

Regular Session

July 30th, 2024 at 8:30 A.M.

Minutes

The Board of Woodson County Commissioners convened for its regular session on July 31st, 2024 with Vice-Chairman Kevin Stuber, Member Jerry Sedlacek, County Counselor Bret Heim, and County Clerk Amanda DeWitt. Chairman Justin Clark was absent.

Jerry Sedlacek moved to approve the agenda, Kevin Stuber 2nd, motion passed.

Jerry Sedlacek moved to approve the minutes, Kevin Stuber 2nd, motion passed.

Kevin Stuber moved to approve Resolution 24-11 appointing John Atkin IV as the Woodson County representative of the Southeast Kansas Regional Homeland Security Council, Jerry Sedlacek 2nd, motion passed.

Kevin Stuber moved to approve Resolution 24-12 delivered by Bret Heim for the implementation of modifications of signage on certain portions of Woodson County Roads to remove the east bound stop sign on 110th Rd at the intersection with Jay Road and a stop shall be placed on the north side of the intersection of 110th Rd and Jay Rd so that south bound traffic on Jay Rd shall be required to stop. Jerry Sedlacek 2nd, motion passed.

Bret Heim, county counselor will speak with the department heads regarding the unemployment appeal.

Undersheriff Jared Helkenberg had nothing new to report but let everyone know Sheriff Jeff McCullough made it through surgery and has been asked to rest by his doctors.

Road and bridge supervisor Gary Ward said they are starting to pull drift out from under bridges. He met with Kansas Emergency Management regarding the April/May storms. Woodson County qualifies for FEMA and Gary is working on getting us added. He will be pulling tickets and timesheets for the debris removal. He must have that submitted by January 1st. He has until mid-year 2025 to repair the roads. Kansas Emergency Management will send people to make sure everything is documented correctly and to meet with FEMA. The storm from last year was only claimed for debris removal. The roads were not claimed so the county will not be reimbursed for the time, rock, etc. Gary Ward made a deal with Allen County for use of an oil distributor. The department will start working on old HWY 54 to patch spots. Woodson County will have to pay Allen County for oil, trucker driver time, and maybe the mileage. Gary Ward wants to do a chip seal on old HWY 54 and the Neosho Falls Road when the city is done chip sealing in town. He has an interview this afternoon to hire someone.

Jerry Sedlacek moved to recess into executive session to discuss non-elected personnel to discuss employee performance and to protect confidentiality with the commissioners, county counselor, county clerk, and Gary Ward until 8:55 a.m. Kevin 2nd, motion passed.

Gary Ward presented a wage sheet for John Hale. Jerry Sedlacek moved to accept the wage sheet, Kevin Stuber 2nd, motion passed.

Gary Ward asked Bret Heim about vacating part of Carlisle Rd. If the road is closed it will still need to be maintained. If it is vacated properly the county would not need to maintain the road. The section of Carlisle Road has been closed for years and is washed out. Bret Heim was willing to write up the

documentation needed to vacate the road if Gary Ward would provide all the necessary information. Gary Ward will gather the information and the landowners near that section of road will need to be notified of the intent to vacate the road.

Michelle Zimmerman presented a Neighborhood Revitalization Plan application for Jacob and Amanda Schwartz for a new house build. Kevin Stuber moved to approve the NRP application for Jacob and Amanda Schwartz. Jerry Sedlacek 2nd, motion passed.

Michelle Zimmerman presented a Neighborhood Revitalization Plan application for Sharon and Ben Stockebrand for a new house build. Jerry Sedlacek moved to approve the NRP application for Sharon and Ben Stockebrand. Kevin Stuber 2nd, motion passed.

Michelle Zimmerman presented the June department reports. Jerry Sedlacek moved to approve the June department reports, Kevin Stuber 2nd, motion passed.

John Atkin IV has been working with Kansas Department of Emergency management. He says they have been very helpful and that Woodson County is on the list for disaster counties from the April/May storms that will be receiving help. He held an emergency department head meeting last Wednesday and thinks that it went well. He also has security stuff to discuss but will wait until Justin returns.

County counselor, Bret Heim, left at 9:16 a.m.

Jerry Sedlacek and Kevin Stuber said they are still seeking zoning board volunteers.

Agricultural use vs recreational use will be discussed at the next meeting when the interim appraiser can be present.

A tourism fund request was submitted from HayFest and Ol' Settlers. The tourism board approved \$1,000.00 each. Jerry Sedlacek moved to approve \$1,000.00 each for Hay Fest and Ol' Settlers to be taken out of the tourism. Kevin 2nd, motion passed.

Jerry Sedlacek moved for a 5-minute recess until 9:29 a.m. Kevin Stuber 2nd, motion passed.

Jerry Sedlacek moved to approve the wage sheets for Mark Heffern and Chris Kuron to reflect their promotions effective Thursday, August 1st, 2024. Kevin Stuber 2nd, motion passed.

Kevin Stuber moved to pay the vouchers in the amount of \$31,745.67. Jerry Sedlacek 2nd, motion passed.

Michelle handed out changes to the employee handbook to the department heads. Those present were Stephanie Bedell, Jamie Nitsch, Gary Ward, Jared McVey, Jared Helkenberg, and Cari Cavender. The following changes were made:

- Name change to county counselor in place of county attorney.
- Added that sexual conduct is forbidden on county property at any time.
- Added sexual harassment training as a requirement.
- Added current CPR certification is required for each county employee.
- Minor grammar corrections
- Added a clean drug screen must be done with a county official present.

- Added that if at any time the initial prenote authorization is returned to the county then employee must provide a copy of a paper check from their bank account or a bank letter to verify their bank account information.
- Added spouses and consensual relationships between co-workers shall abide by the policy of no sexual conduct on Woodson County Property.
- Added no-call/no-show shall be subject to disciplinary action.
- Sheriff's department and emergency medical service department are to be paid 100% of unused PTO leave at their current wage/salary.
- Added an employee will be paid time and half if working a holiday.
- Added that any employee claiming the monthly stipend to use their personal cell phone for County business is aware that Woodson County may require employees' phones to be turned over as evidence during any investigation where the phone is deemed as evidence.

There was discussion regarding adding a \$25 per meal limit for any business meal and that it should be put in the handbook.

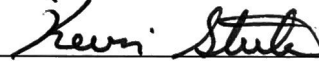
Jared McVey spoke regarding McKinzey pest control. He stated that the company has changed in name but is retaining the same employees and pricing. They are based out of Lebo. He will begin working on the guttering at the courthouse this coming Monday. Jerry Sedlacek request Jared McVey to attend the next meeting to update them on spraying.

Gary Ward would like to schedule a time to take the commissioners around to view the work being done on the county roads. The commissioners agreed they could do that.

Kevin Stuber moved to adjourn at 10:23 a.m. Jerry Sedlacek 2nd, motion passed.



Justin Clark, Chairman



Kevin Stuber, Vice-Chairman



Jerry Sedlacek, Member

Attest: _____
Amanda DeWitt, County Clerk