

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:

- County Clerk Heather Elsworth
- Commission Counselor Bret Heim
- Appraiser Tohnjua Stipp
- Emergency Management Director Melanie Kent-Culp
- Road & Bridge Director Mike Brown

INVOCATION

The invocation was given by Wayne Shaw, First Christian Church

PUBLIC COMMENT

Tom Parker, Earlton – Mr. Parker expressed concerns to an unreplaced culvert because of a bridge closed which contributed to uncompleted work from the Wind Farm. He requested the Commission direct the Road and Bridge Department to finish the work now and seek reimbursement from the Wind farm company at a later date.

Bryan Catterson, 21st and Plummer – Mr. Catterson is being inconvenienced for the last 4 months because of the project located there. Mr. Catterson stated his wife was pulled over and cited a warning when leaving the only route to exit their home. She was cited for driving through a construction zone. Mr. Catterson stated that route was the only way his wife could drive to leave their home.

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 \$672,985.92
- Payroll Clearing in the amount of \$73,089.45
- Minutes from 03/28/2023
- Road & Bridge Director Leave Request

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

SCHEDULED ATTENDEE(S)

Jared Walters and Johnnie Howe, MFA Oil - Fuel bid taxes and Federal Exemptions – Mr. Walters brought documentation from IRS Fuel Tax Credits and Refunds that states “All government entities are exempt from filing taxes on dyed and undyed diesels and gasoline”.

Commission Counselor Bret Heim stated he doesn’t believe it will hurt the County to remove the exemption because the refund doesn’t equal out the savings. Mr. Heim will follow-up with a motion or resolution to stop the meter running at this time. Mr. Heim will also follow-up with the County Auditor to make sure we have the correct language.

DEPARTMENT HEADS REPORT

HEATHER ELSWORTH/ COUNTY CLERK – Mrs. Elsworth requested an executive session.

2:17 pm Commissioner Klaassen moved to recess into executive session to discuss personnel matters of non-elected personnel, regarding Payroll for 10 minutes to include the Commission, Commission Counselor Bret Heim, HR Director Heather Elsworth, and HR/Payroll Coordinator Cindy Graff to resume in the Commission Room at 2:25 pm. Commissioner Westhoff 2nd. Motion passed. 3-0

2:27 pm Back in session. No action taken.

2:27 pm Commissioner Klaassen moved to recess into executive session to discuss personnel matters of non-elected personnel, regarding Payroll for 5 minutes to include the Commission, Commission Counselor Bret Heim, HR Director Heather Elsworth, and HR/Payroll Coordinator Cindy Graff to resume in the Commission Room at 2:35 pm. Commissioner Galemore 2nd. Motion passed. 3-0

2:35 pm Back in session. No action taken.

2:35 pm Commissioner Klaassen moved to recess into executive session to discuss matters relating to security measures, regarding GPS for 10 minutes to include the Commission, Commission Counselor Bret Heim, County Clerk Heather Elsworth, Sheriff Greg Taylor, Road & Bridge Director Mike Brown, Emergency Management Director Melanie Kent-Culp, and Appraiser Tohnjua Stipp to resume in the Commission Room at 3:35 pm. Commissioner Galemore 2nd. Motion passed. 3-0

2:47 pm Back in session. No action taken.

GREG TAYLOR/ SHERIFF – Mr. Taylor advised the 4 new trucks that were ordered last year are now in and needs clarification as to which fund they are to be paid from. There was some confusion because the official minutes did not specify the fund but the Chanute Tribune reported a specific fund.

Commissioner Galemore moved to authorize payment for the 4 new trucks purchased from Davis-Moore in the amount of \$161,652 to be paid from the Equipment Reserve fund. Commissioner Klaassen 2nd. Motion passed. 3-0

Commission was agreeable to transfer the old Sheriff trucks to Appraisers office and Road and Bridge department.

Commissioner Klaassen moved to authorize the purchase of a record managements system from Tiger Software in the initial amount \$16,200 to be taken from Sheriff pilot fund plus the 1st year annual maintenance fee of \$2,400 also to be paid this year from Sheriff pilot fund. Yearly amounts going forward to be paid from Sheriff budget. Commissioner Galemore 2nd. Motion passed. 3-0

TOHNJUA STIPP/ APPRAISER – Neighborhood Revitalization Plan Extension -

Commissioner Westhoff moved to allow a 6-month Neighborhood Revitalization Plan extension to Jim Gilpin at 11044 10th Road, Parsons KS, the shop build is in progress and finishing exterior work on house. Commissioner Galemore 2nd. Motion passed. 3-0

Commissioner Galemore moved to approve Kevin and Janice O’Brien located at 803 5th Street. St. Paul, KS for a Neighborhood Revitalization Plan. Commissioner Westhoff 2nd. Motion passed. 3-0

Commissioner Klaassen moved to grant a Neighborhood Revitalization Plan for Daren L. Schwartz 20510 Wallace Road, Walnut KS. Commissioner Galemore 2nd. Motion passed. 3-0

Commissioner Westhoff moved to approve the Appraisers office to purchase a new Kyocera TASKalfa 308ci Digital Laser Color Copier/Printer/Scanner with a 33.6 Modem Super G3 fax system, extra 500 sheet tray & stand from Modern Copy for \$2,338.00 after trade-in to be paid from Appraisers budget. Commissioner Klaassen 2nd. Motion passed. 3-0

DAVID BURNETT/ MAINTENANCE DIRECTOR – Request for new computer

Commissioner Klaassen moved to accept quote #47093 from Advantage Computers for a new computer including Microsoft office in the amount of \$1,605.00 to be paid out of the Maintenance Contractual budget. Commissioner Galemore 2nd. Motion passed. 3-0

Mr. Burnett shared an update on the HVAC warranty.

Mr. Burnett advised the Courthouse elevator needed to be worked on again. He wanted to touch base with the Commission about authorizing a complete overhaul. The cost would be \$57,000 plus 10 percent for any electrical, phone lines, etc. Mr. Burnett believes there are only 2 elevator companies left in the state of Kansas. Commissioner Klaassen suggested reaching out to the City of Chanute and contacting Taylor Hogue with SEKRPC utilizing ARPA funds.

MELANIE KENT-CULP/ EMERGENCY MANAGEMENT DIRECTOR – Resolution R-23-F Disaster Declaration

Mrs. Kent-Culp shared there were 62 damaged properties from the wind storm on April 5th, 2023 within the City of Chanute.

Commissioner Klassen moved to adopt Resolution R-23-F: A PROCLAMATION OF A STATE AND LOCAL DISASTER EMERGENCY FOR NEOSHO COUNTY dated April 5th, 2023. Commissioner Galemore 2nd. Motion passed. 3-0

Ms. Kent-Culp provided a summary with bids received for emergency notification systems. Mrs. Kent-Culp and 911 Director Lori Nally both recommend the County stay with CodeRed (OnSolve) Plus Package. Commission is agreeable for Ms. Kent-Culp to obtain a contract with direct pricing.

Commissioner Klaassen moved to appoint Emergency Management Director Melanie Kent-Culp as the new ADA Compliance Coordinator for Neosho County. Commissioner Westhoff 2nd. Motion passed. 3-0

MIKE BROWN/ ROAD & BRIDGE DIRECTOR – Mr. Brown provided a quote from Emery Sapp & Sons (ESS) for Plummer Road asphalt including a 9500 LF 2” overlay and a 1.5” Wedge with signs and flaggers in the amount of \$519,666.40. Commission determined it is not feasible to do this project at this time due to the ongoing road work in the area and asked ESS to come back with a less expensive proposal for the project.

Commissioner Klaassen moved to accept the proposal from Emery Sapp & Sons (ESS) on patching North Plummer Road south of 169 Interchange, wedge/overlay. The route consists of Plummer Road from US 169 interchange south to W. Ash Grove Rd PCCP pavement. Quote includes WZ signs, WZ flaggers, 1.5” asphalt wedge/overlay with mobilization in the amount of \$72,086.40 paid from account 106 Special Highway fund. Commissioner Galemore 2nd motion passed. 3-0

Commissioner Klaassen clarified which fund the new Road & Bridge dump trucks are to be paid out of. The original motion was made July 7, 2022 for them to be paid out of the Road & Bridge Pilot fund.

4:32 pm Commissioner Klaassen moved to recess into executive session to discuss matters deemed privileged in the attorney-client relationship, regarding litigation for 15 minutes to include the Commission, Commission Counselor Bret Heim, and Road & Bridge Director Mike Brown to resume in the Commission Room at 4:50 pm. Commissioner Westhoff 2nd. Motion passed. 3-0

4:48 pm Back in session. No action taken.

COUNTY CLERK/ HEATHER ELSWORTH – Department updates

Mrs. Elsworth shared that the County, with the workman’s comp audit work of HR/Payroll Coordinator Cindy Graff, received a refund check of \$7,984.00.

Mrs. Elsworth provided an update on county vehicle GPS. She will be working on getting quotes together and contacting Wood Insurance to obtain a partial credit for the vehicles that already

have cameras in them. Commissioner Klaassen wanted to make sure each department head would have an access log-in.

COMMISSION DISCUSSION UNFINISHED BUSINESS

Commissioner Klaassen asked that Mrs. Elsworth continue research to get a cell-phone booster in the Courthouse basement since it is a severe storm shelter.

Commissioner Klaassen would like to re-visit who has access to the Commission Counselor Bret Heim and determine if all department heads should have access to Mr. Heim. Mr. Heim believes it's still too early to see a trend. Commissioner Klaassen would like the department heads to know the Commission is watching the invoices.

Procurement Policy – Discussion tabled.

COMMISSION DISCUSSION NEW BUSINESS

Commissioner Westhoff announced that Carla Rush with Personal Property in the Appraisers office has been named the April 2023 Neosho County Employee of the Month. Carla has been with the county for over 20 years and her work is much appreciated.

ADJOURNMENT

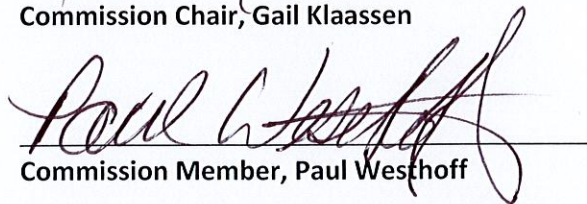
With no more business to discuss, Commissioner Westhoff moved to adjourn the meeting. Commissioner Klassen 2nd. Motion passed. 3-0. Meeting adjourned at 5:12 pm.



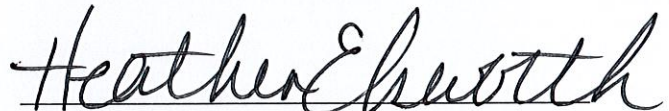
Commission Chair, Gail Klaassen



Commission Member, Nicholas Galemore



Commission Member, Paul Westhoff



ATTEST: County Clerk, Heather Elsworth

