

## Commissioner Meeting Minutes

**Date:** Tuesday, April 15<sup>th</sup>, 2025 at 9:00 a.m.

**Pledge of Allegiance:** The Pledge of Allegiance was recited.

**Present:** Justin Clark, Kevin Stuber, Jerry Sedlacek, Amanda DeWitt, and Bret Heim.

### Approval of Agenda & Minutes

- Jerry Sedlacek moved to approve the agenda. Kevin Stuber seconded; motion passed.
- Jerry Sedlacek moved to approve the minutes from the last meeting. Kevin Stuber seconded; motion passed.

### Appointment

- Casey Brown, Community Engagement Coordinator for SEK-CAP, requested a letter of support.
  - Kevin Stuber moved to allow the chair to sign a letter of support. Jerry Sedlacek seconded; motion passed.

### Department Updates

- **EMS – Cari Cavender**
  - Submitted run logs.
  - Reported that Gary Enos completed probation.
    - Kevin Stuber moved to approve the wage sheet for Gary Enos. Jerry Sedlacek seconded; motion passed.
  - Discussed the department's two Type 1 ambulances and available options.
  - Stated canceling the remount would result in a \$33,000 increase if rescheduled.
  - Commissioners requested a repair estimate as an alternative to full remount.
  - No decision was made regarding ambulance remount or purchase.
- **Sheriff – Jacob Morrison**
  - Several vehicles are currently in the shop for repairs.
  - Jared Helkenberg, undersheriff, discussed a Reassurance Solution Monitoring System for jail cells:
    - Non-contact sensor tech to monitor vitals.
    - Cost: \$6,500 initial + \$900 annual update.
    - Kevin Stuber moved to allow installation using funds from Equipment Reserve Courthouse. Jerry Sedlacek seconded; motion passed.
- **Solid Waste – David Waddell**
  - Surveillance cameras are back up and remotely accessible.
  - Jerry Sedlacek asked about liability for after-hours personal use of county property.
    - Bret Heim advised the county remains liable in such cases.
    - Due to the liability, the commissioners decided that there shall be no personal use of the property after hours.
- **Road & Bridge – Gary Ward**
  - Shared pricing for a new mower; current unit is being serviced.
  - Commissioners decided the purchase of a new mower was not necessary at this time.
  - Commissioners agreed that courthouse and R&B shop will be mowed by staff using county-owned equipment.
  - Plans to inspect an oil distributor and speak with a rep about motor grader warranty work.
  - CDL testing is ongoing, with all tested so far having passed.

### Recess

- Justin Clark moved to recess for 5 minutes. Kevin Stuber seconded; motion passed.

### County Treasurer – Michelle Zimmerman

- Presented an NRP application for Richard Tyner.
  - Jerry Sedlacek moved to approve. Kevin Stuber seconded; motion passed.
- Requested input on the EIB doctor's form for employees.
  - Commissioners want it used for 3+ consecutive days and to resemble a doctor's note or FMLA form.

### Discussion Items

- Jerry Sedlacek brought up mineral royalties on a property.
  - Bret Heim advised to assess any delinquent taxes before action.
- Jerry Sedlacek discussed the sale barn water line.
  - Kevin Stuber will meet with the sale operators about billing for sheep sales water usage.

Bret Heim exited the meeting at 10:37 a.m.

### Executive Session

- Kevin Stuber moved to recess into executive session for non-elected personnel to protect confidentiality and discuss employee performance with the commissioners until 10:50 a.m. Jerry Sedlacek seconded; motion passed.

**Emergency Management - John Atkin**

- Commissioners asked John Atkin about mutual aid with Allen County EMS.
  - John Atkin noted there is likely no formal agreement, but outreach has been made to their EMS director.
- Jerry Sedlacek moved to recess into executive session for non-elected personnel to protect confidentiality to discuss employee performance with the commissioners and John Atkin until 11:05 a.m. Kevin Stuber seconded; motion passed.

**Vouchers**

- Justin Clark moved to approve vouchers in the amount of \$66,588.33. Kevin Stuber seconded; motion passed.

**Adjournment**

- Kevin Stuber moved to adjourn the meeting at 11:56 a.m. Justin Clark seconded; motion passed.

Justin Clark, Chairman



Kevin Stuber, Vice-Chairman



Jerry Sedlacek, Member

Attest:



Amanda DeWitt, County Clerk