

# REGULAR MEETING MINUTES

**Date Monday January 22<sup>nd</sup>, 2024 Time 9:00AM**

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Commission Chairman: Leslie D. Holman

Commission Vice-Chair: Heather Kuder

Commissioner: Vernon Bailey

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

## Call to Order

- Pledge of Allegiance
- **Roll Call**
- Jay Bailey, Heather Kuder, Les Holman, & Michelle Morris
- **Additions or Deletions to the Agenda**
- Ryan Fine Road & Bridge truck bids
- Jay Bailey Commissioners reports add Commissioners salaries.
- Heather Kuder Commissioners reports questions about website training, referral in regard to audit help.
- **Approval of the Agenda**
- Les Holman moves to approve the additions to the agenda. Jay Bailey 2<sup>nd</sup>. All in favor.

## Public Comments

- None

## Public Hearing

- None

## Correspondence to Commission

- None

## Unfinished Business

- None

## New Business

- **Department head update**
- Noxious Weed Kevin Culley
  - Spraying weeds in parking lots trying to get better control.
  - Bradford Pear is being advised not to plant anymore.
  - Will come in 2-5-24 for Ag dept annual report & documents to sign.
  - Heat is about to be installed.
- Senior Center/General Transportation Fran Deters
  - Was able to house the residents from Osage Nursing for a few hours while there was an issue at the Nursing home with a water main break. So many people from the community brought in blankets & food to help.
  - Harvesters have been canceled a lot with the weather, but they are doing okay.
  - Numbers have been down a bit due to the weather.
- Maintenance Brent Rose
  - The new floor scrubber is working well.
  - Snow & ice removal has been tough, but they are making it.

- Elevator they are waiting on the phone to come in.
- Appraiser Matt Booker
  - Proofs back from the mailings. Should be sent out mid-week.
  - The weather has held up some of the new construction permits but when they are completed all final values will be completed.
  - Had less appeals on values this last year.
  - The market study will be published this week in the paper.
  - Had several calls transferred down from transferred from the Treasurer's office. They have been handled the best they can. Feels like it's mostly due to the Treasurer's office trying to catch up & not being open right now.
- Land Development Jeff Crisp
  - Preparing for the Mayor's meeting
  - Has gotten his training.
  - Tricia has been preparing for the Planning & Zoning meeting coming up.
- Health Department Jackie Patterson
  - Presented update.
  - Three grants applied for & awarded.
  - With grants a new water filtration system, barcoding inventory software, computer equipment, medical equipment to name a few.
  - Partnered with various entities.
  - Attends several meetings for various groups/committees.
  - Have several public health programs available on-site & off-site.
  - Several classes attended for continuing education.
  - Updated the county's emergency call down list.
  - Working for future public health fair/movie night, school presentations on vaping, providing hygiene kits, development of county health policy & more.
  - Jackie turns in reports as required. Some are monthly & some are quarterly; she follows through with making sure reimbursements are received etc.
- Economic Development
  - 2023 has really been focusing on learning what the community needs & building relationships & growing the county.
  - Have put together a vision summit that was very successful.
  - Hosted a grant writing workshop.
  - 2024 to have a county-wide housing assessment.
  - Infrastructure by Broadband County wide 2024-2025
  - Increasing daycare.
  - 2024 Osage County Comprehensive Plan
  - Regional water assessment. Making sure that as we grow there is enough water to service them.
  - Growing the NRP program
  - Updating NRP documents, & marketing flyers
  - Working on NRP welcome letter
  - Goal to go live on the website by January 26<sup>th</sup>. There have been a few hurdles.
  - Updated building permits
  - Next Mayor summit is February 19<sup>th</sup>.

- Strengthening Osage County tourism
- Updating businesses list
- Kansas tourism has a new campaign launching on Kansas Day
- States she has had some disappointments. There have been some grants that were not received, just to mention one.
- Colleen thanks everyone that has been so supportive & helped in various ways.
- Treasurer Laura Hawkins
  - Working on trainings
  - Getting delinquent tax calls returned & processed.
  - Getting clerks descriptions updated in the software so that it is less to publish not using the CAMA legal description.
  - Taking phone calls many on deed names are incorrect. Researching them to get them corrected.
  - Distributions are being worked on. No estimated date yet.
  - The year end is almost done. There are a few steps to go to be completed.
- **Road & Bridge Ryan Fine truck bids**
- Presents bids.
- Discussion on why there was such an issue with motors & the difference between things. Need to check around for what rates we can get before deciding.
- Ryan Fine will bring back more information & a decision can be made at that time.
- **Noxious Weed Kevin Culley Resolution**
- Provided information on declaring a couple noxious weeds for the county.
- Kevin Culley will return with the resolution on 2-5-2024 so that Josh Ney can review prior to signing.
- Les Holman moves to move this agenda item to February 5<sup>th</sup>. Jay Bailey 2<sup>nd</sup>. All in favor.
- **Health Department Jackie Patterson grant management proposal**
- Discussion on how a management company to help facilitate support that she may need to complete the things required to get grants. There are a lot of exercises & reports that are required for grants. The grant she is working on is Work Force Development grant.
- Commission requests to bring a contract & more details on amounts & time frame it covers.
- Reports that she is still waiting on the company for more information on the sign for the Health Department & the electricity.
- **Fran Deters van repairs.**
- One bus & 2 vans are down. Bus needs a starter. (presented quote). One van needs tune up & tires, & the other van needs (quotes presented).
- Monthly there are about 5 reports that must be sent to KDOT. She had left one vehicle off due to it not running. She received a letter from KDOT stating that all the vehicles have to be in running order. She reached out to various shops to see when she could get an appointment & for quotes. Most were booked clear out.
- Les Holman moves to PO#3918 to Branine in the amount of \$978.21 for vehicle 7633, PO# 3897 in the amount of \$1005.51 to be paid to Carl's Tire & Lube

8808, PO#3898 in the amount of \$372.60 paid to DADS 8240. Jay Bailey 2<sup>nd</sup>. All in favor.

- **Heather Kuder budget calendar, HR position, Scot Loyd budget proposal**
  - Discussion on when departments need to have proposed budgets brought forth.
  - Presented job description for HR position that had been created. When will the position be open or are we opening it.
  - Heather Kuder moves that we open the HR position using the current job description. Motion dies due to no 2<sup>nd</sup>.
- **Clerk Michelle Morris Rural Opportunity Zone resolution, CMB renewal, check approval, budget document approval.**
  - ROZ resolution to be further looked at by Josh Ney. Move to 1-29-2024 agenda.
  - Les Holman moves to approve CMB renewals for Pomona Lake Marina & Lamont Hill resort. Jay Bailey 2<sup>nd</sup>. All in favor
  - Les Holman moves to approve check #060713 in the amount of \$26,215.00 to be paid to Branine Chevrolet Buick for 2024 Chevy Equinox for Eco Devo. Jay Bailey 2<sup>nd</sup>. All in favor.
  - Les Holman moves to approve the signing of the Financial Statement document for the Loyd Group. Jay Bailey 2<sup>nd</sup>. Ayes 2 Nye 1(Heather Kuder)
  - Les Holman moves to approve PO#3920 in the amount of \$25,000 to be paid to Loyd group for the contract agreement. Jay Bailey 2<sup>nd</sup>. Ayes 2 Nye 1(Heather Kuder)
- **Treasurer Laura Hawkins New Hire**
  - Les Holman moves to approve payroll action contingent on background check. Jay Bailey 2<sup>nd</sup>. All in favor.

### **Executive Session**

- **Heather Kuder (10-minute) non-elected personnel**
  - Les Holman moves to go into executive session for 10-minutes under non-elected personnel with all 3 commissioners. Jay Bailey 2<sup>nd</sup>. All in favor.
- **Clerk Michelle Morris (15-minute) non-elected personnel**
  - Les Holman moves to go into executive session for 15-minutes under non-elected personnel. Heather Kuder 2<sup>nd</sup>. All in favor.  
No action taken.
- **Les Holman (15 minute) attorney client**
  - Les Holman moves to go into executive session for 15-minutes under attorney client privilege with all 3 Commissioners & Josh Ney by phone. Jay Bailey 2<sup>nd</sup>. All in favor.
  - Jay Bailey moves to extend the executive session for 5-minutes. Heather Kuder 2<sup>nd</sup>. All in favor.  
No action taken.

### **Attorney Report**

- None

### **Commissioner Reports**

- **Jay Bailey Commissioners salaries.**
  - Move to agenda on 1-29-2024.

- **Heather Kuder questions about website training, referral regarding audit help.**
- Heather has reached out to Amanda Kohlman to do some training. This will be looked into further.
- Referrals from Josh were contacted. Heather reached out. It was sent back as an hourly cost. He was not sure what the needs are so an amount of time was not easy to

**Approval of minutes/ bills**

- **Approval of Regular Meeting Minutes for Date 1-16-2024**
- Les Holman moves to approve the meeting minutes. Jay Bailey 2<sup>nd</sup>. All in favor.

**Adjourn**

- Jay Bailey moves to adjourn the meeting. Heather Kuder 2<sup>nd</sup>. All in favor.

**Approved 1-29-2024.**



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**Les Holman- Chairman**



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**Jay Bailey**



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**Heather Kuder**



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**Michelle Morris- County Clerk**