

## Commissioner Meeting Minutes

Date: Tuesday, October 28, 2025, at 9:00 a.m.

The Pledge of Allegiance was recited.

Present: Justin Clark, Kevin Stuber, Jerry Sedlacek, Amanda DeWitt, and Bret Heim.

### Approval of Agenda and Minutes

- **Jerry Sedlacek** moved to approve the agenda. **Kevin Stuber** seconded, motion passed.
- **Jerry Sedlacek** moved to approve the minutes from **October 21, 2025**. **Kevin Stuber** seconded, motion passed.

### Executive Session – Legal Liability

- **Justin Clark** moved to recess into executive session for attorney-client privilege to discuss legal liability with the Commissioners and Counselor until **9:09 a.m.**
- **Kevin Stuber** seconded, motion passed.

### Health Insurance Renewal

- **Nick Elder**, BCBS Representative, presented the annual health insurance renewal information.
- **Kevin Stuber** moved for a 5-minute break. **Justin Clark** seconded, motion passed.
- **Jerry Sedlacek** moved to accept the **BCBS Renewal Option 1 without Retro**. **Kevin Stuber** seconded, motion passed.

### Employee and Department Requests

- **Justin Clark** moved to sign the wage sheet for **Jonathon Martin**, moving from **AEMT to Paramedic**. **Kevin Stuber** seconded, motion passed.
- **Jerry Sedlacek** moved to allow the **Register of Deeds** to purchase a new printer in the amount of **\$3,995.00**. **Kevin Stuber** seconded, motion passed.
- There was brief discussion on the ambulance being considered a **Type 1 service**.
- **John Atkin**, EMS/EM Director, plans to expand protocols in the future.

### Department Head Meeting

- **Michelle Zimmerman** and **Amanda DeWitt** led the department head meeting.
- Discussion was held regarding the **holiday party**.
  - Holiday Committee Members: **Jarrold McVey**, **Kevin Stuber**, and **Libby Cullison**.
  - The Holiday Party will be held on **Friday, January 2, 2026**, from **12:00 to 4:00 p.m.**
  - Activities will include a meal, one hour of training, recognition for years of service, and games.
- **Kevin Stuber** moved to close the courthouse to the public on **Friday, January 2, 2026**, for year-end. **Justin Clark** seconded, motion passed.
- **Kevin Stuber** asked department heads to begin organizing attic spaces to prepare for disposal of old records.
- The Department Head Meeting adjourned at **11:12 a.m.**

### Solid Waste Department

- **David Waddell**, Solid Waste Supervisor, updated the commission on the **sale of equipment**.
- Discussion held regarding a **local contractor** tearing down a house outside the county line wanting to rent county dumpsters.
  - Commissioners referenced an existing **resolution prohibiting out-of-county dumpster rentals**.
  - **David Waddell** requested a **case-by-case exception policy**, but Commissioners declined due to possible future issues.
- **David Waddell** would like to utilize the **Emergency Management Office** that is currently vacant.
- **Jerry Sedlacek** requested to table that discussion until the next meeting.

### Road & Bridge Department

- **Gary Ward**, Road & Bridge Supervisor, presented a quote for **open-cell insulation**.
  - If insulated, the building could house equipment that must remain above freezing.
  - Commissioners discussed the benefits of **closed-cell insulation**.
- **Kevin Stuber** moved to allow **Road & Bridge** to have the **main office/shop area insulated with closed-cell insulation** by **AirTight Insulation** in the amount of **\$14,920**, to be paid out of **Equipment Reserve Courthouse Fund**.
  - **Justin Clark** seconded, motion passed.

### Emergency Management / EMS

- **John Atkin**, EM/EMS Director, shared that the **City** plans to replace a deteriorating building under the **water tower** that houses electronic equipment used by the Sheriff and City Police.
  - It will be replaced with a **climate-controlled container**.
  - John requested the county pay for the **spray foam insulation** since the City will cover the cost of the container.
  - Commissioners requested a **quote** for the cost before approval.
- **John Atkin** also reported issues with **electronic medication lock boxes** on the ambulances.
  - Requested permission to replace three boxes at a cost of **\$4,500**.

- **Justin Clark** moved to allow the ambulance department to purchase three new **electronic lock boxes** for narcotics—two for ambulances and one for the station—in the amount of **\$4,500**.
  - **Kevin Stuber** seconded, motion passed.
- **Justin Clark** moved to set the **Ambulance Department Budget Hearing** for **December 16, 2025, at 10:00 a.m.**
  - **Jerry Sedlacek** seconded, motion passed.

**Sheep Sale Utility Discussion**

- **Dale Lanham** presented the **utility payments** made by the **Sheep Auction** since January.
  - The sale pays its own **gas, electric, and water** but not for the pens.
- Commissioners discussed **utility coverage and fair cost-sharing** for the sheep sale.

**Tourism and Facility Updates**

- **Justin Clark** moved to approve a **Tourism Request** from the **Historical Society** for **\$300**, to be paid out of the **Tourism Fund**.
  - **Kevin Stuber** seconded, motion passed.
- **Kevin Stuber** provided an update on the **Extension Building repairs**.
  - **Kevin Stuber** moved to **amend the bid approval** for the **Extension Building roof** to **\$16,950** (up from \$16,450).
  - **Justin Clark** seconded, motion passed.

**Health Department Assistance**

- **Amanda DeWitt** presented a request from **Megan Clinesmith, Multi-County Health Department**, for assistance covering the cost of **infant formula** for **12 WIC families** impacted by funding shortages.
  - Total cost: **\$3,221.33**.
- **Jerry Sedlacek** moved to pay **half the amount** as a **one-time assistance**.
  - **Kevin Stuber** seconded, motion passed.

**Treasurer’s Report**

- **Michelle Zimmerman**, Treasurer, discussed **HB2304**, which would require counties to report **economic development incentives** exceeding **\$50,000** to the State.
  - Information has been shared with **Bret Heim**.

**Vouchers**

- **Justin Clark** moved to approve and sign **vouchers** in the amount of **\$36,755.90**.
  - **Kevin Stuber** seconded, motion passed.

**Adjournment**

- **Kevin Stuber** moved to adjourn at **1:00 p.m.**
  - **Jerry Sedlacek** seconded, motion passed.

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Justin Clark, Chairman

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Kevin Stuber, Vice-Chairman

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Jerry Sedlacek, Member

Attest:  
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Amanda DeWitt, County Clerk