

Office of the County Clerk
Journal of Proceedings for the Smith County Commissioners
December 4, 2023

The County Commissioners met in a regular session on December 4, 2023, in the County Commissioners' room. Present were Commissioners Kurt Ifland, Dale Pickel and Jim Gwennap. Also, present was Ashley Maxwell, Clerk and Mitch Fritz, Road Supervisor.

At 8:30 a.m. Ifland called the meeting to order and Gwennap opened with prayer.

A motion was made by Gwennap and seconded by Pickel to approve the amended minutes for the 11/27/2023 regular business meeting. Motion carried unanimously.

A motion was made by Gwennap and seconded by Pickel to approve the amended agenda. Motion carried unanimously.

The Commissioners approved payroll #24 for \$131,929.19.

Fritz and the Commissioners discussed the following:

1. Ifland discussed the possibility of working A Rd from Hwy 9 to 180 Rd. Fritz stated he could patch the roadway at this time.
2. Ifland also discussed patching G Rd and 275 Rd.
3. Ifland discussed the holes on 310 Rd and also G Rd and 300 Rd.
4. Ifland discussed Y Rd between Hwy 36 and 140 Rd.
5. Gwennap asked about K Rd between 100 Rd and 80 Rd. Fritz stated this area has been patched.
6. Gwennap asked about 70 Rd between L Rd and K Rd. Fritz stated they have not begun to haul material to this location yet.
7. Gwennap asked Fritz to work O Rd between 30 Rd and 40 Rd.
8. Ifland discussed 240 Rd between K Rd and L Rd. Ifland had an individual ask about removing some trees overhanging the roadway. Fritz and the commissioners agreed that the tree removal could be done.
9. Fritz shared with the commissioners that the transport was left off the Road Groom quote, so there will be an additional fee for delivery.

Jordan Dettmer with Penco Engineering joined the meeting and thanked the commissioners for their partnership.

Dettmer left the meeting.

Charles Leadabrand joined the meeting and asked for additional gravel on 30 Rd between Y Rd and Hwy 281. Leadabrand also discussed the need to leave the gravel in the middle of the roadway and not windrow it on one side or the other.

Leadabrand left the meeting.

10. The commissioners shared their appreciation with Fritz for the employees who worked on Friday, November 24, 2023.

A motion was made by Gwennap and seconded by Pickel to convene in executive session at 9:07 a.m. for 5 minutes to discuss non-elected personnel, employee performance. Motion carried unanimously. Maxwell left the meeting. Also in the session was Mitch Fritz. No action was taken. Regular session reconvened at 9:13 a.m.

Maxwell rejoined the meeting.

Steve Wingerson and Tiffany Wiseman joined the meeting.

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Wingerson brought the lease agreement for the 2023 Wheeled Excavator. Wingerson went through the lease agreement with the commissioners. Wingerson also shared there is an open house at First National Bank on Wednesday from 10-2.

Wingerson left the meeting.

11. Gwennap asked about the wiring progress of the generator. Fritz shared the conduit has been buried and Jordan will be working on it.
12. Gwennap asked about the KDOT meeting Fritz attended in regard to the overpass on Hwy 36 between T Rd and U Rd. Fritz stated they will bid let that project in 2025. Fritz stated he will be attending another KDOT meeting for the bridge on Hwy 8 between 40 Rd and 50 Rd.

Fritz left the meeting.

A motion was made by Gwennap and seconded by Pickel to appoint Kurt Ifland as the Smith County LEPG representative. Motion carried unanimously.

Gwennap discussed a cell phone policy. Gwennap proposed the following policy: No cell phone usage during a commission session. If a call or text needs immediate response, a recess will be taken.

A motion was made by Gwennap and seconded by Pickel to adopt the cell phone policy restricting cell phone usage during commission session and if it is necessary a recess would be taken. Motion carried unanimously.

Dave Tucker joined the meeting.

The commissioners discussed the patching of the road to the landfill. Tucker stated it had been worked.

Tucker discussed the following:

1. Tucker shared with the commissioners the engineering fees for the landfill for 2023. That invoice is \$19,500.00.

A motion was made by Gwennap and seconded by Pickel to approve payment of the engineering fees to Penco Engineering for \$19,500.00. Motion carried unanimously.

2. Tucker shared that he will be scheduling the annual solid waste meeting this month. He will be contacting Art Befort and a date will be set.
3. The commissioners discussed the lunch hours at the landfill and maintaining a 40-hour work week. The commissioners discussed working a rotating lunch hour.

Tucker left the meeting.

Wiseman discussed the following:

1. Wiseman apologized for the lack of communication last week.
2. Wiseman shared the menu for the upcoming communications meeting to be held on December 19, 2023. The Commissioners expressed the need for a select group for the 800 mghtz project leadership.
3. Wiseman shared Enterpol training will be next week for all dispatchers. Wiseman stated her department will be covered by officers. Wiseman stated they will go live following training.
4. Wiseman shared that Brett Decker will be working part time with the sheriff's office.
5. Wiseman thanked the commissioners for allowing her time off to spend with her mother.

A motion was made by Gwennap and seconded by Pickel to convene in executive session at 10:02 a.m. for 5 minutes to discuss non-elected personnel, employee performance. Motion carried unanimously. Also in the session was Tiffany Wiseman and Ashley Maxwell. No action was taken.

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Regular session reconvened at 10:08 a.m.

Wiseman left the meeting.

A motion was made by Gwennap and seconded by Pickel to increase the wage of Colbie Lewis \$.25/hour as discussed at the time of hiring. Motion carried unanimously.

A motion was made by Pickel and seconded by Gwennap to approve the proposed postage lease with Midwest Connect for 5 years for \$310.91/month. Motion carried unanimously.

Wangerin joined the meeting.

Wangerin discussed the following:

1. Wangerin reported that during the month of November there were 33 calls.
2. Wangerin shared the revenue for the month of November was \$28,000.35.
3. Wangerin stated Medic 6 has been repaired and is back in service. A portion of the repairs were covered under warranty and the rest was additional repairs needed.

Kenny Pennington joined the meeting.

4. Wangerin shared a Human Resource package he would like to implement in 2024. Included in the package are safety training, forms and a tracking system.

Pennington discussed the following:

1. Pennington discussed the holiday pay. Currently the holiday pay is 12:00 a.m. through 11:59 p.m. Pennington proposed changing it to worked holiday for the individuals who work it and straight holiday pay for the individuals who don't work the holiday. The commissioners are in favor of changing the holiday policy for shift workers in 2024.
2. Pennington asked about whether EMS personnel will be compensated with holiday pay on December 24, 2023. The commissioners informed Pennington that December 24 is not a county recognized holiday, so they will not get holiday pay for that day.

A motion was made by Gwennap and seconded by Pickel to convene in executive session at 10:32 a.m for 15 minutes to discuss non-elected personnel, employee performance. Motion carried unanimously. Also in the session was Keith Wangerin, Kenny Pennington and Ashley Maxwell. No action was taken. Regular session reconvened at 10:49 a.m.

Wangerin and Pennington left the meeting.

Bruce Lehman and Joe Magistro joined the meeting and discussed the following:

1. Lehman thanked the commissioners for the meal last month.
2. Lehman shared with the commissioners the cost estimate from Glassman Corporation for the installation of 2 toilet/sink combinations for \$10,660.00. Lehman stated he would like to continue to search for additional bids on the project. The commissioners would like to have additional quotes within 60 days.
3. Lehman shared with the Commissioners the alarm sensor on the generator is malfunctioning and needs repaired. The quote from Foley Equipment for the repairs is \$1,884.02.

A motion was made by Gwennap and seconded by Pickel to accept the repair quote from Foley Equipment for \$1,884.02. Motion carried unanimously.

4. Lehman shared with the Commissioners the annual maintenance agreement with Idemia for the LiveScan machine for \$3,776.00.

A motion was made by Gwennap and seconded by Pickel to accept the maintenance agreement from Idemia for \$3,776.00. Motion carried unanimously.

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5. Lehman shared with the Commissioners the VLS Communications quote for an 800 control station for the sheriff's encryption requirement. The commissioners informed Lehman that a plan for the 800 mghtz project needs to be made before any additional progress will be made.
6. Lehman also introduced Joe Magistro as the new Jail Deputy. Magistro will be working primarily within the sheriff's department with inmates and office administration duties.

Lehman and Magistro left the meeting.

Tammy Windscheffel, Tammy Pettijohn and Shareece Hileman joined the meeting.

Windscheffel asked specifically for \$75,000.00 for matching funding for the expansion project at Sunporch of Smith Center. If Sunporch of Smith Center is able to obtain \$75,000.00, the Srader Foundation will award \$100,000.00 in funding for the expansion project. Hileman shared they have raised approximately \$24,000.00 for the project. Windscheffel informed the commissioners that the funding needed to be secured by the end of the year. Gwennap shared his opinion, that when the hospital planning took place, it was very unfortunate that plans were not in place for the long-term care facility with the new hospital. Gwennap stated he is hesitant with the idea of giving funding to private entities. Tammy Windscheffel stated the health care sales tax was passed with the intention of utilizing the monies on health care. Pettijohn shared that within the last 3 months, Sunporch has been profitable. The commissioners asked Maxwell to contact Tabitha Owen and ask her to join the meeting.

Tabitha Owen joined the meeting.

The Commissioners asked Owen about the legalities of giving funds to a non-profit organization compared to a for-profit organization. Owen asked for copies of the ballot question from 2008 which passed to enact the 1% sales tax for health care. Owen stated she would research the issue and give her opinion to the commissioners.

Owen left the meeting.

Windscheffel stated they would follow up with the commissioners on the 18th of December.

Windscheffel, Pettijohn and Hileman left the meeting.

A motion was made by Gwennap and seconded by Pickel to accept the tank replacement bid from American Boiler for \$7,930.00. Motion carried unanimously.

Kelly Lyon joined the meeting and asked about getting additional gravel on 60 Rd between K Rd and Hwy 8. The Commissioners stated they will mention it to Mitch Fritz.
Lyon left the meeting.

A motion was made by Gwennap and seconded by Pickel to approve the condition letter resolving the State conditions of the CVR grant. Motion carried unanimously.

A motion was made by Gwennap and seconded by Pickel to approve the State Contract for project number 23-CVR-013. Motion carried unanimously.

The Commissioners signed 2 longevity pay increases.

At 12:16 p.m. a motion was made by Gwennap and seconded by Ifland to recess until 1:15 p.m. Motion carried unanimously.

At 1:20 p.m. the commissioners reconvened their business meeting.

A motion was made by Gwennap and seconded by Pickel to convene in executive session at 1:21 p.m. for 60 minutes to discuss non-elected personnel, employee evaluation reviews. Motion carried

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unanimously. Maxwell left the meeting. No action was taken. Regular session reconvened at 2:21 p.m.

Maxwell rejoined the meeting.

A motion was made by Gwennap and seconded by Pickel to convene in executive session at 2:22 p.m. for 35 minutes to discuss non-elected personnel, employee evaluation reviews. Motion carried unanimously. Maxwell left the meeting. No action was taken. A recess was taken from 2:33 p.m. until 2:36 p.m. for a phone call. The executive session reconvened at 2:36 p.m. No action was taken. Regular session reconvened at 3:00 p.m.

Maxwell rejoined the meeting.

A motion was made by Gwennap and seconded by Pickel to convene in executive session at 3:08 p.m. for 20 minutes to discuss non-elected personnel, employee evaluation reviews. Motion carried unanimously. Maxwell left the meeting. No action was taken. Regular session reconvened at 3:28 p.m.

Maxwell rejoined the meeting.

A motion was made by Gwennap and seconded by Pickel to convene in executive session at 3:29 p.m. for 1 minute to discuss non-elected personnel, employee evaluation review. Motion carried unanimously. Maxwell left the meeting. No action was taken. Regular session reconvened at 3:30 p.m.

Maxwell rejoined the meeting.

At 3:37 p.m. a motion was made Gwennap seconded by Pickel to adjourn the meeting as there was no further business. Motion carried unanimously.


Kurt Ifland, Chairman


Dale E. Pickel, Member

Attest:


Ashley Maxwell, Clerk


Jim Gwennap, Member

These minutes are not official until signed by the county commissioners and attested to by the County Clerk.

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