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## REGULAR MEETING AGENDA

**Date Monday July 24<sup>th</sup>, 2023**

**Time 8:30AM**

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Commission Chairman: Leslie D. Holman

<https://www.youtube.com/@osagecounty1099/streams>

Commission Vice-Chair: Heather Kuder

Commissioner: Vernon Bailey

### **CALL TO ORDER** With the Pledge of Allegiance

- a. Roll Call Les Holman, Jay Bailey, Heather Kuder, & Michelle Morris
- b. Additions or Deletions to the Agenda
  - Add Matt to Stephanie added.
- c. Approval of the Agenda
  - Les Holman motions to approve the July 24, 2023 agenda with the changes. Jay Bailey 2<sup>nd</sup>. All in favor.

### **PUBLIC COMMENTS**

- None

### **APPROVAL OF MINUTES**

- a. *Approval of Regular Meeting Minutes for Date. 7-17-2023*
  - Les Holman motion to approve 7-17-23 meeting minutes. Heather Kuder 2<sup>nd</sup>. All in favor.

### **New Business**

-9am Ryan Fine- Road & Bridge

- PT scale house operator new hire.
    - Les Holman moved to approve the hire of Denise Isabell for Solid Waste Department for the PT scale house operator in the amount of \$15/hr. Jay Bailey 2<sup>nd</sup> All in favor.
  - New hire for
    - Les Holman motion to hire Lucas Janssen as a truck driver for road and bridge at the rate of \$17 per hour. Jay Bailey 2<sup>nd</sup>. All in favor
  - Resignation
    - Les Holman moved to approve the resignation of William Almond. Jay Bailey 2<sup>nd</sup>. All in favor
  - Water district 5 is putting in a new service line in.
    - Les Holman motion to approve the buried line permit for Mike Music from Osage County Rural Water District #5 for a water line service to new property pouring under Shawnee Heights Rd. Jay Bailey 2<sup>nd</sup>. All in favor
  - Bids from Killough See attachments.
    - Jay Bailey moves to approve Ryan Fines recommendation to have Killough complete the road development project. Heather Kuder 2<sup>nd</sup>. All in favor.
- (5Min) Treasurer- Laura Hawkins-Present Resignation

- Les Holman approves the resignation of Tedi Starns effective July 21, 2023. Jay Bailey 2<sup>nd</sup>. All in favor.
- Clerk- Michelle Morris- PBC, special event request/PO/ abatement forms
  - Heather Kuder moves to approve tax roll changes. Les Holman 2<sup>nd</sup> all in favor.
  - Scot Loyd email presented to commission. Commission will review budget docs & put on 8-7-2023 meeting at 11am.
  - Les Holman moved to approve PO #3838 in the amount \$3379.00 to be paid out of the clerk tech fund. Jay Bailey 2<sup>nd</sup>. All in favor
  - Jay Bailey motion to approve the use of the courthouse lawn for the Lyndon fall fest. Les Holman 2<sup>nd</sup>. All in favor.
  - Les Holman moved to approve PO #3837 in the amount \$4,200.00 to be paid from the clerk's tech fund. Heather Kuder 2<sup>nd</sup>. All in favor.
  - Les Holman makes a motion to approve the payment of TJ36351 to Terracom in the amount of \$3272.44 for the Osage County Law Enforcement Center asbestos & Hazmat Survey. Jay Bailey 2<sup>nd</sup>. All in favor
  - Stephanie Burdett new hire
  - Les Holman makes motion to transfer Jeff Crisp to Land Development Director #2 at \$20/hr. Start date TBD. Jay 2<sup>nd</sup> All in favor.
  - Les Holman moves to approve the hire of Jackie Kiem as Land Development Director #1 at \$20/hr. Jay 2<sup>nd</sup> all in favor.
  - Les Holman motion to approve change in intern from Eli Vandecord to Alyssa McCurdy in the intern admin. Jay Bailey 2<sup>nd</sup>. All in favor
  - Les Holman makes a motion to rehire Kylor Kraus as Probation Deputy at \$21/hr. Jay 2<sup>nd</sup>. All in favor.

### **Executive Session**

-15min Stephanie-non-elected personal

- Les Holman moves to go into executive session for non-elected personnel with Stephanie Burdett, Matt Booker, and all three commissioners for 15 min. Jay Bailey 2<sup>nd</sup>. All in favor.
- No action taken.

### **STAFF REPORTS**

-Department head meeting

- Ryan Fine- states above pretty well covers where they are at. Ice maker is about at its life end so that will be looked at getting replaced.
- Laura Hawkins Treasurer- Gives a background of herself. Is appreciate the staff making things easier to transition. Has been able to get into most programs. Commission request to make sure county website is updated. Clerk to look into that.
- Kelsey 1470 new cases. Teresa Oliver with SOS has assisted victims to file 70 protection cases. About 2 a week. Estimated twice as many that she helps but are not filed. A couple of trials coming up. Office has had updates and looks great and they are appreciative of the support to make that happen. The court has two full-time judges so that's very helpful. Announces her 2<sup>nd</sup> time to surrogate will be off a bit in December.

- Jackie Patterson Health Department- Lots of grant activity. The year ends June 30<sup>th</sup>. The new grant year has started. There are several being worked on. Asset tracking is getting put in place. Have done some research in business credit cards. Heather Kuder asks if anyone from her department is going to CIC Symposium. She does not believe so and states that she doesn't use it really. States that the way they label, and track doesn't really match CIC so she does not feel that there would be a benefit to it. October 24<sup>th</sup> Flu shot and biometric fair for employees. More information is coming out.
- Linda Massey Deeds- Still pretty busy. The new hire is working out well so far. Not going to give up passports. Only one knows how to do it. It is going to take a bit to train the new hire on it and the normal work has to come first. They take time to do and if a family comes in that's several. This needs to be communicated to the public so that they know. The cost is not known just yet to continue to do them.
- Colleen Mendoza- Economic Development- remember vision summit -8-1-23 830-1230pm. This is to inform the community. Several mayors are coming together quarterly. Most cities that did not adopt the NRP said that they just were not informed. These are all being reached out to again. This is a process and takes time. There will be more research on what must happen with the cities and townships if the County adopts it.
- Fran senior Center- new bus showed up and was wrecked. It will be sent back. She judged the pie contest at the Osage City fair. Went to the Melvern Fair. Would like to revise the public transportation parameters and would like commissioners' permission to move forward with talking to KDOT about changes. Heather Kuder asks about having her come back on budget day due to the changes and would affect her budget. Fran would like to have scheduled activities such as a shopping day to make better use of trips and be able to take more people. Medical takes precises over non-medical trips. Implement a reminder call to help the changes that are not being notified and the 2-stop policy. Would like to look into carports to protect vehicles. The camera for the parking lot is no good due to it being registered to Tammy Fager-Swift and they cannot access it. It is being looked at to see what needs to happen to get a camera in place. See attachment.
- Heather Kuder makes a motion to approve the recommended changes for the fee-based service with the change in pricing our availability and recommended changes in rules. Jay 2nd. All in favor.
- The invite had come to the clerk's office and due to the changes in personnel it was passed down and Fran took on the project Entering a scarecrow entry to the Hutchison state fair on behalf of the County Clerk office.
- Jeff Crisp- rearranging the appraisers office, taking stuff out to surplus. Most projects on the 3<sup>rd</sup> floor are completed. Looking at getting another person in to focus on cleaning. Jeff would like to move Bob into his position as he is taking an in-house position as well.
- Matt Booker Appraisers office- extend thank you to Jeff and Bob for all the help in moving the furniture in the office and keeping the office running as normal. Michelle and Matt will attend the CIC remotely. Les Holman passes along a thank

you from the public stating how nice Matt was and how he explained things and gave him some ideas on how to help with

- Clerk's office- Have shredded 80 boxes of past papers that well over met retention time, updated PC's and software, created & implemented safety logs, emergency plan, completed abstracts, completed all required publications and paperwork required for our primary election, Courtney and I have attended 30 hours of Elvis and election training, updating our maps are in the process, completed all the RNR's, almost completed the storage room and made sure that it meets election requirements, attended 2 county fairs, signed up for 64 hours of in house CIC training, looking at putting barcode inventory system, tons of cleaning and thank you so much for all the support everyone has given our office.
- **Corrensponence to Commissioners**
- Letter of thanks from Kwikcom
- **Commissioner Reports**

### **Adjourn**

Jay Bailey motions to adjourn Heather Kuder 2<sup>nd</sup>. All in favor.

Jay Bailey motions to recess Osage County Commission meeting at 0857 to pay PBC bills. Les Holman 2<sup>nd</sup>. All in favor.

Jay Bailey makes a motion to pay Invoice #21-0634 in the amount of #185,791.14, invoice #1232 in the amount of \$90.00. Les Holman 2<sup>nd</sup>. All in favor.

