

Neosho County Commission Minutes
Work Session & Regular Session
Wednesday February 22, 2023
Commission Room in the Neosho County Courthouse
100 S. Main
Erie, KS 66722

WORK SESSION

The Neosho County Board of Commissioners met for a work session at 1:30 pm to the potential of wage increases to county employees.

Commissioner Klaassen called the work session to order.

Commissioner Klaassen would like to see an increase for everyone except elected positions with a \$1 increase per hour for everyone else.

New hires will start at the extra dollar.

Commission is agreeable to not transfer any funds from contingency until budgets roll into a negative in each department(s) personal budget.

Commissioner Klaassen closed the work session.

CALL TO ORDER – PLEDGE OF ALLEGIANCE

Commission Board Chair Gail Klaassen called meeting to order at 2:00 pm, the Pledge of Allegiance was recited.:

Commissioners Present:

- Commissioner Gail Klaassen
- Commissioner Nicholas Galemore
- Commissioner Paul Westhoff

Others Present:

- Heather Elsworth – County Clerk
- Bret Heim – Commission Counselor
- Melanie Kent-Culp – Emergency Management Director
- David Burnett – Maintenance Director
- Teresa Starr – Health Department Director
- Lori Nally – 911 Director
- Mike Brown – Road & Bridge Director
- Tohnjua Stipp – Appraiser

INVOCATION

The invocation was given by Chris Diller, Erie Church of the Nazarene

AGENDA

Commissioner Westhoff requested 2 non-elected personnel executive sessions. Commissioner Klaassen requested to add a security executive session with David Burnett, Maintenance.

PUBLIC COMMENT

Stan Basler, Wind farm Committee Chair, updated the Commission on info received from the FAA regarding radar lighting. All turbine lights should be synchronized and all lights need to be on. Mr. Basler is also concerned about the lack of recyclables in Neosho County.

Doyle Angleton wishes to understand more on how county taxes are used. The Appraiser uses market value and sale value. Leroy Burke shared his understanding of how values should be set, stating that interest rates should be a factor for consideration not solely based upon the state index.

Commissioner Klaassen moved to give all non-elected employees of Neosho County a \$1 per hour raise retro effective January 1, 2023 and new hourly hiring rates to increase \$1 per hour. Commission will look at elected officials and shift differentials at a later time. Raise will not include the Health Department employee that already received a substantial raise this year. Commissioner Galemore 2nd. Motion passed. 3-0

SCHEDULED ATTENDEE(S)

Steve Prasko, Advantage – Discussion of County Server – Mr. Prasko presented a quote to purchase a new server and install updates in the amount of \$15,859.00.

2:30 pm Commissioner Klaassen moved to recess into executive session to discuss matters relating to security measures, regarding cyber security for 10 minutes to include the Commission, Commission Counselor Bret Heim, County Clerk Heather Elsworth, and Steve Prasko from advantage to resume in the Commission Room at 2:40 pm. Commissioner Westhoff 2nd. Motion passed. 3-0

2:40 pm Back in session. No action taken.

Commissioner Klaassen moved to approve Advantage Quote No. 46683 in the amount of \$15,859.00 to be paid from Courthouse contractual fund. Commissioner Galemore 2nd. Motion passed. 3-0

Jacob Kujath, James Gordon & Associates – Mr. Kujath presented County Auditor Agreements for Commission signatures.

Nich Lohman, Hope Unlimited – Capital campaign for new emergency shelter – Hope Unlimited began in 1985 to provide shelter for those suffering from domestic violence and sexual assault in the southeastern Kansas counties of Allen, Anderson, Neosho and Woodson. They provide residential shelter, 24-hour crisis intervention as well as a variety of support and outreach services for women, men, and children suffering from domestic violence and sexual assault, as well as victims of human trafficking. Their current home has 16 beds for individuals. They are

wanting to acquire a larger, more modern facility in Iola, Kansas, which will allow them to nearly double their current capacity and expand their outreach services. The new facility will offer increased space and enable residents to maintain proper social distancing standards in the shelter. The new shelter will include additional private bedrooms with ensuite bathrooms, several kitchen, laundry and common area facilities, as well as a comprehensive security system, children's play area, and the ability to house pets. The total project is estimated at \$3.1 million. They are asking for 10% of the total capital needed to be divided among the 4 counties they serve, based on population. They are asking for a pledge of \$120,900 from Neosho County. Other funding is coming from private donors, grants, and state programs.

Commissioner Galemore moved to pledge \$120,900 to Hope Unlimited over the course of 3 years starting with 2023 as the first payment. Commissioner Klaassen 2nd. Motion passed. 3-0

Commission is agreeable for County Clerk to submit pledge letter on Commissions behalf to Hope Unlimited.

Kevin McGuffin, Chief Court Services Officer – Improvements on Judicial Building. Mr. McGuffin provided an update that the projects has begun and thanked David Burnett, Maintenance Director, & Dekon Strickland from Road & Bridge for their assistance. Mr. McGuffin brought bids for the Commissions consideration.

3:09 pm Commissioner Klaassen moved to recess into executive session to discuss matters relating to security measures, regarding District Court for 10 minutes to include the Commission, Commission Counselor Bret Heim, and Kevin McGuffin to resume in the Commission Room at 3:20 pm. Commissioner Galemore 2nd. Motion passed. 3-0

3:20 pm Back in session. No action taken.

CONSENT AGENDA

The Consent Agenda is used to approve non-controversial or routine matters by a single motion and vote. The Consent Agenda consisted of the following:

- Accounts Payable in the amount of \$455,595.75
- Payroll Clearing for Feb 9, 2023 in the amount of \$169,632.43
- Payroll Clearing for Feb 22, 2023 in the amount of \$72,322.50
- Minutes from Jan 31, 2023
- Time off request for Maintenance Director

Commissioner Klaassen moved to approve the Consent Agenda. Commissioner Galemore 2nd. Motion passed. 3-0

DEPARTMENT HEADS REPORT

MELANIE KENT-CULP/ EMERGENCY MANAGEMENT DIRECTOR – Mrs. Kent-Culp requested approval to attend the following training/education events: Continuity of Operations Planning Refresher and Advanced Training March 13, 2023, National Weather Service Tour of Wichita Facility April 13, 2023, and Central States Hazmat Preparedness & Planning Conference Jun 7-9, 2023.

Commissioner Galemore moved to approve 3 training requests presented for Melanie Kent-Culp, Emergency Management Director. Commissioner Klaassen 2nd. Motion passed. 3-0

DAVID BURNETT/ MAINTENANCE DIRECTOR – Mr. Burnett provided an update on repairs to the HVAC.

3:28 pm Commissioner Klaassen moved to recess into executive session to discuss matters of non-elected personnel and security measures regarding Maintenance for 15 minutes including the Commission, Commission Counselor Bret Heim, and Maintenance Director David Burnett to resume in the Commission Room at 3:45 pm. Commissioner Westhoff 2nd. Motion passed. 3-0

3:45 pm Back in session. No action was taken.

Mrs. Elsworth asked if the Commission was going to have an executive session for security measures with Mr. Burnett. Commissioner Klaassen advised no, they did it all in one executive session.

TERESA STARR/ HEALTH DEPARTMENT DIRECTOR – Ms. Starr presented grants and training opportunities for Commission approval.

Commissioner Galemore moved to allow Commission Chair Gail Klaassen to sign grant for Teresa Starr, Health Department Director. Commissioner Westhoff 2nd. Motion passed. 3-0

No documents were shared with the Clerk's office pertaining to grants mentioned.

LORI NALLY/ 911 DIRECTOR – Ms. Nally advised the 911 audit was submitted by deadline.

4:25 pm Commissioner Klaassen moved to recess into executive session to discuss personnel matters of non-elected personnel, regarding 911 for 15 minutes to include the Commission, Commission Counselor Bret Heim, HR Director Heather Elsworth, and 911 Director Lori Nally to resume in the Commission Room at 4:35 pm. Commissioner Westhoff 2nd. Motion passed. 3-0

4:35 pm Back in session

Commissioner Klaassen moved to approve a promotion to shift leader for Alexandria Petty in 911 Department, with a \$0.50 per hour pay increase. Commissioner Galemore 2nd. Motion passed. 3-0

MIKE BROWN/ ROAD & BRIDGE DIRECTOR – Mr. Brown requested the Commissions consideration for offering a reward for vandalism. Topic tabled until next meeting.

Mr. Brown provided the Commission with quotes from The Railroad Yard for culvert replacement.

Commissioner Galemore moved to purchase 2 - 10' x 27' culverts for culvert replacement on 210th Road (West 7th St.) approximately 0.25 miles west of Chase Road in the amount of \$26,700

from The Railroad Yard paid from the Road and Bridge Department Budget. Commissioner Westhoff 2nd. Motion passed. 3-0

Byron Foster will be retiring from the Road and Bridge Department effective 02/28/2023.

5:00 pm Commissioner Klaassen moved to recess into executive session to discuss personnel matters of non-elected personnel, regarding Road & Bridge for 10 minutes to include the Commission, Commission Counselor Bret Heim, HR Director Heather Elsworth, and Road & Bridge Director Mike Brown to resume in the Commission Room at 5:10 pm. Commissioner Westhoff 2nd. Motion passed. 3-0

5:10 pm Back in session. No action taken.

5:20 pm Commissioner Klaassen moved to recess into executive session to discuss personnel matters of non-elected personnel, regarding Road & Bridge for 10 minutes to include the Commission, Commission Counselor Bret Heim, HR Director Heather Elsworth, and Road & Bridge Director Mike Brown to resume in the Commission Room at 5:30 pm. Commissioner Westhoff 2nd. Motion passed. 3-0

5:30 pm Back in session. No action taken.

TOHNJUA STIPP/ APPRAISER – Mrs. Stipp presented 2 Neighborhood Revitalization Program Extension Applications for Commission approval.

Commissioner Galemore moved to grant an Neighborhood Revitalization Program 6-month extension for Benton and Melissa Duff, 1005 Massachusetts St, Erie KS. Commissioner Westhoff 2nd. Motion passed. 3-0

Commissioner Klaassen moved to grant an Neighborhood Revitalization Program 6-month extension for Tony Masters, 5350 170th Rd, Chanute KS. Commissioner Westhoff 2nd. Motion passed. 3-0

HEATHER ELSWORTH, COUNTY CLERK – Mrs. Elsworth asked for clarification regarding maintenance on Community National Bank County Employee issued credit cards. There have been requests made directly to Community National Bank for credit line increases and inquires about bills & Balances. Those credit cards are 100% locked down and all access goes through the County Clerk. Commission agreed that the County Clerk should continue to be the only point of access.

Mrs. Elsworth requested help from Commission to receive the assistance needed from Road & Bridge Director Mike Brown in obtaining a complete inventory of all vehicles and equipment. Commissioner Galemore requested a log of tools in the shop and a log for tools carried in each vehicle.

Commissioner Klaassen moved to appoint Randy LeMasters and Matt Morgan to the Tri-Valley Board. Commissioner Galemore 2nd. Motion passed. 3-0

Mrs. Elsworth also asked if Commission was agreeable to obtaining pricing on GPS for County vehicles outside of Sherriff's Department. Commission was agreeable for County Clerk to move forward with obtaining pricing and utilizing the credit we would receive from EMC insurance to offset the purchase of devices. Commission agrees it is a step in the right direction.

COMMISSION DISCUSSION UNFINISHED BUSINESS

Procurement policy – Tabled

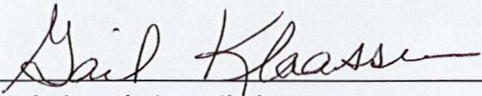
5:52 pm Commissioner Klaassen moved to recess into executive session to discuss matters deemed privileged in the attorney-client relationship, regarding Apex & Liberty for 10 minutes to include the Commission and Commission Counselor Bret Heim to resume in the Commission room at 6:05 pm. Commissioner Galemore 2nd. Motion passed. 3-0

6:02 pm Back in session.

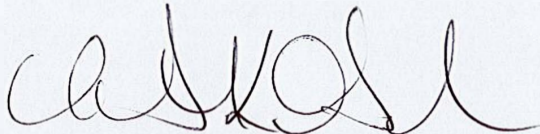
Commissioner Galemore moved to approved Jantz Law Office to draft the Counties response to the RUA offer. Commissioner Westhoff 2nd. Motion passed. 3-0

ADJOURNMENT

With no more business to discuss, Commissioner Westhoff moved to adjourn the meeting. Commissioner Galemore 2nd. Motion passed. 3-0. Meeting adjourned at 6:12 pm.



Commission Chair, Gail Klaassen



Commission Member, Nicholas Galemore

Commission Member, Paul Westhoff



ATTEST: County Clerk, Heather Elsworth

