

## Commissioner Meeting Minutes

**Date:** Monday, December 30<sup>th</sup>, 2024 at 8:30 a.m.

**Called to Order:** Chairman Kevin Stuber called the meeting to order at 8:30 a.m.

**Pledge of Allegiance:** The Pledge of Allegiance was recited.

**Present:** Kevin Stuber, Jerry Sedlacek, Kathi Vining, Bret Heim  
Justin Clark arrived at 8:32 a.m.

### Approval of Agenda

- Motion by Jerry Sedlacek to approve the agenda.
- Second by Kevin Stuber. Motion Passed.

### Approval of Minutes

- Motion by Kevin Stuber to approve the minutes from the previous meeting.
- Second by Jerry Sedlacek. Motion Passed.

### Executive Session: Personnel

- Motion by Jerry Sedlacek to go into an executive session to discuss personnel matters until 8:40 AM.
- Second by Kevin Stuber. Motion Passed.

### Department Reports:

#### Cari Cavender EMS Director – Presented weekly run logs.

- Requested an executive session to discuss personnel and employee performance with the county commissioners and counselor at 8:43 AM.
- Motion by Jerry Sedlacek to go into an executive session for personnel and employee performance until 8:55 a.m.
- Second by Kevin Stuber. Motion Passed.
- Cari requested approval to hire PRN paramedic Gary Enas.
- Motion by Justin Clark to approve the hire of Gary Enas as PRN paramedic.
- Second by Kevin Stuber. Motion Passed.
- Cari asked the counselor to review employee contracts.
  - Cari's contract was discussed. She stated it was similar to the previous year with a change in the chairperson (now Justin Clark).
  - Justin Clark asked if the payout for run and second out was the same as last year. Cari confirmed it was.
  - After reviewing last year's contract, Justin Clark inquired about the cost-of-living increase. Cari confirmed it was included.
  - Cari's contract ends on December 31, 2024.
  - Motion by Kevin Stuber to extend Cari's contract until the next meeting.
  - Second by Jerry Sedlacek. Motion Passed.
- Cari reported that they had received over 400 calls for the year.

#### Jacob Morrison – Sheriff's Office

- Jerry Sedlacek clarified that dispatch would be treated like other departments, with no major changes, except the burdens would fall on department heads.
- He stated the advisory committee would consist of multiple people instead of one individual. Jerry Sedlacek assured Jake this would reduce stress.
- Kevin Stuber mentioned a walkaround at the jail after the last meeting. The water department confirmed the water in the jail is as safe as the rest of the town.
- Jerrod stated that the copper water lines at the jail need to be replaced.
- Jerry Sedlacek said there was no reason to house inmates elsewhere, as the jail is safe to operate.

#### Kathi Vining – Deputy County Clerk

- Motion by Jerry Sedlacek to approve and have the chair sign the Cereal Malt Beverage certificates for Silverado's and Country Junction.
- Second by Kevin Stuber. Motion Passed.
- Kathi inquired which fund should cover the Wade H. Bowie II bill.
- Michelle suggested using the special liability fund.
- Motion by Jerry Sedlacek to pay the Wade H. Bowie II bill from the general fund, and if there are sufficient funds in the special liability fund, it will be transferred.
- Second by Kevin Stuber. Motion Passed.

#### Everbridge System

- Michelle explained that Everbridge is a messaging system for emergencies.
- Jerry Sedlacek mentioned that last year Jeff had refused to pay it from the sheriff's department fund. Jake clarified this system is through the state.
- Motion by Kevin Stuber to pay the Everbridge bill from the general fund with the intent to transfer it to emergency management in the future.
- Second by Jerry Sedlacek. Motion Passed.

#### Gary Ward – Road and Bridge Supervisor

- The Blue Ford pickup needs \$6,000 worth of repairs (timing chain and rear end).
- Kevin Stuber asked if the county shop could repair it. Gary confirmed that they could likely handle the rear end repair.
- Gary also purchased a Distance Measuring Instrument (DMI) for \$618. It is used to measure feet and inches.

**Michelle – Presented the following:**

- Year-End Fund Transfers
  - Motion by Justin Clark to transfer funds for year-end adjustments across various departments (Emergency Management, Clerk-Election, General Courthouse, Sheriff Office, Rural Fire, Ambulance, Appraiser).
  - Second by Kevin Stuber. Motion Passed.
- Michelle also reported on the need to transfer interest from the general fund.
  - Motion by Kevin Stuber to transfer interest from the general fund.
  - Second by Jerry Sedlacek. Motion Passed.
- Resolution 24-19 for road and bridge year-end fund transfers.
  - Motion by Justin Clark to accept the resolution for road and bridge fund transfers.
  - Second by Kevin Stuber. Motion Passed.
- Noxious Weed Account
  - Michelle reported an \$8,800 deposit into the noxious weed account, but additional wages need to be paid out of the general fund due to insufficient funds in the Noxious Weed account.
  - Kevin Stuber mentioned the estimates were too high and advised not to repeat this in the future.
  - They discussed adjusting the preliminary budget accordingly.
  - Michelle recommended contacting the auditor for further guidance.
- Server Storage Issue
  - Michelle reported that the new server is running out of space. She is currently using flash drives but will need additional storage to complete year-end tasks.
  - Kevin Stuber suggested contacting Advantage to resolve the issue immediately as it could affect the ability to open the courthouse by Thursday.
  - Michelle confirmed that CIC's growth is contributing to the storage issue.

**James Kuron – Solid Waste Supervisor**

- The trash truck is down again with a repair quote of \$1,234.23.
- The old trash truck is no longer idling.
- James recommended replacing both trucks, as the 2019 truck with 80,000 miles has been unreliable.
- Kevin Stuber asked about the possibility of not having a backup truck. Jimmy confirmed the old one cannot high idle.
- Jimmy also requested to hire another person.
  - Michelle will look into the funds available for the hire, but it may need to be done next year.
- Kevin Stuber suggested that a new truck purchase could eliminate the need for a CDL, as air brakes would no longer be required.
- Jerry Sedlacek does not want to purchase a new truck until funds are available.

**Executive Session: Personnel**

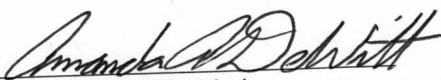
- Motion by Jerry Sedlacek to go into an executive session to discuss personnel from 10:12 AM to 10:20 AM with commissioners only.
- Second by Kevin Stuber. Motion Passed.

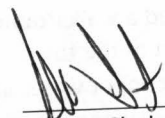
**Approval of Vouchers**

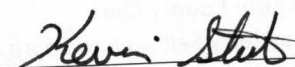
- Motion by Justin Clark to approve vouchers in the amount of \$145,093.27.
- Second by Kevin Stuber. Motion Passed.

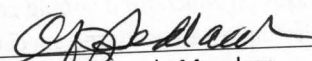
**Adjournment**

- Motion by Kevin Stuber to adjourn the meeting at 10:38 AM.
- Second by Justin Clark. Motion Passed.

Attest:   
Amanda DeWitt, County Clerk

  
Justin Clark, Chairman

  
Kevin Stuber, Vice-Chairman

  
Jerry Sedlacek, Member