioners agreed.

Amy said Lewis, Hooper & Dick would like to hold the budget workshop on July 8th. The commissioners agreed on the date.

Amy stated the City of Moscow still has about \$911.00 to spend on their appropriated ARPA funds and this would leave the county with enough to pay for a single audit. She said there are also remaining funds which need to be spent before the end of this year. Amy would like the funds to be spent no later than May.

Amy asked the commissioners if they had time to review the transmission line information which was sent out several weeks ago and if they would like to do a resolution to not allow such lines to cross through Stevens County. Joe had heard the government had taken the transmission lines off the table and was dissolved. He does not see where a resolution is needed currently.

Amy told the commissioners some people are asking about the lots in the Pioneer Addition which are outside of the city limits. She would like to know if there are any covenants as well as the purchase price and sizes of the lots. The commissioners said the lots are \$5,000.00 per acre and are platted, so there are no covenants at this time and no specific time frame to have a house built by. Paul suggested if anyone wants animals (chickens, cows, goats, etc.) on those acres, they speak with the City of Hugoton and find out if that would be allowed. He also advised that interested parties speak with Tony Martin about building permits and inspections. The commissioners mentioned there are rights-of-way which need to be allowed as well.

Amy informed the commissioners there is still a department which is not returning signed bills and will possibly be receiving shut-off notices. There are also some timesheets which have not been turned in and payroll needs the end of year timesheets to finish that portion of 2024 final reports. Amy said there have been no deposits made to the treasurer from the above-mentioned department as well as sales tax receipts since October.

Amy asked if the commissioners would approve of giving Eco-Devo the \$5,000.00 tourism check recently received. The commissioners approved to pay the funds to Eco-Devo at the next commissioner meeting.

Amy asked if there is anything needed to be done on the cotton gin's tax appeal. Paul said Angela was waiting to hear back from PVD. Joe stated he feels it is worth pursuing and needs to be handled as soon as possible. Paul will reach out to Angela and see what has been discussed and contact an attorney who is more knowledgeable with the Board of Tax Appeals.

Amy presented the commissioners with ***Resolution 25-02 – Commission's desire to disorganize townships within Stevens County, except for Moscow Township.*** Joe made a motion to approve ***Resolution 25-02.*** Shannon seconded. Motion carried.

The commissioners agreed to hold a public hearing for dissolving county townships on February 10th at 9:00 AM in the commissioner's meeting room.

Abatement Orders for tax year 2024 numbered 34 through 42 were reviewed and approved by commissioners and given to the County Treasurer; total valuation removed 62,506 with a relief assessment of \$9,228.27.

Attest: Amy Jo Tharp, County Clerk

Tron Stegman, Chairman

COMMISSIONERS' PROCEEDINGS
JANUARY 27, 2025

Agenda: 8:30 – Bills
 8:45 –
 9:00 –
 9:15 –
 9:30 – Tony Martin
 10:00 – Glenn Kerbs – Ford County Atty – Wind/Solar Farms
 10:30 – Norm Coons – Pioneer Lots

The Board of Stevens County Commissioners met in a regular session with all members present. County Attorney Paul Kitzke and County Clerk Amy Jo Tharp were also present. Tron called the meeting to order. Joe moved to approve minutes from the last meeting. Shannon seconded. Motion carried. Joe moved to approve the county vouchers. Shannon 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	\$	89,015.78
ARPA	\$	10,000.00
Judicial District	\$	550.56
Road & Bridge	\$	51,257.59
Airport	\$	2,103.11
Co Building	\$	1,942.38
911 Wireless	\$	116.69
Noxious Weed	\$	4,509.28
EMS	\$	7,257.52
Fire	\$	2,190.19
Community Health	\$	9,721.13
Emp P/R Misc W/H	\$	3,400.00
ROD Tech Fund	\$	2,828.00
Sheriff	\$	46,211.15
TOTAL:	\$	231,103.38

Paul Kitzke reported that he spoke with Wyandotte County Attorney Wendy Greene about the neighborhood revitalization plan (NRP). Paul said it will need to be renewed every five (5) years and needs to have specific lots or pieces of property the NRP will be effective for. Once the commissioners agree to what lots they want to include in the NRP, the county can move forward. Jan Leonard had sent a map wondering if the commissioners would entertain the idea of combining some of the lots in the Pioneer Addition to give the buyer a larger yard.

Rodney Kelling came in and asked about the decontamination trailer he had planned on trading to Seaboard Energy. Paul stated the commissioners may sell or dispose of property publicly or privately for anything \$50,000.00 or less. The item along with the value will need to be published in the newspaper for two (2) consecutive weeks and set for a hearing in case there is another interested party. Paul suggested having a third (3rd) party give value to the trailer to make sure it is not worth more than \$7,000.00 (amount of trade).

Joe made a motion to publish an article stating the disposal of the decontamination trailer will be set for a hearing on March 24th, at 9:00 AM. Shannon seconded. Motion carried.

Rodney told the commissioners there was a fire near Moscow in some old hay bales due to the weather. The fire department attended the fire and was aided by the property owner with bulldozers to spread the hay around. The owner requested the fire department vacate his property. Rodney then asked the owner if he would be willing to acknowledge it as a controlled burn in which the owner would be responsible for maintaining and observing the ground for twenty-four (24) hours to make sure the fire does not spread. The owner replied he would contain the burn. Rodney was called out early the next morning with the fire back in force and smoke blowing across the highway causing visibility issues for travelers. There was no one around containing the fire and the owner did not arrive at the site until two (2) hours after the fire trucks got there. The owner once again demanded the fire department leave the property. Rodney asked if it is appropriate to send a bill which would include the fine for the uncontrolled burn and fees for the hours the fire department spent putting out the fire. Paul said he did not see where it could be considered a controlled burn issue as the fire began without any plan. Paul also suggested to Rodney that the fire department needs to put the fire out completely. Rodney said he had the authority to detain someone if they interfere with his duties. Paul told Rodney to go ahead and send the bill with a letter stating the next time there is a fire on the premises, the fire department will be staying until it is fully extinguished.

Rodney said he will need to get the Moscow fire truck number 122 to Salina to get the pump repaired. The estimated cost is around \$7,000.00. Tony and Rodney are going to see if any of the trucks at the road and bridge department will be able to haul the fire truck to Salina, as the fire truck might not be able to drive that distance.

Joe made a motion to bypass the bid process for the pump repair on the Moscow fire truck number 122 and take it to Salina for repairs. Shannon seconded. Motion carried.

Tony Martin and Stacey Wood were in attendance. Tony presented the commissioners with a supplement to an agreement for services, change of scope of services and fees from Terracon. This agreement is part of project 01247012 – Supplement to Agreement #6, stating estimated fees for these services is \$65,000.00.

Joe made a motion for the annual acceptance of the agreement from Terracon for project 01247012, Supplement to Agreement #6, stating the estimated fees for these services are \$65,000.00. Shannon seconded. Motion carried.

Tony informed commissioners that Tony Mellini is sending legal notice to the gas company regarding the pipeline running through the landfill explaining the proposed idea on protecting the gas line. He is hopeful everything will be approved and agreed upon so digging can begin as soon as possible.

Tony Martin said he hired two (2) people for the road and bridge department. One (1) new hire was hired to be a mechanic and the other a driver with the potential to move to a mechanic.

The commissioners discussed a replacement for Shannon on the planning and zoning board. The commissioners would like to see someone from Moscow on the board, and Joe is waiting to hear back from someone about the position.

Glenn Kerbs was in and requested an executive session to go over contract negotiations. Glenn requested Paul, Tony, and Stacey attend the executive session.

Joe made a motion to go into a twenty (20) minute executive session over contract negotiations with Paul, Tony and Stacey in attendance. Shannon seconded. Executive session began at 10:05 AM and concluded at 10:25 AM. No action taken.

Norm Coon came in and told the commissioners he has some ideas about some of the Pioneer Addition lots and would like to gather more information. He requested information regarding the covenants of the property and asked if the commissioners would entertain making block sixteen (16) which is comprised of six (6) lots into four (4) lots. It would be nice to have affordable housing there and be able to have a lawn. The commissioners stated they did not see an issue with the idea. Norm asked other questions about the lots which Amy will send him via email, and he will discuss the ideas and bring plans to the commissioners when he is ready. He stated employees are having a hard time finding housing and it would be nice to help the community expand.

Norm gave a small update of Flora Foods, stating they have hired seventeen (17) people so far and will continue to hire as time goes until the plant is running at full capacity. There have been many updates made to the plant for their future business.

Sheriff Ted Heaton and TJ Steers came in. Ted presented the commissioners with a proposal for the cost of a new fingerprint machine which will be accepted by the state and FBI. This machine will cost approximately \$23,000.00.

Joe made a motion to bypass the bid process for the fingerprint machine at the sheriff's office. Shannon seconded. Motion carried.

Amy presented the commissioners with ***Resolution 25-03, authorizing participation in rural opportunity zone student loan repayment program for calendar Year 2025.*** Commissioners discussed and agreed to sign the ROZ resolution.

Joe made a motion to approve ***Resolution 25-03, authorizing participation in the rural opportunity zone student loan repayment program for calendar Year 2025.*** Shannon seconded. Motion carried.

Joe made a motion to appoint Allie Anderson to replace Seth Gillespie on the Stevens County Hospital Board. Shannon seconded. Motion carried.

Amy gave the commissioners information about the wellness center budget stating the amount of funds received is less than the amount of funds spent. She also mentioned the wellness center received their new computer last Thursday and hopes it will help the situation of time sheets and accounts payable. The treasurer is out of the office today but wanted to let the commissioners know she has yet to receive any deposits and tax statements since October 2024.

Amy mentioned there is an individual who would like to use the memorial hall kitchen for selling food items out of. This individual is willing to pay for inspections to move forward. The commissioners decided they are not willing to allow the kitchen to be used for outside profit where food is sold on sight, stating that food may be prepared there, but serving out of the kitchen should only be for designated Memorial Hall events, such as benefit dinners, banquets and private parties. They suggested adding that information to the rental policy.

Rex Evans came in and discussed the lights at the EMT building and Moscow Senior Citizens building. Rex and the commissioners also discussed the water coming in the double doors on the west side of Memorial Hall when it rains. It was proposed to run water over the windows and foundation when the weather warms up to locate the issue for repair.

Abatement Orders for tax year 2024 numbered 43 through 45 were reviewed and approved by commissioners and given to the County Treasurer; total valuation removed 65,5041 with a relief assessment of -\$9,885.63.

Attest: Amy Jo Tharp, County Clerk

Tron Stegman, Chairman

COMMISSIONERS' PROCEEDINGS
FEBRUARY 10, 2025

Agenda: 8:30 – Hearing for Disorganization of Townships / Resolution 25-04
 8:45 – Bills
 9:00 – Kayla Janko – Cimarron Basin / Signature for FY26
 9:15 – Tony Martin
 9:30 – Angela Eichman – Board of Tax Appeals Case
 10:00 –
 10:30 –

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

General	\$	82,270.63
Judicial District	\$	947.68
Road & Bridge	\$	50,394.16
Airport	\$	3,327.23
Co Building	\$	100.00
Noxious Weed	\$	4,822.68
EMS	\$	9,032.34
Fire	\$	3,172.58
Community Health	\$	34,485.70
Non Specific Equipment	\$	26,350.00
Sheriff	\$	47,942.96
<u>TOTAL:</u>	<u>\$</u>	<u>262,845.96</u>

Joe opened the hearing for the Disorganization of Townships. No one attested.

Shannon made a motion to accept Resolution 25-04 for the Disorganization of Townships.
Joe Seconded. Motion carried.

Joe closed the hearing for the Disorganization of Townships.

Paul began a discussion about the neighborhood revitalization. He stated he has no experience with the neighborhood revitalization and has been speaking with another attorney from Gilmore Bell. He said he is waiting for more detailed information regarding a new contract.

Shannon asked why the old contract could not be resubmitted. Paul replied the expired plan included all of Stevens County but should only pertain to certain properties. He elaborated that the commissioners need to decide which properties they would like to include. Shannon told Paul to go ahead and continue communication with Gilmore Bell and to ask them to provide more instruction by the end of the week.

Next on the agenda was Kayla Janko with Cimarron Basin. She shared her appreciation with the commissioners for Stevens County's support and detailed some uses of the funding received. She provided the commissioners with the FY26 document for their signatures.

Tony Martin was in and distributed a list of Fair Board members.

He reported that the lessee of the property by the landfill had requested 2.4 more acres, but Tony expressed that he is not sure that would be feasible at this time.

Tony talked about the work arrangement with overtime hours for landfill employees and how he would like to change the closing time of the landfill office on Saturdays from 5:30 PM to 5:00 PM. He has tried to find someone to hire who would be willing to work Saturdays only.

He has had an employee working many Saturdays who has stated they no longer want to work as many Saturdays as they have been. To save on the cost of employee wages, Tony would like to only require one employee to work at a time on Saturdays, and for now, the employees will continue to be on a rotating schedule for Saturdays.

Tony requested a merit raise for two (2) employees.
He requested a \$1.00 hourly increase for Haden Daharsh.

He informed the commissioners he was moving Richard Clinesmith to manage the shop and would like a \$1.50 hourly increase for him.

Joe said even though Tron was absent, he thinks Tron would be fine with it so would like to go ahead and approve the wage increases.

Shannon made a motion to approve the increase of the two (2) Road and Bridge employee wages. Joe seconded. Motion carried.

Shannon made a motion to approve the Road Use Permit for Travertine Solar. Joe seconded. Motion carried.

Tony presented his encumbrance requests and submitted the letters. Encumbrance and roll over letters will be reviewed at the March 10 commissioner meeting.

Next in was Stevens County Appraiser Angela Eichman. Angela gave an update on the case involving The Northwest Cotton Growers Co-op Gin and Kansas Board of Tax Appeals. The attorney handling the case said there will be no trial and relayed BOTAs order.

The order states that Stevens County Board of County Commissioners should order a correction of the clerical error associated with the new building and order an additional assessment or tax bill, or both, to be issued under K.S.A. 79-1701a for 2023. In addition, Angela was instructed to list and value the new building for 2023 and have the county clerk place such property on the tax rolls and compute the amount of tax due for 2023 under K.S.A. 79-1475.

A letter is required to be sent to the taxpayer.

Shannon made a motion to execute BOTAs order. Joe seconded. Motion carried.

Rex Evans dropped in to see if the commissioners might consider a replacement for the ice machine in Memorial Hall. He said it is unclear how many years it has been there, but the model number is from the year 2001. He reported a clamp broke on one of the ice machine's waterline hoses and flooded part of the Memorial Hall carpeted floor. He was able to suction a good amount of water with the water extractor and dried the carpet with fans, but it did cause some staining. Rex is having a professional carpet cleaning business come in to treat the stains and thoroughly clean all the carpeted area in the Memorial Hall. He was able to repair the ice machine. He presented some information on a couple new models, which included a machine that makes 550 lb. daily of the crushed ice like Sonic uses at a price of \$4,708. The second machine makes 350 lb. daily of ½ inch size cubes costing \$2,778. It was also proposed that the EMS / Fire department could have the machine currently in Memorial Hall, as they have a need for ice to keep drinking water cool and for ice packs to keep them cool while fighting fires. Joe said he does not think the ice machine needs to be replaced at this time since it is still in working order. He said if the EMS / Fire department decides they would like to request their own machine, consideration could possibly be given to purchasing a smaller model unit.

Rex relayed he had ordered some sensors to place on the floor around different water sources in the courthouse to detect leaks. He explained they were only around \$50 in total for five (5) and it will send a notification to his phone, which will be especially good if a leak were to occur when he is not in the building.

Joe put Jan Leonard on speaker phone to discuss the Neighborhood Revitalization. Paul explained about needing certain properties designated. Discussion was had regarding ideas of which properties should be included. Paul asked Jan to get the legal descriptions of the properties to be considered.

Rodney Kelling was in attendance. He was asked about the value of the decontamination trailer but expressed that he misunderstood from the prior meeting that he was to get that. He had the understanding it was ready to be published in the paper. Rodney went to the appraiser's office to see if they would have the value, and he also checked with the treasurer's office to see if there was

a value listed when the trailer was tagged. He came back and reported neither office had that information. He asked Amy if she would be able to get the value amount KCAMP used to determine the insurance amount for the trailer, and he also mentioned a couple other places he would ask.

Rodney reminded the commissioners the next LEPC meeting will be held on Wednesday, March 1.

Shannon made a motion to appoint Marcus Howe to the Planning and Zoning committee. Joe seconded. Motion carried.

Meeting adjourned.

Attest: Amy Rich, Deputy County Clerk

Joe D Thompson, Vice Chairman

COMMISSIONERS' PROCEEDINGS
FEBRUARY 24, 2025

Agenda: 8:30 – Shelby Martin – Wellness Center
 8:45 – Bills
 9:00 – Jayme Rich - Treasurer
 9:15 –
 9:30 – Tony Martin
 10:00 – Cammie Heaton - Community Health
 10:15 – Jan Leonard (via phone) - Eco Devo
 10:30 – Fabrice Stock - Flora Foods

The Board of Stevens County Commissioners met in a regular session with all members present. County Attorney Paul Kitzke and County Clerk Amy Jo Tharp were also present. Tron called the meeting to order. Joe moved to approve minutes from the last meeting. Shannon seconded. Motion carried. Joe moved to approve the county vouchers less the one for floral arrangements. Shannon 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	\$	56,250.85
Insurance Agency	\$	333,236.00
Judicial District	\$	756.10
Road & Bridge	\$	83,207.31
Airport	\$	4,354.62
Co Building	\$	460.75
911 Wireless	\$	116.69
Noxious Weed	\$	5,037.54
EMS	\$	7,165.15
Fire	\$	2,881.38
Community Health	\$	15,442.93
Airport Grants	\$	19,420.56
Clerk Tech Fund	\$	4,470.32
Sheriff	\$	34,911.72
TOTAL:	\$	567,711.92

The commissioners asked Amy about some floral arrangement costs on the bills. Amy explained the arrangements were made for the courthouse and the cost came to more than was expected. The commissioners told Amy to have Rex contact the seller and see if the costs can be worked out or if the seller wants to pick up the arrangements.

Rodney Kelling was in and informed the commissioners the decontamination trailer is valued at \$8,000.00 by KCAMP. Paul said the question is whether the county should trade the trailer with Seaboard Energy for a \$7,000.00 trailer or put it up for bid. He asked how the commissioners wanted to handle the situation, reminding them the county needs to stay transparent. A decision was made to list the trailer in the paper for sealed bid with a reserve of either \$7,000.00 or \$8,000.00.

Tony Martin was in attendance.

Shelby Martin with the wellness center was asked to come in and she reported she is all caught up now on deposits and other areas where she has been behind. Tron asked her to state when her sales tax, payroll time sheets, deposits and bills are due. She responded that sales tax is due every month, signed time sheets every payroll week no later than Tuesday morning, bills signed and turned in by Thursday before commissioner meetings and deposits are due once a month. She stated she would like another idea for TimeIPS (county clock-in-out system) as it slows down the computer when clocking in and out. Tony Martin suggested getting a small laptop for TimeIPS like road and bridge uses for its employees. Joe asked Shelby if there is anything the commissioners can do to help streamline these administrative functions and if she was able to scan and email. Shelby replied she can scan and email with the new desktop installed and asked if the City of Hugoton utility and Pioneer Communications bills can be sent directly to her. Amy told Shelby it is not a problem and to contact the city and Pioneer about having the bills sent directly to the wellness center. Amy mentioned that Jayme had relayed there are some funds short from past wellness center deposits. Shelby said she would speak with Jayme about it.

Paul was asked about the neighborhood revitalization plan (NRP). He said he reached out to Gilmore Bell, left a message and was waiting for a follow-up.

Thea Schnittker was in attendance.

Jayme Rich came in and handed Paul the new list of properties not sold at the tax sale. Jayme told the commissioners the treasurer's office is running out of storage to put the permanent records. She asked if they would like to view the basement at the sheriff's office and the vaults in the courthouse to see what she is up against. The problem with holding records that are permanent is they must be housed in a vault/safe room from extreme weather/disaster and be temperature controlled. She would like to get these records digitized and then destroy the hard copies to free up space. She has spoken to several scanning companies to get quotes which varied in price and scale. The quotes ranged from \$44,000.00 to \$133,000.00. She asked the commissioners for permission for Pro-Scan to come out and do specs on what needs scanned to get comparative bids. The cost of getting specs is \$200.00. Joe asked about the wing at the community health department, which is not being used, and Jayme will check if it meets protection requirements. Thea stated it is not required to be underground but in a secure place from weather, fire, water, etc. After discussion, the commissioners told Jayme to have Pro-Scan come out and give two (2) separate specs. They would like specs for just the old files in the sheriff's vault and specs for all files, then they will proceed with sealed bids. Depending on the costs, they may allow an outside

source to scan and handle the oldest documents (sheriff's vault) and purchase scanning equipment to have the remainder of files scanned in the courthouse.

Tony Martin presented the commissioners with a contract to sign from Terracon on the monitoring well inspection. The costs range from \$4,700.00 per event to \$9,400.00 per year and are required by the state.

Joe made a motion to accept the service agreement - change order number one (1), between Stevens County and Terracon Consultants. Shannon seconded; motion carried.

Tony said the monitoring well will have to monitor for at least thirty (30) continuous years. There is a weed conference next week, Jeff Cox and Jessie Eckert will be attending. The road and bridge department will start blading roads today now that the weather is reasonable. The Dozer 850C has a radiator leak and Tony is only able to find used parts costing around \$2,750.00. Tony gave the commissioners the agreement for engineering services between Stevens County and Kirkham, Michael & Associates, Inc. to review and sign pertaining to road use.

Joe made a motion to approve the agreement for engineering services between Stevens County and Kirkham, Michael & Associates, Inc. Shannon seconded. Motion carried.

The commissioners asked Tony about the mobile home issue. Tony said the owners came in some time ago and picked up a permit but has yet to begin building a home. The commissioners discussed what the next course of action is and tabled the discussion for another meeting.

Cammie Heaton was next on the agenda. She told the commissioners there had been no heat in the lab during the very cold days. Chris with Trane came in and looked at the heating and air and said the ceiling valve and actuator are not good and will need replaced, costing \$2,985.00. Getting a wall unit for the lab room will run \$2,655.00. She expressed her concerns with Trane and Amy will look at the contract between Trane and the health department to see if another company can come out and give a second opinion. Cammie asked if Rex is who she needs to call if she has other issues, and the commissioners agreed to have Rex investigate other issues at the health department. The laptops are old, and need replaced, which will cost around \$2,142.33. Cammie plans to use WIC grants to make the purchase.

Cammie will be holding a hearing/vision screening at Rolla's school and will receive money per student. USD210 has Cammie scheduled to do a wellness check for students in April. The 2026 grant applications are due March 19th, 2025, and Cammie plans to request some of those grants. Cammie informed the commissioners Lisa Steers is the current health officer and Lisa has concerns about liability and is unsure if she wants to continue being the health officer. The commissioners told Cammie to find out if Lisa wants to continue and if not have Cammie be the health officer. The health department still has \$105,000.00 left of grant funding to pay for new hires, raises, and bonuses but she is going to find out if the money can be used for something else.

Joe called Jan Leonard for the phone conference. Jan told the commissioners the map next to Paul was constructed by Susan Schulte and the purple lots are the lots within the City of Hugoton which are vacant. Jan would like those lots to be listed in the NRP. Paul told Jan he reached out to Gilmore Bell and was waiting for Kevin Koehn to get back with him. Jan said the only thing left for the NRP to be put into place is the paperwork.

Fabrice Stock with Flora Foods came in to give the commissioners an update on the plant. He stated Flora Foods would not be in Stevens County if it were not for Jan's hard work and noted he has accomplished everything needed for Flora Foods to be here. Flora will be building and adding on so more milk may be received and to manufacture plant-based creams (cream cheese, etc.). The plant started manufacturing butters last Monday. Flora Foods plans to have eight (8) lines, more silos, new filtration, processing equipment and another water well. The expected completion month and year is January of 2026. Paul suggested someone from Flora Foods present time frames and ideas to the commissioners on an "as needed basis" and stated the commissioners can hold a special meeting if the current dates and times of regular commissioner meetings do not work. Fabrice said within five (5) years, the plant will be at full power and production. Joe asked about housing and if there were any challenges. Fabrice replied, the housing for this area is costly as well as rentals for the state they are in. He said they are also having issues finding highly educated engineers in the area and it is probably due to the fact they are already employed. They have thirty (30) employees now and are looking for twenty (20) more.

Rodney came back in and received approval for the ad he will have published in the paper for the trailer bid. He confirmed the bidding will be held on Monday, March 10th at 10:00 AM. Rodney also stated Chandler completed the LED office lights installation.

Shannon made a motion to approve the potential trade of decontamination trailer due to no needed use. Joe seconded; motion carried.

Thea shared with the commissioners that Rex has repainted the letters of the wall memorial in the foyer of Memorial Hall and the old ticket booth needs to be cleaned out. She asked if the curtains in front of the ticket booth could be replaced with some nice blinds and the old coat racks removed to freshen up the area. The commissioners agreed to purchase blinds for the ticket window and have Rex remove the coat rack. Thea also suggested getting rid of the piano in Memorial Hall as it is out of tune and not used very much. Amy mentioned some people around the holidays use the piano but, not sure how often.

Amy presented the commissioners with the proof of loss statement for the lightning strike at the Pioneer Manor for signatures.

Amy asked Paul if it is a conflict of interest for a city mayor to be on the economic development board. Paul did not see where there would be a conflict of interest.

Joe made a motion to re-appoint Matt Rome to the economic development board. Shannon seconded. Motion carried.

Joe asked if there is a program where the commissioners can log in and view budgets. He said at a Kansas County Commissioner Conference he attended there were some commissioners who have read-only access and wanted to know if it can be done through Stevens County. Amy will ask about it.

Amy stated to the commissioners she would have liked to have spoken to Shelby when she was in to get a better understanding of why there are so many issues receiving things in a timely manner and to establish exactly where the issues lie regarding communication, etc. Amy reiterated this has been an ongoing issue and would like to find a remedy to help all parties involved.

Abatement Orders for tax years 1998 to 2023 were reviewed and approved by commissioners and given to the County Treasurer; total valuation removed 613,421 with a relief assessment of \$89,889.67. Added Orders for tax year 2023 were reviewed and approved by commissioners and given to the County Treasurer; total valuation added was 473,362 with an assessment of \$61,714.09. Total valuation removed 140,059 and total assessed removed \$28,175.58.

Attest: Amy Jo Tharp, County Clerk

Tron Stegman, Chairman

COMMISSIONERS' PROCEEDINGS
MARCH 10, 2025

Agenda: 8:30 – Bills
 8:45 – Cammie Heaton - Grants
 9:00 – Decontamination Trailer Bids
 9:15 –
 9:30 – Tony Martin
 10:00 –
 10:15 – Encumbrance Letter Review
 10:30 –

The Board of Stevens County Commissioners met in a regular session with all members present. County Clerk Amy Jo Tharp was also present. Tron called the meeting to order. Joe moved to approve minutes from the last meeting. Shannon seconded. Motion carried. Joe moved to approve the county vouchers. Shannon 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	\$	130,188.23
Judicial District	\$	720.73
Road & Bridge	\$	120,493.83
Airport	\$	9,066.41
Co Building	\$	1,448.80
911 Wireless	\$	-
Noxious Weed	\$	7,734.82
EMS	\$	27,535.88
Fire	\$	18,812.23
Community Health	\$	24,430.59
Airport Grants	\$	-
Sheriff	\$	90,937.50
<u>TOTAL:</u>	<u>\$</u>	<u>431,369.02</u>

Amy asked the commissioners if the wellness center equipment purchase is approved to be paid today. The commissioners agreed to hold off on payment until Jordan receives signed invoices. Amy relayed to the commissioners that the renter who previously inquired about renting the additional 2.4 acres near the landfill said he was told by Tony Martin he could rent 0.4 additional acres. He asked about the cost so he could pay that. The commissioners agreed to allow the individual to lease the extra 0.4 acres of land at no extra charge.

Cammie Heaton shared with the commissioners the WIC audit concluded on Wednesday and went well. She stated there were one hundred forty-five (145) active families and now there are one hundred sixty-two (162) for Stevens and Morton Counties. Cammie and Brittney went to the school in Rolla and screened forty (40) kids bringing in \$1,200.00. Cammie is in the process of

writing a plan for PHEP for approval. In the lab, the Trane chiller is working correctly, but the boiler will not put out heat in that room. Cammie said since the weather is changing it should be fine for now and is using a space heater in the lab room. The Helmer vaccine fridge is relatively new and is having issues. The vaccines have been moved from the Helmer fridge to a mini freezer to maintain the correct temperatures. Cammie stated grant requests are due next week, including the state PHEP worth \$26,543.00, and the regional PHEP worth \$32,130.00. Cammie asked the commissioners what their thought was regarding family planning because there is a grant for that, and Lisa Steers would be willing to help with the women's health exams. This plan will help women with birth control and people with STD and hepatitis medications, and is a stable, long-term fund. The commissioners approve of Cammie moving forward on the women's health program/family planning.

Amy told the commissioners she received a text from Jordan stating the wellness equipment invoices from November have been signed and turned in via e-mail. She asked how they would like to proceed since the current check process is already completed. The commissioners agreed to write the check for those invoices tomorrow and use Tron's signature stamp to sign the check.

Tyron Hudgins was present.

Rodney Kelling came in and informed the commissioners he had received no bids for the decontamination trailer and Amy stated the same. No other person appeared for the decontamination trailer bids.

Joe made a motion stating since no bids have been received by the county clerk or emergency management for the decontamination trailer, it shall be traded to Seaboard Energy for a smaller trailer of similar value with the condition the county has access to the decontamination trailer if ever needed. Shannon seconded; motion carried.

Tyron confirmed the decontamination trailer will be available if ever needed by the county.

Tony Martin presented the commissioners with a crossing permit, the noxious weed report for acres sprayed and cost share/equipment use papers for signatures.

Shannon made a motion to approve the noxious weed department reports. Joe seconded; motion carried.

Tony told the commissioners Jessie Eckert received second (2nd) place at the noxious weed conference for weed identification. There are some issues with a few of the graders. Richard Clinesmith is working on them this morning. Fortunately, one of the graders is still under warranty. Tony said Tony Melini needs to find out if the bid for the landfill pit needs to be revised for the pipe protection casing (bridge) or the bid skipped with the understanding the cost will be higher due to the pipeline issue. The cost for this work is estimated to be roughly \$100,000.00 - \$120,000.00 for two bridges to protect the pipeline.

Shannon made a motion to bypass the bidding process for the pipeline protection casing (bridge). Joe seconded; motion carried.

Tyron asked the commissioners if the speed limit in front of the Seaboard Energy plant can be reduced from sixty-five (65) miles per hour to fifty (50) miles per hour. Tony Martin commented he did not see a problem with reducing speed in that area.

Shannon made a motion to reduce the speed limit to fifty (50) miles per hour on County Road P, between Road 10 and Road 11. Joe seconded; motion carried.

Joe asked Tony if gravel could be placed on the east side of the wellness center. Tony replied that the only issue he is aware of is the perforated lateral lines that run along the west side, but he will look again and see what can be done.

Joe asked if the county's time clock system is adequate, especially since Tony has so many employees. Tony said it works fine for now. He explained that his employees have a bar code they scan when they are in and out and the system is automatically set up to accommodate their lunch break since they are usually not in town. Joe asked Rodney how it was working for the EMS and Fire crew. Rodney stated they do not use the time clock system. Fire and EMS times are recorded by dispatch from the time they call in to the time the service is completed, and they are back at the station. The sheriff's office runs the same way through dispatch.

Sheriff Ted Heaton and TJ Steers were in attendance.

Rodney commented that the tornado sirens for Hugoton worked but Moscow's did not, and he is checking on what the issue might be. Flora Foods asked Rodney about a siren on the east side of Hugoton in the industrial addition. This issue was previously discussed to determine if the City of Hugoton or the county is responsible for the cost of adding sirens on the west and east industrial additions. Rodney spoke with Paul Nordyke and Paul will speak with the city council since they have always maintained electricity for the sirens but is not sure who would be in charge with the current situation. The commissioners feel the city should take care of the east industrial since it is now PART of the city, and the county should cover the west industrial. Rodney will check on costs.

Ted said the new fingerprint machine will hopefully arrive soon and the cost was about \$23,000.00. This machine is approved by the KBI and will automatically send fingerprints directly to the FBI and KBI for matches and to be placed in those databases. Joe asked how the school resource deputy plan functions since no one is tasked to be at the schools full-time. Ted stated it is not like it used to be but is working. The day shift sheriff deputy checks in with the school principals to see if there are any needs or concerns.

The commissioners reviewed the encumbrance letters they received:

EMS requested a roll-over of \$92,674.00 from remaining funds from 2024 into the equipment fund.

Fire requested a roll-over of \$153,000.00 from remaining funds from 2024 into the equipment fund.

GIS requested \$103.10 to pay a bill received in 2025 from 2023 due to an error in billing with Southern Office Supply.

County Clerk requested a roll-over of \$3,112.00 into the clerk tech fund and if that is not allowed, to go back into the general fund.

Election requested a roll-over of \$6,366.82 into the election equipment fund.

Road and Bridge requested a roll-over of monies left over from 2024 into the road machinery fund.

Noxious Weed requested a roll-over of \$55,000.00 to be transferred into the noxious weed equipment fund.

Joe made a motion to approve the requests from EMS, fire, GIS, county clerk, election, road and bridge, and noxious weed. Shannon seconded; motion carried.

Abatement Orders for taxes 2020 number137-138, 2021 number165-166, 2022 number287-288, 2023 number117-118 were reviewed and approved by commissioners and given to the County Treasurer; total valuation removed 3,600 with a relief assessment of \$544.99.

Attest: Amy Jo Tharp, County Clerk

Tron Stegman, Chairman

COMMISSIONERS' PROCEEDINGS
MARCH 24, 2025

Agenda: 8:30 – Bills
 8:45 – Cammie Heaton - Update
 9:00 –
 9:15 –
 9:30 – Tony Martin
 10:00 –
 10:15 –
 10:30 – Shila Moore & Pam Brown – GasCapades presentation

The Board of Stevens County Commissioners met in a regular session with all members present. County Attorney Paul Kitzke and County Clerk Amy Jo Tharp were also present. Tron called the meeting to order. Joe moved to approve minutes from the last meeting. Shannon seconded. Motion carried. Joe moved to approve the county vouchers. Shannon 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	\$	64,709.44
Judicial District	\$	510.04
Road & Bridge	\$	66,243.06
Airport	\$	2,335.17
Co Building	\$	236.25
911 Wireless	\$	117.16
Noxious Weed	\$	7,900.94
EMS	\$	6,051.19
Fire	\$	2,547.37
Community Health	\$	16,911.47
Airport Grants	\$	-
Fire Equipment Fund	\$	10,852.32
Employee P/R Misc W/H	\$	400.00
Sheriff	\$	38,188.17
<u>TOTAL:</u>	<u>\$</u>	<u>217,002.58</u>

Amy told the commissioners Gary Baughman came in and paid for the additional 0.4 acres. Even though the commissioners decided not to charge for the additional acreage, Gary prefers to pay for it. Amy informed the commissioners she will be closing the county clerk's office in the afternoon on April 30th and will reopen May 5th so the staff and she can attend the mandatory election meeting in Wichita. Due to the statutory requirement of a five dollar (\$5) office closure fee per day for elected official offices, fifteen dollars (\$15.00) will be paid by the county clerk's office to cover the three (3) days.

Rodney informed the commissioners the City of Hugoton is not interested in putting in additional tornado sirens. He is working on a grant that will possibly pay up to seventy-five percent (75%) of the sirens. The commissioners agreed to move forward with a siren being placed in the east industrial and west industrial areas around Hugoton for the safety of the public. Rodney will be getting costs for those sirens.

Tyron Hudgins with Seaboard Energy was in attendance.

Rodney asked about getting bids for the SCBAs since the commissioners approved the encumbrances presented at the last meeting. Joe asked if the purchase of the SCBAs could possibly be spread out, covering half (1/2) at this time and half (1/2) later. Rodney mentioned it is possible but there would be a difference in pressure ratings and maintenance on them. Shannon instructed Rodney to get amounts pinned down and see if there are any grants that can help with purchasing them.

Tyron Hudgins asked the commissioners if they would be willing to enter into a mutual aid agreement between Stevens County and Seaboard Energy. Seaboard Energy would pay for training, ISP for the state, Hazmat courses, and other areas. If the commissioners are interested, he stated the next step would be to inform the attorneys and have them draw up agreements. Tyron did mention this would require the county to supply work comp coverage in some areas. The commissioners agreed to move forward with a mutual aid agreement as they feel it would benefit the county.

Cammie Heaton was next on the agenda and reported four (4) lab confirmed cases of measles within Stevens County that appear to be related. There have been tests done on several other people, but she feels the tests were done too soon and show a false negative. She is waiting for new test results to see if those negatives change to a positive. She fears there are more positives, but those individuals are not getting checked by doctors. None of the four (4) individuals who tested positive have been vaccinated for measles. The portion of the community who has been hit with the recent measles outbreak is quarantined from school and other activities for at least twenty-one (21) days. Cammie stated people who have been vaccinated should have nothing to worry about unless they were vaccinated in 1965 or earlier as there was an issue with the vaccines at that time making them not as effective; therefore, those individuals will need a booster. Cammie said she received a grant of \$5,740.00 for family planning and Lisa Steers has signed the memorandum of agreement to perform women's health exams. The Helmer vaccine freezer possibly has a bad mother board. Labor alone will cost around \$1,855.00 and that does not include parts. Cammie asked if the commissioners had a problem with her looking at other vaccine refrigerators that are closer in size to what the county needs. She would like to do away with the Helmer as it is relatively new and already has had other issues and is too large for what is needed. The commissioners agreed to have Cammie check into other vaccine refrigerators and see what would be more suitable.

Amy presented the commissioners with Kansas Department of Health and Environment public notices, numbers KS-AG-25-068 and KS-AG-25-073 regarding Kansas Water Pollution Control Permits for Agricultural and Related Wastes and Authorization to Discharge under the National Pollutant Discharge Elimination System (NPDES).

Tony came in and told the commissioners the fifty (50) mile per hour speed limit signs are in and will be installed today.

Joe made a motion to accept ***Resolution 24-05, Change of Speed Limit*** on County Road P between County Road 10 and County Road 11 from sixty-five (65) to fifty (50) miles per hour. Shannon seconded. Motion carried.

Tony said the Stoppel change order for the additional work at the landfill will be \$143,524.96. The gas company has requested the set braces to be placed further from the pipeline which will take more materials to connect the set braces. The structure will also have to be engineer certified and Kirkham Michael will do the inspection, costing an additional \$38,000.00.

Joe made a motion to approve the change order for the landfill with Stoppel in the amount of \$143,524.96. Shannon seconded. Motion carried.

Joe told Paul to draft a letter to the residents of the mobile home issue to get it concluded. Tony stated one of the owners came out and picked up a permit on the first of January but has not seen anything since. Amy said the last time anyone was at a commissioner meeting for this issue was in April of 2024.

Rex came in and turned in the invoices for the LED lighting at the EMS and Moscow Senior Center building for the commissioners' signatures since he was not in the maintenance position when it was approved. Rex reported the tree roots on the south side of the courthouse are breaking the sprinkler system line and possibly causing issues with the sidewalk and the courthouse foundation. He received quotes from two (2) different businesses to handle the root situation and both are comparable and do good work. The commissioners told Rex to see which one can get to the project the earliest and go with them. Rex mentioned the trash-can at the library broke free during the windstorm so he will go over and see about getting it repaired.

Pam Brown and Shila Moore gave the commissioners a presentation on having a centennial celebration, recognizing Hugoton as the gas capital of the world. They stated Hugoton is now ranked eighth (8th) as a source for natural gas. The presentation consisted of pictures taken at the GasCapades, which was a celebration every year from 1947 until 1954. In 1927, Hugoton dug the first natural gas line well. Shila said roughly 10,000 to 15,000 people would attend the GasCapades which held many attractions. There would be air shows, horse shows, large parades and movies during those days. Pam and Shila are trying to find out if there could be an airshow, carriage rides, horse shows, car races, poster contests, etc., with the hopes it will gain attention for the 100th anniversary in 2027 of the discovery of gas in Hugoton/Stevens County. They added that they would also like to honor the veterans in some way during the festival. Pam said they spoke with the fair board, and they are willing to work with them, which will not only gain recognition for Hugoton's gas fields but also enhance the fair. Most of the information found was from The Hugoton Hermes. Pam and Shila plan to meet with the City of Hugoton as well as the eco devo, tourism, and museum boards to see if they would like to contribute any ideas.

If anyone would like to volunteer or has suggestions, they may contact Pam Brown at (620) 544-2262 or Pamelab@pld.com, or Shila Moore at (620) 287-0722 or Shilam@rocketmail.com.

The commissioners showed interest in the GasCapades and appreciated what Shila and Pam are working on.

Paul commented he is waiting to hear from Gilmore Bell on the neighborhood revitalization plan and will reach out again today. The commissioners stated they are waiting to see what programs are available for the people interested in the lots at the Pioneer addition before they begin building.

Paul asked if Jayme Rich could come in and go over the statute on twenty (20) year delinquent taxes. Jayme came in and Paul relayed the statute states any judgement remaining after twenty (20) years can be made dormant by the board of county commissioners if the amounts are under fifty dollars (\$50.00). Jayme informed them of the process she follows. She sends out statements, then delinquent notices, then warrants, which go to the gas companies or the sheriff for collections. If these come back unpaid, they become dormant until the next cycle. Jayme would like to find out if they can just be abated and absolved so they will not be revived later. Paul will reach out to other counties to see if they have abated these judgements and get back with Jayme and the commissioners.

Paul commented on the trailer trade with Seaboard Energy that there should be no conditional use or MOU for the decontamination trailer which is in Seaboard's possession. He mentioned it would only cause more issues down the line and if the county has not used one in twenty (20) years, there should be no need to worry about it. If the county does, it can be discussed at that time.

Attest: Amy Jo Tharp, County Clerk

Tron Stegman, Chairman

COMMISSIONERS' PROCEEDINGS
APRIL 14, 2025

Agenda: 8:30 – Dave Piper - Hospital
 8:45 – Bills
 9:00 – Jayme Rich
 9:15 – Richard Rome – Mobile Home
 9:30 – Tony Martin & Tony Mellini
 10:00 –
 10:30 – Appraiser Reappointment
 11:00 – City on a Hill – Erica/Miranda - Cancelled

The Board of Stevens County Commissioners met in a regular session. Chairman Tron Stegman was absent. County Attorney Paul Kitzke and County Clerk Amy Jo Tharp were also present. Joe called the meeting to order. Joe moved to approve minutes from the last meeting. Shannon seconded. Motion carried. Joe moved to approve the county vouchers. Shannon 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	\$	138,898.37
Judicial District	\$	1,519.77
Road & Bridge	\$	126,810.48
Airport	\$	13,595.21
Co Building	\$	3,708.08
911 Wireless	\$	117.51
Noxious Weed	\$	12,186.45
EMS	\$	16,382.69
Fire	\$	14,484.49
Community Health	\$	32,525.39
Community Health Grants	\$	2,000.00
Airport Grants	\$	2,025.00
Services for the Elderly	\$	236.25
Library	\$	73,077.75
Employee P/R Misc W/H	\$	900.00
Sheriff	\$	122,245.26
TOTAL:	\$	560,712.70

Dave Piper and Angela Piper with the Stevens County Hospital presented the commissioners with the interim revenue and expenditure statement for February 29, 2024, through February 28, 2025. Dave stated there currently is a reduction in revenue due to the clinic and hospital not having many patients at this time. There are issues with health insurance, Medicare, and charge cards. This makes

it challenging to run the hospital by not knowing how much will be covered by the insurance companies and the cost for credit card services. Dave said he will get a completed budget as soon as possible but it will be after the April 21st deadline. The commissioners replied that it would be fine but will need something by the end of May or beginning of June for the auditors. Dave and Angela informed commissioners that Pioneer Manor purchased a new van for transportation with the help of local grants and aid. They said they will now be able to transport residents to area clinics and hospitals if needed, as the old van was only reliable within the City of Hugoton. Angela said on June 6th, 2025, the hospital will be holding a social event commemorating the seventy fifth (75th) anniversary of the Stevens County Hospital.

Joe asked if the county should look at getting someone to be a grant writer for the county to help all the departments. He said it would even be useful to hire someone on a part-time basis to do the grant writing and find grants for the county. Dave Piper agreed.

Rodney Kelling came in and handed the commissioners some proposals from Stryker for annual service contracts on the defibrillators and CPR machines. Rodney said he prefers on-site as opposed to mailing in equipment and having loaners until it comes back.

Joe made a motion to approve the Stryker proposal in the amount of \$2,210.85, for on-site service only which does not include repairs. Shannon seconded. Motion carried.

Rodney said he is waiting for final bids for the SCBA's. He is looking at a paging system for cell phones for the fire and EMT employees which will help with callouts in case something has happened to the radios.

Jayme Rich was next on the agenda. Paul told her he had the information needed regarding twenty (20) year back taxes and wanted to check with her on the wording. Jayme said she prefers to put them as abated instead of removed.

Jayme received information on a spec sheet for the records she would like to have digitized, and expressed the work is roughly 1.5 million pages. She stated the Stevens County Foundation wanted to find out from the commissioners if she can get these digitized before they look at possible grant funding. Jayme stated the quotes she received range from \$86,000.00 to \$250,000.00. The commissioners suggested she reach out to the companies and ask for sealed bids to be opened on April 28, 2025, at 9:15 AM in the county commissioner meeting room. Jayme said she will put an ad in the newspaper for the work mentioned and reach out to the individuals who sent quotes.

Richard Rome informed the commissioners he is working with Bryan Duer and Denise Spense over the construction of their home. He wanted to let the commissioners know he has not been able to do any work due to unforeseen circumstances. The dirt work has been set up and getting ready for the concrete foundation. Richard said it will take approximately nine (9) months for completion once the foundation is laid.

Tony Mellini attended with Tony Martin. Tony Mellini presented the commissioners with draft designs for the landfill's new pit and future pits. He also had draft designs for the gas pipeline bridges for the commissioners to view, all of which have been approved by KDHE. (See attached). This new pit should last approximately ten (10) years and with these new plans the subsequent pits should cost less as they are moving dirt around from the dig out of Cell 11A. It will have many uses, such as burying while digging for new pit and most importantly, cost cutting. Since the KDHE has approved the work, the concrete pipe bridge construction is expected to begin next week. Other areas of work for Cell 11A will begin as well since there are some things that can be done while waiting on the bridges to be completed. There is a proposal from Garber Surveying, costing \$29,150.00, which will coordinate with Stoppel to make sure the work will be completed with the correct dimensions. Tony Mellini asked the commissioners if they would approve the contract with Garber Surveying for the Cell 11A construction.

Tony Mellini also discussed the gas pipeline bridges needing to be semi-permanent in case of any emergency the pipeline might have in the future. The inspections of the bridge work will be conducted by Kirkham Michael Engineering and is estimated to cost \$37,775.00. Tony is trying to find ways to trim down the bill. Tony Mellini explained that Terracon does the permit approvals and Kirkham Michael does civil contracts and approvals.

Tony Mellini suggested the county start saving within no less than five (5) years of new phases and always pre-plan so these landfill expenditures will not be so massive and sudden.

Shannon made a motion to approve the contract with Garber Surveying for Cell 11A in the amount of \$29,150.00. Joe seconded. Motion carried.

Tony Martin updated the commissioners that they are working on getting the roads bladed but have some setbacks due to training and breakdowns. Tony mentioned the two (2) new hires have completed and received their CDL. He said all the reports from the monitoring wells at the landfill have been received and look good.

The commissioners, Paul, and Amy discussed the next phase of the neighborhood revitalization plan (NRP). Amy said she received an email from Gilmore & Bell stating the plan that was presented to them appeared to be a generic plan. Amy explained to Gilmore & Bell she is relatively new to the beginning of an NRP and wanted to make sure the county is following the requisites.

Amy introduced Clear.Gov to the commissioners explaining it is a way to keep the county transparent on their budgets as far as requests, expenditures, revenues, and other aspects. She stated this program will allow the budgets to be online for citizens to view as well as creating graphs and working with the current program to allow citizens to view department expenditures and revenue. She stated the cost is a little intimidating but wanted to present it. The commissioners said they are not interested at this time until they see the valuation and where the funding will be.

Amy informed the commissioners the meal allowance for the county employees has not been changed for at least the past four (4) years or more and would like them to review the meal amounts. Currently, breakfast is \$13.00, lunch is \$15.00, and dinner is \$26.00. The Federal Government meal plan as of 2025 is set at breakfast \$16.00, lunch \$19.00, and dinner \$28.00. The commissioners agreed to change the meal plan for the 2025 Federal Government rates (\$16.00, \$19.00, and \$28.00). Employees are still being held to the policy of presenting a receipt for meal reimbursements which are not covered by meetings and follow the per-diem rules for the county.

Amy asked the commissioners if the county land which the museum uses has been switched over to the museum or if they are going to agree to a memorandum of understanding for the building and land usage. The commissioners and Paul discussed what should take place and it was decided the commissioners will deed over the land to the museum that the county owns with the stipulation that if the museum sells or gives the land away, they are to get approval from the county commissioners in case the county wants the land back.

Shannon asked Amy if the departments are following procedures for accounts payable, payroll, and accounts receivable. Amy stated there has been an increase in communication and payroll & bills were turned in on time. She spoke with Jayme about receivables and everything is turned in except for the last two (2) weeks in March and the first two (2) weeks in April, which hopefully will be submitted by the end of this week.

Attest: Amy Jo Tharp, County Clerk

Joe Thompspon, Vice-Chairman

Reinforcing Steel Near Front Pedestal

Reinforcing Steel Near Top Pedestal

Reinforcing Steel Near Top Footing

Half-Plan
Reinforcing Steel in Back Wall

Longitudinal Elevation

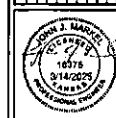
BENDING DIAGRAMS

(All dimensions are out to out of bars.)

BILL OF REINFORCING STEEL							
Non-Epoxy Coated - Grade 60							
One Abutment Listed (4 Required)							
Straight Bars				Bent Bars			
Mark	Size	Number	Length	Mark	Size	Number	Length
F1	#8	5	25'-8"	F3	#6	46	4'-10"
				P2	#5	23	5'-0"
F2	#5	54	3'-8"	P5	#5	8	3'-0"
F4	#5	4	25'-8"				
P1	#5	4	21'-9"	P3	#4	27	5'-3"
P4	#5	4	21'-8"				

● See Bending Diagrams

BILL OF MATERIAL - One Abutment Listed (4 Required) (For Information Only)		
Item	Quantity	Unit
Concrete (Grade 4.0) (AE)	14.0	Cu. Yd.
Reinforcing Steel (Grade 60)	1,375	Lbs.
Foundation Stabilization (5")	3	Cu. Yd.
Class III Excavation	56	Cu. Yd.

[illegible]

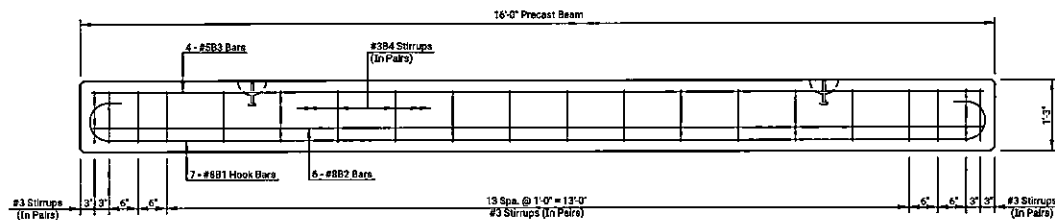
STEVENS COUNTY LANDFILL

ABUTMENT DETAILS

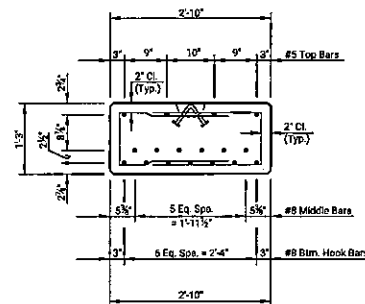
**KIRKHAM
MICHAEL**

100

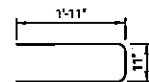
DESIGNED BY:	JBA
DRAWN BY:	ESW
APPROVED BY:	JBA
SCALE:	1" = 1'
DATE:	1/4/2025
JOB NO.	FM 250281
ACAD NO.	
SHEET NO.:	S2 OF S



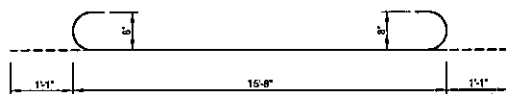
TYPICAL ELEVATION PRECAST BEAM
(7 Beams Required)



TYPICAL BEAM SECTION



#3 Stirrups (In Pairs)



#8 Hook Bars

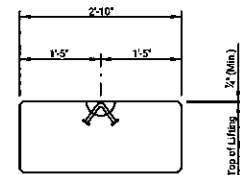
BENDING DIAGRAMS
(All dimensions are out to out of bars.)

BILL OF REINFORCING STEEL					
Non-Epoxy Coated - Grade 60					
One Beam Listed (7 Beams Required Per Bridge)					
Straight Bars			Bent Bars		
Mark	Size	Number	Length	Mark	Size
B2	#8	6	15'-6"	B1	#8
					7
B3	#5	4	15'-8"	B4	#3
					40

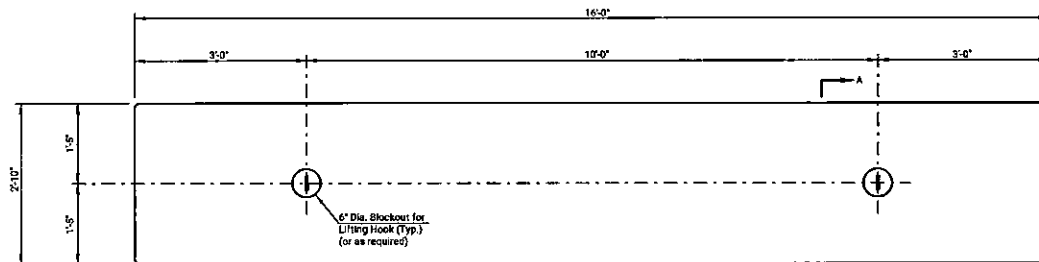
BILL OF MATERIAL - ONE PRECAST BEAM BRIDGE		
(For Information Only)		
Item	Quantity	Unit
Precast Concrete Beams (7 Beams @ 16'-0")	112.0	Lin. Ft.
Precast Beam Concrete (f'c = 6,000 psi) (7 Beams @ 16'-0")	14.7	Cu. Yds.
Approximate Wt. per 16'-0" Beam	4.25	Tons
Reinforcing Steel (Grade 60) (7 Beams)	5,050	Lbs.
Lifting Devices	14	Each
Elastomeric Bearing Pads (1/2" x 12" x 20'-0")	2	Each
Expansion Joint Material (Type B) (1" x 15')	44	Lin. Ft.

NOTE: The Lifting Hook shall have a minimum 4:1 SWL at 90° Tension of 7,000 pounds.
The Lifting Hook shall have a minimum 4:1 SWL at 90° Shear of 15,000 pounds.
The Lifting Hook shall be Hot-Dipped Galvanized.

ADP Supply Part Number LUAS66 meets the above requirements and is approved for this project. Install in accordance with the manufacturer's recommendations.
An approved equal is allowed.



SECTION A-A
(Reinforcing Not Shown For Clarity)



TYPICAL LIFTING HOOK DETAILS
(Reinforcing Not Shown For Clarity)

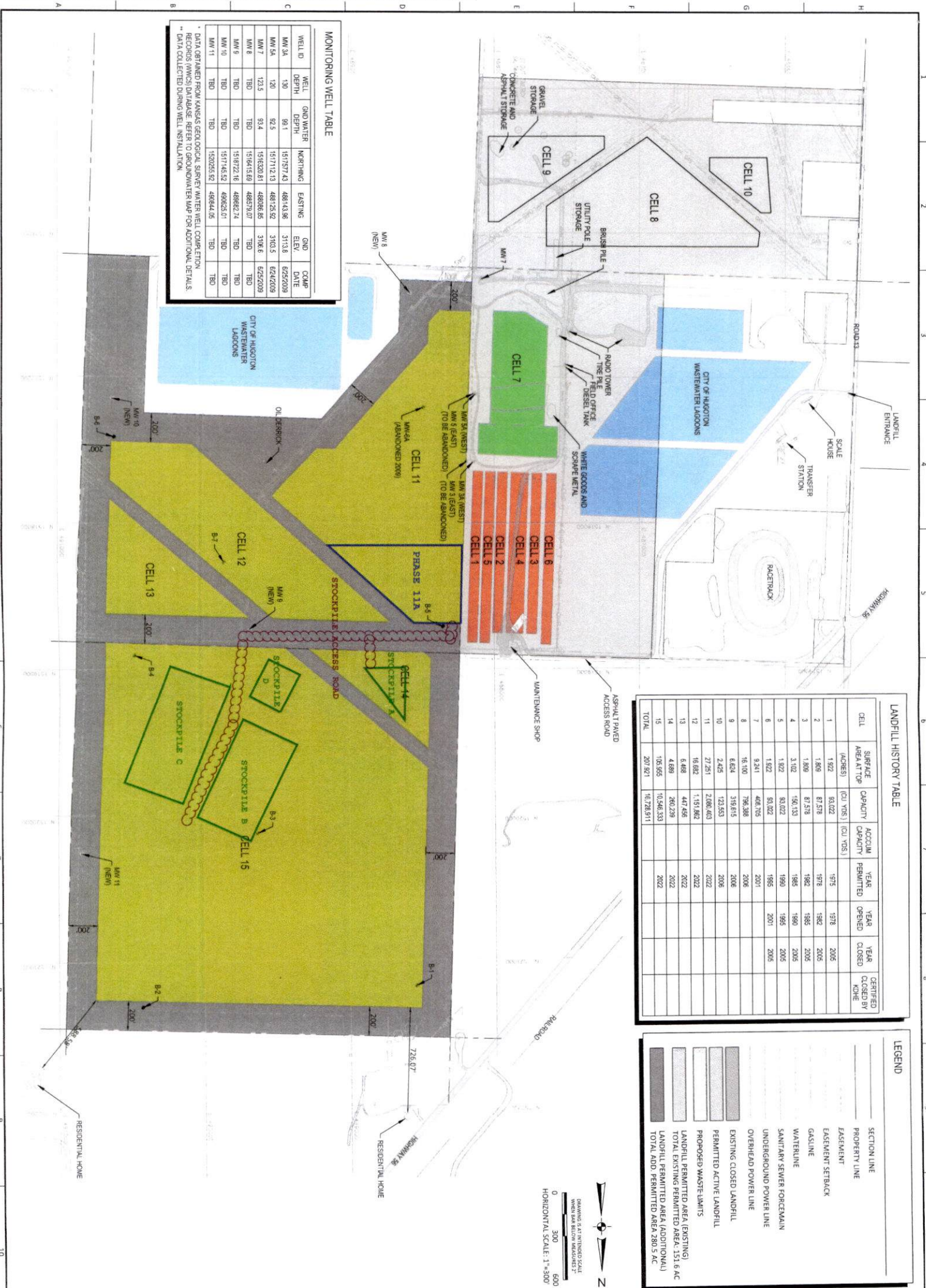
REV	DATE	BY	DESCRIPTION



STEVENS COUNTY LANDFILL
PRECAST BEAM DETAILS



DESIGNED BY:	JAM
CHECKED BY:	JAM
APPROVED BY:	JAM
SCALE:	1/2" = 1'
DATE:	5/14/2025
PROJECT NO.:	18575
ACAD NO.:	18575
SHEET NO.:	54 OF 56



PROJECT: STEVENS COUNTY LANDFILL

DATE: October 4, 2024

FIGURE 2

REVISIONS

NO.	REVISIONS	DATE

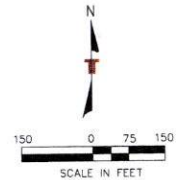
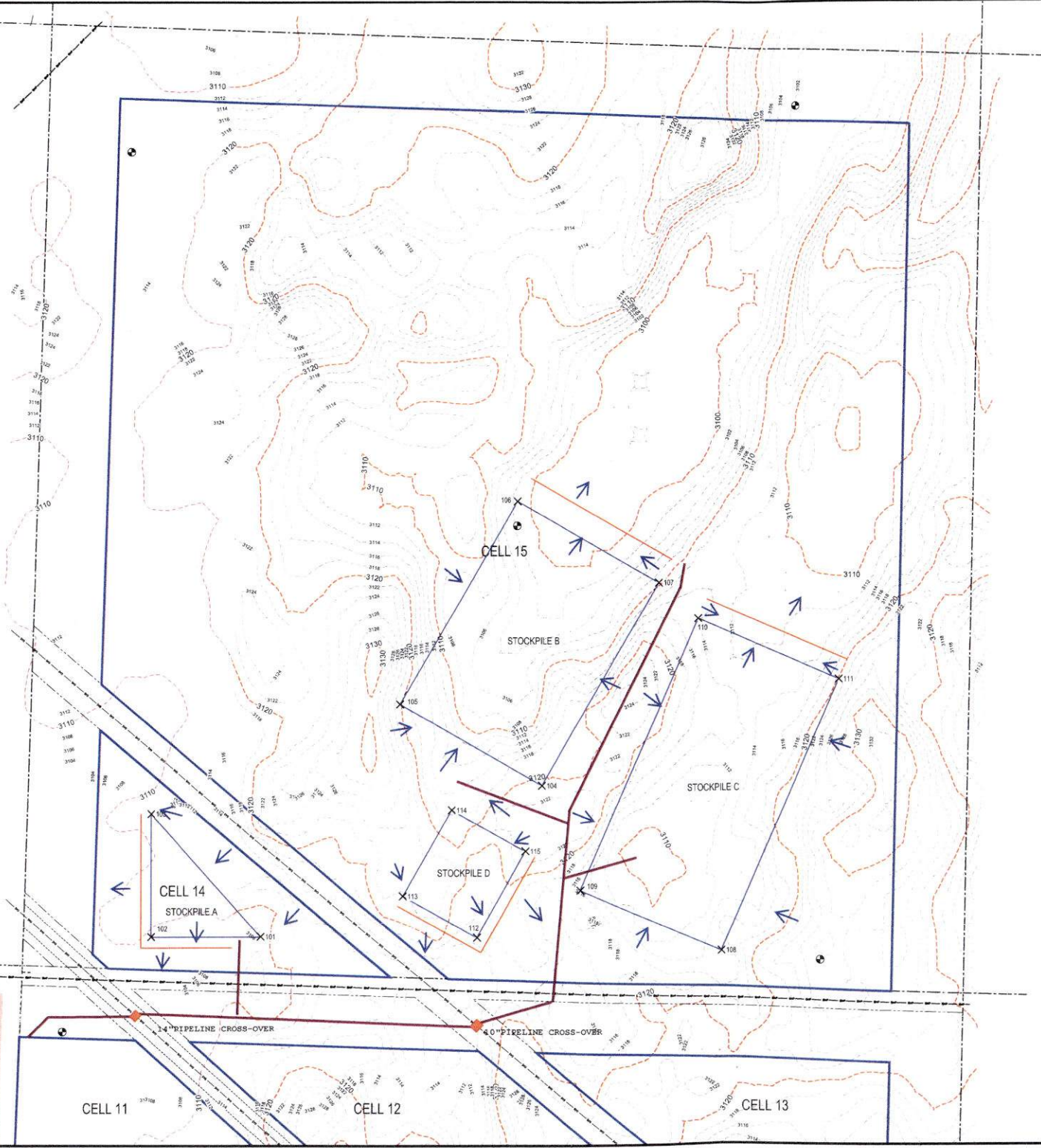
APPROVED

DESIGNED

DRAWN

terracon

N:\SECAR\KANSAS\CONSTRUCTION\STEVENS COUNTY\STEVENS COUNTY LANDFILL PHASE 11A STOCKPILE PLAN.DWG

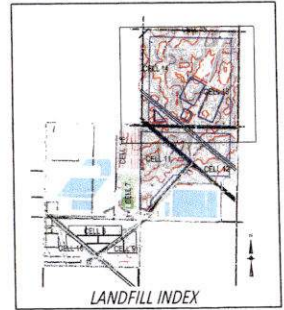


- LEGEND
- 3110 EXISTING CONTOUR MAJOR
 - EXISTING CONTOUR MINOR
 - SECTION LINE
 - PROPERTY LINE
 - EASEMENT
 - EASEMENT SETBACK
 - GAS
 - OHV OVERHEAD POWER LINE
 - FUTURE CELL AREA LIMITS
 - STOCKPILE AREA (APPROXIMATE)

POINT	NORTHING	EASTING	ELEVATION	DESCRIPTION
101	1518972.81	488512.73	3108.34	STOCKPILE A
102	1518972.81	488502.97	3108.03	STOCKPILE A
103	1518916.51	488502.97	3110.99	STOCKPILE A
104	1518936.73	488556.69	3120.59	STOCKPILE B
105	1518925.30	488303.17	3120.49	STOCKPILE B
106	1520196.19	489633.69	3101.47	STOCKPILE B
107	1518966.62	490030.21	3109.55	STOCKPILE C
108	1518928.21	490203.02	3114.66	STOCKPILE C
109	1519101.42	488806.85	3115.63	STOCKPILE C
110	1518965.65	490140.98	3114.19	STOCKPILE C
111	1518962.45	490537.15	3120.34	STOCKPILE C
112	1518966.54	488517.12	3116.87	STOCKPILE D
113	1518966.63	488310.77	3121.51	STOCKPILE D
114	1518927.64	489447.04	3117.60	STOCKPILE D
115	1518921.35	488553.39	3123.21	STOCKPILE D

- EARTHEN BERM LOCATIONS (APPROXIMATE)
- STORMWATER FLOW

- NOTES:
- EXISTING AND PROPOSED CONTOURS ON 2 FOOT INTERVALS.
 - HAUL ROUTES SHALL BE ESTABLISHED BY COUNTY STAFF OR CONTRACTOR AS STAGES ARE OPENED AND CLOSED.
 - DRAINAGE BERM AND DIVERSION CHANNELS SHALL BE INSTALLED PER EROSION CONTROL DETAILS AND NOTES TO ELIMINATE RUNOFF FROM ENTERING EXCAVATION AREAS.
 - COUNTY OR CONTRACTOR SHALL PLACE COHESIVE AND GRANULAR MATERIAL IN SEPARATE STOCKPILES. REFER TO GENERAL NOTES SHEET 2 FOR INFORMATION REGARDING IDENTIFICATION OF SOIL TYPES.
- PIPELINE CROSS-OVER STRUCTURE
 - STOCKPILE ACCESS ROAD



REV. DATE | BY

DESCRIPTION

PHASE 11A STOCKPILE PLAN DETAILS

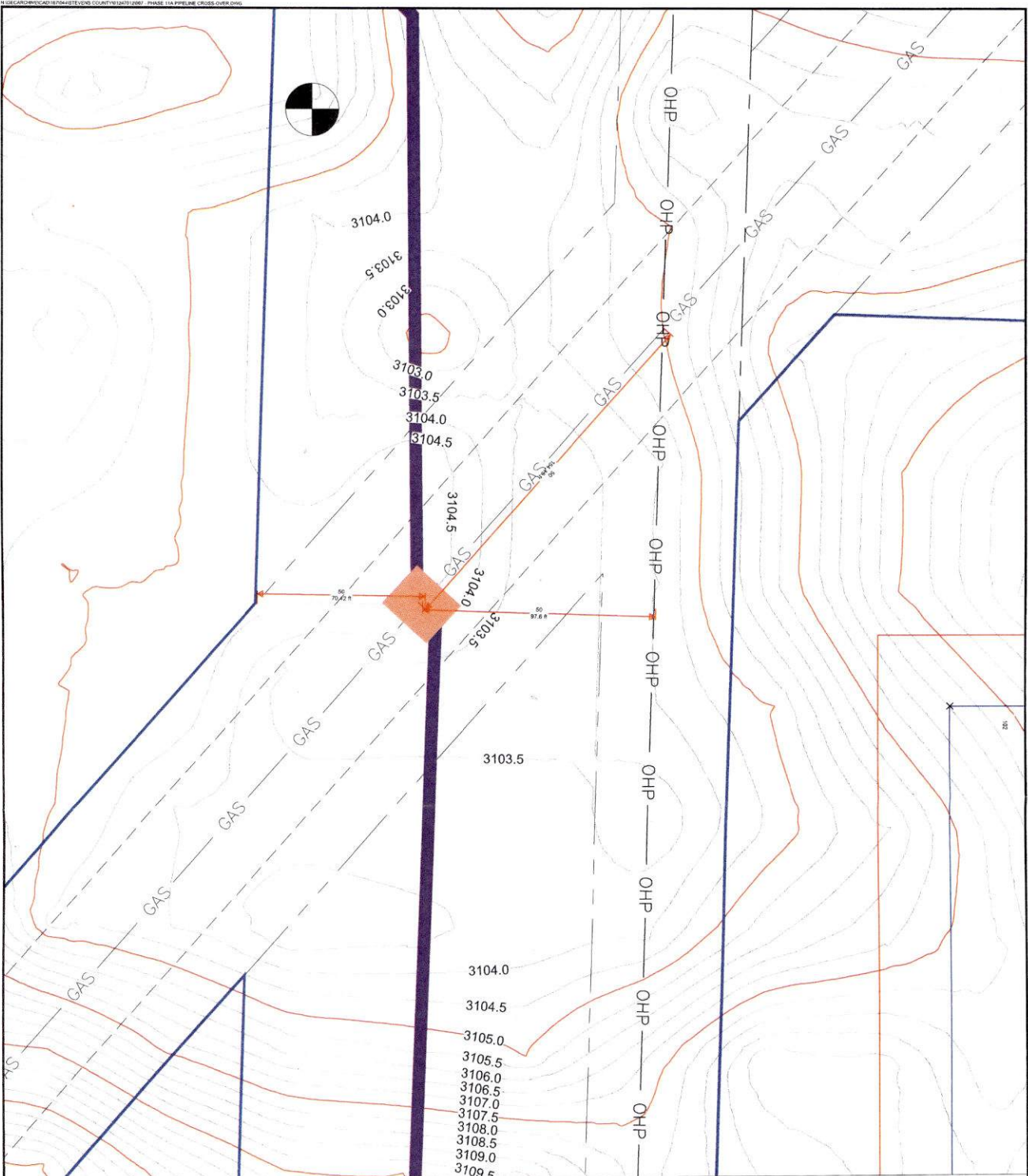
PHASE 11A CONSTRUCTION
STEVENS COUNTY
STEVENS COUNTY LANDFILL

KANSAS
STEVENS COUNTY

25803 L-30 SOUTH
PH. (501) 447-5292
BRYANT, AR 72022
FAX. (501) 447-5210

FIGURE 6

DESIGNED BY: TLB
DRAWN BY: TLB
APPROVED BY: TM
SCALE: SEE SCALE
DATE: 8/23/2024
JOB NO. 0167-804-11247012
ACAD NO. DESIGN
SHEET NO. - OF -



- NOTES:
1. EXISTING AND PROPOSED CONTOURS ON 2 FOOT INTERVALS.
 2. LUAL ROUTES SHALL BE ESTABLISHED BY COUNTY STAFF OR CONTRACTOR AS STAGES ARE OPENED AND CLOSED.
 3. DRAINAGE BERM AND DIVERSION CHANNELS SHALL BE CONSTRUCTED TO PREVENT EXCESSIVE WATER TO ELIMINATE RUNOFF FROM ENTERING EXCAVATION AREAS.
 4. COUNTY OR CONTRACTOR SHALL PLACE COHESIVE AND GRANULAR MATERIALS SPREADS TO PREVENT EROSION AND GROUNDWATER CONTAMINATION REGARDING IDENTIFICATION OF SOIL TYPES.

- LEGEND
- EXISTING CONTOUR MAJOR
 - EXISTING CONTOUR MINOR
 - SECTION LINE
 - PROPERTY LINE
 - EASEMENT
 - EASEMENT SETBACK
 - GAS
 - GASLINE
 - OHP
 - OVERHEAD POWER LINE
 - FUTURE CELL AREA LIMITS
 - PIPELINE CROSS-OVER STRUCTURE
 - STOCKPILE ACCESS ROAD

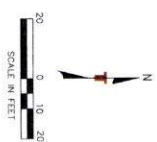
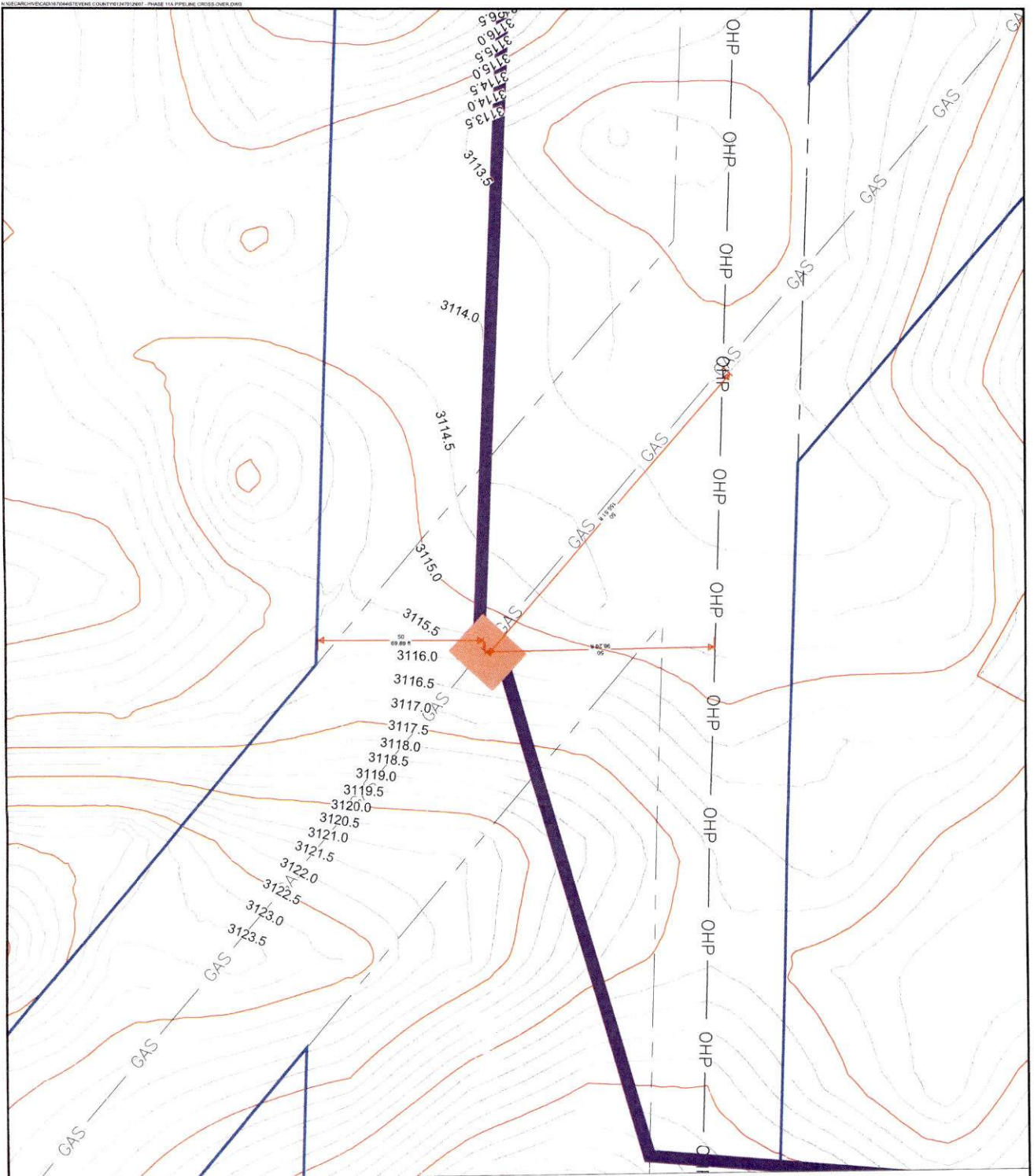


FIGURE 6A		Terracon		STOCKPILE ACCESS ROAD 14" PIPELINE CROSSOVER		REV. DATE BY DESCRIPTION	
25809 1:30 SOUTH PH. (501) 847-9292		BRYANT, JR. 7/20/22 FAX. (501) 847-9210		PHASE 11A CONSTRUCTION STEVENS COUNTY STEVENS COUNTY LANDFILL			
DESIGNED BY TCB DRAWN BY TCB CHECKED BY TCB SCALE: AS SHOWN DATE: 7/20/22 PROJECT: 25809 SHEET NO. 1 OF 1		STEVENS COUNTY KANSAS					



- LEGEND**
- 3110 EXISTING CONTOUR MAJOR
 - EXISTING CONTOUR MINOR
 - SECTION LINE
 - PROPERTY LINE
 - EASEMENT
 - EASEMENT SETBACK
 - GAS
 - GASLINE
 - OHP
 - OVERHEAD POWER LINE
 - FUTURE CELL AREA LIMITS
 - PIPELINE CROSS-OVER STRUCTURE
 - STOCKPILE ACCESS ROAD

NOTES

- EXISTING AND PROPOSED CONTOURS ON 2 FOOT INTERVALS.
- HAUL ROUTES SHALL BE ESTABLISHED BY COUNTY STAFF OR CONTRACTOR AS STAGES ARE OPENED AND CLOSED.
- DRAINAGE BERM AND DRAINAGE CHANNELS SHALL BE INSTALLED PER EROSION CONTROL DETAILS AND NOTES TO ELIMINATE RUNOFF FROM ENTERING EXCAVATION AREAS.
- COUNTY OR CONTRACTOR SHALL PLACE COHESIVE AND GRANULAR MATERIAL IN SEPARATE STOCKPILES. REFER TO GENERAL NOTES SHEET 2 FOR INFORMATION REGARDING IDENTIFICATION OF SOIL TYPES.

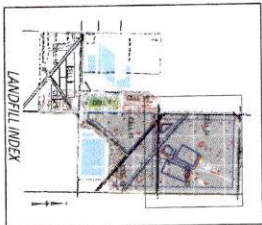


FIGURE 6B DESIGNED BY: TJB CHECKED BY: TJB DATE: 11/15/2023 DRAWN BY: TJB DATE: 11/15/2023 SCALE: AS SHOWN SHEET NO.: 06	 25409 L30 SOUTH PH. (501) 847-9292 BRYANT, AR 72022 FAX. (501) 847-9210	STOCKPILE ACCESS ROAD 10" PIPELINE CROSSOVER		REV. DATE BY DESCRIPTION
		PHASE 11A CONSTRUCTION STEVENS COUNTY STEVENS COUNTY LANDFILL STEVENS COUNTY KANSAS		

COMMISSIONERS' PROCEEDINGS
APRIL 28, 2025

Agenda: 8:30 – Bills
 8:45 –
 9:00 – Angela Eichman – Reappointment & Seaboard
 9:15 – Jayme Rich – Sealed Bids
 9:30 – Tony Martin
 10:00 –
 10:30 –
 11:00 –

The Board of Stevens County Commissioners met in a regular session. County Clerk Amy Jo Tharp was also present. Tron called the meeting to order. Joe moved to approve minutes from the last meeting. Shannon seconded. Motion carried. Joe moved to approve the county vouchers. Shannon 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	\$	107,177.82
Judicial District	\$	-
Road & Bridge	\$	38,800.70
Airport	\$	10,122.18
Co Building	\$	-
911 Wireless	\$	-
Noxious Weed	\$	11,520.16
EMS	\$	8,522.48
Fire	\$	1,745.55
Community Health	\$	14,389.45
Community Health Grants	\$	-
Airport Grants	\$	-
Employee P/R Misc W/H	\$	-
Sheriff	\$	37,182.66
<u>TOTAL:</u>	<u>\$</u>	<u>229,461.00</u>

The commissioners reviewed the Neighborhood Revitalization Plan B and made a few changes for the next meeting in preparation to send to the Kansas Attorney General for approval. The commissioners agreed to leave the application fee at \$100.00 and increase the project cost from \$10,000.00 to \$50,000.00 from the prior neighborhood revitalization plan and stated they do not see why this should not be eligible for all of Stevens County.

Rodney Kelling checked in and told the commissioners he was hoping to get an EMT class started in the fall that will last six (6) months. There are grants available with the stipulation of completing and passing the class then signing a contract to work for the Stevens County EMS for a minimum of one (1) year. There was discussion over EMT staff pay for their on-call hours and runs.

Angela Eichman was present.

Joe made a motion to appoint Angela Eichman as the Stevens County Appraiser for the July 2025 through June 2029 term. Shannon seconded. Motion carried.

Angela handed the commissioners the McCulley and Associates contract to review and sign if approved. The commissioners reviewed, approved and signed the contract.

Angela talked about the Seaboard exemption, explaining she is trying to conduct an informal hearing to come up with an agreement on the exemption. Angela is waiting for Seaboard's attorney to schedule a walk-through of the plant with all three (3) commissioners. If there is no informal hearing by May 15th, there will be no change, and the county will have to wait for an appeal from Seaboard.

Angela said Seward County looked at Stevens County windfarm regulations and is interested in the same agreement but unsure as to why only twenty (20) windmills are projected to be put up in Seward County.

Jayne Rich came in and presented the commissioners with two (2) sealed bids received for the scanning of files:

Vital ECM	\$ 89,230.00
Business Tech	\$172,796.00

Joe made a motion to accept the Vital ECM bid in the amount of \$89,230.00 with the understanding it will not exceed that amount for 1,500,000 pages of scans. Shannon seconded. Motion carried.

Joe amended the motion on the scans bid to add that the timeline for completion will not exceed twelve (12) months. Shannon seconded. Motion added.

Tony Martin informed the commissioners the work on the landfill pit is beginning. Stoppel will have ninety-one (91) working days, the inspection for Kirkham Michael is \$35,000.00 for fifteen (15) consecutive days, and Tony Melini is trying to get the inspection to not exceed \$20,000.00.

Last year, there was an agreement with KDHE on the asphalt plant retaining wall where Stevens County would have it repaired and completed by April 1, 2025. Tony said he put in a call to KDHE and requested an extension as the wall repair is not completed. Joe asked how much the county makes on asphalt sales and who purchases it. Tony stated Morton County usually purchases \$40,000.00, the City of Hugoton purchases around \$5,000.00, and the City of Moscow purchases about \$1,000.00. The asphalt is sold by the ton and is \$82.00 per ton. There will be three to five (3-5) miles of asphalt laid in Stevens County this year according to Tony. Several counties have asked for the wind and solar regulations which Stevens County has implemented.

Angela came back in and explained to the commissioners that Seaboard is attempting to get the taxes abated on most of the property as they are claiming it is personal property and not real estate. Angela explained personal property is defined as property that is movable and operational once moved. The question is, if the property is moved and is no longer able to operate, is it still considered real

property. She feels Seaboard is waiting on the Conestoga case to be resolved before they continue with their litigation.

The commissioners discussed the wellness center department and agreed to have the administrator attend the next meeting. There are some issues and updates they would like to go over.

Amy discussed with the commissioners the importance of having a pay plan in place to maintain consistency and fairness to employees and accountability of taxpayer dollars. She stated other counties comparable in size to Stevens County have shared their pay plans and she can draw up a table for the commissioners to view with ideas for starting wages, longevity increases, and salary caps in each department.

Attest: Amy Jo Tharp, County Clerk

Tron Stegman, Chairman

COMMISSIONERS' PROCEEDINGS
MAY 12, 2025

Agenda: 8:30 – Bills
 8:45 – Cammie Heaton - Community Health
 9:00 – Soil Conservation District – Luke Grubbs/Sheena Shuck
 9:15 –
 9:30 – Tony Martin – Public Works
 10:00 – Neighborhood Revitalization Plan
 10:30 – Shelby Martin – Wellness Center
 11:00 –

The Board of Stevens County Commissioners met in a regular session. County Attorney Paul Kitzke, and County Clerk Amy Jo Tharp were also present. Tron called the meeting to order. Shannon moved to approve minutes from the last meeting. Joe seconded. Motion carried. Shannon 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	\$	62,806.20
Judicial District	\$	4,256.35
Road & Bridge	\$	65,681.33
Airport	\$	13,987.21
Co Building	\$	-
911 Wireless	\$	-
Noxious Weed	\$	4,494.39
EMS	\$	9,874.43
Fire	\$	2,743.88
Community Health	\$	22,190.44
Community Health Grants	\$	-
Airport Grants	\$	-
Employee P/R Misc W/H	\$	-
Sheriff	\$	64,739.88
<u>TOTAL:</u>	<u>\$</u>	<u>250,774.11</u>

Rodney Kelling came in and told the commissioners he had spoken with Sourcewell which is a company that obtains bids/offers from other companies for items Kansas counties need. They provide a list of these items and costs by various companies. Rodney said in the list were SCBAs from MES at less of a cost than what he was originally quoted by MES. The cost for the compressor was listed at \$87,749.00 and the SCBA packs and assembly items total \$196,944.00. This would make him short by roughly \$24,000.00 instead of \$50,000 to \$80,000.00 from the original quote by MES. Rodney stated he is getting a grant from the foundation board and funding from the general equipment fund but would like to fund the remaining \$24,000.00 out of the fire and EMS equipment funds. Joe asked if the county needs to go through the normal bidding process or if it would be okay to use the

Sourcewell list of bids/offers. Paul said using Sourcewell on specialized items should be fine but regular items a department can get through local businesses should require the normal bidding process. Rodney said the good part about Sourcewell is they obtain multiple costs from various providers so county departments can see what a good cost should be. For SCBAs, instead of paying \$350,000.00 to \$400,000.00, the county is only paying \$284,693.00 through the MES listing by Sourcewell. Further discussion regarding purchasing the SCBAs in increments, finding cheaper solutions, what is needed to keep the firefighters safe, and understanding that the cost and equipment could change on an annual basis, had the commissioners agreeing to a solution.

Shannon made a motion to waive the traditional bidding process for the SCBAs for the Stevens County Emergency Management department. Joe seconded; motion carried.

Shannon made a motion to approve the purchase of the SCBAs through MES via Sourcewell for a total of \$284,693.00. Joe seconded; motion carried.

Tony Martin was in attendance.

Cammie Heaton arrived to inform the commissioners the WIC management evaluation was approved so the community health department will continue to receive WIC grants. KDHE has lost several employees which will cause the grant approval process to be hindered and the COVID grant money is gone which was set aside to purchase a new server. The family planning and other grants the county is to receive are still in good standing. Cammie informed the commissioners that the measles cases are declining, and Stevens County ended with seven (7) known cases. The Public Health and Preparedness event led Cammie to draw up a sheltering plan which was approved by the state. The Parsons Trust has granted the community health department \$10,000.00 to make improvements to the front doors, so they are accessible with a push button. Cammie received a quote from Kinney Glass, Inc. in the amount of \$6,900.00 to install the hardware for the wiring of an outside electrical unit to become ADA compliant. Cammie presented the commissioners with a quote from Hanks Striping LLC to get the parking lot areas marked off and to redo the markings for ADA accessibility. Joe asked Tony if road and bridge could do the striping and markings for ADA accessible areas and Tony said they would be able to do the work instead of hiring a company. Cammie also informed the commissioners there was a rabies case in Stevens County from a bite someone received from a feral cat. Cammie advises people to make sure their pets are vaccinated for rabies. The gazebo at the health department needs some upkeep and the commissioners suggested having Rex look at it to see what can be done. The first Little Eagle Dash Day this year will include adults, and Cammie is hoping for a good turnout to be able to educate people about the importance of vaccinations for school.

Luke Grubbs and Sheena Shuck with the Soil Conservation District were next on the agenda and presented the commissioners with their 2026 request for a \$30,000.00 appropriation. Luke and Sheena also expressed they might need help with additional funding for a new DOC technician at least by the end of the year.

Tony Martin said once Stoppel Dirt begins moving soil and vegetation at the landfill, that will begin their ninety (90) day contracted time. Tony presented the commissioners with two (2) supplemental agreements from Terracon:

1. \$51,000.00 for inspections of landfill, surveys and approvals
2. \$19,000.00 for inspections on gas lines

Shannon made a motion to approve the two (2) supplemental agreements on inspections for the landfill from Terracon in the amounts of \$51,000.00 and \$19,000.00. Joe seconded; motion carried.

Tony hired another employee for the road and bridge department which brings them up to a full crew of nineteen (19). The road and bridge department began their four (4) ten (10) hour days last Monday for summer work and will begin blading and weed spraying today. While in the meeting, Tony received a message that Stoppel Dirt will begin moving dirt, and the pre-cast caps for the pipeline bridges will have to setup for thirty to forty-five (30 – 45) days before being used.

There was discussion with Tony and the commissioners about the 4-H students' livestock pens. The fair is currently funding the utilities for those pens and will continue until the fair/4-H board can come up with a structured payment plan as this is only going into the second year the pens have been in place.

Angela Eichman came in and told the commissioners she just spoke with Seaboard's attorney, and they would like to come out next week and do a walk-thru of the plant to determine what is real estate and what is personal property. Angela will have to leave the valuation as "no change" since hearings need to be turned in by Friday. After the walk-through of the plant, Angela said a decision will be made on Seaboard's valuation and she will inform the commissioners. She asked if at least one (1) commissioner would accompany her to the Seaboard plant, and it was agreed that at least one (1) commissioner would be in attendance.

Amy Jo mentioned when Amy Rich took minutes for the February 10th meeting, Paul stated the whole county cannot be included in the neighborhood revitalization plan (NRP). Amy Rich had asked Amy Jo to get clarification on that, because an email Amy Jo received from Gilmore & Bell asked if the commissioners wanted to include the whole county or just the parcels previously sent, and at the meeting on April 28, 2025, the commissioners stated they do not see why this should not be eligible for all of Stevens County. Paul replied he spoke with an attorney from another county about the NRP and they suggested not having the whole county included. The commissioners tabled the discussion.

Shelby Martin was in attendance.

Joe made a motion to go into executive session for ten (10) minutes over non-elected personnel work related issues with the county clerk and county attorney in attendance. Shannon seconded. This executive session began at 10:18 AM and concluded at 10:28 AM, with no action taken.

The open meeting resumed.

Shelby handed the commissioners quotes for the A/C unit stating one (1) of the units had quit working and the repairman used parts from it to do work on the other units for a discounted cost.

Tron made a motion to go into executive session for twenty (20) minutes over non-elected personnel work related issues. Shelby Martin and the county attorney were requested to be in the executive session. Joe seconded. The executive session began at 10:30 AM and concluded at 10:50 AM, with no action taken.

The open meeting resumed.

Discussion began regarding Shelby's hours and comp time. Joe asked how her hours are tracked, and that Shelby would like to use comp time. Shelby explained that during some pay periods, for example, she may work fifty (50) hours in one week and would like to use comp time the following week. Amy said Shelby's job description states she is required to work a minimum of forty (40) hours a week and suggested the commissioners speak with Amy Rich about how comp time applies to Shelby. Joe spoke with Amy Rich on the phone about comp time and Joe read a portion of the comp time paragraph from the Stevens County Rules and Regulations.

Tron asked if it would help Shelby to hire a part-time person for the wellness center to assist with the paperwork aspect of the department and a new system to help keep track of the memberships as well as other issues pertaining to the door system. The commissioners discussed several possibilities but stated whatever decision is made must fit into the wellness center budget. Decisions have been tabled for now. The commissioners informed Amy that the wellness center is expected to make deposits and turn in bills for payment every Tuesday.

Amy said while the commissioners were in the executive session with Shelby and Paul, she spoke with Kevin at Gilmore & Bell about the NRP and the parcel issue. She told them after discussing the issue of allowing or not allowing all parcels to be included in the NRP, Kevin did some research and found the statute which he said was vague. He found an attorney general's opinion that stated "...unlikely entire areas of a city or county would qualify, and in their opinion, can only designate to one (1) or more areas." Amy further stated once the NRP has been approved by the commissioners, Gilmore & Bell will work on the interlocal agreement to be worded to accept any amended changes.

Shannon made a motion to approve the NRP with the selected parcels listed. Joe seconded; motion carried.

Amy discussed with the commissioners about the leaks in the courthouse when it rains since Rex was unable to attend the meeting. She said Rex has AK Roofing and Aqua Shield coming to check the roof but wanted to know what the commissioners want to do about the cracks. Joe said the cracks in the GIS room are substantial and feels there needs to be a commercial building inspector to check out the integrity of the courthouse. Amy also informed the commissioners Sheriff Ted Heaton spoke with her on Friday saying the recent rains had water dripping into the dispatcher's office and onto the computers. Ted also told Amy that years ago, Dave Bozone gave Ted a letter stating the county would provide a new roof for the sheriff building if ever needed. The commissioners told Amy to have Rex tell AK Roofing and Aqua Shield to check out the sheriff building roof to see if it needs repaired.

Amy informed the commissioners she is submitting specs and requests for sealed bids for the county website to the paper and to other businesses, as most of the start-up costs are \$5,000.00 or more, which falls into the threshold amount requiring bids. The sealed bids for the website will be opened at the next commissioner meeting on May 27th, 2025, at 10:00 AM.

Attest: Amy Jo Tharp, County Clerk

Tron Stegman, Chairman

COMMISSIONERS' PROCEEDINGS
MAY 27, 2025

Agenda: 8:30 – Bills
 8:45 – WKCAC – Don Rivera
 9:00 – SDSI - Steve
 9:15 – RCDC - Rebecca
 9:30 – Tony Martin – Public Works
 10:00 – Website bid opening
 10:30 –
 11:00 –

The Board of Stevens County Commissioners met in a regular session. County Clerk Amy Jo Tharp was also present. Tron called the meeting to order. Shannon moved to approve minutes from the last meeting. Joe seconded. Motion carried. Joe moved to approve the county vouchers. Shannon 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:

Airport	\$	2,170.34
Co Building	\$	790.00
911 Wireless	\$	116.78
Noxious Weed	\$	9,566.30
EMS	\$	7,983.09
Fire	\$	1,965.72
Community Health	\$	13,982.31
ARPA	\$	92.93
Airport Grants	\$	-
Employee P/R Misc W/H	\$	-
Sheriff	\$	40,158.73
<u>TOTAL:</u>	<u>\$</u>	<u>241,299.66</u>

Joe said he went with Angela Eichman to Seaboard to meet with their attorney and other personnel for the walk-through of the plant to understand what Seaboard is considering personal property as opposed to real property. Seaboard made the decision to wait for the Conestoga case to be finalized as that will set the precedent to determine what the State is considering personal property versus real property pertaining to energy plants. The determination should be around mid-June.

Amy received a letter from the library board requesting Marcie Knoll to fill the spot which was previously vacated by Wanda Shaddix and was temporarily filled by Tina Mueller.

Joe made a motion to appoint Marcie Knoll to the library board for a regular term. Shannon seconded; motion carried.

Amy shared some information from the Kansas Department of Revenue pertaining to House Bill 2125, House Bill 2231, Senate Bill 35, and Senate Bill 117 which pertains to property taxes.

Don Rivera with Western Kansas Child Advocacy Center (WKCAC) was in attendance and discussed some possible changes with their services. The WKCAC is appreciative of the funding they have received from Stevens County and is requesting the same amount for 2026 which is \$2,500.00.

Steve Hinson with Southwest Developmental Services, Inc., (SDSI) presented the commissioners with a request to have someone on the board represent Stevens County. Steve discussed what SDSI does and is thankful for the county's support all these years. SDSI is requesting \$42,283.00 for the year 2026.

Rebecca Clancy and Stephanie Wills with Russell Child Development Center, Inc., (RCDC) came in and stated the program is doing great things for children from birth to three (3) years old and appreciates the money the county appropriates to them every year. Their request for 2026 is \$25,500.00 which helps keep their program free for families.

Tony Martin told the commissioners the city-wide cleanup is scheduled soon and asked if the city will need to be charged at the landfill for this service. The commissioners agreed to allow the city-wide cleanup charge for the city to be void for two (2) weeks. Tony reported the wall at the asphalt plant is complete. With the recent moisture, he has thought about the wellness center parking lot and feels it will be easier to get packed down around the septic lines, however the concrete slab is starting to sink where the clean out is so there will need to be some work done there. Tony stated the best time to work on the wellness issues would be in the fall. The concrete bridge for the gas pipeline running through the landfill has begun and will hopefully be completed on time.

Amy informed the commissioners Rex had visited with Aqua Shield about the roof issue at the courthouse and had not heard back from anyone else he reached out to. Also, the company which came out to inspect the integrity of the courthouse noticed normal settling but nothing to worry about and Rex should receive a detailed report shortly.

Amy presented two (2) bids received for the county website for the basic web design:

1. Aptegy \$6,000.00 startup fee and \$8,000.00 per year
2. Revize \$8,350.00 startup fee and \$2,000.00 per year

Amy explained there were some other costs requested in the spec sheet for features that were not included in the basic web design which would raise the prices. Commissioners agreed to the company with the lower annual cost and may include additional features as requested by the departments.

Shannon made a motion to accept the Revize bid. Joe seconded; motion carried.

Robert Davis was present from the airport board. He stated the lighting project has not started yet. The \$96,000.00 cost will be split as 90/10, meaning there is a grant for 90% of the costs and the

airport will be responsible for 10% of costs. Robert then shared that the State of Kansas is giving the airport approximately \$34,673.00 to put toward the runway lighting project. There is also a crack/seal project which will cost roughly \$32,000.00 and should be started in the fall or the beginning of next year. The runway lights should be completed this fall and with all new LED lighting, hopefully the utility costs will be minimal. Robert said the road leading into the airport will need to be repaired at some point as there are large cracks which make the road rough.

Joe asked Robert about the updated job description for the airport manager position. Robert replied that it went back and forth from the board to the clerk's office and had basically been dropped by the airport board. Amy said she had done a couple drawdowns for airport grant money in the past but had not been asked to in quite a while, after previous discussion was had with Robert regarding that not being her responsibility. She was assuming Robert or someone else had been handling them. Robert stated there has not been any for a while and it only takes a fraction of time to complete. Amy said she understood it is not time consuming but does not handle that part of the grant process for other departments as they are responsible for their own grants. Robert relayed concerns about the airport board members doing the drawdowns as they are not employed by the county and believes it could cause issues with insurance.

Attest: Amy Jo Tharp, County Clerk

Tron Stegman, Chairman

COMMISSIONERS' PROCEEDINGS
JUNE 9, 2025

Agenda: 8:30 – Bills
 8:45 – Cammie Heaton
 9:00 –
 9:15 –
 9:30 – Tony Martin – Public Works
 10:00 –
 10:30 –
 11:00 –

The Board of Stevens County Commissioners met in a regular session except for Commissioner Tron Stegman. County Attorney Paul Kitzke, and County Clerk Amy Jo Tharp were also present. Joe called the meeting to order. Shannon moved to approve minutes from the last meeting. Joe seconded. Motion carried. Shannon 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	\$	70,505.40
Judicial District	\$	244.95
Road & Bridge	\$	72,163.52
Airport	\$	2,748.52
Co Building	\$	1,386.00
911 Wireless	\$	-
Noxious Weed	\$	7,628.34
EMS	\$	7,257.20
Fire	\$	2,872.07
Community Health	\$	13,495.46
Insurance Damages	\$	1,770.00
Comm Hlth Grants	\$	330.98
Equip Fund	\$	23,000.00
Sheriff	\$	41,153.27
TOTAL:	\$	244,555.71

Rodney Kelling was in attendance and told the commissioners the LEPC meeting was held last week and after the meeting he met with AES and another solar company. The solar companies discussed the timeline and security for solar projects. They expressed their desire to help the fire department with donations. Rodney told the solar companies he is working on getting SCBAs for the fire department and they said they would like to donate some funds to help. Rodney also stated the solar

companies will be bringing in around 250 to 300 contract workers and hiring local people to get the solar fields installed.

Amy said the Hugoton City Clerk, Carrie Baeza, called and informed her of the new Kansas State Statutes regarding fireworks. Amy told the commissioners the state is now allowing firework distributors to be open year-round and is allowing the cities and counties to make their own ordinance or resolution regarding the sale of fireworks by distributors. Amy also said Hugoton is allowing fireworks to be discharged on the 5th until midnight, but unclear if it is just for this year, until further notice. Rodney said he did not have an issue with fireworks but would like to see the county require a permit to discharge fireworks for special events. He said the permit should be signed by the emergency management director, sheriff and possibly the county inspector. Paul suggested seeking guidance from other counties as far as the State's new statute and placing a hold on the discharge of fireworks if there is a burn ban. Paul also said those who are vendors and not distributors can only sell fireworks from June 20th through July 7th. The commissioners tabled making any decisions until they find out what the City of Hugoton is doing.

Cammie Heaton came in and informed the commissioners the WIC grants will be reduced starting this year by approximately \$13,500.00. She said there will be cost cutting for WIC families and the WIC dietician, Susan Lukwago, will be coming to Stevens County less frequently to help cut costs as well. Cammie attended the LEPC meeting last week and said Jennifer Featherston asked her about the pharmacy administering vaccines. Cammie said she is not interested in the pharmacy doing vaccines as that is the main income for the health department. She relayed the pharmacy only gives shingles vaccines in a dry formula which requires the person to still go to the health department to get the vaccine mixed and put into shot form. Cammie also stated her concerns regarding this type of shingles vaccine coming from one location to another. The person receiving the vial from the pharmacy may not get it administered in time or keep the vaccine in unsuitable conditions which will make the vaccine unusable.

Cammie expressed her concern with her budget last year informing the commissioners she went over the budget due to the large number of RSV vaccines she had to purchase and has since expanded that line item in her budget to compensate for next year. Cammie has received the grant money from the Parsons Trust to purchase a new vaccine refrigerator and asked for their opinion on what to do with the broken vaccine freezer. The commissioners, Paul, and Cammie discussed the different ideas with the broken vaccine freezer, and it was decided to let Helmer Scientific dispose of the freezer. Cammie went over the current bill she received from Pryor Automatic Fire Sprinkler, Inc., and said the inspection showed the sprinkler system was out of compliance and will cost roughly \$1,969.00, the labor being the most expensive in the bill. Cammie also received bills from Pioneer Communications for warranties and updates to the health department's phone system which will be roughly \$1,500.00. Cammie stated she is not interested in updating the warranty. She informed the commissioners the health department is now getting their new server and has some grant funding for the server as well as using data processing funds and possibly some of the equipment funds to cover the cost of \$17,828.34.

Tony Martin said Stoppel Dirt is beginning their dirt moving work and most of the gas pipeline bridge has been completed and will be installed soon. The new employee at the road and bridge has received his CDL. Tony also informed the commissioners the property south of town has the concrete pad poured and there appears to be progress on the house.

Rex Evans came in and expressed his thanks to the commissioners for allowing him to finish out his coaching career as a golf instructor for the USD 210 school district. Rex said AK Roofing showed up to check the roof of the courthouse and sheriff's department and he is waiting on the report. The foundation assessment of the courthouse has been completed, and it showed the foundation has not been compromised by tree roots, but the cracks are caused by the courthouse settling. Rex is waiting for the complete report on the foundation findings so he can give a detailed report to the commissioners. Rex said he went to the health department and made repairs to the gazebo structure but noted the roof will eventually need repaired as well. The drain issue at the community health department has been remedied and the batteries for the fire alarm were replaced. Rex reported due to the current rains, he had come into the courthouse to check for leaks and noticed in the Memorial Hall hallway the water was minimal but also noticed some leaks on the third floor. Rex is working on getting the floors cleaned and is assessing what will work best before stripping and waxing the floors. He also mentioned he is working on toilet leaks in the main floor and Memorial Hall bathrooms. Discussion over Rex's salary due to coaching being over was tabled until Tron could be present.

Amy presented the commissioners with a KWORCC award the county received for taking first place for exceptional loss in 2023.

Amy asked the commissioners to review / approve the amended wording for a paragraph regarding comp time in the Personnel Rules and Regulations, stating it has been revised for better clarification. (highlighted):

E-13 (i) Comp Time. As previously decided, the commissioners have directed no comp time will be acquired for hourly employees without each department head authorizing said comp time. As a general rule, the County pays overtime and does not deal with comp time unless the department head wishes to do so at their discretion. If an occasional, unforeseen circumstance requires a department head to work outside normal business hours (e.g., weekend), or hours in excess of their minimum required number of weekly hours (if the department does not have set business hours), they may use those hours as comp time by taking off the same number of hours during another work week within one (1) month. This policy is not to be overused.

Joe made a motion to approve the revision on E-13 (i) in the Personnel Rules and Regulations. Shannon seconded, motion carried.

Amy said after the prior meeting she had questions about the airport and their grant processes. She stated she did not see anywhere in the insurance information that would indicate the board would not be covered by the county. The airport board is appointed by the county and since they work for the commissioners in an advisory capacity, this should protect them through the insurance plan for errors

and omissions. She has emailed the insurance company to get clarification and to find out if the airport board is covered or not. Amy also stated, if the county clerk takes over the grant drawdowns it would place the clerk in a position of handling other department's grants which she does not advise due to each department being responsible for their own funding.

Abatement Orders for 2025 taxes numbered 47 through 48 were reviewed and approved by commissioners and given to the County Treasurer; total valuation removed 5,892 with a relief assessment of \$9,634.67.

Attest: Amy Jo Tharp, County Clerk

Joe Thompson, Vice Chairman

COMMISSIONERS' PROCEEDINGS
BUDGET WORKSHOP
JULY 8, 2025

Agenda: 8:30 – Budget Workshop with Lewis, Hooper & Dick, LLC

The Board of Stevens County Commissioners met for the budget workshop with Theresa Dasenbrock, Lisa Axeman and Tiffany O'Rourke from Lewis Hooper and Dick, LLC. County Clerk Amy Jo Tharp was also present. Tron called the meeting to order.

Cammie Heaton, Pat Hall and Tony Martin were in attendance.

Lisa went over the landfill maintenance and stated it is at sixty percent (60%) capacity. Lisa then discussed the 2024 graph of receipts, comparison receipts, expenditures, comparison of expenditures, and comparison of receipts for the general fund. Next Lisa went over the audit report for review, stating the county ended with 18.4 million in total cash which includes 4.9 million in the general fund. The airport grants fund is in the negative and Amy said there should be some grant reimbursements coming in soon for the airport as she was communicating with Robert Davis from the airport board and Caleb Coltrane from Garver last week. Lisa stated there was one (1) budget violation with the community health department by spending over the budget. Cammie replied that she had come to a commissioner meeting to inform she will probably go over budget as she had to purchase vaccines toward the end of the year. Lisa said the commissioners should have amended the health department budget or approved paying for the vaccines out of another fund account.

Tiffany went over the budget letter stating the commissioners need to monitor the cash balance funds but understand the grant funds can be difficult to monitor as it is based on reimbursements. Tiffany stated the county department inventories are to be submitted annually to the county clerk and noticed some are not getting turned in. The inventory is due at the end of the year and needs to have items listed at \$500.00 or above. Any work done with the county that is \$100,000.00 or above needs to have a performance bond and it was stated the airport needs to follow the same procedures. A few departments in the general fund went over their budget, including solid waste, county attorney, county counselor, and county clerk (due to more than expected RNR fees). Tiffany also mentioned there are several airport projects that have no commissioner approval or signed contracts, and the commissioners are responsible for reviewing and approving all projects. Any department that has petty cash must keep a log of the cash. Any outstanding checks need to be cleared up, the motor vehicle fund needs to have dual authorization, any bill dated for the previous year needs to come out of that year's budget, department heads are responsible for staying within their budget authority, and all grants need to be monitored by the department in which the grant is for. Kansas statute 28-115a requires anything over \$50,000.00 in the register of deeds tech fund to be designated for specific equipment or technology services, or the commissioners may authorize a transfer of funds.

The wellness center is responsible for sales tax reporting on a timely basis as there were several reports submitted late which could result in fines and penalties for the county. Cash/check receipts

with supporting documentation must be submitted to the treasurer's office on a timely basis. Any discrepancies in the deposits with the treasurer's office need to be reported to and investigated by the commissioners as there were unreconcilable differences between the amounts remitted and the underlying supporting documentation. There were incorrect deposits and late deposits that could result in misappropriation of assets and other accounting issues. The wellness center must run as a receipt neutral department and according to reports the wellness center exceeded the receipts by \$44,180.00. Recommendation is to monitor the wellness center throughout the year to ensure they are operating receipt neutral as intended. Findings also revealed an instance where the purchasing policy was not adhered to.

All departments must follow the county purchasing policy in which anything over \$500.00 must be approved by the commissioners and anything over \$5,000.00 must be done through a bidding process.

Lisa went over the 2024 levy comparatives for the 2025 budget graphs and the ten (10) year comparisons including population, assessed tangible valuation, levy, mill levies in the cities, and total bonded indebtedness with surrounding counties.

Lisa said the estimated valuation reported by Amy for Stevens County is 129,112,943 which is an increase and puts the RNR at 62.495.

Seaboard Energy was discussed in the manner that if they are allowed to claim exemptions and it drops the value for the county by forty (40) mills, what that would impact. County Appraiser Angela Eichman was asked to come in. Angela said she has not received anything from Seaboard as she was told, such as maps and blueprints, so she can get a good idea of what their true value would be. Angela also stated Seaboard is waiting to see what happens with Conestoga on what the state is clarifying as personal property versus real property; this would give a better idea on how much the county value would drop. Angela said she will reach out to the Seaboard Energy attorney and see what they expect the value to be.

The auditors then went through each department's requested budget and explained they did an increase of three percent (3%) in wages and fifteen percent (15%) in employee benefits for insurance. The commissioners lowered some of the budgets but did discuss what would happen and how much would have to be lowered if the county's valuation were to drop down to 89 mills.

Cammie stated there is no more COVID funding, family planning was dropped by half (1/2) of the requested grant, and there is a thirty percent (30%) decrease for PHEP by the state, but the IEP and WIC grants are undetermined at this time.

The hospital budget was dropped from \$1,000,000.00 to \$900,000.00 with the hospital getting one (1) mill as allocated and the rest to Pioneer Manor. The library is held at 2.5 mills, and services for the elderly are held at 1.5 mills.

The commissioners asked the auditors what would happen if the county appropriated the funds as requested to county entities such as the hospital, museum, et cetera, and what would happen if

Seaboard Energy was granted their request. The auditors responded that the entities would be required to pay a partial amount of those funds back to the county.

Tony verified with the auditors that the new landfill pit vouchers are to be paid out of the landfill closure fund. Tony also discussed the fair funding and stated the fair will no longer have aid from the Parson's Trust.

Amy discussed with the commissioners and auditors when the appropriations are to be paid for each entity.

The auditors discussed the WKANDO fund stating there is \$7,062.00 in the fund and want to know if the commissioners would like to transfer that amount to another fund as it is no longer active. The commissioners agreed.

The auditors informed the commissioners they can possibly do transfers from the building fund to help with the issue of potential tax increases, but it can only be done once.

The auditors and commissioners decided the changes they have made to the budget requests at this time will be approved but want to let departments know those amounts could change at the budget hearing once Seaboard Energy's valuation is approved by the state.

The budget hearing for 2026 will be held on September 15th, 2025, at 8:30 AM.

Attest: Amy Jo Tharp, County Clerk

Tron Stegman, Chairman

COMMISSIONERS' PROCEEDINGS
JULY 14, 2025

Agenda: 8:30 – Bills
 8:45 – Cammie Heaton – Family Planning
 9:30 – Tony Martin – Public Works
 10:00 – County Business

The Board of Stevens County Commissioners met in a regular session. County Clerk Amy Jo Tharp was also present. Tron called the meeting to order. Shannon 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	\$	133,251.17
Judicial District	\$	1,963.96
Road & Bridge	\$	82,444.55
Airport	\$	16,365.11
Fair Fund	\$	37,000.00
911 Wireless	\$	2,300.00
Services for Elderly	\$	85,691.28
Noxious Weed	\$	4,511.09
Library	\$	73,077.75
EMS	\$	7,128.82
Fire	\$	12,475.03
Hospital	\$	450,000.00
Community Health	\$	15,181.35
Fire Bequest	\$	10,694.00
Comm Hlth Grants	\$	260.00
Library Emp Benefits	\$	33,095.00
Sheriff	\$	48,672.94
Landfill Closure	\$	209,931.98
Fire Equipment	\$	12,000.00
EMS Equipment	\$	12,000.00
Non-Specific Equipment	\$	196,119.02
Reg of Deeds Tech Fund	\$	4,483.00
Employees P/R Misc.	\$	250.00
TOTAL:	\$	1,448,896.05

Shannon talked about the National Flood Insurance Plan (NFIP) stating he spoke with the representative about it and as far as he can tell, the county would just have to approve signing up for it and it does not cost. This will allow insurance to have flood coverage in certain areas of Stevens County. Discussion was tabled for later during this meeting.

Rodney Kelling and Rex Evans were in attendance.

Rodney asked the commissioners if they had any objections or ideas for EMS if Rodney chose to go with four (4) full-time employees and have a few volunteers to stand by as needed or possibly two (2) to three (3) part-time employees. Rodney said Morton, Grant and Haskell County has full-time employees and he will contact them to see how they have structured using full-time employees for EMT's. The commissioners want to see what Rodney finds out and see what can be done.

Cammie Heaton came in and mentioned the grant she was awarded for Family Planning is less than she anticipated at \$3,444.00 and does not feel the amount would be enough to get something going. The commissioners agreed. Cammie stated she will decline the offer and reapply for 2026 to see if there would be more funds. There is also some water in the ceiling in one of the exam rooms and Rex had come in and cleaned the trap but there is still water coming in somewhere. Rex said he will have Trane look at it and see what is happening.

Rodney informed the commissioners the firework committee for Moscow was told to get their items out of the Moscow Fire/EMT building as the county is not responsible for those items. Rodney also told the firework committee the county is not responsible for lighting the fireworks for the city display but will be able to have a truck on standby.

Rex mentioned the memorial sign out on the courthouse lawn has been partially re-sealed and he will continue to work on it. Rex discussed cleaning the memorial and said he would like to purchase a pressure sprayer, as well as having a professional cleaning the memorial so Rex can see how and what chemicals are needed. The commissioners stated if the cost to clean the memorial is under \$500.00 then to have it professionally done. Rex has contacted Aqua Shield Roofing a few times and has not received a response back. There is still a leak on the third (3rd) floor of the courthouse. The commissioners suggested Rex reach out to other roofers/contractors and get more information. There are still some leaks at the wellness center in which the commissioners agreed to get Paul involved in that situation. Tony asked Rex if he would go over and check the roof at the road and bridge department as there are still some leaks as well. Rex has been going over to the community health department and weed spraying the sidewalks and driveway. Rex asked the commissioners if they had time to look at his salary. The commissioners tabled the salary discussion for later in the meeting.

Tony Martin stated to the commissioners that the road and bridge department was going to try to chip/seal last week but there were issues with the oil distributor and hopes they can begin soon. Tony is hoping to have twelve (12) miles done. Joe asked if Tony is thinking about retirement and Tony said he is planning for the middle of 2026. The commissioners asked Tony how much of the leased land Jimmy Kraisinger will not be able to use and Tony guessed around twenty-five (25) acres.

Discussion over the NFIP concluded with having Paul look it over and get his opinion.

Amy asked if the commissioners wanted to leave the wellness center revenue neutral or base off of the budget. The commissioners agreed to keep it revenue neutral and see how this year goes.

Rex came back in and Tron made a motion to go into a fifteen (15) minute executive session over non-elected personnel member about wages, with Rex and Amy in attendance. Shannon seconded. Executive session began at 11:10 AM and dismissed at 11:20 AM. The commissioners agreed to give Rex a wage increase to \$25.00 per hour.

Attest: Amy Jo Tharp, County Clerk

Tron Stegman, Chairman

COMMISSIONERS' PROCEEDINGS
SPECIAL MEETING – NW COTTON GROWERS
JULY 22, 2025

Agenda: 8:30 – NW Cotton Growers update with County Appraiser, Angela Eichman

The Board of Stevens County Commissioners met for the special meeting with the County Appraiser, Angela Eichman to discuss the proceedings with North West Cotton Growers. County Clerk Amy Jo Tharp was also present. Tron called the meeting to order.

The commissioners asked Angela what her expectation is on the cost for appealing the NW Cotton Growers tax appeal. Angela stated she wouldn't spend more than \$20,000.00. There is a bill for the attorney the county hired at a cost of \$5,150.00 to date. Joe asked what the process is if an entity goes to the Board of Tax Appeals (BOTA) and the entity wants to appeal the BOTA's decision. Angela said it then goes to district court and if it is appealed it will be viewed by the Kansas Supreme Court. Angela said the NW Cotton Growers are appealing the timing, not the value. The commissioners asked Angela to come back in when the attorney fees hit \$15,000.00 to revisit the decision of appealing.

Joe made a motion to pay the \$5,150.00 attorney fee. Shannon seconded. Motion carried.

Attest: Amy Jo Tharp, County Clerk

Tron Stegman, Chairman

COMMISSIONERS' PROCEEDINGS
JULY 29, 2025

Agenda: 8:30 – Bills
 8:45 –
 9:30 – Tony Martin – Public Works
 10:00 – County Business

The Board of Stevens County Commissioners met in a regular session with commissioner Joe D. Thompson present via phone. County Attorney Paul Kitzke and County Clerk Amy Jo Tharp were also present. Tron called the meeting to order. Shannon moved to approve the previous commissioner minutes. Tron seconded. Motion carried. Shannon 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	\$	89,028.97
Judicial District	\$	444.73
Road & Bridge	\$	70,877.04
Airport	\$	13,355.71
911 Wireless	\$	120.66
Noxious Weed	\$	4,088.65
EMS	\$	9,101.48
Fire	\$	3,198.58
Hospital	\$	-
Community Health	\$	14,829.56
Sheriff	\$	41,905.06
Landfill Closure	\$	343,360.76
Employees P/R Misc.	\$	-
TOTAL:	\$	590,311.20

Amy asked about medical bills for inmates and how to determine if they are the responsibility of the county or city. Paul said if it is a felony the county is responsible. If the city takes someone to jail and that inmate needs medical attention and it is a misdemeanor or non-felony the city will be responsible if the charges are in the city court. Paul also stated the jail has the following regulations. If an agency takes someone to jail, and the jail staff deems the person to be inebriated or other possible medical issues, the inmate will need to have a medical check before being incarcerated. If a clinic or hospital bill is incurred from the medical checkup then the county is responsible.

Amy presented the commissioners with a contract for the airport's apron and taxi lane rehabilitation in the amount of \$263,280.00 to be signed and approved. Shannon made a motion to approve the contract for the apron and taxi lane rehabilitation at the airport. Tron seconded. Motion carried.

Amy had the commissioners sign the National Flood Insurance Plan (NFIP) and will start the process to get Stevens County accepted.

Rodney Kelling was in attendance and presented the commissioners with Resolution 25-08 adopting the Kansas Homeland Security Region C Hazard Mitigation Plan.

Shannon made a motion to approve ***Resolution 25-08 Adopting the Kansas Homeland Security Region C Hazard Mitigation Plan.*** Tron seconded. Motion carried.

Rodney told the commissioners for ambulance transfers he can utilize nurses from the hospital to be in the back with the patient if he needs to, as well as just having someone CPR Certified to drive the ambulance. These changes could help when there is a transfer that needs to be done and an EMT is not available to do the transfer. Joe asked Rodney if it will affect private EMS transportation. Rodney said he will check into it. Currently there is Critical Care out of Ulysses and Eagle Med in Liberal that do private transfers.

After discussion of county property for lease, commissioners determined that even if property cannot currently be used, it will still need to go up for public bid instead of just extending the term of the contract.

Paul asked the commissioners if they wanted to discuss possibly seeing if the cotton gin wanted to settle the dispute; however, it will mean less tax and the county cannot raise taxes on it more than five percent (5%) in two (2) years. Joe said he is interested in finding out more about a possible settlement. Shannon and Tron would like more information as well.

Thea Schnittker and Rex Evans were in attendance.

Tony Martin was present and stated a citizen called noxious weed and asked if noxious weed would spray county leased land for weeds. Tony said the individual can purchase the chemical but would be responsible for spraying the weeds themselves. Tony relayed that the county will not spray property as it is the lessee's responsibility. Tony said the landfill is approximately two-thirds (2/3) complete and has paid approximately \$600,000.00 so far. The chip/seal has been put on hold as KDOT is working on repairing a road that crosses where the county wants to chip/seal. Road and Bridge will be patching areas as they wait to chip/seal. There was a complaint by a citizen that there was a bunch of grass cuttings on the black top at the crossing of Road 12 and Road M which could be proven hazardous for motorists. The sheriff department went out and swept the intersection to eliminate any road hazards.

Thea gave the commissioners an update on the memorial stating the county foundation has granted \$900.00 towards the memorial repairs and additional names to be added. The company hired to add names to the memorial will be able to work on it in about two (2) to three (3) weeks. Thea said since the county is now responsible for the memorial, any names added will have to go by the county rules. The register of deeds scanner (which scans the large books and volumes) has gone down and estimated costs for a new one range between \$6,200.00 to \$6,400.00 as it is a specialty scanner.

Tron made a motion to bypass the bid process and allow register of deeds to use their tech fund to purchase a new scanner as it is a specialty item. Shannon seconded. Motion carried.

Rex came in and told the commissioners D.V. Douglas Roofing out of Garden City came down to do an inspection of the courthouse roof. The roofing company showed areas where the seals around vents and seams were cracked sufficiently and made a few repairs to help stop the issue while they were inspecting. The roofing company also showed areas on the roof where rain is getting in and causing leaks when wind blows. Rex also mentioned he contacted Sparkle Cleaning Services out of Liberal to see what it would cost to come twice a week to clean the courthouse. The estimated cost for cleaning is \$680.00 per week. The commissioners recommended finding someone local and getting quotes. Amy said there are some current employees who clean other county buildings, and she will contact them to see if any of them are interested.

Attest: Amy Jo Tharp, County Clerk

Tron Stegman, Chairman

COMMISSIONERS' PROCEEDINGS
JULY 29, 2025

Agenda: 8:30 – Bills
 8:45 –
 9:30 – Tony Martin – Public Works
 10:00 – County Business

The Board of Stevens County Commissioners met in a regular session with commissioner Joe D. Thompson present via phone. County Attorney Paul Kitzke and County Clerk Amy Jo Tharp were also present. Tron called the meeting to order. Shannon moved to approve the previous commissioner minutes. Tron seconded. Motion carried. Shannon 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	\$	89,028.97
Judicial District	\$	444.73
Road & Bridge	\$	70,877.04
Airport	\$	13,355.71
911 Wireless	\$	120.66
Noxious Weed	\$	4,088.65
EMS	\$	9,101.48
Fire	\$	3,198.58
Hospital	\$	-
Community Health	\$	14,829.56
Sheriff	\$	41,905.06
Landfill Closure	\$	343,360.76
Employees P/R Misc.	\$	-
TOTAL:	\$	590,311.20

Amy asked about medical bills for inmates and how to determine if they are the responsibility of the county or city. Paul said if it is a felony the county is responsible. If the city takes someone to jail and that inmate needs medical attention and it is a misdemeanor or non-felony the city will be responsible if the charges are in the city court. Paul also stated the jail has the following regulations. If an agency takes someone to jail, and the jail staff deems the person to be inebriated or other possible medical issues, the inmate will need to have a medical check before being incarcerated. If a clinic or hospital bill is incurred from the medical checkup then the county is responsible.

Amy presented the commissioners with a contract for the airport's apron and taxi lane rehabilitation in the amount of \$263,280.00 to be signed and approved. Shannon made a motion to approve the contract for the apron and taxi lane rehabilitation at the airport. Tron seconded. Motion carried.

Amy had the commissioners sign the National Flood Insurance Plan (NFIP) and will start the process to get Stevens County accepted.

Rodney Kelling was in attendance and presented the commissioners with Resolution 25-08 adopting the Kansas Homeland Security Region C Hazard Mitigation Plan.

Shannon made a motion to approve ***Resolution 25-08 Adopting the Kansas Homeland Security Region C Hazard Mitigation Plan.*** Tron seconded. Motion carried.

Rodney told the commissioners for ambulance transfers he can utilize nurses from the hospital to be in the back with the patient if he needs to, as well as just having someone CPR Certified to drive the ambulance. These changes could help when there is a transfer that needs to be done and an EMT is not available to do the transfer. Joe asked Rodney if it will affect private EMS transportation. Rodney said he will check into it. Currently there is Critical Care out of Ulysses and Eagle Med in Liberal that do private transfers.

After discussion of county property for lease, commissioners determined that even if property cannot currently be used, it will still need to go up for public bid instead of just extending the term of the contract.

Paul asked the commissioners if they wanted to discuss possibly seeing if the cotton gin wanted to settle the dispute; however, it will mean less tax and the county cannot raise taxes on it more than five percent (5%) in two (2) years. Joe said he is interested in finding out more about a possible settlement. Shannon and Tron would like more information as well.

Thea Schnittker and Rex Evans were in attendance.

Tony Martin was present and stated a citizen called noxious weed and asked if noxious weed would spray county leased land for weeds. Tony said the individual can purchase the chemical but would be responsible for spraying the weeds themselves. Tony relayed that the county will not spray property as it is the lessee's responsibility. Tony said the landfill is approximately two-thirds (2/3) complete and has paid approximately \$600,000.00 so far. The chip/seal has been put on hold as KDOT is working on repairing a road that crosses where the county wants to chip/seal. Road and Bridge will be patching areas as they wait to chip/seal. There was a complaint by a citizen that there was a bunch of grass cuttings on the black top at the crossing of Road 12 and Road M which could be proven hazardous for motorists. The sheriff department went out and swept the intersection to eliminate any road hazards.

Thea gave the commissioners an update on the memorial stating the county foundation has granted \$900.00 towards the memorial repairs and additional names to be added. The company hired to add names to the memorial will be able to work on it in about two (2) to three (3) weeks. Thea said since the county is now responsible for the memorial, any names added will have to go by the county rules. The register of deeds scanner (which scans the large books and volumes) has gone down and estimated costs for a new one range between \$6,200.00 to \$6,400.00 as it is a specialty scanner.

Tron made a motion to bypass the bid process and allow register of deeds to use their tech fund to purchase a new scanner as it is a specialty item. Shannon seconded. Motion carried.

Rex came in and told the commissioners D.V. Douglas Roofing out of Garden City came down to do an inspection of the courthouse roof. The roofing company showed areas where the seals around vents and seams were cracked sufficiently and made a few repairs to help stop the issue while they were inspecting. The roofing company also showed areas on the roof where rain is getting in and causing leaks when wind blows. Rex also mentioned he contacted Sparkle Cleaning Services out of Liberal to see what it would cost to come twice a week to clean the courthouse. The estimated cost for cleaning is \$680.00 per week. The commissioners recommended finding someone local and getting quotes. Amy said there are some current employees who clean other county buildings, and she will contact them to see if any of them are interested.

Attest: Amy Jo Tharp, County Clerk

Tron Stegman, Chairman

COMMISSIONERS' PROCEEDINGS
AUGUST 11, 2025

Agenda: 8:30 – Bills
 8:45 – Lynne Fink – Drainage issues
 9:00 –
 9:15 –
 9:30 – Tony Martin – Public Works
 10:00 –
 10:30 –
 11:00 –

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

General	\$	67,899.97
Judicial District	\$	3,694.80
Road & Bridge	\$	61,761.33
Airport	\$	2,332.94
Co Building	\$	279.90
911 Wireless	\$	-
Noxious Weed	\$	6,081.25
EMS	\$	10,211.29
Fire	\$	2,474.50
Community Health	\$	20,408.11
Special Law Enforcement	\$	1,714.00
Landfill Closure	\$	5,420.44
Reg of Deeds Tech	\$	6,395.00
Sheriff	\$	43,940.70
TOTAL:	\$	232,614.23

Amy told the commissioners there are more invoices they received which are not on the voucher list. One of those invoices is from Tate and Kitzke for special prosecution. Paul stated the invoice was for work on an appeal case and mentioned the state has a program which handles the appeals for counties. Paul said he did not consider signing up for the state plan as Stevens County rarely has appeals. If the county chooses to use the State for appeals, they need to sign up by January 1st of each year. The commissioners agreed with Paul.

Lynne Fink came in and discussed her concern about the major drain issues on her property in Moscow. She mentioned she spoke with Tony and a state highway representative but had not heard back from the state. Part of the culverts are State property, and she is asking the commissioners to be an advocate for her and other concerned residents. The commissioners said they will do what they can and hopefully resolve the issue.

Rodney Kelling stopped in and asked permission to purchase a subscription for a paging system that would alert the volunteer Fire and EMT's on their phone in a manner of text or call. Rodney mentioned the cost is \$1,600.00 per year but has a thirty (30) to sixty (60) day free trial. The commissioners told Rodney that if he has the funds in his budget he can move forward with the paging system.

Joe asked Paul if he had received anything regarding a possible settlement with the Northwest Cotton Growers (NWCG). Paul has not heard back from NWCG but will reach back out to them.

Rex Evans came in and reported after the recent rains he did not notice any issues in the courthouse with leaks or water coming in. Rex is still waiting for advice from D.V. Douglas on how the flat roof should be repaired. Rex has contacted Pat Hall about the toilet leaks in the courthouse, he has replaced filters, and the ice machine has been serviced. Rex is waiting for the materials he needs to strip and wax the floors in the courthouse.

Commissioners discussed making changes to the rates for Memorial Hall rentals.

Amy spoke with Gwen Rodriguez about a part-time custodial position at the courthouse and Gwen stated she was interested. The commissioners discussed the pay and decided \$15.00 per hour.

Amy passed out recent information she received for the NFIP (National Flood Insurance Plan) and told the commissioners the State is no longer handling this due to cuts, but FEMA is now the contact. The commissioners commented they will wait on doing anything to see if the State brings it back.

Amy presented start pay wages for county positions for the commissioners to look over and approve. The commissioners reviewed the start pay wages for the county and discussed implementing a sixty (60) day probationary period that would need to be met by new employees before merit raises are granted. Discussion was tabled until the next meeting.

KCAMP will be paying \$74,312.22 for the damage by high winds done to the transfer station at the landfill.

Tony Martin and Stacey Wood were next on the agenda. Tony, Amy, and Stacey discussed IT issues at the road and bridge department and the commissioners agreed to put road and bridge under Leading Edge IT with the rest of the county. Joe addressed the drainage issue that Lynne Fink discussed earlier. Tony will reach out to the state to see if he can get some answers about the culverts and drainage issues as well as cleaning out the culverts on the county road.

The commissioners told Tony they would like to discuss and have a possible replacement for Tony's position by the first of the year. Tony said he is still deciding his retirement date and will know something by February. Tony did state the county should probably find someone to take over planning and zoning instead of it being part of the public works department.

Joe had Jayme Rich on the phone and asked about the interest in the oil and gas depletion fund. Jayme informed the commissioners the interest goes into the general fund. Jayme also informed the commissioners that the county has CDs at Dream First Bank, Money Market, and Citizens State Bank. Joe asked Jayme to investigate long term CD's and see if that would be more beneficial.

Amy requested an executive session of non-elected personnel regarding job duties. Joe made a motion to go into executive session over non-elected personnel regarding job duties for ten (10) minutes. Shannon seconded. Executive session began at 10:46 AM and concluded at 10:56 AM. No action taken.

Attest: Amy Jo Tharp, County Clerk

Tron Stegman, Chairman

COMMISSIONERS' PROCEEDINGS
AUGUST 25, 2025

Agenda: 8:30 – Bills
 8:45 – Cammie Heaton
 9:00 –
 9:15 –
 9:30 – Tony Martin – Public Works
 10:00 – John Gerdes, atty- Fleeson, Gooing, Coulson & Kitch, LLC
 10:30 –
 11:00 –

The Board of Stevens County Commissioners met in a regular session. County Attorney Paul Kitzke, and County Clerk Amy Jo Tharp were also present. Tron called the meeting to order. Shannon moved to approve minutes from the last meeting. Joe seconded. Motion carried. Joe moved to approve the county vouchers. Shannon 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	\$	50,258.60
Judicial District	\$	1,396.89
Road & Bridge	\$	142,300.07
Airport	\$	20,839.67
Co Building	\$	2,117.04
911 Wireless	\$	117.05
Noxious Weed	\$	4,164.84
EMS	\$	5,978.52
Fire	\$	2,458.99
Community Health	\$	11,127.38
Alcohol Treatment Fund	\$	70.84
Landfill Closure	\$	214,708.33
Non specific Equip Fund	\$	38,703.35
Sheriff	\$	37,499.82
<u>TOTAL:</u>	<u>\$</u>	<u>531,741.39</u>

Amy informed the commissioners Cammie had reached out and will not be able to attend the meeting today.

Rodney was in attendance and told the commissioners Stryker Sales Corporation (Stryker) will be fixing a cot on one of the ambulances that is not working and doing their annual inspection at the same time. Rodney said he spoke with Morton County, and their 911 funding helps pay for the cell phone paging system. Their Sheriff, Fire and EMS departments all use the service and have access to the funds.

Joe had Angela Eichman on the phone and Tron asked about the Seaboard situation if she has heard anything from them yet. She said she still hasn't heard anything but will reach out to them again. Tron said he will try to make contact as well. Angela said the Seaboard insurance appraisal person is supposed to get information to her by October. She stated Conestoga is going to the Kansas Supreme Court, but it is three hundred to six hundred (300-600) days out before the court will review the issues. The commissioners asked Angela if she would be available by phone at 10:00 AM so she can be in on the conversation with John Gerde. Angela said she would be available.

Amy discussed the airport board minutes for June and August, stating the airport board had an individual spray for weeds, and the City of Hugoton delivered gravel to fill in low spots by the fuel farm. The AWOS system was struck by lightning and was getting repaired, which Robert Davis previously discussed with the commissioners. The airport had a security camera system installed as well. The airport board spoke with Shila and Pam about the GasCapades and the airport board agreed to help sponsor some things for the event. Jordan Air is currently in the process of selling their business and the new owner will be replacing the old T-Hangar south of the airport office.

Thea Schnittker was in attendance.

Tony informed the commissioners that a person had called in complaining about Road 3 south of town. Tony had Jeff check out the road and it was reported the road was in excellent condition and did not notice any issues. Tony said the landfill should be completed in about two to three (2-3) weeks. The chip and seal on the county road are almost completed and Morton and Staton County have called needing more asphalt. Tony asked if the county will have to bid out planting wheat on the old landfill area to keep the dirt from blowing as the State will not allow manure to cover the soft dirt. There will also need to be a fence around the new landfill and Tony suggested barbed wire if the State will allow it. Tony discussed the transfer station and it was decided to have the transfer station rebuilt as it could come into use in the future. The commissioners will have Rex get some quotes and put out bids for the repairs at the transfer station.

Tony said there is a concrete company looking to purchase property near Moscow which is currently zoned agriculture but will need to be zoned business if the commissioners approve.

Thea came in and informed the commissioners the register of deeds tech fund will be purchasing computers for the EMT trainer and another one for one of the ambulances.

John Gerdes, attorney with Fleeson, Gooing, Coulson & Kitch, LLC, was in the meeting via phone and Joe called Angela Eichman.

Joe made a motion to go into a fifteen (15) minute executive session over pending legal issues contemplating litigation with Angela Eichman, John Gerdes, and Amy Tharp in attendance. Shannon seconded. The executive session began at 10:02 AM and concluded at 10:17 AM. Shannon made a motion to allow John Gerdes to enter settlement negotiations with Northwest Cotton Growers. Joe seconded. Motion carried.

Thea appeared and requested approval to purchase a regular commercial vacuum for the courthouse. The commissioners approved the purchase of a vacuum with a cost of up to \$500.00.

Shannon asked if Amy was ready to present the salary and wage information, stating the county needs to be more structured. Amy handed the commissioners a copy of salary and wage information she had gathered from several other counties who are comparable to population showing the highest and lowest of what their employees make as well as what Stevens County employees currently make. The commissioners approved of the start pay and salary/wage caps that were presented, stating at this time they are not changing any pay for current employees and the longevity amounts will be up to the department heads.

Abatement Orders for tax year 2024 numbered 49 and 50 were reviewed and approved by commissioners and given to the County Treasurer; total valuation removed 4,928 with a relief assessment of \$804.86

Attest: Amy Jo Tharp, County Clerk

Tron Stegman, Chairman

COMMISSIONERS' PROCEEDINGS
SEPTEMBER 8, 2025

Agenda: 8:30 – Bills
 8:45 – Cammie Heaton
 9:00 –
 9:15 –
 9:30 – Tony Martin – Public Works

The Board of Stevens County Commissioners met in a regular session. County Attorney Paul Kitzke, and County Clerk Amy Jo Tharp were also present. Tron called the meeting to order. Shannon moved to approve minutes from the last meeting. Joe seconded. Motion carried. Joe moved to approve the county vouchers. Shannon 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	\$	73,197.77
Judicial District	\$	989.37
Road & Bridge	\$	156,025.59
Airport	\$	2,701.52
Co Building	\$	373.97
Noxious Weed	\$	5,417.55
EMS	\$	7,240.40
Fire	\$	2,681.43
Community Health	\$	14,098.70
Comm Health Grants	\$	52.00
Alcohol Treatment Fund	\$	1,434.38
Fire Equip	\$	1,895.00
EMS Equip	\$	3,790.00
Election Equip	\$	8,820.00
ROD Tech Fund	\$	2,481.92
Empl P/R Misc W/H	\$	400.00
Sheriff	\$	39,454.06
<u>TOTAL:</u>	\$	<u>321,053.66</u>

Cammie was first on the agenda and reported that the state has informed the health department the measles outbreak has diminished. The vaccine fridge the health department had ordered was delivered in July, but it was full of water due to flooding in the northwest part of the state. Cammie did not accept the fridge due to the issue and is waiting for the replacement. The noxious weed department sprayed behind the A/C unit at the health department but there needs to be flashing installed around the unit as per Trane. Cammie said she had spoken with Rex about it several months ago and it needs to be fixed before the colder weather gets here and rodents get into the system and chew up the wiring.

The health fair is being held on September 27th and the health department agreed to do flu shots on request, which will not be free. COVID vaccines cannot be ordered at this time due to costs and the unsurety of how much or if insurance companies will pay for the vaccine.

Shelby Martin came in and said she is applying for grants from the Western Kansas Community Foundation to update equipment. Shelby stated she would like it if county employee memberships could be paid either out of payroll or allowed to be paid at the wellness center. She also expressed her preference to discontinue having the set six (6) month membership periods for employees. She would like a list of employees to verify employment for the discount and if there are any updates to the employee list as well. Thea Schnittker was in attendance.

Joe made a motion to allow employees to pay the wellness center directly or out of payroll for memberships and allow employees to decide when they want to start and end their membership. Shannon seconded. Motion carried.

Rex said he has not found anyone willing to draw up a spec sheet for the transfer station, even with offers to pay for specs. The commissioners suggested contacting an architect to draw up a spec sheet. The Kansas Department of Labor conducted a safety audit and revealed some small issues the county needs to make repairs on. Rex has worked on some of the issues and notified department heads of issues pertaining to their buildings. Rex will have to reach out to an electrician to run some new wiring for outlets and other electrical needs to comply with the safety audit. The commissioners asked Rex to fix the flashing around the A/C unit at the health department, and he stated he would work on that tomorrow. It was agreed to allow the purchase of a small battery powered edger for ground maintenance.

Tony said the road and bridge department has finished their chip/seal. The new pit at the landfill should be completed soon. The conditional use permits AES signed are good for one (1) year which gives them until November 1, 2025, to begin working on the solar panel installation. Tony said he will work on getting the old fire truck in Moscow to the museum soon.

Tron said Project Hope informed him of issues with the building and repairs are needed. Joe contacted Andy Moser by phone and Andy told the commissioners he will discuss the repairs at the hospital board meeting this evening.

Abatement Orders for 2023 taxes numbered 119 and 2024 taxes numbered 51 were reviewed and approved by commissioners and given to the County Treasurer; total valuation removed 2,165 with a relief assessment of \$295.06.

Attest: Amy Jo Tharp, County Clerk

Tron Stegman, Chairman

COMMISSIONERS' PROCEEDINGS
SEPTEMBER 15, 2025

Agenda: 8:30 – RNR Hearing
8:45 – Budget Hearing

The Board of Stevens County Commissioners met in a special session for Revenue Neutral Rate and budget hearings. County Clerk Amy Jo Tharp was also present.

Pat Hall was in attendance.

Tron opened the Revenue Neutral Rate Hearing (RNR) at 8:45 AM. Tron asked if there were any public comments on the county RNR. Pat said he would like the government to make RNR understandable as it is too confusing. No other comments were made.

Tron Stegman, Shannon Crawford and Joe D. Thompson voted unanimously to exceed the Revenue Neutral Rate for Stevens County.

Joe made a motion to accept ***Resolution 25-09, Allowing Stevens County to Levy a Property Tax Rate Exceeding the Revenue Neutral Rate***. Shannon seconded. Motion carried.

Tron closed the Revenue Neutral Rate meeting at 8:55 AM.

Tron opened the Stevens County Budget Hearing for 2026 at 8:56 AM.

Amy called Tiffany O'Rourke with LHD (Lewis, Hooper & Dick, LLC) to ask how much the county has set back for contingency if needed. Tiffany said there is roughly two million dollars and currently the budget affects the mils.

Tron opened the floor for public comments. No comments were made.

Shannon made a motion to approve the Stevens County 2026 budget as published. Joe seconded. Motion carried.

Tron closed the budget hearing.

Attest: Amy Jo Tharp, County Clerk

Tron Stegman, Chairman

COMMISSIONERS' PROCEEDINGS
SEPTEMBER 22, 2025

Agenda: 8:30 – Bills
 8:45 –
 9:00 –
 9:15 –
 9:30 – Tony Martin – Public Works

The Board of Stevens County Commissioners met in a regular session. County Attorney Paul Kitzke, and County Clerk Amy Jo Tharp were also present. Tron called the meeting to order. Shannon moved to approve minutes from the last meeting. Joe seconded. Motion carried. Joe moved to approve the county vouchers. Shannon 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	\$	48,832.05
Judicial District	\$	1,624.79
Road & Bridge	\$	35,321.60
Airport	\$	2,228.46
Services for Elderly	\$	2,027.22
Noxious Weed	\$	4,217.71
EMS	\$	6,003.83
Fire	\$	2,017.46
Community Health	\$	32,990.52
Comm Health Grants	\$	-
911 Wireless	\$	117.15
Landfill Closure	\$	219,274.33
Non-Specific Equipment	\$	1,939.85
ROD Tech Fund	\$	2,778.35
Empl P/R Misc W/H	\$	-
Sheriff	\$	40,102.48
TOTAL:	\$	399,475.80

Amy discussed the county is just waiting for the City of Hugoton and USD210 to approve and sign the inter-local agreement for the neighborhood revitalization plan.

Amy asked the commissioners how she should respond to KCAMP/KWORCC about the museum property questions. She stated KCAMP is asking if the museum is its own entity and leases the county property or buildings or if the museum is county owned. Paul said the county can give the museum the property the county owns that the museum is using if it is over \$50,000.00. There are steps to give the property to the museum, the question is if the commissioners want to move forward. After further discussion and showing where the county appraised value is over \$50,000.00, the commissioners have decided to move forward and give the property to the museum.

Amy made a request stating no one in the clerk's office should be involved in the processing of enrollments or payments of the wellness center employee discounted memberships. It is in the best interest of everyone for it to be handled in only one department and payments be generated through only one location. Having payments processed solely and directly through the wellness center will avoid miscommunication and / or mishandling of the employee memberships that potentially occur when too many people are involved. This would also ensure the responsibility remains on the wellness center department head for the enrollments, employee payments and the figuring and paying of sales taxes on said memberships.

Commissioners moved to have employees pay their wellness membership directly to the wellness center as of November 2025 instead of having it as a payroll deduction.

Tony was present and told the commissioners the landfill pit has been completed, and the survey is done and is waiting on KDHE for final approval. The asphalt plant will be open next week to get some repairs done on the county roads.

Tony requested an executive session over non-elected personnel member for information with the county attorney present.

Joe made a motion to go into a fifteen (15) minute executive session for non-elected personnel information purposes. Shannon seconded. The executive session began at 9:19 AM and concluded at 9:34, no action taken.

Regular session resumed.

Joe made a motion to go into a fifteen (15) minute executive session for non-elected personnel information purposes. Shannon seconded. The executive session began at 9:35 AM and concluded at 9:50, no action taken.

Regular session resumed.

Added Orders were reviewed and approved by commissioners and given to the County Treasurer; for tax year 2023 number 120 total valuation added 4,931 and tax assessed \$623.38; for tax year 2024 number 52, total valuation added 5,148 and tax assessed \$700.81

Attest: Amy Jo Tharp, County Clerk

Tron Stegman, Chairman

COMMISSIONERS' PROCEEDINGS
OCTOBER 14, 2025

Agenda: 8:30 – Bills
 8:45 – Jennifer Featherston - Hospital
 9:00 – Cammie Heaton
 9:15 –
 9:30 – Tony Martin – Public Works

The Board of Stevens County Commissioners met in a regular session. County Attorney Paul Kitzke, and County Clerk Amy Jo Tharp were also present. Tron called the meeting to order. Shannon moved to approve minutes from the last meeting. Joe seconded. Motion carried. Joe moved to approve the county vouchers. Shannon 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	\$	141,726.60
Judicial District	\$	1,831.10
Road & Bridge	\$	162,853.71
Airport	\$	8,757.07
County Building	\$	1,600.00
Noxious Weed	\$	12,715.79
EMS	\$	18,203.81
Fire	\$	13,148.97
Community Health	\$	29,587.78
Comm Health Grants	\$	224.00
911 Wireless	\$	117.15
Sheriff	\$	81,379.47
Library	\$	73,077.75
Landfill Closure	\$	3,046.25
ROD Tech Fund	\$	4,000.00
Empl P/R Misc W/H	\$	100.00
Co Clerk Tech Fund	\$	2,745.40
Non Specific Equipment	\$	5,354.12
TOTAL:	\$	560,468.97

Jennifer Featherston and Terry Mangles came in and requested permission to build an outbuilding or shed behind the Pioneer Manor for maintenance supplies. The commissioners agreed to allow an outbuilding for maintenance at the Pioneer Manor providing zoning with the county and city are in approval. Jennifer also asked if there is a used vehicle the hospital/Pioneer Manor could purchase for the maintenance staff to use. The commissioners suggest she speak with Sheriff Ted Heaton to see when he plans on trading a vehicle in. Shannon suggested other places which are selling vehicles

currently if one is needed immediately. Joe discussed the door on the building which Project Hope uses and stated any cost or repair to county buildings \$5,000.00 or over need to go through a county bidding process.

Shannon made a motion to bypass the bidding process for a new door at the Project Hope building, and the county will pay one third (1/3) of the total cost of \$6,800.00. Joe seconded, motion carried.

Jennifer stated there will be a town hall meeting on November 20th, to go over strategic planning for the hospital.

Rodney Kelling came in and explained to the commissioners that Pioneer Electric was doing some work in Moscow and electrical issues caused damage to the garage doors at the Moscow Fire Department. Pioneer has agreed to pay for the repairs. Rodney would like to purchase some receiver extenders for the doors as well.

Cammie Heaton was present and told the commissioners there will be no funding until the government reopens, which will impact WIC. The health fair was very successful for the health department and many flu vaccines were given. Cammie said El-Kan covered the Moscow area for flu vaccines.

Rex Evans came in and informed the commissioners there had been no water in the memorial hall walkway until recently and there is still a leak somewhere on the roof. Rex would like to revisit the issue in the spring to see what the commissioners want to do about the courthouse/memorial hall roof. Discussion about the transfer station at the landfill concluded in receiving two (2) sealed bids; one for repair and the other for demolition. The sealed bids will be opened on October 27, 2025, at 9:15 AM in the commissioner meeting room. Rex also told the commissioners the safety audit by KDOL will be completed this week.

Tony Martin said he spoke with Josh Grubbs about a maintenance shed at the Pioneer Manor and it was agreed there were no planning/zoning issues with where the hospital wants to put one. Tony mentioned the bridge inspection by Kirkham Michael for Stevens County and said everything was adequate. The commissioners and Tony discussed wheat could be planted at the landfill to keep the dirt from blowing.

Ted Heaton, TJ Steers, and Cuyler Miller were in appearance. Ted discussed with the commissioners about an employee with health conditions which will cause the employee issues returning to work with their current job position and discussed trying to find a way to help the employee keep employment. Ted presented the commissioners with City of Hugoton Police Department salaries and requested a raise.

The commissioners discussed the disposal of the property to the Stevens County Natural Gas and Historical Museum located by the museum that the Stevens County Board of Commissioners own. The information for the disposal of county property will need to be published in the Hugoton Hermes for three (3) consecutive weeks.

Shannon made a motion to dispose of the property located at City of Hugoton, Block 82, lots 11, 12, 13, 14, and 15 to the Stevens County Gas and Historical Museum, LLC. The motion was put to a vote with a unanimous vote of three “aye”. Motion carried.

Tron Stegman	Yes
Joe Thompson	Yes
Shannon Crawford	Yes

The commissioners and Tony discussed Tony’s retirement date. The commissioners suggested finding a replacement for Tony by the first of the year. Tony suggested the commissioners find someone to do the planning and zoning and not have that part of the public works position.

Tony said Travertine has until December 9th, 2025, to begin construction or they will have to request an extension of permit by writing a letter to the governing board for approval.

Attest: Amy Jo Tharp, County Clerk

Tron Stegman, Chairman

COMMISSIONERS' PROCEEDINGS
OCTOBER 27, 2025

Agenda: 8:30 – Bills
 8:45 – Karen Vines w/ HUB
 9:00 – Rodney Kelling
 9:15 – Transfer Station Bids
 9:30 – Tony Martin – Public Works

The Board of Stevens County Commissioners met in a regular session. County Attorney Paul Kitzke, and County Clerk Amy Jo Tharp were also present. Tron called the meeting to order. Shannon moved to approve minutes from the last meeting. Joe seconded. Motion carried. Shannon 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	\$	60,936.12
Judicial District	\$	505.53
Road & Bridge	\$	71,928.00
Airport	\$	2,730.23
Airport Grants	\$	5,581.98
Noxious Weed	\$	4,192.75
EMS	\$	7,935.23
Fire	\$	2,652.52
Community Health	\$	10,887.52
Comm Health Grants	\$	-
911 Wireless	\$	-
Landfill Closure	\$	9,803.23
Non-Specific Equipment	\$	-
ROD Tech Fund	\$	-
Empl P/R Misc W/H	\$	-
Sheriff	\$	35,904.01
TOTAL:	\$	213,057.12

Karen Vines with HUB presented the commissioners with employee benefit information explaining Blue Cross and Blue Shield will have a fourteen percent (14%) increase in 2026. There will be no vision insurance increase. Karen described different plans under Blue Cross and Blue Shield and expressed United Healthcare is coming in higher. The commissioners tabled deciding on employee benefits until November 10th, 2025.

Page Bolin with AES, Nate Wolters with Wolters Construction, Rodney Kelling, Rex Evans and Tony Martin were present.

Nate Wolters presented sealed bids for the transfer station:

- | | |
|---|--------------|
| 1. Bid with insurance scope of work/repairs | \$142,068.14 |
| 2. Wolters scope of work/repairs different from insurance | \$114,491.70 |
| 3. Demolition of transfer station | \$89,000.00 |

Nate explained the largest cost is rental of a crane to do repairs or demolish. He stated the insurance scope did not include use of a crane or man-lift which is roughly \$500 per hour. The demolition cost is less because the crane would not be needed for an extended period. Joe said he would like a completion date and for the county to hold ten percent (10%) of the total cost until the job is completed and inspected. Nate asked for the county to mow around the building as the weeds are high, and the potential for a fire is great due to the cutting torches. Nate also asked if the county could provide some kind of water tank so in case there is a fire they have a way of extinguishing it quickly. Tron said he could try to find something. The commissioners and Nate also discussed a way of sealing off the area after the demolition is done to prevent the danger of people and vehicles having access to the drop-off at the transfer station.

Joe made a motion to accept the demolition of the transfer station bid by Wolters Construction in the amount of \$89,000.00, with a completion date of no later than March 1, 2026. Shannon seconded, motion carried.

Nate said he would like to reuse some of the material for a vehicle barrier for the area around the transfer station as there will be some pits needing filled in.

Page Bolin with AES brought in a request for a one (1) year extension on the conditional use permit as per zoning regulations. She stated the construction will begin early the second quarter of 2026 and expect to have everything completed by August 2028.

Shannon made a motion to extend the conditional use permit with AES Solar Construction for one (1) year. Joe seconded. Motion carried.

Rodney requested a ten (10) minute executive session over non-elected personnel wages. Shannon made a motion to go into executive session for ten (10) minutes over non-elected personnel wages beginning at 10:00 AM. Joe seconded. Executive session concluded at 10:07 AM. No action taken.

Rodney stated his planned retirement date is January of 2027. He informed the commissioners he would like to train his replacement for six (6) months prior to retiring. The commissioners suggest advertising for the position of Emergency Management Director which includes the job duties of Fire and EMS director. The commissioners have requested a copy of the job description for Rodney's position. Rodney also requested that the start pay for his position should be between \$62,000.00 to \$63,000.00 per year. Rodney asked the commissioners for a pay raise for Margaret Bell and himself. Rodney requested Margaret to receive \$800.00 per pay period and forego receiving payment for calls.

The commissioners approved to set the start pay for Emergency Management Director at \$62,000.00 and allow a pay raise for Margaret Bell of \$800.00 per pay period with no pay for calls. The decision on Rodney's request for a pay increase was tabled.

Rex stated he has purchased some green lights for the courthouse to commemorate Veterans Day. The company hired to update the Veterans monument has started work. Amy informed the commissioners the

county has received grants from the County Foundation Board and Pheasant Heaven totaling \$1,800.00 to help with the update of the memorial. However, Amy said there are three (3) additional names which will increase the cost. The garage doors at the Moscow fire station will be completed this week.

Tony asked the commissioners to approve and sign Resolution 25-10 Adopting the Waste Management Plan for 2026.

Shannon made a motion to accept ***Resolution 25-10 Adopting the Waste Management Plan for 2026***. Joe seconded, motion carried.

Tony informed the commissioners KDHE approved the completed landfill pit. Wheat has been planted on a little over twenty-five (25) acres around the landfill to help keep dirt from blowing. Tony has received two (2) different quotes for copiers, both under \$5,000.00, with one (1) being refurbished. The commissioners approved the purchase of a copy machine from Southern Office Supply for \$4,750.00. Tony informed the commissioners the asphalt plant is being shut down due to the weather.

The commissioners requested Tony revise the job description for public works supervisor with planning and zoning separate to be used for advertisement.

Amy told the commissioners the AWOS system at the airport has been having issues and after extensive investigations, Pioneer Communications stated it is outdated and has bad wiring. Pioneer has presented the airport with two (2) quotes for the repairs:

- | | |
|------------------------------------|-------------|
| 1. Replace copper | \$11,953.48 |
| 2. Replace copper and install duct | \$14,025.48 |

Joe made a motion to bypass the bid process and approve the quote from Pioneer Communications in the amount of \$14,025.48 for repairs to the AWOS system at the airport. Shannon seconded.

Attest: Amy Jo Tharp, County Clerk

Tron Stegman, Chairman

COMMISSIONERS' PROCEEDINGS
NOVEMBER 10, 2025

Agenda: 8:30 – CG2025 - Canvass
 8:45 – Canvass Continues
 9:00 –
 9:15 –
 9:30 – Tony Martin – Public Works

The Board of Stevens County Commissioners met in a regular session. County Attorney Paul Kitzke, and County Clerk Amy Jo Tharp were also present. Tron called the meeting to order. Joe moved to approve minutes from the last meeting. Shannon seconded. Motion carried. Shannon 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	\$	70,581.25
Judicial District	\$	3,818.83
Road & Bridge	\$	59,489.82
Airport	\$	4,887.51
Airport Grants	\$	-
Noxious Weed	\$	4,386.64
EMS	\$	6,620.89
Fire	\$	3,280.92
Community Health	\$	34,014.86
Comm Health Grants	\$	520.00
County Building Fund	\$	22,772.29
Landfill Closure	\$	2,612.75
Non-Specific Equipment	\$	-
ROD Tech Fund	\$	1,125.00
Empl P/R Misc W/H	\$	-
Sheriff	\$	39,492.46
TOTAL:	\$	253,603.22

Tron moved to begin the CG2025 election canvass beginning at 8:35 AM. Tony Martin and Rex Evans were in attendance. The county board of canvassers checked totals from the tabulator machines, reviewed all hand count ballots, reviewed write-in votes, and reviewed thirteen (13) provisionals. The provisionals presented were two (2) with clerical error, two (2) with name changes, four (4) moves within county prior to thirty (30) days before election, two (2) voters not registered prior to registration deadline, and three (3) expired photo identifications presented at the polls that Amy reported did not come in with unexpired ID by canvass. The county board of canvassers approved eight (8) of the provisionals due to name change, address change within county and clerical error. The remaining five (5) were rejected. Election canvass concluded at 9:15 AM.

Tron opened the meeting for a regular commissioner meeting at 9:15 AM.

Rex Evans informed the commissioners green lights have been installed around the outside memorial for Veterans Day. Rex suggested leaving two (2) of the green light bulbs and in December adding two (2) red bulbs for the holidays. Some roofing companies checked the courthouse roof due to issues discovered, such as the roof not sloping to the drains, and it was determined it will need to be re-graded. Any roof decision will be tabled until spring of 2026. Two of the doors at the Moscow Fire Department have been replaced and door openers are being programmed.

Tony Martin stated the transfer station has been cleaned out and requested permission for the demolition crew to leave the pipe railing on the outside and the red iron and other materials attached to the concrete on the inside. Hancock Electric will be running electricity from a different pole to the office and scales which will help cut the cost of power at the landfill by not having it run through the transfer station. Shannon told Tony he has received a complaint that the strobe lights on the tower at the landfill are too bright. Tony said he believes it is AT&T's tower and will contact them. Tony told the commissioners the new landfill pit was opened last Thursday. The track loader at the landfill had some mechanical issues and is at Foley Equipment for repairs.

Tony handed the commissioners his job description and stated it includes planning and zoning. Discussion over Tony's retirement concluded with having an advertisement posted in the newspaper for the first part of December with all applications due by December 31, 2025. The commissioners will conduct interviews and hope to have someone to replace Tony within the first two (2) weeks of February.

Tony said the owners of the residences located southwest of Hugoton would like more entrances, but the county had made a rule of not allowing more entrances. Discussion regarding hauling gravel for those homes determined the owners are responsible and expected to care for that road as per prior agreement.

Joe inquired about the NRP and discussed possibly having it ready by January 1, 2026.

Paul informed the commissioners there has been no new updates on the cotton gin.

Shannon made a motion to keep the current Blue Cross Blue Shield plan for the year 2026 for eligible Stevens County employees. Joe seconded. Motion carried.

Amy presented Jo Lynn Harrison's resignation letter from the foundation board as of November 12, 2025.

Amy reported that she turned in the Stevens County voting delegates for KCAMP as Joe Thompson and Tron Stegman.

The commissioners approved the purchase of hams for county employees at Christmas.

Attest: Amy Jo Tharp, County Clerk

Tron Stegman, Chairman

COMMISSIONERS' PROCEEDINGS
NOVEMBER 24, 2025

Agenda: 8:30 – Bills
 8:45 – Cammie Heaton – Community Health Updates
 9:00 –
 9:15 –
 9:30 – Tony Martin – Public Works Updates

The Board of Stevens County Commissioners met in a regular session with the exception of Joe Thompson. County Attorney Paul Kitzke, and County Clerk Amy Jo Tharp were also present. Tron called the meeting to order. Shannon moved to approve minutes from the last meeting. Tron seconded. Motion carried. Shannon 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	\$	58,072.50
Judicial District	\$	4,589.74
Road & Bridge	\$	62,820.87
Airport	\$	15,142.55
Airport Grants	\$	103,975.15
Noxious Weed	\$	4,240.39
EMS	\$	8,996.89
Fire	\$	2,029.31
Community Health	\$	25,118.12
Comm Health Grants	\$	-
County Building Fund	\$	-
Landfill Closure	\$	7,287.50
Non-Specific Equipment	\$	-
ROD Tech Fund	\$	-
911 Wireless	\$	117.15
Sheriff	\$	40,933.43
TOTAL:	\$	333,323.60

Shannon inquired about a county employee Christmas party and discussion ensued. Tron had negative comments about the Christmas party, but it was decided to have one for 2025 for all full and part time employees. Each employee may bring one (1) guest.

Amy presented the commissioners with the proposed 2026 holiday closings for the county, and the commissioners approved of the following days:

Thursday, January 1 st	Monday, January 19 th
Monday, February 16 th	Friday, April 3 rd
Monday, May 25 th	Friday, July 3 rd
Monday, September 7 th	Monday, October 12 th
Wednesday November 11 th	Thursday and Friday, November 26 th - 27 th
Thursday and Friday, December 24 th - 25 th	

Shannon made a motion to approve the 2026 holiday closure days as listed, Tron seconded. Motion carried.

Cammie was next on the agenda and told the commissioners the health department had been busy with vaccinations the school was requiring. Cammie commented she is not in favor of the amounts on the pay scale which was presented to department heads and feels she should receive a COLA, if 2026 COLAs are approved, whether or not a salary cap has been met. The commissioners said they planned to have further discussions before 2026 on COLAs and the pay scale.

A citizen had reached out to a commissioner and asked if they could shoot off fireworks at the racetrack on New Years Eve. The commissioners decided it would be up to Rodney, but they have no issues with it.

Tony reported that an employee with road and bridge was injured and off work until December 1. The track loader at the landfill is still in for repairs and the expected cost is around \$30,000.00. All the county bridge inspections have been completed.

Tony handed the commissioners an updated job description along with the advertisement for Public Works Supervisor. The commissioners agreed to have Tony post it in the paper as soon as possible, and a full job description and application will be available in the county clerk's office.

Rex popped in and informed the commissioners the garage door openers at the Moscow Fire/EMS station have been installed and tested. Rex also stated Rodney is needing new keypad door locks for his buildings as some are not working and would like a door or locksmith company to come and install them. Rex said he can check in town and see if there are any that would be worth purchasing to replace the old ones. The commissioners agreed with Rex and stated if Rodney had other ideas, they would like him to be present to give his suggestions.

Attest: Amy Jo Tharp, County Clerk

Tron Stegman, Chairman

COMMISSIONERS' PROCEEDINGS
DECEMBER 8, 2025

Agenda: 8:30 – Bills
 8:45 –
 9:00 –
 9:15 –
 9:30 – Tony Martin – Public Works Updates

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

General	\$	110,138.61
Judicial District	\$	2,002.64
Road & Bridge	\$	121,321.64
Airport	\$	43,026.34
Airport Grants	\$	352,006.15
Noxious Weed	\$	9,195.77
EMS	\$	5,485.07
Fire	\$	2,366.72
Community Health	\$	14,101.90
Comm Health Grants	\$	-
Landfill Closure	\$	1,479.00
Sheriff	\$	49,314.80
<u>TOTAL:</u>	<u>\$</u>	<u>710,438.64</u>

Rodney came in and stated he is not responsible for the tables and chairs stored at the Moscow fire and EMS building. Rodney said he would like the tables and chairs to be stored elsewhere. Tron asked Rodney if he had a problem with the fireworks display occurring on New Years Eve at Dirtona Raceway and Rodney said he did not see any problem with it.

Amy said Jonathan Percy and Doug Martin's terms are up for Eco Devo board. The Eco Devo board has expressed they would like to be reappointed.

Joe made a motion to re-appoint Jonathan Percy and Doug Martin for the Eco Devo Board. Shannon seconded. Motion carried.

Amy told the commissioners there is another grant opportunity for election security through the state and she intends to write for that grant to help further secure the election equipment.

Amy told the commissioners the airport board or representative needs to start signing off on invoices for work completed. She stated her office cannot determine what work has or has not been completed at other departments.

Tony informed the commissioners he contacted the company who owns the tower at the landfill and the light has been changed so it is not so bright. Tony asked the commissioners for permission to close the landfill from noon until 1:00 PM beginning January 2026. He stated it will allow employees to be available at all times when people come in to dump so they can be navigated to the new pit.

Added and Abated Orders were reviewed and approved by commissioners and given to the County Treasurer; for tax year 2025 order number 1 total valuation added 85 and tax assessed \$11.53; for numbers 2-7, total valuation removed 8,730 and tax assessed -\$1,091.80. Total valuation of -8,645 and total tax assessed -\$1,080.27.

Attest: Amy Jo Tharp, County Clerk

Tron Stegman, Chairman