

Commissioner Meeting Minutes

Date: December 23rd, 2025 at 9:00 a.m.

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 2nd, motion passed.
- Jerry Sedlacek moved to approve the minutes from the **December 16th, 2025** meeting. Kevin Stuber 2nd, motion passed.

County Counselor

- Bret Heim reported no new items.
- Bret will prepare and provide the notice letter regarding fines for right-of-way violations to the Sheriff.
- Bret Heim left the meeting at **9:07 a.m.**

Sheriff's Department

- Jacob Morrison provided an update on new vehicles through Capital Fleet Solutions.
 - Will check progress after January 1.
 - Once delivered, vehicles to be retained will be determined.
 - Remaining vehicles will be listed on **Purple Wave**.
- Sheriff's Office is fully staffed for deputies.
- Currently seeking a **full-time dispatcher**.

Executive Session

- Kevin Stuber moved to recess into executive session for **confidential data** with Commissioners and Sheriff until **9:30 a.m.** Jerry Sedlacek 2nd, motion passed.

Road & Bridge Department

- Gary Ward presented a year-end budget transfer resolution.
- Justin Clark moved to approve **Resolution 25-19** for the Road & Bridge year-end budget transfer to Special Bridge and Special Highway. Kevin Stuber 2nd, motion passed.
- Gary reported:
 - A dump truck will need CAT repairs after the first of the year.
 - Looking into a **four-year lease** for a MAC dump truck.
 - Waiting on bids for a tractor after the first of the year.

Solid Waste Department

- David Waddell reported:
 - Working on bids for a remodel and backhoe.
 - Discussion held regarding the possibility of a scale at the transfer station.

Emergency Management / EMS

- John Atkin stated he will be working on:
 - Department inventory
 - Employee performance reviews

Treasurer

- Michelle Zimmerman presented year-end transfer requests.
- Kevin Stuber moved to transfer **2025 year-end interest balance** from Interest General Fund to General Fund after all year-end posting is complete. Jerry Sedlacek 2nd, motion passed.
- Michelle presented resolutions for fund transfers:
 - Justin Clark moved to approve **Resolution 25-20**, transferring **\$32,638.15** from Special Noxious Weed Capital Outlay Fund to Noxious Weed Fund. Kevin Stuber 2nd, motion passed.
 - Justin Clark moved to approve **Resolution 25-21**, transferring **\$243,182.69** from Special Ambulance Vehicle Fund to Ambulance Fund. Kevin Stuber 2nd, motion passed.

Justin Clark informed the Commission that Bank of Commerce requested inclusion in any future lease-purchase bids.

Clerk

- Amanda DeWitt provided year-end transfer requests.
- Justin Clark moved to allow year-end transfers for General Courthouse, Appraisal Fund, and Election Fund with amounts to be determined after 2025 budget year-end. Jerry Sedlacek 2nd, motion passed.
- Amanda DeWitt shared the county has completed the full KPERS audit that was conducted for 2023 and 2024. She requested permission to pay the resulting invoice in the amount of **\$10,198.92**.
- Justin Clark moved to pay the back-due amount from the KPERS audit in the amount of **\$10,198.92** from Employee Benefits. Jerry Sedlacek 2nd, motion passed.

- Justin Clark moved to approve **Resolution 25-22**, designating Woodson County as part of the **Rural Opportunity Zone**. Kevin Stuber 2nd, motion passed.
- Jerry Sedlacek moved to allow the year-end transfer of unused 2025 funds from the Sheriff Fund to the Sheriff Special Equipment Reserve Fund. Kevin Stuber 2nd, motion passed.

Additional Discussion

- Brief discussion held regarding **COLA raises**.
- Discussion held regarding rusting courthouse handrails.
 - Options discussed: painting, powder coating, or replacement.
- Justin Clark moved to construct new handrails using aluminum or stainless steel pending best pricing. Jerry Sedlacek 2nd, motion passed.
- Jarrod McVey will look into powder coating the decorative rails.
- Jarrod McVey continues working on obtaining a new computer.

Holiday Party

- Discussion held regarding the county holiday party.
- Kevin Stuber moved to allow **\$1,800** for the employee Christmas dinner to be paid from Courthouse General. Jerry Sedlacek 2nd, motion passed.

Vouchers

- Kevin Stuber moved to approve vouchers in the amount of **\$20,399.65**. Justin Clark 2nd, motion passed.

Adjournment

- Jerry Sedlacek left the meeting at **11:00 a.m.**
- Kevin Stuber moved to adjourn the meeting at **11:07 a.m.** Justin Clark 2nd, motion passed.

Attest:
Amanda DeWitt, County Clerk

Justin Clark, Chairman

Kevin Stuber, Vice-Chairman

Jerry Sedlacek, Member