

Office of the County Clerk  
Journal of Proceedings for the Smith County Commissioners  
October 7, 2024

The County Commissioners met in a regular session on October 7, 2024, in the County Commissioners' room. Present were Commissioners Kurt Ifland, Dale Pickel and Jim Gwennap. Also, present was Ashley Maxwell, Clerk, and Travis Story, Assistant Road Supervisor.

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

**A motion was made by Gwennap and seconded by Pickel to approve the 9/30/2024 regular meeting minutes as amended. Motion carried unanimously.**

**A motion was made by Gwennap and seconded by Pickel to approve the 10/7/2024 agenda. Motion carried unanimously.**

The commissioners approved payroll #21 for \$137,524.52.

The commissioners and Story discussed the following:

1. Ifland discussed a hole on 220 Rd between K Rd and L Rd.
2. Ifland asked about rock availability for blade men. Story stated he needs to know the request early in the day or even a day in advance. Currently they are working on several projects that have employees stretched thin.
3. Gwennap stated right now if a load of rock goes out, the water truck needs to accompany.
4. Story stated they will be starting on 300 Rd between U Rd and Y Rd.
5. Pickel asked if Story had the chance to look at 140 Rd between Y Rd and AA Rd. Story stated he has a blade man in the area to look at it today.
6. The commissioners asked about the BaseOne project. Story stated they are still in progress.
7. Gwennap stated he was in contact with an individual from Kyle Railroad in regard to the railroad ties at the landfill. An independent contractor will pick up the ties.
8. The commissioners asked about his department. Story stated his department is still short of employees, but they are managing.
9. Story stated the 2010 Kenworth oil sample came back and it is showing normal wear. The commissioners asked if it was still using oil and Story stated not like it used to.
10. Story stated he has a part time employee interested in permanent part time. The commissioners discussed the need to look at each situation and employee. At this time, the commissioners are not interested in changing the employee's status.

**A motion was made by Gwennap and seconded by Pickel to convene in executive session at 9:03 a.m. for 30 minutes to discuss non-elected personnel, employee evaluations. Motion carried unanimously. Maxwell left the meeting. Also in the session was Travis Story. No action was taken. Regular session reconvened at 9:33 a.m. Maxwell rejoined the meeting.**

**A motion was made by Gwennap and seconded by Pickel to convene in executive session at 9:33 a.m. for 15 minutes to discuss non-elected personnel, employee evaluations. Motion**

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**carried unanimously. Maxwell left the meeting. Also in the session was Travis Story. No action was taken. Regular session reconvened at 9:48 a.m.**

Story left the meeting.

Maxwell rejoined the meeting.

Ryan Allen joined the meeting and discussed the following:

1. Allen stated the SWANA conference went well.
2. Allen stated he received a text from Kyle Railroad and stated the contractor hauling the railroad ties was Musselman and Hall.
3. Allen shared a flyer promoting Waste Tire Grants. The commissioners are in favor of applying for a grant.
4. Allen discussed the need to update the Field Operations Plan and add some items that are not acceptable.

Allen left the meeting.

Keith Wangerin joined the meeting.

**A motion was made by Gwennap and seconded by Pickel to convene in executive session at 10:08 a.m. for 15 minutes to discuss non-elected personnel, employee evaluations. Motion carried unanimously. Maxwell left the meeting. Also in the session was Keith Wangerin. No action was taken. Regular session reconvened at 10:23 a.m.**

Maxwell rejoined the meeting.

**A motion was made by Gwennap and seconded by Pickel to convene in executive session at 10:23 a.m. for 5 minutes to discuss non-elected personnel, employee status request. Motion carried unanimously. Maxwell left the meeting. Also in the session was Keith Wangerin. No action was taken. Regular session reconvened at 10:30 a.m.**

Maxwell rejoined the meeting.

Wangerin shared an application for a part time employee. Currently this individual is an A-EMT. The commissioners are in favor of extending an offer of employment.

Wangerin left the meeting.

Laura Hageman joined the meeting and discussed the following:

1. Hageman stated the flu clinics started up today (10/7/2024).
2. Hageman stated they have received doses of the COVID vaccine.
3. Hageman shared Alaina and Brittany will be attending the regional meeting in Beloit this week.
4. Hageman will be attending a coalition meeting this week on the same day.
5. Hageman reported Julie Cole passed her Home Health Aide course. With completion of this course, she is fully trained.
6. Hageman reported she will be out of the office 10/10/2024-10/11/2024. Hageman stated she will also be out of the office 10/19/2024-10/24/2024.
7. Hageman shared that on October 26, 2024, the health department will be hosting Halloween in the park.

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Hageman left the meeting.

Connie Herdt joined the meeting to discuss the lot space between the daycare center and the old ambulance building at the old hospital. Herdt stated the weeds are tall and not maintained. Herdt also stated the lot has a bunch of sand and when the wind blows from the South is blows into her yard. The commissioners will view the area.  
Herdt left the meeting.

Maxwell shared the correspondence from KWORCC regarding county safety policies, safety committee and self-inspections.

The commissioners signed 1 longevity pay increase.

The commissioners reviewed the holiday schedule for 2025.

**At 12:18 p.m. a motion was made by Gwennap and seconded by Pickel to recess until 1:30 p.m. Motion carried unanimously.**

At 1:30 p.m. the commissioners met at the EMS building for a department head meeting with the following individuals: Kenny Pennington, Ashley Maxwell, Ann Orr, Travis Story, Ryan Allen, Bruce Lehman, Travis Conaway and Laura Hageman.

The topics discussed at the department head meeting:

Safety Committee Members

Evaluations

Thanksgiving Dinner Invite

Trunk or Treat

.GOV Domain

Volunteers for the safety committee are Laura Hageman, Aaron Gible, Kenny Pennington, Travis Conaway, Ryan Allen and Ashley Maxwell. The commissioners approved the members.

**A motion was made by Gwennap and seconded by Ifland to appoint Kenny Pennington as the Safety Committee Chairperson. Motion carried unanimously.**

At 2:54 p.m. Gwennap and Ifland returned to the commissioner's room.

**A motion was made by Gwennap and seconded by Ifland to convene in executive session at 3:01 p.m. for 10 minutes to discuss non-elected personnel, employee evaluations. Motion carried unanimously. Also in the session was Ashley Maxwell. No action was taken. Regular session reconvened at 3:12 p.m.**

**A motion was made by Gwennap and seconded by Ifland to approve the road & bridge safety rules and procedures. Motion carried unanimously.**

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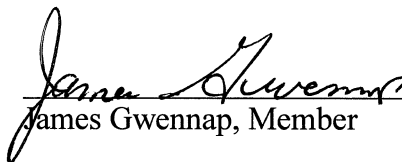
**A motion was made by Gwennap and seconded by Ifland to approve the county safety policy manual. Motion carried unanimously.**

The commissioners asked Maxwell to distribute the safety policy manual to all employees.

**At 4:00 p.m. a motion was made by Gwennap and seconded by Ifland to adjourn as there was no further business. Motion carried unanimously.**

  
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Kurt Ifland, Chairman

Attest:

  
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James Gwennap, Member

  
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Ashley Maxwell, Clerk

  
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Dale E. Pickel, Member

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

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