

Commissioner Meeting Minutes

Date: Tuesday, March 3, 2026 at 9:00 a.m.

Pledge of Allegiance was recited.

Present: Justin Clark, Kevin Stuber, Amanda DeWitt, Bret Heim

Agenda & Minutes

- Kevin Stuber moved to approve the agenda. Justin Clark seconded. **Motion passed.**
- Justin Clark moved to approve the minutes from the **February 24, 2026** meeting. Kevin Stuber seconded. **Motion passed.**

Lease Agreement / NRP Discussion

- Bret Heim presented the adjusted lease agreement between the Sheep Sale and the Fair Board.
- Discussion held regarding procedures for the **Neighborhood Revitalization Plan (NRP)**.
- Kevin Stuber moved to add the NRP procedure form to the application to be signed by the applicant. Justin Clark seconded. **Motion passed.**
- Bret Heim left the meeting at **9:08 a.m.**

Executive Session

- Justin Clark moved to recess into executive session for **non-elected personnel** to discuss employee performance to protect confidentiality with the commissioners, clerk, Gary Ward, and Todd Green until **9:20 a.m.** Kevin Stuber seconded. **Motion passed.**

Road & Bridge

- Gary Ward presented a wage sheet for **Carla Green**.
- Justin Clark moved to sign the new hire wage sheet for Carla Green for the **Road & Bridge Office Clerk regular part-time position**. Kevin Stuber seconded. **Motion passed.**
- Gary Ward shared that **Shane Schauf** will attend a **Motor Grader Training** course in April at a cost of **\$1,550**.
- Justin Clark moved to approve the \$1,550 fee for the Motor Grader Training course for Shane Schauf. Kevin Stuber seconded. **Motion passed.**

NRP Application

- Michelle Zimmerman, Treasurer, presented an NRP application for **Emmanuel Schwartz**.
- Kevin Stuber moved to approve the NRP application for a barn for **Emmanuel M. Schwartz at 832 120th Rd**. Justin Clark seconded. **Motion passed.**
- Michelle reported she has spoken with several individuals regarding the county website and **ADA compliance**. CIC, the website host, is working to make the necessary updates.

Solid Waste:

- David Waddell reported the backhoe will be delivered today.
- The city's backhoe has been returned.

Rural Fire:

- Nick Barney reported he is working on truck maintenance.

Fair Board Discussion

- Phillip Collins, Fair Board President, discussed the lease agreement between the Sheep Sale, the Fair Board, and the County Commissioners.
- It was shared that each party would need to agree prior to signing the agreement.
- Tina Tracy questioned why the county intends to charge a fee.
- Commissioners stated the fee would help cover maintenance expenses.
- Tina Tracy noted the sheep auction has covered **100% of maintenance expenses** in recent years and pays its own utilities.
- It was noted that the fee to sell was below market price.
- Commissioners requested the Fair Board review the agreement and return with suggestions.
- Tina Tracy shared the Fair Board plans updates and repairs to the fairgrounds, including the **Bressner Building**.
- Fair board requested use of the county **pressure washer** prior to painting the buildings.

Emergency Management

- John Atkin is having the **sirens inspected** that are not working properly.

Executive Session

- Justin Clark moved to recess into executive session for **non-elected personnel** to discuss employee performance to protect confidentiality with the commissioners, clerk, and treasurer until **10:35 a.m.** Kevin Stuber seconded. **Motion passed.**

Vouchers

- Justin Clark moved to sign vouchers in the amount of **\$95,284.96**. Kevin Stuber seconded. **Motion passed.**

Adjournment

- Kevin Stuber moved to adjourn at **10:56 a.m.** Justin Clark seconded. **Motion passed.**

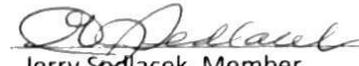


Justin Clark, Chairman



Kevin Stuber, Vice-Chairman

Attest: 
Amanda A DeWitt, County Clerk


Jerry Sedlacek, Member