

Commissioner Meeting Minutes

Date: Tuesday, August 5th, 2025 at 9:00 a.m.

Pledge of Allegiance was recited

Present: Justin Clark, Kevin Stuber, Jerry Sedlacek, Kathi Vining, and Bret Heim

Approval of Agenda and Minutes

- Jerry Sedlacek moved to approve the agenda. Kevin Stuber 2nd, motion passed.
- Jerry Sedlacek moved to approve the minutes from the previous meeting. Kevin Stuber 2nd, motion passed.

Resolution 25-13 – County Road Right of Way

- Bret Heim, county counselor stated the requested changes were made to **Resolution 25-13: REQUIRING COUNTY ROAD RIGHT OF WAYS BE CLEAR OF OBSTRUCTIONS; PARKING OF VEHICLES AND/OR EQUIPMENT ON RIGHT OF WAYS PROHIBITED.**
- Jerry Sedlacek moved to approve Resolution 25-13. Kevin Stuber 2nd, motion passed.

Executive Session #1 – Non-Elected Personnel

- Justin Clark moved to recess into executive session for non-elected personnel to discuss employee performance to protect confidentiality until 9:10 a.m. with commissioners and county counselor.
- Bret left at 9:11 a.m.

Solid Waste Department – David Waddell, Supervisor

- Presented new hire wage sheets.
 - Kevin Stuber moved to approve wage sheets for James Kuron and Tracy Parks. Justin Clark 2nd, motion passed.
- Reported oil tank bids are high and he is still working on it.
- Kevin Stuber noted high metal prices and asked about horse clean-up due to community use of horse and buggy.
 - David suggested a bag system like dog parks.
 - John Atkin stated the city will offset the water bill for a resident offering water to horses.
- Trash around the square:
 - David said he will personally pick it up if necessary but cannot add it to the crew's route.
 - John Atkin will speak to Rod about the city handling trash cans or providing trash bags.
- David suggested placing a roll-off in Toronto twice a year for resident use for large items not allowed in dumpsters.

Sheriff's Department – Jacob Morrison, Sheriff

- Jerrod Helkenberg, Undersheriff, shared the fuel pump went out on the Durango, vehicle is in the shop.
- Sheriff Morrison reported operations are going well.

Road & Bridge Department – Gary Ward, Supervisor

- Requested a \$1,500 check for a roller.
 - Kevin Stuber offered help with repairs if needed.
 - Justin Clark moved to pay \$1,500 to KDOT for the roller. Kevin Stuber 2nd, motion passed.
 - Requested a hand check for the purchase.
- Reported road rock work is slowing down.

Treasurer's Office – Michelle Zimmerman

- Provided the idle investment report for the 2nd quarter.
 - Justin Clark moved to approve the idle investment fund report for the 2nd quarter. Kevin Stuber 2nd, motion passed.

Audit Agreement

- Audit letter was reviewed and signed.
- Kevin Stuber moved to allow Jarrod, Gilmore, and Phillips to perform the 2025 audit. Jerry Sedlacek 2nd, motion passed.
- Kevin Stuber moved to allow Jarrod, Gilmore, and Phillips to perform the 2027 budget. Jerry Sedlacek 2nd, motion passed.

EMS / Emergency Management – John Atkin, Director

- Reported operations are going well.
- Ambulance department is using a **48-90 schedule**, improving operations.
- Discussed City of Tulsa program allowing residents to pay an extra fee on their water bill to cover ambulance bill copays; estimated \$100,000 annual revenue.
- Will continue researching.

Executive Session #2 – Non-Elected Personnel

- Jerry Sedlacek moved to recess into executive session for non-elected personnel to discuss employee performance to protect confidentiality until 10:05 a.m. Kevin Stuber 2nd, motion passed.

Technology Discussion

- Michelle Zimmerman stated Advantage Computers informed her that **Windows 11** is not compatible with CIC software; recommended delaying new computer purchases.

Transfer Station Updates – David Waddell

- Contacted contractors for restroom and office construction at the transfer station.
- Kevin Stuber requested portable eyewash bottles in all trucks.
- Justin Clark moved to allow the transfer station supervisor to take his truck home for after-hours duties. Kevin Stuber 2nd, motion passed.

Vouchers

- Jerry Sedlacek moved to pay vouchers in the amount of \$56,083.16. Kevin Stuber 2nd, motion passed.

Adjournment

- Kevin Stuber moved to adjourn at 10:33 a.m. Justin Clark 2nd, motion passed.

Justin Clark, Chairman


Kevin Stuber, Vice-Chairman


Jerry Sedlacek, Member

Attest: 
Amanda DeWitt, County Clerk