



## Commissioner Meeting Minutes

**January 10, 2022 through June 27, 2021**

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**January 10, 2022**

The Mitchell County Commissioners met in formal session on Monday, January 10, 2022 with Chairman Tom Claussen and members Mike Cooper and Jim Marshall in attendance. Also in attendance were Emily Benedick, Community Development Director, Jason Rabe, Beloit City Manager, and Terry Bailey, KSVS Radio.

The meeting was called to order by the Chairman and the Pledge of Allegiance was recited.

The minutes of the December 31, 2021 meeting were approved as written on motion by Jim Marshall and seconded by Mike Cooper. Motion carried by unanimous vote.

Stuart Porter, Schwab-Eaton Engineers, discussed bridge inspections for the Fisherman's and Causeway Bridges. These are regular site inspections and not inspections by snoopier truck that are required by the State of Kansas. Mr. Porter reported the cost would be \$800 for both inspections. The commission accepted the proposal on motion by Jim Marshall and seconded by Mike Cooper. Motion carried by unanimous vote.

Transfers for 2021 were approved for Solomon Rapids Fire to Solomon Rapids Fire Special Equipment, \$1,000 and Tipton Fire to Tipton Fire Special Equipment, \$4,000 on motion by Jim Marshall and seconded by Mike Cooper. Motion carried by unanimous vote.

The commission approved and signed Resolution 1-2022 GAAP Waiver on motion by Jim Marshall and seconded by Mike Cooper. Motion carried by unanimous vote.

A Memorandum of Understanding (mutual aid) agreement was approved with the Ellsworth Correctional Facility for use of equipment and/or manpower in case of an emergency on motion by Jim Marshall and seconded by Mike Cooper. Motion carried by unanimous vote.

County Clerk Chris Treaster requested, and was granted, a 10-minute executive session for non-elected personnel per KSA 75-4318 on motion by Jim Marshall and seconded by Mike Cooper. Motion carried by unanimous vote. Session began at 8:55 and ended at 9:05 with no decisions made in executive session.

Mike Cooper made motion to put Public Works Director Marty Hernandez on salary at a rate of \$28.44 per hour. Motion was seconded by Jim Marshall and carried by unanimous vote. This is the same salary as the previous Director.

Eric Hamel, EMS Director, presented a bid from Strobel Door to replace the wash bay door on the EMS Barn in the amount of \$2,470. Bid was accepted and approved on motion by Jim Marshall and seconded by Mike Cooper. Motion carried by unanimous vote.

Cortney Murrow, County Health Director, informed the commission of plumbing issues they are having at the Health Department. They have tried snaking lines, etc. but nothing corrects the issues. The commission advised Mrs. Murrow to see if they could locate plans for the building and see where a clean-out or pipes go to the building. They agreed that this needs to be taken care of as soon as possible. Mrs. Murrow also reported that there are 50 active COVID cases in Mitchell County with one diagnosed Omicron variant. She also stated that this was approximately twice the number of cases reported in January 2021. Mrs. Murrow requested, and was granted a 15-minute executive session for non-elected personnel on motion by Jim Marshall and

seconded by Mike Cooper. Motion carried by unanimous vote. Session began at 9:38 and ended at 9:54 at which time it was extended 10-minutes on motion by Jim Marshall and seconded by Mike Cooper. Motion carried by unanimous vote. Session ended at 10:04 with no decisions made in executive session.

Mike Cooper made motion to give the Registered Nurses at the Health Department an increase in pay which is \$10 per hour divided by 3 nurses to be determined by the Director. Bonus amounts for the employees in the amount of \$21,000 to be distributed by the Director from ARPA Funds and a grant to be distributed to any other employees in the amount of \$15,000. Motion was seconded by Jim Marshall and carried by unanimous vote.

The meeting was adjourned at 10:20 on motion by Mike Cooper and seconded by Jim Marshall. Motion carried by unanimous vote.

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Tom Claussen, Chairman

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ATTEST: Chris Treaster, Mitchell County Clerk

The Commission meeting was brought to order at 2:00 to open bids for the building project at the Highway Department. Those present included Marty Hernandez, Dale Lewis and Gene Torkelson from the Highway Department, Jesse Benedick and Stuart Porter from Schwab-Eaton and John Senger, Senger Construction and Joe Phillips, Treb Construction.

Bid from Treb Construction was \$2,432,000 completion in 350 days

Bid from Senger Construction was \$2,299,252 completion in 510 days

Stuart Porter was going to take the bids for review and return next week with his recommendation.

The meeting was adjourned at 2:50 on motion by Jim Marshall and seconded by Mike Cooper. Motion carried by unanimous vote.

## January 18, 2022

The Mitchell County Commissioners met in formal session on Tuesday, January 18, 2022 with Chairman Tom Claussen and members Mike Cooper and Jim Marshall in attendance. Also in attendance were Emily Benedick, Community Development Director, and Terry Bailey, KSVV Radio.

The meeting was called to order by the Chairman and the Pledge of Allegiance was recited.

The minutes of the January 10, 2022 meeting were approved as written on motion by Jim Marshall and seconded by Mike Cooper. Motion carried by unanimous vote.

Stuart Porter, Schwab-Eaton Engineers, discussed his recommendation to the commission after reviewing the bids for the Road and Bridge Building. He recommended Senger Construction for the project. Senger Construction was approved as the contractor for the project at the bid amount of \$2,299,252 with completion in 510 days on motion by Mike Cooper and seconded by Jim Marshall. Motion carried by unanimous vote.

Public Works Director Marty Hernandez met with the commission and requested he be allowed to hire an additional employee to work at both Road & Bridge and the Transfer Station so he can have someone trained for the Transfer Station if someone leaves. He can utilize the person at Road & Bridge as well. The commission agreed to the request by consensus.

The commission discussed a new hire for the Appraiser's Office and the possible starting wage with Melinda Latham. The commission made the comment that the wages should be at or around \$15.00 per hour for a qualified person.

Brian Streit, Maintenance, requested a 15-minute executive session for non-elected personnel per KSA 75-4318 which was granted on motion by Mike Cooper and seconded by Jim Marshall. Motion carried by unanimous vote. Session began at 9:10 and ended at 9:25 with no decisions made in executive session.

Eric Hamel, EMS Director, presented his regular monthly report to the commission. He also requested, per KSA 75-4318, a 5-minute executive session for non-elected personnel which was granted on motion by Mike Cooper and seconded by Jim Marshall. Motion carried by unanimous vote. Session began at 9:38 and ended at 9:43 with no decisions made in executive session.

The commission reappointed Dwight Daniels as the Non-Lawyer member of the 12<sup>th</sup> Judicial District Nominating Committee on motion by Jim Marshall and seconded by Mike Cooper. Motion carried by unanimous vote.

Cortney Murrow, County Health Administrator, requested permission to purchase new office equipment with grant money and a small amount of her Capital Outlay. Mike Cooper made motion to allow the purchase and Jim Marshall seconded. Motion carried by unanimous vote. Mrs. Murrow also discussed the Regional Preparedness position that has been provided at the North Central Regional Planning Commission. They have been unable to find a replacement for Lacey Miller and Mrs. Murrow would like the Mitchell County Medical Foundation to take over the position. Mrs. Murrow was going to talk to KDHE about transferring this position to see if it would be allowed. New COVID guidelines were released from KDHE and they were approved for

Mitchell County on motion by Mike Cooper and seconded by Jim Marshall. Motion carried by unanimous vote. There are currently over 100 reported cases of COVID in Mitchell County.

Keegan Bailey, Grant Administrator for NCRPC, informed the commission that the final rules for the ARPA Grant have been released. The document is over 400 pages long. There will be an online meeting tomorrow that Mrs. Bailey will attend to gather more streamlined information. Mrs. Bailey also informed those in attendance of the importance of testing for radon in homes in the area. She stated that they can help to remediate any homes with high levels that are detected.

Tom Claussen proposed that for 2022 Chair of the Commission go to Mike Cooper, Vice-Chair to Jim Marshall and Chair at-large himself. Motion was made as such by Mike Cooper and seconded by Jim Marshall. Motion carried by unanimous vote.

The meeting was adjourned at 10:33 on motion by Mike Cooper and seconded by Jim Marshall. Motion carried by unanimous vote.

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Mike Cooper, Chairman

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ATTEST: Chris Treaster, Mitchell County Clerk

## January 24, 2022

The Mitchell County Commissioners met in formal session on Monday, January 24, 2022 with Chairman Mike Cooper and members Jim Marshall and Tom Claussen in attendance. Also in attendance were Emily Benedick, Community Development Director, and Terry Bailey, KSVV Radio.

The meeting was called to order by the Chairman and the Pledge of Allegiance was recited.

The minutes of the January 18, 2022 meeting were approved as written on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Tyler Jensen, Rescue Squad Chairman, discussed purchases for the Rescue Squad using ARPA Funds. His request was for 20 Manta 3 Helmets, 20 Top Bunker coats with reflective fabric built in, and a combi-tool that both cuts and shears metal. His request, in the amount of \$18,379 was approved on motion by Jim Marshall and seconded by Tom Claussen to be paid from ARPA Grant Funds. Motion carried by unanimous vote.

Sheriff Tony Perez requested the purchase of 30 Motorola Radios with ARPA Funds. These are radios that allow them to have contact across the State. His request was approved on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote. These are to be purchased through a KHP Contract through the State of Kansas.

Emily Benedick, Community Development Director, provided tax credit paperwork to the Commission. Commissioner Cooper was going to go to First Bank of Beloit to see if they were interested in purchasing the tax credits.

Keegan Bailey, Grant Administrator for NCRPC, discussed the rules for ARPA Funds that were recently released.

The meeting was adjourned at 9:50 on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

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Mike Cooper, Chairman

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ATTEST: Chris Treaster, Mitchell County Clerk

## January 31, 2022

The Mitchell County Commissioners met in formal session on Monday, January 31, 2022 with Chairman Mike Cooper and members Tom Claussen and in attendance. Commissioner Jim Marshall attended the meeting by Zoom. Also in attendance were Emily Benedick, Community Development Director, and Terry Bailey, KSVV Radio. Art Jordan joined the meeting at 9:05.

The meeting was called to order by the Chairman and the Pledge of Allegiance was recited.

The minutes of the January 24, 2022 meeting were approved as written on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Marty Hernandez, Public Works Director, wished to make clear to the public that the Martin Hernandez listed under court news in the Beloit Call was not him. Commissioner's Cooper and Claussen both commented that they had calls regarding this news report.

Emily Benedick, Community Development Director, had documents for the commission to sign for the sale of tax credits. The tax credits were all sold to 1<sup>st</sup> National Bank & Trust, Phillipsburg, who has a local branch located in Beloit. The total amount of the tax credits was \$36,972 and the check received by the County was \$31,426.20. This money was deposited back into the Courthouse Renovation Fund.

A hearing to renew the Neighborhood Revitalization Program in Mitchell County was opened at 9:00. Hearing no objections from the public the hearing was closed at 9:10 and the program was renewed for two-years on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Cortney Murrow, County Health Administrator, requested permission to purchase cabinets for the clinic rooms at the Health Department. These are medical grade cabinets. The cost is \$7,320.42 which will be paid from Capital Outlay. Request was granted on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

The meeting was adjourned at 9:50 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

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Mike Cooper, Chairman

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ATTEST: Chris Treaster, Mitchell County Clerk

## February 7, 2022

The Mitchell County Commissioners met in formal session on Monday, February 7, 2022 with Chairman Mike Cooper and members Tom Claussen and Jim Marshall in attendance. Also in attendance was Terry Bailey, KSVV Radio.

The meeting was called to order by the Chairman and the Pledge of Allegiance was recited.

The minutes of the January 31, 2022 meeting were approved as written on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

Marty Hernandez, Public Works Director, informed the commission that his department had found a good used roller for \$15,000. The commission approved the purchase on motion by Jim Marshall and seconded by Tom Claussen.

Stuart Porter, Schwab-Eaton, stated that the project for the shop building is proceeding. He also stated that if things follow suit, they will exceed their budget for services. He wanted to know if the commission was willing to pay the extra amounts or try to stay within budget. The commission asked Mr. Porter for an updated contract for services with the additional costs. They also requested a survey of the Courthouse and Health Department Parking lots by Schwab-Eaton to prepare for replacement.

Representatives from Fire District's 1, 2, and 3 were on hand to request possible ARPA funding for bunker gear. This would be a coat and pants. The approximate cost is \$2,000 for each set. The commission approved the request for 50 sets of gear for around \$100,000 on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

Jeff Roberg, IT, presented a proposal for a malware bytes anti-virus program for a term of 5-years. After discussion the commission voted to purchase the program on motion by Jim Marshall and seconded by Tom Claussen in the amount of \$17,262.25. Motion carried by unanimous vote.

Brian Streit, Maintenance, discussed the Courthouse and Health Department parking lots. He was going to write-up some specifications for the job(s) and advertise the work to be done.

Cortney Murrow, County Health Administrator, informed the commission that the State of Kansas had approved the transfer of the Regional Preparedness position from NCRPC to the Medical Foundation.

The commission approved and signed a proclamation making February Teen Dating Violence Awareness month on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

The commission made transfers of \$50,000 from EMX to EMS Special Equipment; \$20,000 from Rescue Squad to Rescue Squad Special Equipment; and \$50,000 from EMS to EMS Capital Outlay. Motion for transfers was made by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

The meeting was adjourned at 10:15 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

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Mike Cooper, Chairman/Jim Marshall, presiding

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ATTEST: Chris Treaster, Mitchell County Clerk



## February 14, 2022

The Mitchell County Commissioners met in formal session on Monday, February 14, 2022 with Acting Chairman Jim Marshall and member Tom Claussen in attendance. Also in attendance was Terry Bailey, KVSV Radio.

The meeting was called to order by the Chairman and the Pledge of Allegiance was recited.

The minutes of the February 7, 2022 meeting were approved as written on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Marty Hernandez, Public Works Director, and Stuart Porter, Schwab-Eaton, met with the commission and Mr. Porter reported that there is around \$8-9,000 budget remaining for the Schwab-Eaton portion of the Public Works Building project. He estimated that this amount may need to be increased an additional \$30,000. Builder's Risk Insurance was discussed and whether the County will need to pay for this or the contractor.

Eric Hamel, EMS Director, presented his regular monthly report.

The meeting was adjourned at 9:35 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

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Mike Cooper, Chairman

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ATTEST: Chris Treaster, Mitchell County Clerk

February 22, 2022

The Mitchell County Commissioners met in formal session on Tuesday, February 22, 2022 with Chairman Mike Cooper and members Jim Marshall and Tom Claussen in attendance. Also in attendance was Terry Bailey, KSVV Radio.

The meeting was called to order by the Chairman and the Pledge of Allegiance was recited.

The minutes of the February 14, 2022 meeting were approved as written on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

Stuart Porter, Schwab-Eaton discussed Senger Construction's payments and that their insurance company wanted their payments to be sent to an escrow account. After discussion Tom Claussen made motion to send payments to Senger Construction to National Escrow, Inc. Motion was seconded by Jim Marshall and carried by unanimous vote. Builder's Risk insurance was also discussed. The parking lot at County Health was discussed and the commission was told by Mr. Porter that the slope of the parking lot is so steep it will not meet ADA accessibility. The commission will meet with Mr. Porter at the Health Department on March 3, 2022 at 2:00 p.m.

Sheriff Tony Perez presented Resolution 22-2 to increase the per diem amount for the Kansas Department of Corrections to \$94.00 per day. Resolution was approved on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

EMS Director Eric Hamel was present to discuss the possibility of purchasing 800 MgHz Radios through the Sheriff's recent purchase of the same radios. They were waiting on the company to see if they could obtain the same price for EMS. Mr. Hamel requested, and was granted, a 10-minute executive session for land acquisition per KSA 75-4318 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. County Clerk was asked to remain in session. Session began at 9:30 and ended at 9:40 with no decisions made in executive session.

The meeting was adjourned at 10:10 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

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Mike Cooper, Chairman

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ATTEST: Chris Treaster, Mitchell County Clerk

## February 28, 2022

The Mitchell County Commissioners met in formal session on Monday, February 28, 2022 with Chairman Mike Cooper and members Jim Marshall and Tom Claussen in attendance. Also in attendance was Terry Bailey, KVSV Radio.

The meeting was called to order by the Chairman and the Pledge of Allegiance was recited.

The minutes of the February 22, 2022 meeting were approved as written on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Stuart Porter, Schwab-Eaton provided a contract with Senger Construction for the commission to sign. The commission also approved an increase in cost from \$131,00 to \$166,000 for engineering services with Schwab-Eaton on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote. Several other changes to specifications on the building were discussed but the commission rejected them due to the additional costs of these changes.

An agreement with Workforce 1 was approved on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

EMS Director Eric Hamel requested, and was granted, a 10-minute executive session for land acquisition per KSA 75-4318 on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote. County Clerk was asked to remain in session. Session began at 9:18 and ended at 9:28 with no decisions made in executive session.

County Clerk Chris Treaster had been contacted by Keegan Bailey, ARPA Administrator, regarding the allowance of ARPA funds to be used to pay for the Malwarebytes software approved at last week's meeting. The commission agreed to do this on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

A Neighborhood Revitalization Application was approved for Tiffany Krier in the amount of \$50,600 on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

The meeting was adjourned at 9:34 on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

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Mike Cooper, Chairman

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ATTEST: Chris Treaster, Mitchell County Clerk

The commission, County Clerk and Public Works Director Marty Hernandez travelled to Smith Center for the Multi-County meeting. Smith County Clerk Ashley Maxwell provided a spreadsheet for the District Sanitarian's fund. The commissions present decided to increase the fees by 20% as the fund has a shortfall. Anna Porter, Appraiser for Jewell, Smith, and Osborne Counties provided an overview of the increased valuations in those respective counties. A presentation from Base 1, a company providing additive for gravel roads to become similar to concrete, was provided. Smith County gave a demonstration of equipment they had purchased to take the windrows on gravel roads and remove debris.

## March 7, 2022

The Mitchell County Commissioners met in formal session on Monday, March 7, 2022 with Chairman Mike Cooper and members Jim Marshall and Tom Claussen in attendance. Also in attendance was Terry Bailey, KSVV Radio, and Emily Benedick, Community Development Director.

The meeting was called to order by the Chairman and the Pledge of Allegiance was recited.

The minutes of the February 28, 2022 meeting were approved as written on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Stuart Porter, Schwab-Eaton informed the commission that he had spoken to Harvey Feltzke at KCAMP regarding builder's risk insurance. Mr. Feltzke stated that there was 2.5 million in coverage in the KCAMP policy to cover any issues that might affect the contractor so no extra builder's risk insurance would be needed. The Health Department parking lot was discussed. Mr. Porter was going to try to figure a cost estimate for a solution to the problem.

Emily Benedick, Community Development Director, provided the commission with an overview of her recent activities.

Cortney Murrow, County Health Administrator, requested signatures on grant applications for the Health Department. The commission approved one grant application in the amount of \$89,714.51 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. The Regional Preparedness Grant application was approved in the amount of \$48,610.00 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. Mrs. Murrow stated that she wants to install an automatic door opener on the north side of the Health Department building for an amount of \$2,900. The commission approved the purchase on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

Neighborhood Revitalization Applications were approved for Darren & Lori True in the amount of \$159,252.53; Dan Grittman and Rhonda Lindsay in the amount of \$304,260; Jim Walter in the amount of \$40,500; and Doug & Valerie Strathman in the amount of \$99,880 on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

The meeting was adjourned at 10:00 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

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Mike Cooper, Chairman

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ATTEST: Chris Treaster, Mitchell County Clerk

**March 14, 2022**

The Mitchell County Commissioners met in formal session on Monday, March 14, 2022 with Chairman Mike Cooper and members Jim Marshall and Tom Claussen in attendance. Also in attendance was Terry Bailey, KVSV Radio.

The meeting was called to order by the Chairman and the Pledge of Allegiance was recited.

The minutes of the March 7, 2022 meeting were approved as written on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Stuart Porter, Schwab-Eaton informed the commission that Mitchell County has been awarded at \$1,899,000 KDOT Federal pass-through grant for the Causeway Project. The County's share of the project will be \$360,000. The commission approved the cost share portion and grant on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote. Mr. Porter also discussed the parking lot at County Health. He reported that he was estimating the cost to be around \$60,000-\$70,000. The commission agreed to have Schwab-Eaton do the plans to make handicapped accessible parking on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

EMS Director Eric Hamel presented his regular monthly report. He also requested permission to purchase two (2) 800 MgHz radios for his department. One for the Expedition and one for the Cawker City station. The commission advised Mr. Hamel to check with Emergency Management Director David Dohe to see what option he might have available prior to making a decision.

Sheriff Tony Perez and Brian Streit, Maintenance, discussed the current situation of water heaters at the jail. A 150-gallon water heater will cost around \$10,000 and there will need to be two of them purchased. The commission requested that other options, boiler or on-demand heat, be investigated. Mr. Streit discussed the elevator at the Courthouse and stated that it is leaking hydraulic oil. The commission voted to have the seals replaced in the pump at a cost of \$5,425.47 on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

The commission voted to remain in the NCKLEPG for another year on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

The meeting was adjourned at 10:10 on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

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Mike Cooper, Chairman

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ATTEST: Chris Treaster, Mitchell County Clerk

**March 21, 2022**

The Mitchell County Commissioners met in formal session on Monday, March 21, 2022 with Chairman Mike Cooper and members Jim Marshall and Tom Claussen in attendance. Also in attendance was Terry Bailey, KVSV Radio.

The meeting was called to order by the Chairman and the Pledge of Allegiance was recited.

The minutes of the March 14, 2022 meeting were approved as written on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

Tony Miller, CASA Representative, presented a proclamation to the commission to declare April as "Child Abuse Prevention Month". The commission approved the proclamation on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

EMS Director Eric Hamel requested permission to purchase two (2) 800 MgHz radios for his department. One for the Expedition and one for the Cawker City station. There are no radios or money available through homeland security for such use and the commission approved paying \$5,189.53 for two radios from Henry Pierce with ARPA funds on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

Cortney Murrow, County Health Administrator, discussed removal of trees around the Health Department Building. She presented bids for the work but after discussion the County and City crews will do the work of removal. Mrs. Murrow also stated that she had purchased a new metal sign for the outside of the Health Department Building.

A Neighborhood Revitalization Application was approved for Boettcher Supply, LLC in the amount of \$90,110 on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

The meeting was adjourned at 9:45 on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

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Mike Cooper, Chairman

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ATTEST: Chris Treaster, Mitchell County Clerk

## March 28, 2022

The Mitchell County Commissioners met in formal session on Monday, March 28, 2022 with Chairman Mike Cooper and members Jim Marshall and Tom Claussen in attendance. Also in attendance was Terry Bailey, KSVV Radio, and Emily Benedick, Community Development Director.

The meeting was called to order by the Chairman and the Pledge of Allegiance was recited.

The minutes of the March 21, 2022 meeting were approved as written on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Members Garry Clark, Dan Emmot, and Bill Bunger, Fire District #3 met with the commission to discuss their 2023 budget. They asked for an increase in spending authority from \$57,000 to \$80,000. The commission and Clerk informed them that there was no way to determine the RNR Rate as values have not been set at this time.

Ed Harbin, KCAMP Representative, presented the commission with a loss-ratio award check for 2020 in the amount of \$450.00.

Jason Rabe, Beloit City Manager, and Eric Burks, NCKTC President, met with the commission to discuss the possibility of the County helping with road repairs at the college. The City of Beloit is currently doing this for the college and they wondered if the County would do the same. The commission was going to talk to Marty Hernandez about whether this was a possibility.

A Real Estate Contract with Upton Management Co., LLC (Pizza Hut) was approved for the purchase of land to the north of the Pizza Hut and EMS Station in the amount of \$10,000. The contract was approved on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. A check for the purchase will not be issued until the title work has been completed by the seller.

A Neighborhood Revitalization Application was approved for Ben Fugate in the amount of \$235,000 on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

The commission received information from the NCK Regional Juvenile Detention Facility wanting to modify their by-laws. The commission approved these amendments on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

Commissioner Marshall requested, on behalf of Doug Palen, that 280 Road between O & P Roads be allowed to be closed during a bike race being held at the Palen Farm. The commission agreed to the request on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

Cortney Murrow met with the commission and requested a 5-minute executive session for Trade Secrets of a Corporation per KSA 75-?????. Request was granted on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. Session began at 9:30 and ended at 9:35 with no decisions made in executive session.

Brian Streit, Maintenance Supervisor, requested a 15-minute executive session for non-elected personnel per KSA 75-4318 which was granted on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. Session began at 9:45 and ended at 10:00 with no decisions made in executive session.

Marty Hernandez, Public Works Director, and Stuart Porter, Schwab-Eaton, presented the commission with the first billing for the Road and Bridge Building. There will be a payment of \$120,169.80 to Senger Construction.

The meeting was adjourned at 10:28 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

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Mike Cooper, Chairman

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ATTEST: Chris Treaster, Mitchell County Clerk



**April 4, 2022**

The Mitchell County Commissioners met in formal session on Monday, April 4, 2022 with Chairman Mike Cooper and members Jim Marshall and Tom Claussen in attendance. Also in attendance was Terry Bailey, KSVV Radio, and Caleb Bowers, attending for his Leadership Mitchell County process.

The meeting was called to order by the Chairman and the Pledge of Allegiance was recited.

The minutes of the March 28, 2022 meeting were approved as written on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Emily Benedick, Community Development Director, and Julia Rabe, Beloit Chamber Director, discussed the low to moderate income housing program. They also discussed the Murals in Mitchell County Program. The kick-off for this program will be April 18, 2022. The Solomon Valley Foundation gave \$1,000 for each city in the County for the project.

Cortney Murrow, County Health Administrator, reported to the commission that the State is transitioning from a COVID pandemic to an endemic. She also stated that they are doing some testing at the health department for COVID. District Sanitarian Sherry Koster's position was discussed. There will need to be a replacement found for her as neither the Health Department or the County Clerk want to take on the responsibility.

The commission approved a proclamation declaring April as Sexual Assault Awareness Month on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

The meeting was adjourned at 10:15 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

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Mike Cooper, Chairman

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ATTEST: Chris Treaster, Mitchell County Clerk

**April 11, 2022**

The Mitchell County Commissioners met in formal session on Monday, April 11, 2022 with Chairman Mike Cooper and member Tom Claussen in attendance. Also in attendance was Terry Bailey, KSVV Radio, and Emily Benedick, Community Development Director.

The meeting was called to order by the Chairman and the Pledge of Allegiance was recited.

The minutes of the March 28, 2022 meeting were approved as written on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

David Dohe, Emergency Management Director, brought a Resolution to the commission to rescind the COVID 19 emergency declaration. The commission passed the Resolution on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote. Mr. Dohe also requested that two new members be appointed to the LEPC. They are Skiler Winder and Roger Simoneau. The commission appointed them to these positions on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote. Mr. Dohe also reported that there will be a fire chief's meeting on Thursday, April 21 at Trapper Joe's in Simpson.

Emily Benedick, Community Development Director, informed the commission that the Senior Center in Beloit was planning to expand their kitchen to make delivering meals on wheels in Beloit more convenient. The Senior Center in Glen Elder is now doing this. She wondered if the commission would be willing to use ARPA dollars for this project. The commission thought this would be a good use for the ARPA funds. Mrs. Benedick also informed the commission that there will be a meeting by the Dane Hansen Foundation concerning Child Care (or the lack thereof) in Mitchell County on May 2<sup>nd</sup>.

Tom Claussen reported on the NCK Highway Association meeting he attended last week. There will be about \$100 million dollars available for roads and \$40 million for bridges to be distributed across the State.

Yvonne Melton, Treasurer, discussed her remodeling plans for her office. After discussion the commission advised her to order furniture to see what kind of timeline there would be for it to be delivered and depending on the type of furniture purchased where and how many electrical outlets will need to be installed. The commission estimated the project may take up to two-weeks to complete and stated that Mrs. Melton could move her operations into the commission room while the work was in progress.

The commission made motion to accept County Human Resources as an affiliate member of KAC on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

The commission placed a call to the Smith County Commissioners to discuss the open LEPC position that was held by Sherry Koster. If Mitchell County can find someone to take the position Smith County agreed to continue administering the program.

The meeting was adjourned at 10:05 on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

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Mike Cooper, Chairman

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ATTEST: Chris Treaster, Mitchell County Clerk

**April 18, 2022**

The Mitchell County Commissioners met in formal session on Monday, April 11, 2022 with Chairman Mike Cooper and members Tom Claussen and Jim Marshall in attendance. Also in attendance was Terry Bailey, KSVV Radio.

The meeting was called to order by the Chairman and the Pledge of Allegiance was recited.

The minutes of the April 11, 2022 meeting were approved as written on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Yvonne Melton, Treasurer, requested, and was granted, a 15-minute executive session for non-elected personnel per KSA 75-4318 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. Session began at 8:42 and ended at 8:57 at which time it was extended 5-minutes on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. Session ended at 9:02 with no decisions made in executive session.

Eric Hamel, EMS Director, presented his monthly report. He also reported that the wind had caught a door on one of the ambulances and it would need to be replaced as it had sprung the hinges.

Cortney Murrow, County Health Administrator, informed the commission that she was applying for a grant to help pay the cost of the handicapped accessible parking and door on the Health Department Building.

The commission held a 20-minute executive session for non-elected personnel per KSA 75-4318 with Phillip Murrow on motion by Mike Cooper and seconded by Jim Marshall. Motion carried by unanimous vote. Session began at 9:32 and ended at 9:52 with no decisions made in executive session. It was announced that Phillip Murrow will be the new District Sanitarian for the 8-County LEPPG.

A Neighborhood Revitalization application was approved for Anna Rothchild in the amount of \$36,946 on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

Bids for the Courthouse parking lot and partial replacement of sidewalks were opened at 10:00 a.m. 4 bids were received.

Harr Construction	\$140,156
B&M Construction	\$159,275
Kansas Sand & Construction, LLC	\$118,000
APAC	\$283,473

The commission advised Maintenance Supervisor Brian Streit to review the bids and make sure all the specifications were being met prior to making a decision.

The meeting was adjourned at 10:35 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

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Mike Cooper, Chairman

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ATTEST: Chris Treaster, Mitchell County Clerk

**April 25, 2022**

The Mitchell County Commissioners met in formal session on Monday, April 25, 2022 with Chairman Mike Cooper and members Tom Claussen and Jim Marshall in attendance. Also in attendance was Terry Bailey, KSVV Radio.

The meeting was called to order by the Chairman and the Pledge of Allegiance was recited.

The minutes of the April 18, 2022 meeting were approved as written on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Brian Streit, Maintenance, returned to the meeting to give his recommendations for the concrete bids opened at last week's meeting. After a short discussion the high and low bids were thrown out and, since B & M Construction could begin the project earlier than Harr Construction, the commission opted to go with B & M Construction on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. Cost submitted by B & M is \$159,275.

Fire District #3 representatives Dan Emmot & Bill Bungler delivered their proposed 2023 budget request to the commission. It was unclear until values are determined whether they will exceed the Revenue Neutral Rate.

Mark Isley, HUB International, gave a presentation of services he and his company provide to help determine if there could be cheaper routes for benefits provided to employees in Mitchell County. The commission declined his services as they are happy with the Blue Cross/Blue Shield coverage they currently have.

David Dohe, Emergency Management Director, provided an overview of the Fire Chief's meeting held last Thursday evening. All facets of those involved in fire response in Mitchell County were represented at the meeting.

A Neighborhood Revitalization application was approved for Braden & Tricia Hake, Tipton, in the amount of \$631,172 on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

Mark Noah, County Attorney, requested, and was granted, a 10-minute executive session for Attorney-Client Privilege per KSA 75-4318 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. Session began at 9:35 and ended at 9:45 at which time it was extended 5-minutes on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. Session ended at 9:50 with no decisions made in executive session

Appointments were made to the Planning Commission Board on motion by Tom Claussen and seconded by Jim Marshall. Those appointed include, Nancy Rush, Becky Crumbaker, Carl Eilert, Greg Drum, Russell Fincham, Craig Gengler, Curt Ellenz, and Barb File. Motion carried by unanimous vote.

Wanda Backstrom, Community Corrections, presented her FY '23 Grant Applications. The commission approved these applications on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote and Chairman Cooper signed the application.

Emily Benedick, Community Development Director, announced that Julia Rabe as resigned her position as Chamber Director in Beloit. She also stated that they are taking applications for Leadership Mitchell County Class 22 to begin in August this year. Mrs. Benedick also reminded everyone of the meeting on May 2<sup>nd</sup> concerning the Childcare crisis in this area.

Yvonne Melton, Treasurer, requested, and was granted, a 10-minute executive session for non-elected personnel per KSA 75-4318 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. Session began at 10:08 and ended at 10:18 with no decisions made in executive session.

The meeting was adjourned at 10:25 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

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Mike Cooper, Chairman

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ATTEST: Chris Treaster, Mitchell County Clerk

**May 2, 2022**

The Mitchell County Commissioners met in formal session on Monday, May 2, 2022 with Chairman Mike Cooper and members Tom Claussen and Jim Marshall in attendance. Also in attendance was Terry Bailey, KSVV Radio.

The meeting was called to order by the Chairman and the Pledge of Allegiance was recited.

The minutes of the April 25, 2022 meeting were approved as written on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

David Dohe, Emergency Management Director, provided the commission with a document to adopt the FEMA Regional Hazard Mitigation Plan. The commission passed the plan on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

Barb Wise, Pawnee Mental Health Board, presented a proclamation to the commission declaring May as "Mental Health Month". The commission passed the proclamation on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Eric Hamel, EMS Director, reported that the small equipment shed on EMS property had blown down during the massive wind-storm Friday evening. He also reported that there was an error in the legal description of the land being purchased by the County for EMS. It will be corrected.

A Fireworks Permit was approved for Wholesale Fireworks, Wichita, on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. The Clerk will check with the City to be consistent with their allowed sales dates for fireworks.

The meeting was adjourned at 9:30 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

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Mike Cooper, Chairman

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ATTEST: Chris Treaster, Mitchell County Clerk

**May 9, 2022**

The Mitchell County Commissioners met in formal session on Monday, May 9, 2022 with Chairman Mike Cooper and members Tom Claussen and Jim Marshall in attendance. Also in attendance was Terry Bailey, KVSV Radio.

The meeting was called to order by the Chairman and the Pledge of Allegiance was recited.

The minutes of the May 2, 2022 meeting were approved as written on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Jay Rowh, Representative for Mitchell County Elderly and Silver Haired Legislator, and Emily Benedick, Community Development Director met with the commission to discuss the future needs for meals-on-wheels and the Senior Citizen locations in Mitchell County. As discussed at a previous meeting they may add a kitchen to the building that currently houses the Beloit Senior Center. They would like to have a property where they could combine the Food Pantry, Economy Shop and Senior Center together. The old Dollar General store was a possible location. After discussion the commission agreed to giving \$100,000 in ARPA dollars to the Senior Citizens to help pay the costs of the expansion. Tom Claussen made motion to that effect and Jim Marshall seconded. Motion carried by unanimous vote.

Cortney Murrow, County Health Administrator, discussed the desperate need for childcare in Mitchell County. She was asking if the commission could provide ARPA dollars for this use. The commission does not have enough money left of ARPA dollars so they informed her that they may not be able to help financially. Mrs. Murrow requested, and was granted, a 10-minute executive session for non-elected personnel per KSA 75-4318 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. Session began at 9:23 and ended at 9:33 at which time it was extended 5-minutes on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. Session ended at 9:38 with no decisions made in executive session.

Marty Hernandez, Public Works Director, discussed the recent rains and the blading of roads that have needed work done for some time but were too dry to maintain. He also informed the commission that they are trying to plan for 2023 and want to trade for a new motor grader. The commission agreed that with today's market it would be good to get a head start on the issue.

Cereal Malt Beverage on-sale and off-sale licenses were approved for Seven Stars (Norman's) near Lake Waconda on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

The commission held an executive session for attorney-client privilege per KSA 75-4318 with County Clerk and Marty Hernandez in attendance. Motion was made by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. Session began at 10:13 and ended at 10:23. Following the session the commission voted to approve County Attorney Mark Noah's settlement agreement with the plaintiffs. Motion carried by majority vote with Jim Marshall voting nay.

The meeting was adjourned at 10:30 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

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Mike Cooper, Chairman

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ATTEST: Chris Treaster, Mitchell County Clerk

**May 16, 2022**

The Mitchell County Commissioners met in formal session on Monday, May 16, 2022 with Chairman Mike Cooper and members Tom Claussen and Jim Marshall in attendance. Also in attendance was Terry Bailey, KVSV Radio.

The meeting was called to order by the Chairman and the Pledge of Allegiance was recited.

The minutes of the May 9, 2022 meeting were approved as written on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

Eric Hamel, EMS, presented his monthly report. He also informed the commission that he had lost and also hired an employee, Thomas Hawks.

Cortney Murrow, County Health Administrator, brought contracts for the commission's approval and signature to appoint Dr. Cheney as Health Officer/Medical Consultant for the Health Department. The commission approved Dr. Cheney's position on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote and the Chairman signed the contracts.

Eric Hamel returned to the meeting and requested permission to purchase two (2) Zoll Ventilators for the ambulances. Mr. Hamel reported that due to the current equipment being old they sometimes have issues reaching even Salina with a viable amount of oxygen. The commission approved the purchase on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

A Neighborhood Revitalization application was approved for PKP, LLC in the amount of \$80,532 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

The meeting was adjourned at 9:47 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

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Mike Cooper, Chairman

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ATTEST: Chris Treaster, Mitchell County Clerk



## May 23, 2022

The Mitchell County Commissioners met in formal session on Monday, May 23, 2022 with Chairman Mike Cooper and members Tom Claussen and Jim Marshall in attendance. Also in attendance was Terry Bailey, KVSV Radio.

The meeting was called to order by the Chairman and the Pledge of Allegiance was recited.

The minutes of the May 16, 2022 meeting were approved as written on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

A Cereal Malt Beverage license was approved for GE Marina, LLC on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

Eric Hamel, EMS Director, informed the commission that the chassis for the new ambulance has been received by Osage and it will be about 2-3 months to completion.

Robbin Cole, Pawnee Mental Health Director, presented their 2023 budget request to the commission. They are asking for a 3% increase.

The meeting was adjourned at 10:45 on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

\_\_\_\_\_  
Mike Cooper, Chairman

\_\_\_\_\_  
ATTEST: Chris Treaster, Mitchell County Clerk

The commission attended the Multi-County meeting in Mankato. Those attending were commissioners from Smith, Osborne, Jewell, and Mitchell County. Phillip Murrow gave a presentation of his new position as District Sanitarian. Revenue Neutral Rate was discussed as well as the child-care need and wages for employees.

## May 31, 2022

The Mitchell County Commissioners **did not meet** in formal session on Tuesday, May 31, 2022 as it was the 5<sup>th</sup> Monday of the month.

**June 13, 2022**

The Mitchell County Commissioners met in formal session on Monday, June 13, 2022 with Chairman Mike Cooper and members Tom Claussen and Jim Marshall in attendance. Also in attendance was Terry Bailey, KSVV Radio.

The meeting was called to order by the Chairman and the Pledge of Allegiance was recited.

The minutes of the June 6, 2022 meeting were approved as written on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Daley Jensen, Darren Booth & Julie Yarmer, representatives from Thiel Insurance, met with the commission to discuss their options on health insurance and having their company manage and find less expensive solutions to the current plan with Blue Cross/Blue Shield. The commission commented that they thought they had a good program and if health costs became astronomical, they might reach out to them for assistance but that they knew the employees were happy with the plan currently offered which promotes long-term employment and new hires in the County.

Marty Hernandez, Public Works Director, brought possible bids for a long-bed, 4-door pickup to the commission. He received only one bid and he felt it was not what he wanted so the bid was left unannounced. Casey Fraser, Foley Tractor Salesman, discussed trading a road grader for a new one in the planned rotation of equipment. After discussion the commission voted to purchase the grader at a cost of \$344,452 with trade on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

Kyle Peterson, Mitchell County Museum Director and Vickie Mears, Museum Treasurer, presented their 2023 budget request to the commission. They also discussed the possibility of selling a 3-acre piece of land where the Gable Farm sits at the corner of Highways 14 & 24. There is a small house at that location that had been planned to be turned into a visitor's center but the grant to do the work was not approved. The museum is planning on having meetings later this fall to hear the public's input on the issue. The commission allowed waiving the landfill fees for the Museum if the house and other buildings were torn down.

The commission requested a 5-minute executive session with County Health Director Cortney Murrow on motion by Tom Claussen and seconded by Jim Marshall per KSA 75-4318. Motion carried by unanimous vote. Session began at 10:07 and ended at 10:12 with no decisions made in executive session.

The commission requested a 15-minute executive session with Maintenance Supervisor Brian Streit with the County Clerk in session per KSA 75-4318 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. Session began at 10:17 and ended at 10:32 with no decisions made in executive session.

The commission approved a Proclamation making June 20-25 Amateur Radio Week on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

A Neighborhood Revitalization Application was approved for Sam & Susan Eilert in the amount of \$200,000 on motion by Jim Marshall and seconded by Tom Claussen.

Eric Hamel, EMS Director, presented his regular monthly report. Mr. Hamel requested, and was granted, a 5-minute executive session for trade secrets of a corporation per KSA 75-4318 on motion by Tom

Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. Session began at 10:43 and ended at 10:48 with no decisions made in executive session.

Becky Snook, Communications Director, presented the commission with her 2023 budget request. She then met with the commission and Brian Streit to discuss carpet replacement in the Dispatch Building. Two bids were received. The bid from Ellenz of Tipton was accepted in the amount of \$5,238.70 for two different types and areas for carpet. Jim Marshall abstained from voting as his wife own Ellenz of Tipton. The bid was accepted on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by majority vote.

The commission requested at 10-minute executive session with Courthouse Custodian Leia Heiman per KSA 75-4318 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. Session began at 11:08 and ended at 11:18 with no decisions made in executive session.

The meeting was adjourned at 11:30 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

\_\_\_\_\_ Mike Cooper, Chairman

\_\_\_\_\_ ATTEST: Chris Treaster, Mitchell County Clerk

**June 20, 2022**

The Mitchell County Commissioners met in formal session on Monday, June 20, 2022 with Chairman Mike Cooper and members Tom Claussen and Jim Marshall in attendance. Also in attendance was Terry Bailey, KSVV Radio, and Emily Benedick, Community Development Director.

The meeting was called to order by the Chairman and the Pledge of Allegiance was recited.

The minutes of the June 13, 2022 meeting were approved as written on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Amanda Johnson, representing the Soil Conservation District, presented their 2023 budget request. They are asking for a small increase in budget.

Marty Hernandez, Public Works Director, brought documentation for a different service truck for his department. There is one available at State Surplus in Topeka for \$23,000. With a new box for equipment an additional \$40-50,000 will be needed. Mr. Hernandez stated that they would have to let the State know this week if they were going to purchase the truck. They will go down to Topeka to look at it this week.

Shelia Nelson-Stout & Susan Sprague, President and Communications for OCCK submitted their 2023 budget request. They asked for no increase in budget.

The commission requested a 15-minute executive session with Maintenance Supervisor Brian Streit with the County Clerk in session per KSA 75-4318 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. Session began at 9:35 and ended at 9:50 with no decisions made in executive session.

A cereal malt beverage license was issued to Family Dollar on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

The meeting was adjourned at 10:00 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

\_\_\_\_\_ Mike Cooper, Chairman

\_\_\_\_\_ ATTEST: Chris Treaster, Mitchell County Clerk

**June 27, 2022**

The Mitchell County Commissioners met in formal session on Monday, June 27, 2022 with Chairman Mike Cooper and members Tom Claussen and Jim Marshall (via Zoom) in attendance. Also in attendance was Terry Bailey, KSVV Radio.

The meeting was called to order by the Chairman and the Pledge of Allegiance was recited.

The minutes of the June 20, 2022 meeting were approved as written on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Neighborhood Revitalization Applications were approved for Brent & Kimberlee Budke in the amount of \$357,042 and for Robert & Stephanie Jones in the amount of \$45,500 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

A Cereal Malt Beverage License for consumption on premises was approved for Pizza Hut, Beloit, on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Stuart Porter, Schwab-Eaton Engineers, brought a pay application for Senger Construction on the Public Works building project. The request was for \$117,402.30. Mr. Porter reported that the footings have been poured for the building and the building materials should be here sometime in September.

Cortney Murrow, County Health Administrator, met with the commission to make a public announcement that the Health Department was no longer going to offer Home-Health services. There are other entities that provide the same services locally and Health Department clients will be given a list of those entities. The program will be ended on August 1, 2022 and the license will expire on September 30, 2022.

Sheriff Tony Perez, Deputy Sheriff Steve Martin, and EMS Director Eric Hamel met with the commission and requested a 20-minute executive session for non-elected personnel per KSA 75-4318 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. Session began at 9:35 and ended at 9:55 with no decisions made in executive session.

The meeting was adjourned at 10:23 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

\_\_\_\_\_ Mike Cooper, Chairman

\_\_\_\_\_ ATTEST: Chris Treaster, Mitchell County Clerk



## **Commissioner Meeting Minutes**

**July 5, 2022 through Dec. 30, 2022**

**~ Second half of year archive. ~**

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## July 5, 2022

The Mitchell County Commissioners met in formal session on Tuesday, July 5, 2022 with Chairman Mike Cooper and members Tom Claussen and Jim Marshall (via Zoom) in attendance. Also in attendance was Terry Bailey, KVSV Radio, Emily Benedick, Community Development Director, and Caleb Bowers.

The meeting was called to order by the Chairman and the Pledge of Allegiance was recited.

The minutes of the June 27, 2022 meeting were approved as written on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Kent Miller, Janet Remus, and Lucille Heller, representing the Convention and Tourism Committee requested an increase in the guest tax rate in Mitchell County to 4% from the current 2%. After discussion Jim Marshall made motion to approve the change in guest tax rate to 4% and to change the Resolution to adopt new items the committee wished to have updated on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote. The County Clerk will email the County Attorney with the instructions to contact any of these board members with recommendations for changes in the Resolution.

The meeting was adjourned at 9:45 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

\_\_\_\_\_ Mike Cooper, Chairman

\_\_\_\_\_ ATTEST: Chris Treaster, Mitchell County Clerk

**July 11, 2022**

The Mitchell County Commissioners met in formal session on Monday, July 11, 2022 with Chairman Mike Cooper and members Tom Claussen and Jim Marshall in attendance. Also in attendance was Terry Bailey, KSVV Radio.

The meeting was called to order by the Chairman and the Pledge of Allegiance was recited.

The minutes of the June 5, 2022 meeting were approved as written on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Mark Noah, County Attorney, met with the commission to propose and have the commission sign a Resolution for a tax sale. The commission approved the Resolution on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

The commission met with Auditor Jeff Reece and Paul Street from Lindburg, Vogel, Pierce, Faris & Co., Chtd. To prepare the County and Fire Districts 1, 2, & 3 budgets. The levy for the County budget came in under the Revenue Neutral Rate as did Fire District #3. Fire Districts 1 & 2 will be required to hold RNR and budget hearings.

The meeting was adjourned at 12:30 on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

\_\_\_\_\_ Mike Cooper, Chairman

\_\_\_\_\_ ATTEST: Chris Treaster, Mitchell County Clerk



## July 18, 2022

The Mitchell County Commissioners met in formal session on Monday, July 18, 2022 with Chairman Mike Cooper and members Tom Claussen and Jim Marshall in attendance. Also in attendance was Terry Bailey, KVSV Radio.

The meeting was called to order by the Chairman and the Pledge of Allegiance was recited.

The minutes of the June 11, 2022 meeting were approved as written on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Eric Hamel, EMS, provided his regular monthly report. He requested, and was granted on motion by Tom Claussen and seconded by Jim Marshall, a 10-minute executive session for trade secrets of a corporation per KSA 75-4318. Motion carried by unanimous vote. Session began at 9:00 and ended at 9:10 when it was extended 5-minutes on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. Session ended at 9:15 with no decisions made in executive session.

Marty Hernandez, Public Works, had the commission sign paperwork for the Cawker City Causeway project. Mitchell County will bear 10% of the cost and Federal and State funding will pay the other 90%. The paperwork was signed on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

John Shea, new Director for the North Central Regional Planning Commission stopped to introduce himself to the commission.

The meeting was adjourned at 10:25 on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

\_\_\_\_\_  
Mike Cooper, Chairman

\_\_\_\_\_  
ATTEST: Chris Treaster, Mitchell County Clerk

## July 25, 2022

The Mitchell County Commissioners **did not meet** in formal session on Monday, July 25, due to lack of agenda items and the County Clerk's absence.

## August 1, 2022

The Mitchell County Commissioners met in formal session on Monday, August 1, 2022 with Chairman Mike Cooper and members Tom Claussen and Jim Marshall in attendance. Also in attendance was Terry Bailey, KSVV Radio.

The meeting was called to order by the Chairman and the Pledge of Allegiance was recited.

The minutes of the July 18, 2022 meeting were approved as written on motion by Tom Claussen and seconded by Jim Marshall as well as the waiver of meeting for July 25, 2022. Motion carried by unanimous vote.

David Dohe, Emergency Management Director asked for permission to spend \$2,000 to upgrade 10 Motorola 800MgHz radios. He also requested that Stephanie Simmons be appointed to the LEPC. Both requests were approved on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

Becky Snook, Communications Director, requested that the commission approve her appointment to the APCO (Association of Public Safety Communicators) Board. The commission approved her request on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Marty Hernandez, Public Works Director, reported that they had finally received their loader. He also asked the commission to formally approve his reimbursement of \$50 per month for his personal cell phone use for the County. The commission approved his request on motion by Mike Cooper and seconded by Jim Marshall. Motion carried by unanimous vote.

Phil Murrow, District Sanitarian, reported to the commission with updates and an overview of his recent activities. He stated that as of July 1, 2022 prices for permits had been increased to meet the cost of inspections, etc.

Cortney Murrow, County Health Administrator, requested a 5-minute executive session for non-elected personnel which was granted on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. Session began at 9:29 and ended at 9:34 with no decisions made in executive session.

A letter was received from the Solomon Valley Community Foundation regarding the Carldon Broadbent fund set up for country cemeteries. One member of the Commission was asked to serve on the board for this purpose. Mike Cooper agreed to serve in this capacity and was appointed on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

The meeting was adjourned at 9:45 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

\_\_\_\_\_  
Mike Cooper, Chairman

\_\_\_\_\_  
ATTEST: Chris Treaster, Mitchell County Clerk

## August 8, 2022

The Mitchell County Commissioners met in formal session on Monday, August 8, 2022 with Chairman Mike Cooper and members Tom Claussen and Jim Marshall in attendance. Also in attendance was Terry Bailey, KSVV Radio.

The meeting was called to order by the Chairman and the Pledge of Allegiance was recited.

The minutes of the August 1, 2022 meeting were approved as written on motion by Tom Claussen and seconded by Jim Marshall as well as the waiver of meeting for July 25, 2022. Motion carried by unanimous vote.

Eric Hamel, EMS Director, presented his regular monthly report.

Cortney Murrow, County Health Administrator, gave the commission an update on Monkeypox as they are the County Board of Health. She requested a 5-minute executive session for non-elected personnel which was granted on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote. Session began at 9:04 and ended at 9:09 with no decisions made in executive session.

The budget hearings for Lulu, Logan, and Hayes Townships were opened at 9:00. No one attended the hearing and hearing no objections the hearing was closed at 9:15 and the budgets were passed on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

The budget hearing for Solomon Rapids Fire District #3 was opened at 9:30. Bill Bunger, Garry Clark, Dan Emmot, and Allen Eilert, representatives for the fire district attended the hearing. No one else attended the hearing and it was closed at 9:45. Having heard no objections to the budget it was passed on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

The budget hearing for Mitchell County was opened at 10:00. No one was in attendance for the hearing and it was closed at 10:15. Having heard no objections the budget was passed on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

The commission took a 5-minute break.

The canvass for the August 2, 2022 Primary Election was held. The commission reviewed the vote totals and determined the provisional ballot qualifications. Finding no issues, the commission moved to accept and approve the election results and the provisional ballot determinations on motion Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

The meeting was adjourned at 10:40 on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

\_\_\_\_\_  
Mike Cooper, Chairman

\_\_\_\_\_  
ATTEST: Chris Treaster, Mitchell County Clerk

## August 15, 2022

The Mitchell County Commissioners met in formal session on Monday, August 15, 2022 with Chairman Mike Cooper and members Tom Claussen and Jim Marshall in attendance. Also in attendance was Terry Bailey, KVSV Radio.

The meeting was called to order by the Chairman and the Pledge of Allegiance was recited.

The minutes of the August 8, 2022 meeting were approved as written on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

A Neighborhood Revitalization application was approved for Brett & Lacy Wichers in the amount of \$144,184 on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

The meeting was adjourned at 9:25 on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

\_\_\_\_\_  
Mike Cooper, Chairman

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ATTEST: Chris Treaster, Mitchell County Clerk

## August 22, 2022

The Mitchell County Commissioners met in formal session on Monday, August 22, 2022 with Chairman Mike Cooper and members Tom Claussen and Jim Marshall in attendance. Also in attendance was Terry Bailey, KSVV Radio.

The meeting was called to order by the Chairman and the Pledge of Allegiance was recited.

The minutes of the August 15, 2022 meeting were approved as written on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

A Neighborhood Revitalization application was approved for Lucas & Cortney Murrow in the amount of \$450,000 on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

Commissioner Claussen stated that he had received a call from Larry Heidrick, Fire Chief of MCO Fire District #1 stating that there will be no controlled burns in Mitchell County until further notice. Residential trash may still be burned in an approved container.

There was discussion concerning the statement made by the commission last week regarding the sidewalk/parking lot project. After discussion it was determined that there had been some miscommunication between all parties.

County Treasurer Yvonne Melton & Brian Streit, Maintenance, met with the commission to discuss plans for the remodeling project in the Treasurer's Office. The Treasurer's Office will temporarily work from the Commissioner's Room and the Commissioners will meet upstairs in the Courtroom. The north entrance to the Courthouse will be closed during this time.

Budget hearings for MCO Fire District #1, Tipton Fire District #2, and Center Township, who all exceeded the RNR, were opened at 9:00 a.m. Don Gentry and Tom Deneke were in attendance for the MCO Fire Budget and Marty Hernandez was on hand for Center Township. Having no one attending the hearing it was closed at 9:15 and all budgets were passed by roll call vote. MCO Fire District, Cooper – Yes; Marshall – Yes; Claussen – Yes. Vote carries and budget passes. Tipton Fire District #2, Cooper – Yes; Marshall – Yes; Claussen, Yes. Vote carried and budget passes. Center Township, Cooper – Yes; Marshall – Yes, Claussen – Yes. Vote carried and budget passes.

The commission approved the Management Representation Letter and Corrective Action Plan from the auditor on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

There will be NO commission meeting next week as it is the 5<sup>th</sup> Monday of the month and the next meeting will be held on **TUESDAY**, September 6<sup>th</sup> due to the Labor Day holiday.

The meeting was adjourned at 10:05 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

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Mike Cooper, Chairman

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ATTEST: Chris Treaster, Mitchell County Clerk

## August 29, 2022

The Mitchell County Commissioners **did not meet** in formal session on Monday, August 29, 2022 as it is the 5<sup>th</sup> Monday of the month.

## September 6, 2022

The Mitchell County Commissioners met in formal session on Monday, September 6, 2022 with Chairman Mike Cooper and member Jim Marshall in attendance. Tom Claussen was absent. Also in attendance was Terry Bailey, KVSV Radio.

The meeting was called to order by the Chairman and the Pledge of Allegiance was recited.

The minutes of the August 22, and August 29, 2022 meetings were approved as written on motion by Jim Marshall and seconded by Mike Cooper. Motion carried by unanimous vote.

Public Works Director Marty Hernandez was present to request permission to purchase a different oil distribution truck. There is one available from the State of Kansas for \$29,500. It holds more gallons of oil and is much newer than the truck currently in use. The commission approved the purchase on motion by Jim Marshall and seconded by Mike Cooper. Motion carried by unanimous vote. Commissioner Marshall reported that he had many complaints over the bridge replacement near the Hazeltine Corner on K Rd. Mr. Hernandez stated that this is not a job that can be completed quickly and the culvert/bridge there was in dire need of repair.

A Neighborhood Revitalization application was approved for Blue Hill Hatchery & Gamebirds in the amount of \$500,000 and for Troy & Vanessa Tonne in the amount of \$168,000 on motion by Jim Marshall and seconded by Mike Cooper. Motion carried by unanimous vote.

Sheriff Tony Perez and Deputy Sheriff Steve Martin met with the commission and requested a 10-minute executive session for non-elected personnel which was granted on motion by Jim Marshall and seconded by Mike Cooper. Motion carried by unanimous vote. Session began at 9:30 and ended at 9:40 with no decisions made in executive session. The Sheriff reported that he was purchasing a new vehicle to replace one totaled after a deer collision.

The meeting was adjourned at 10:00 on motion by Jim Marshall and seconded by Mike Cooper. Motion carried by unanimous vote.

\_\_\_\_\_  
Mike Cooper, Chairman

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ATTEST: Chris Treaster, Mitchell County Clerk

## September 12, 2022

The Mitchell County Commissioners met in formal session on Monday, September 12, 2022 with Chairman Mike Cooper and members Jim Marshall and Tom Claussen in attendance. Also in attendance was Terry Bailey, KVSV Radio.

The meeting was called to order by the Chairman and the Pledge of Allegiance was recited.

The minutes of the September 6, 2022 meeting were approved as written on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

David Dohe, Emergency Management Director, discussed a Homeland Security Inventory Program that is available to the County at no cost. The commission agreed to accept the program. The flood-plain map meeting dates will be published soon and the maps will be approved sometime after that. Mr. Dohe is in the process of updating the Emergency Operations Plan for Mitchell County. He is working on a plan for helicopters with dip baskets to provide water for fires. There is an LEPC meeting next week and Mr. Dohe will be attending the KEMPKA Conference in Derby September 14-16.

Cortney Murrow, County Health Administrator, informed the commission that the city is starting the sidewalk project outside their building. There is additional money available from the Maternal and Child program and they will purchase a carpet cleaner, office chair, staff shirts and possibly incentive money.

Barb Wise and Kathy Webster, representing Pawnee Mental Health, asked the commission to approve a proclamation to make September "Recovery Month" in Mitchell County. The commission did so on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

Community Development Director Emily Benedick reported to the commission that there is a seed-grant available for child-care facilities. She stated that she cannot be the entity applying for the grant so she requested that Mitchell County be the entity on the application. The commission approved her request.

The meeting was adjourned at 9:50 on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

\_\_\_\_\_  
Mike Cooper, Chairman

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ATTEST: Chris Treaster, Mitchell County Clerk

**September 19, 2022**

The Mitchell County Commissioners met in formal session on Monday, September 19, 2022 with Chairman Mike Cooper and members Jim Marshall and Tom Claussen in attendance. Also in attendance was Terry Bailey, KSVV Radio.

The meeting was called to order by the Chairman and the Pledge of Allegiance was recited.

The minutes of the September 12, 2022 meeting were approved as written on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

Eric Hamel, EMS Director, met with the commission to provide his monthly report. A Secretary/Bookkeeper position for his department was discussed. The commission felt the job could be done on a part-time basis.

The meeting was adjourned at 9:53 on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

\_\_\_\_\_ Mike Cooper, Chairman

\_\_\_\_\_ ATTEST: Chris Treaster, Mitchell County Clerk

The Multi-County meeting was hosted by Mitchell County and held at the Porter House meeting room. Several items were discussed regarding vacation time for those working longer than 8-hour shifts, RNR, and Phil Murrow, District Sanitarian gave a presentation of the work he's done since he took the job.



## September 26, 2022

The Mitchell County Commissioners met in formal session on Monday, September 26, 2022 with Chairman Mike Cooper and members Jim Marshall and Tom Claussen in attendance. Also in attendance was Terry Bailey, KVSV Radio.

The meeting was called to order by the Chairman and the Pledge of Allegiance was recited.

The minutes of the September 19, 2022 meeting were approved as written on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Eric Hamel, EMS Director, requested a 10-minute executive session for non-elected personnel per KSA 75-4318 which was granted on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. Session began at 8:34 and ended at 8:44 with no decisions made in executive session.

County Health Director Cortney Murrow met with the commission to have them approve WIC contracts for dietician services for Ottawa, Jewell, and Mitchell Counties. Approval was given on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. The Health Fair will be held from October 17-21 at the Health Department. They will open on those days at 6:30 a.m. The commission also approved them closing at 3:30 on those days to avoid any overtime for staff. An executive session for non-elected personnel for 15-minutes was requested by Cortney Murrow, with she, all Commissioners and Stephanie Simmons. Session was granted on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote. Session began at 9:13 and ended at 9:28 at which time it was extended 10-minutes on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote. Session began at 9:28 and ended at 9:38 with no decisions made in executive session.

The meeting was adjourned at 9:50 on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

\_\_\_\_\_  
Mike Cooper, Chairman

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ATTEST: Chris Treaster, Mitchell County Clerk

**October 3, 2022**

The Mitchell County Commissioners met in formal session on Monday, October 3, 2022 with Chairman Mike Cooper and member Tom Claussen in attendance. Jim Marshall was absent. Also in attendance was Terry Bailey, KSVV Radio.

The meeting was called to order by the Chairman and the Pledge of Allegiance was recited.

The minutes of the September 26, 2022 meeting were approved as written on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

Eric Hamel, EMS Director, informed the commission that the new ambulance will be here on October 19<sup>th</sup>. He will go down to pick up the vehicle.

Representatives from OCCK, Michelle Griffin, Director of Mobility Management and Angela Sanchez, Administrative Coordinator, and Solomon Valley Transportation representative Susan McConaghy, met with the commission to discuss their joint collaboration for transportation services for residents in Mitchell and surrounding counties.

Public Works Director Marty Hernandez reported that one of their loaders had the windows shot out of it. This has happened to several other pieces of farm equipment in the area. The progress on the building was discussed. Mr. Hernandez stated that IF the weather holds, etc. the bridge replacement at the Haseltine Corner MAY be completed this week.

The meeting was adjourned at 9:56 on motion by Tom Claussen and seconded by Mike Cooper. Motion carried by unanimous vote.

\_\_\_\_\_ Mike Cooper, Chairman

\_\_\_\_\_ ATTEST: Chris Treaster, Mitchell County Clerk

**October 10, 2022**

The Mitchell County Commissioners met in formal session on Monday, October 10, 2022 with Chairman Mike Cooper and members Jim Marshall and Tom Claussen in attendance. Also in attendance was Terry Bailey, KVSV Radio.

The meeting was called to order by the Chairman and the Pledge of Allegiance was recited.

The minutes of the October 3, 2022 meeting were approved as written on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

Jeremy McGuire, Blue Cross & Blue Shield Representative, presented the 2023 rates for health insurance for Mitchell County. The rate of increase will be 17.1%. This amount of increase is figured with statewide usage and Mitchell County's usage. The commission viewed several other options for deductibles, etc. but if they go with any other options Mitchell County will lose its grandfathered status. There was also discussion about self-funding but it was determined to be too much of a risk for the County to assume. The commission approved the Blue Cross contract for 2023 on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

Eric Hamel, EMS Director, presented the commission with his regular monthly report.

The commission signed a proclamation designating October as Domestic Violence Awareness Month on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Jim Johnson was reappointed to the Mitchell County Hospital Board of Trustees on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Emily Benedick, Community Development Director, updated the commission on several area projects. Leadership Mitchell County will tour the Courthouse tomorrow. The SEED grant is progressing and the Mural's of Mitchell County project has taken off.

The meeting was adjourned at 10:25 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

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Mike Cooper, Chairman

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ATTEST: Chris Treaster, Mitchell County Clerk

**October 17, 2022**

The Mitchell County Commissioners met in formal session on Monday, October 17, 2022 with Chairman Mike Cooper and members Jim Marshall and Tom Claussen in attendance. Also in attendance was Terry Bailey, KSVV Radio.

The meeting was called to order by the Chairman and the Pledge of Allegiance was recited.

The minutes of the October 10, 2022 meeting were approved as written on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

A Neighborhood Revitalization application was approved for the Robert E Burda Revocable Trust in the amount of \$84,000 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Treasurer Yvonne Melton met with the commission and requested a 10-minute executive session for non-elected personnel per KSA 75-4318. Request was granted on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote. Session began at 9:05 and ended at 9:15 with no decisions made in executive session.

The meeting was adjourned at 9:20 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

\_\_\_\_\_ Mike Cooper, Chairman

\_\_\_\_\_ ATTEST: Chris Treaster, Mitchell County Clerk

## October 24, 2022

The Mitchell County Commissioners met in formal session on Monday, October 24, 2022 with Chairman Mike Cooper and members Jim Marshall and Tom Claussen in attendance. Also in attendance was Terry Bailey, KVSV Radio.

The meeting was called to order by the Chairman and the Pledge of Allegiance was recited.

The minutes of the October 17, 2022 meeting were approved as written on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

David Dohe, Emergency Management Director, provided the commission with an overview of the previous weeks' Fire Chiefs meeting. Mr. Dohe requested, and was granted, a 10-minute executive session for non-elected personnel per KSA 75-4318 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. Session began at 8:46 and ended at 8:56 with no decisions made in executive session.

Eric Hamel, EMS Director, brought the new ambulance that was received late last week for the commission to view. The commission was pleased with the unit. Mr. Hamel requested, and was granted, a 10-minute executive session for non-elected personnel per KSA 75-4318 on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote. Session began at 9:15 and ended at 9:25 when it was extended 5-minutes on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote. Session ended at 9:30 with no decisions made in executive session.

The commission met with Dispatch/911 Director Becky Snook and requested a 15-minute executive session for non-elected personnel per KSA 75-4318 on motion by Mike Cooper and seconded by Jim Marshall. Motion carried by unanimous vote. Session began at 9:35 and ended at 9:50 when it was extended 5-minutes on motion by Mike Cooper and seconded by Jim Marshall. Motion carried by unanimous vote. Session ended at 9:55 with no decisions made in executive session.

The meeting was adjourned at 10:00 on motion by Mike Cooper and seconded by Jim Marshall. Motion carried by unanimous vote.

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Mike Cooper, Chairman

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ATTEST: Chris Treaster, Mitchell County Clerk

## October 31, 2022

The Mitchell County Commissioners **did not meet** Monday, October 31, 2022 as it was the 5<sup>th</sup> Monday of the month.

**November 7, 2022**

The Mitchell County Commissioners met in formal session on Monday, November 7, 2022 with Chairman Mike Cooper and members Jim Marshall and Tom Claussen in attendance. Also in attendance was Terry Bailey, KVSV Radio.

The meeting was called to order by the Chairman and the Pledge of Allegiance was recited.

The minutes of the October 24 and 31, 2022 meeting were approved as written on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Doug Palen and Kevin Marozas, representing NCK Outdoors gave a presentation regarding their progress on biking/hiking trails proposed at Glen Elder State Park and along the north side of the river in Beloit. They stated that they would appreciate any help the County could provide for their organization.

Janet Remus, Kent Miller, and Lucille Heller, on behalf of the Convention and Tourism Committee met with the Commission and County Attorney Mark Noah regarding increasing the Transient Guest Tax to 4% from the current 2% amount. The commission approved the request and Resolution 22-TGTX to begin on January 1<sup>st</sup>, 2023 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Sheriff Tony Perez stopped in to see the commission and Commissioner Marshall stated that he had received several complaints about the speed of a Sheriff's vehicle on its way to a report of a gunshot wound. Sheriff Perez said he would visit with his officers.

Public Works Director Marty Hernandez attended the meeting for the NCK Outdoors presentation. Commissioner Cooper informed him of a complaint regarding the bridge replacement at the Haseltine Corner. Mr. Hernandez stated that the bridge was built to specifications provided by a bridge planner, so they had followed the recommendations.

The meeting was adjourned at 9:45 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

\_\_\_\_\_ Mike Cooper, Chairman

\_\_\_\_\_ ATTEST: Chris Treaster, Mitchell County Clerk

## November 14, 2022

The Mitchell County Commissioners met in formal session on Monday, November 14, 2022 with Chairman Mike Cooper and members Jim Marshall and Tom Claussen in attendance. Also in attendance was Terry Bailey, KVSV Radio.

The meeting was called to order by the Chairman and the Pledge of Allegiance was recited.

The minutes of the November 7, 2022 meeting were approved as written on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

The contract for services for 2023 with Pawnee Mental Health was approved on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Cortney Murrow and Lisa Blad, Health Department, met with the commission to discuss chamber bucks for the employee's Christmas gifts. There was a question on the fees charged for these transactions. Mrs. Blad was going to check on this and return next week. There will also be chamber bucks for years of service awards. Mrs. Murrow discussed the parking lot at the Health Department and updated the commission on other items in her department.

Melinda Latham, Appraiser, met with the commission and requested a 10-minute executive session for non-elected personnel per KSA 75-4318 which was granted on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. Clerk was asked to remain in session. Session began at 9:00 and ended at 9:10 with no decisions made in executive session.

Eric Hamel, EMS Director, provided his monthly report to the commission. The new ambulance is working very well.

Marty Hernandez, Public Works Director, met with the commission and requested an executive session for non-elected personnel per KSA 75-4318 which was granted on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. Session began at 9:20 and ended and ended at 9:35 with no decisions made in executive session. Mr. Hernandez requested permission to purchase a 2022 1/2T Chevy Crew-cab pickup. He stated that he has money in his equipment fund for the purchase. The commission approved the purchase from Beloit Motor Company in the amount of \$47,800 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Yvonne Melton, Treasurer, requested a 10-minute executive session for non-elected personnel per KSA 75-4318 which was granted on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. Session began at 9:42 and ended at 9:52 when it was extended 5-minutes on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. Session began at 9:52 and ended at 9:57 with no decisions made in executive session.

Sheriff Tony Perez met with the commission to have them approve a Resolution to increase the prisoner housing fee from \$35 to \$40 per day. The commission approved the Resolution on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

The meeting was adjourned at 10:30 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

\_\_\_\_\_  
Mike Cooper, Chairman

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ATTEST: Chris Treaster, Mitchell County Clerk

**November 21, 2022**

The Mitchell County Commissioners met in formal session on Monday, November 21, 2022 with Chairman Mike Cooper and members Jim Marshall and Tom Claussen in attendance. Also in attendance was Terry Bailey, KSVV Radio.

The meeting was called to order by the Chairman and the Pledge of Allegiance was recited.

The minutes of the November 14, 2022 meeting and November 16, 2022 Canvass were approved as written on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Marty Hernandez, Public Works Director, updated the commission on the pickup discussed at last weeks meeting. He stated that the discounts they thought they would receive for purchase have not been awarded. He was not going to purchase this pickup due to the price being higher than what he wanted to pay. Mr. Hernandez questioned the commission on raises. He said his employees were asking. The commission stated that there would be some amount of raise provided but due to the increase in premium for health insurance, it may not be as much as they would like.

Cortney Murrow and Lisa Blad, County Health, discussed the Chamber Bucks again. There is a 2% fee for these checks. The commission decided to pay the fee and distribute \$150 in Bucks to each full-time employee and \$75 to each part time employee as a Christmas gift. The parking lot was discussed. Jesse Benedick from Schwab-Eaton was on hand to discuss changes to the original plan and modifications requested. He estimated the additional cost to be between \$3,000 to \$5,000. The commission approved the cost and redesign of the plans.

A Neighborhood Revitalization application was approved for Tim & Laura Watts in the amount of \$333,000 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

The meeting was adjourned at 9:40 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

\_\_\_\_\_ Mike Cooper, Chairman

\_\_\_\_\_ ATTEST: Chris Treaster, Mitchell County Clerk



**November 28, 2022**

The Mitchell County Commissioners met in formal session on Monday, November 28, 2022 with Chairman Mike Cooper and members Jim Marshall and Tom Claussen in attendance. Also in attendance was Terry Bailey, KSVV Radio.

The meeting was called to order by the Chairman and the Pledge of Allegiance was recited.

The minutes of the November 21, 2022 meeting were approved as written on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

A Neighborhood Revitalization Application was approved for Brian & Julie Gates in the amount of \$461,500 on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

EMS Director Eric Hamel announced that his department will hold an open house on December 5<sup>th</sup> from 4-7 p.m. to allow the public to view the new ambulance and some of the Sheriff's vehicles. Mr. Hamel then requested a 10-minute executive session for non-elected personnel per KSA 75-4318 which was granted on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. Session began at 8:40 and ended at 8:50 when it was extended 10-minutes on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. Session ended at 9:00 with no decisions made in executive session.

The commission decided by consensus to allow employees a half-day off on Friday, December 23<sup>rd</sup> for Christmas.

The commission requested meeting with all department heads to discuss wages, etc. in December. The Clerk will post a schedule for each department to talk to the Commission. No formal employee evaluations will be given to the commission this year.

The meeting was adjourned at 10:20 on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

\_\_\_\_\_ Mike Cooper, Chairman

\_\_\_\_\_ ATTEST: Chris Treaster, Mitchell County Clerk

## December 5, 2022

The Mitchell County Commissioners met in formal session on Monday, December 5, 2022 with Chairman Mike Cooper and members Jim Marshall and Tom Claussen in attendance. Also in attendance was Terry Bailey, KSVV Radio.

The meeting was called to order by the Chairman and the Pledge of Allegiance was recited.

The minutes of the November 28, 2022 meeting were approved as written on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Resolution 2023-ROZ was approved on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. This continues the program that is already in place for the County and their contribution will be \$12,000.

The commission met with County Clerk Chris Treaster and Heather Weston for a 20-minute executive session for non-elected personnel per KSA 75-4318. Session was granted on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote. Session began at 8:40 and ended at 9:00 with no decisions made in executive session.

The commission met with County Attorney Mark Noah for a 10-minute executive session for non-elected personnel per KSA 75-4318. Session was granted on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote. Session began at 9:05 and ended at 9:15 with no decisions made in executive session.

The commission met with Jason Vetter, Noxious Weed Director for a 15-minute executive session for non-elected personnel per KSA 75-4318. Session was granted on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote. Session began at 9:15 and ended at 9:30 with no decisions made in executive session.

The commission met with EMS Director Eric Hamel for a 30-minute executive session for non-elected personnel per KSA 75-4318. Session was granted on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote. Session began at 9:33 and ended at 10:03 with no decisions made in executive session.

The commission met with Cortney Murrow, Health Department Director, for a 20-minute executive session for non-elected personnel per KSA 75-4318. Session was granted on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote. Session began at 10:10 and ended at 10:30 with no decisions made in executive session.

The meeting was adjourned at 10:45 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

\_\_\_\_\_  
Mike Cooper, Chairman

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ATTEST: Chris Treaster, Mitchell County Clerk

## December 12, 2022

The Mitchell County Commissioners met in formal session on Monday, December 12, 2022 with Chairman Mike Cooper and members Jim Marshall and Tom Claussen in attendance.

The meeting was called to order by the Chairman and the Pledge of Allegiance was recited.

The minutes of the December 5, 2022 meeting were approved as written on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Mary Claussen was reappointed to the North Central Kansas Flint Hills Area Agency on Aging Board of Directors on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

The commission met with Register of Deeds Tami Eck for a 10-minute executive session for non-elected personnel per KSA 75-4318. Session was granted on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. Session began at 8:37 and ended at 8:47 when it was extended 10-minutes on motion by Tom Claussen and seconded by Jim Marshall. Session began at 8:47 and ended 8:57 with no decisions made in executive session.

The commission met with EMS Director Eric Hamel for a 10-minute executive session for non-elected personnel per KSA 75-4318. Session was granted on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote. Session began at 9:00 and ended at 9:10 with no decisions made in executive session. The commission approved Mr. Hamel's request to apply for a KRAFT Grant to purchase a new auto-pulse in the amount of \$18,000.

The commission met with Yvonne Melton for a 22-minute executive session for non-elected personnel per KSA 75-4318. Session was granted on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. Session began at 9:18 and ended at 9:30 when it was extended 10-minutes on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. Session began at 9:30 and ended at 9:40 with no decisions made in executive session. The commission discussed Mrs. Melton having her office open over the noon hour. Commissioner Marshall commented that he had several complaints about taxpayers coming in during lunch hours and finding the office closed.

The commission met with Appraiser Melinda Latham for a 15-minute executive session for non-elected personnel per KSA 75-4318. Session was granted on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. Session began at 9:45 and ended at 10:00 with no decisions made in executive session.

The commission met with Clint Offutt, GIS Coordinator, for a 10-minute executive session for non-elected personnel per KSA 75-4318. Session was granted on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. Session began at 10:00 and ended at 10:10 when it was extended 5-minutes on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. Session began at 10:10 and ended at 10:15 with no decisions made in executive session.

County Clerk Chris Treaster requested a 10-minute executive session for non-elected personnel per KSA 75-4318 which was granted on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. Session began at 10:15 and ended at 10:25 with no decisions made in executive session.

The meeting was adjourned at 10:30 on motion by Tom Claussen and seconded by Jim Marshall.  
Motion carried by unanimous vote.

\_\_\_\_\_ Mike Cooper, Chairman

\_\_\_\_\_ ATTEST: Chris Treaster, Mitchell County Clerk

The commission, Chris Treaster, and Heather Weston attended the Multi-County meeting held in Osborne at noon. Several commissioners who were replaced after the November election were recognized for their years of service. Mike Cooper discussed the employee evaluation and raises and how they were being done in person with department heads. Phil Murrow gave an update on KDHE regulations that will change after the first of the year. The meeting ended at 1:00.

## December 19, 2022

The Mitchell County Commissioners met in formal session on Monday, December 19, 2022 with Chairman Mike Cooper and members Jim Marshall and Tom Claussen in attendance. Also attending were Terry Bailey, KSVS Radio, and Emily Benedick, Community Development Director.

The meeting was called to order by the Chairman and the Pledge of Allegiance was recited.

The minutes of the December 12, 2022 meeting were approved as written on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

Jeff Roberg, IT, requested, and was granted, a 10-minute executive session for non-elected personnel per KSA 75-4318 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. Session began at 8:35 and ended at 8:45 when it was extended 5-minutes on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. Session began at 8:45 and ended at 8:50 with no decisions made in executive session.

A Neighborhood Revitalization application was approved for Dennis Pahls in the amount of \$55,000 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Emily Benedick, Community Development Director, informed the commission that Mitchell County would receive a SEED Grant in the amount of \$49,125 from leftover SPARK Funds from the State of Kansas. These monies will be used to help fund child care facilities in the Mitchell County area.

Marty Hernandez, Public Works Director, met with the commission and requested a 30-minute executive session for non-elected personnel per KSA 75-4318 which was granted on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote. Session began at 9:00 and ended at 9:30 with no decisions made in executive session.

David Dohe, Emergency Management Director, met with the commission in executive session for 10-minutes for non-elected personnel per KSA 75-4318 on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote. Session began at 9:42 and ended at 9:52 with no decisions made in executive session.

Becky Snook, Communications Director, requested a 20-minute executive session for non-elected personnel per KSA 75-4318 which was granted on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote. Session began at 10:00 and ended at 10:20 when it was extended 5-minutes on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote. Session began at 10:20 and ended at 10:25 with no decisions made in executive session.

Sheriff Tony Perez met with the commission and requested a 20-minute executive session for non-elected personnel per KSA 75-4318 which was granted on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. Session began at 10:34 and ended at 10:54 when it was extended 5-minutes on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. Session began at 10:54 and ended and 10:59 with no decisions made in executive session.

Eric Hamel, EMS Director, provided his monthly report and also a list of bad debt write-offs. The commission approved the bad debt write off amount of \$2,511.92 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

Citizen Charles Mears stopped to visit with the commission concerning the destruction and theft of 911 road signs. Mr. Mears stated that perhaps there could be a reward for the arrest and conviction of anyone caught in these acts. The commission was going to consider what options were available prior to making a decision.

County Treasurer Yvonne Melton requested, and was granted, a 5-minute executive session per KSA 75-4318 for non-elected personnel on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote. Session began at 11:42 and ended at 11:47 with no decisions made in executive session.

The commission held a 5-minute executive session for non-elected personnel on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote. Session began at 12:20 and ended at 12:25 with no decisions made in executive session.

The meeting was adjourned at 12:25 on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

\_\_\_\_\_ Mike Cooper, Chairman

\_\_\_\_\_ ATTEST: Chris Treaster, Mitchell County Clerk

December 30, 2022

The Mitchell County Commissioners met in formal session on Friday, December 30, 2022 with Chairman Mike Cooper and members Jim Marshall and Tom Claussen in attendance.

The meeting was called to order by the Chairman and the Pledge of Allegiance was recited.

Heather Weston was sworn in as Mitchell County Clerk by Chris Treaster.

The minutes of the December 19, 2022 meeting were approved as written on motion by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

The commission met with Courtney Murrow, County Health Director, about a \$30,000 end of year transfer to capital outlay. Jim Marshall moved to approve the transfer and it was seconded by Tom Claussen. Motion carried by unanimous vote. Murrow also talked about selling the Ford Focus the Health Department no longer uses and the possibility of using renovation grant money to replace windows and buy a carport.

The commission met with Marty Hernandez, Public Works Director, about end of year transfers. \$150,000 will be transferred to the Special Machinery Fund, \$100,000 to the Special Highway Improvement Fund, & \$450,000 to the Capital Outlay Fund. The motion was made by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote. There was discussion on the progress of the new building and the possibility of an open house.

The commission met with Eric Hamel, EMS Director, about end of year transfers. \$20,000 will be transferred to the Rescue Squad Special Equipment Fund, \$20,000 to the EMS Special Equipment Fund, & \$20,000 to the Capital Outlay Fund. The motion was made by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote. There was discussion about setting up a fund for Water Rescue and accounting issues.

The commission was presented with a resolution in support of the North Central Regional Planning Commission Community Development. The motion was made by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

The commission was presented with the resolution for acknowledgement of services rendered in 2022 from Lindburg Vogel Pierce Faris for county auditing purposes. The motion was made by Jim Marshall and seconded by Tom Claussen. Motion carried by unanimous vote.

The meeting was adjourned at 10:30am on motion by Tom Claussen and seconded by Jim Marshall. Motion carried by unanimous vote.

\_\_\_\_\_ Jim Marshall, Chairman

\_\_\_\_\_ ATTEST: Heather Weston, Mitchell County Clerk