

June 21, 2022

Commissioner Mayo, Commissioner Thurlow, and Commissioner Carlson were present at a regular meeting beginning at 8:00 a.m. The minutes were approved as printed. Account payables in the amount of \$13,687.92 were reviewed and approved by the Board.

Randy Gassman, Pottberg, Gassman, & Hoffman, Chtd., met with the Board to hold the first budget workshop to gather all of the information and to start the process of preparing the 2023 budget for Clay County. Mr. Gassman will return next week with the first budget draft for the Board to view and to make changes.

Joel Mason, County Attorney, met with the Board to discuss County business. Mr. Mason presented the proposed 2023 budget for the County Attorney's Office. Mr. Mason discussed salaries and the possibility of having a custom desk made for the front office. He has planned for this in his proposed budget. The budget was left for review. Mr. Mason reported that the Courtroom is back to the way it was before the Pandemic. The COVID screens that were placed between each juror chair have been removed and there is no longer a mask mandate in the Courtroom.

Jim Bogart, Undersheriff, met with the Board to ask for a donation of sick leave from the County Sick Leave Pool. After discussion, Commissioner Thurlow made the motion to donate 80 hours from County Sick Leave Pool to Mr. Bogart. Commissioner Carlson seconded and the motion passed unanimously.

Bobby Shomper, Highway Administrator, met with the Board to give the weekly report. Last week the Department bladed roads, took the patcher out to patch several spots in different locations, mowing, worked in the shop, and worked on the approaches of the new bridge on Limestone Rd. between 24<sup>th</sup> Rd. and 25<sup>th</sup> Rd. This bridge is now open for traffic. Mr. Shomper asked permission for an employee that has not been here one year to use 6 hours of accumulated vacation hours. Permission was granted for the employee of the Highway Department to use 6 hours of vacation before their one-year anniversary. Mr. Shomper also asked for a donation of 8 hours from the County Sick Leave Pool for the same employee. Commissioner Carlson made the motion to donate 8 hours from the County Sick Leave Pool to an employee of the Highway Department. Commissioner Thurlow seconded and the motion passed unanimously. Mr. Shomper presented the contract from Schwab-Eaton for engineer services in the amount of \$43,000 on the bridge replacement located on 28<sup>th</sup> Rd., between Utah Rd. and Valleyview Rd. Mr. Shomper also presented the contract with the Secretary of Transportation (KDOT) on this project. This bridge is one that will be funded with the Federal-aid Off System Bridge Program at an 80%/20% cost. The County will be liable for the 20% of the cost of the bridge. This bridge project 14C-5149-01 will be replaced in the 2023 budget year and the County's share will be paid for out of the Road & Bridge Fund. Commissioner Carlson made the motion to sign the contract with Schwab-Eaton for engineering service in the amount of \$43,000. And the contract with the Secretary of Transportation (KDOT) for the Federal Aid Off System Bridge Program for an amount up to \$150,000. Commissioner Thurlow seconded and the motion passed unanimously. Mr. Shomper presented a proposal for a 2023 bridge replacement project located at 9<sup>th</sup> Rd. and Limestone Rd. from Husker Steel in the amount of \$133,481 and from Norfolk Contracting, Inc in the amount of \$24,300. This will be a precast concrete slab bridge. The County will refill and do the approaches when the bridge is complete. The bridge will be paid for out of the Special Bridge Fund. Commissioner Thurlow made the motion to go with Husker Steel in the amount of \$133,481 and with Norfolk Contracting in the amount of \$24,300 for the bridge replacement located at 9<sup>th</sup> Rd. and Limestone Rd. Commissioner Carlson seconded and the motion passed unanimously. Mr. Shomper presented the 2023 proposed budgets for Road & Bridge, Rural Highway, and Special Bridge funds. After discussion the budgets were left with the Board for review.

Rocky Cramer, EMS Director, met with the Board to give the weekly report. Mr. Cramer stated that the Department has made 523 emergency runs and out of town transfers so far in 2022. Clifton EMS came to Clay Center as mutual aid and provided the standby at the structure fire last weekend. The Department will be holding their quarterly staff meeting this week. The repairs have been made on the damaged garage door. There will be an additional cost for they were not able to keep the second panel in the door for it was also bent and had to be replaced.

Pam Kemp, Emergency Manager, met with the Board to give the weekly report. Ms. Kemp presented the 2023 proposed budget for Emergency Manager to the Board. After discussion, the budget was left for review.

Dana Rickley, County Health Administrator, met with the Commissioners to give the weekly report. Ms. Rickley presented the 2023 proposed budget for the County Health Department and reviewed the salaries and how the job duties have changed with the pandemic. Commissioner Mayo asked questions about the salary request on the 2023 proposal and Ms. Rickley stated that she will make an adjustment and present it next week.

Alan Benninga, Sheriff, met with the Board to give the weekly report. Sheriff Benninga presented the 2023 proposed budget for the Sheriff's Department to the Board. The cost of fuel and patrol units were discussed. The 2023 proposed budget was left for review.

Madison Rogers, Clay County Conservation District Manager, met with the Board to present the 2023 proposed funding request. Annelle Chestnut, Bevin Law, Lowell Marsh, and Mike Pavel, Regional Representative also joined the meeting. Ms. Chestnut reported on the KACD Technician position and that the previous employee had transferred to a permanent NRCS Tech position and they have filled the position with a new employee as of June 1<sup>st</sup>. There are only 8 Counties in the State of Kansas that have a KACD Technician employed. With the change in the salary and an added bonus offer, they were able to fill the position fairly quickly. The district received an On Farm Trial Grant last summer that is still viable through FY 2023. It can be used for On Farm Field trials and are opportunities to demonstrate environmental and economic benefits for conservation practices that are applicable to address the highest priority water resource related issues in each County. Mr. Marsh reported that through joint efforts of the Conservation District, NRCS, and FSA there has been 9,070.41 CRP acres positively affected through 200 general contracts, and a total of \$597,938 dollars paid out. These contracts often utilize the districts seed ordering capabilities and the rental drill to fulfill requirements of their contracts. They have recently purchased a new drill so they now have 2 drills to rent out. Mr. Law reported that the district maintains a close working relationship with USD 379 to offer the conservation poster contest to the elementary students, the 4<sup>th</sup> Grade Earth Festival, the 6<sup>th</sup> Grade Environmental Education Day, and the Envirothon program for high school students. This year they have a new opportunity to work with 3<sup>rd</sup>, 4<sup>th</sup>, and 5<sup>th</sup> Graders in a summer school program. Ms. Rodgers stated that the increase in the funding requests will go towards salary, benefits, technology, and travel expenses. The Board stated that they will consider the \$52,920 that has been requested for the 2023 budget year.

Susan Mall, Register of Deeds, met with the Board to present the 2023 proposed budget for the Register of Deeds Office. Ms. Mall reported that the storage cabinets that she presented a few weeks ago have been ordered. This cabinet will be placed in the vault for the storage of the large books.

Devin Burr, President of the Tiger Shark Swim Team, met with the Board to request a donation for the swim team. Mr. Burr stated that they are very appreciative of the previous donations that the County has given to them and that they have been able to purchase some new equipment with it. This summer they have 59 kids

participating on the Team. They will be hosting one of the meets here in Clay Center again this summer. Commissioner Thurlow made the motion to donate \$700 to the Swim Team and to be paid for out of the Alcohol Fund. Commissioner Carlson seconded and the motion passed unanimously.

Danny Mesalles, County Appraiser, met with the Board to introduce the newest employee in his office. The Board welcomed her to the County. Mr. Mesalles presented the 2023 proposed budget for the Appraisers Office to the Board. The budget request was left for review with the Board. Mr. Mesalles reported that the County has issued 51 building permits so far in 2022. This number of permits is in the same range as to how many were issued in the last two years at the same time.

Kayla Wang, County Clerk, met with the Board to amend the bid that was presented a few weeks ago for the SB13 mailer that will sent out to all taxpayers. The estimated number of documents that are required to be mailed out has changed to 10,070. The estimated cost from Postalocity will change from \$3,841.20 to \$4,902.49 which is still under the other proposal that was previously received.

Whitney Baer, Noxious Weed Director, met with the Board to present the 2023 proposed budget for the Noxious Weed Department. After discussion on the budget request, it was left with the Board for review. The Board granted permission for the Noxious Weed Department to have overtime hours for spray season through July 31<sup>st</sup>, 2022. Ms. Baer asked if the County was willing to pay the \$50 fee to renew a Commercial Applicators license that is due before 12/31/2022. The Board agreed for the County to pay the \$50 fee for the renewal of a Commercial Applicators license.

Craig Williams, Networks Plus, met with the Board to review changes that will need to be made next year with Microsoft Office & Exchange. Mr. Williams stated that you will not be able to purchase a one-time license and own it. Everything is going to a monthly subscription with Microsoft. There will be an increase in cost for this service, but hopefully we will be able to do away with some of the programs and hardware that we currently have. There is always something changing with the use of technology.

The Chairman signed the Exhibit A & B documents for the Pre-Engineered Metal Building & MEP Design scopes for the Clay County Fairground project.

The Board adjourned at 1:30 p.m.

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Jerry F. Mayo, Chairman

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Attest: Kayla Wang, County Clerk  
June 27, 2022  
Clay Center, Kansas