

## Commissioner Meeting Minutes

**Date:** Tuesday, April 21, 2026 at 9:00 a.m.

**The Pledge of Allegiance** was recited.

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

### Approval of Agenda & Minutes

- Jerry Sedlacek moved to approve the agenda for today's meeting. Kevin Stuber seconded the motion. Motion passed.
- Jerry Sedlacek moved to approve the minutes from the April 14, 2026 meeting. Kevin Stuber seconded the motion. Motion passed.

### County Counselor – Bret Heim

- Bret Heim reviewed the Sheep Auction agreement and recommended adjusting a redundant section.

### Road & Bridge – Gary Ward

- Gary Ward presented a bid from NAPA for a rebuilt engine and transmission for a one-ton pickup in the amount of \$6,815.85, both including warranties. Installation will be completed by the Road & Bridge shop.
  - Kevin Stuber moved to allow Road & Bridge to purchase the rebuilt engine and transmission through Yates Center NAPA Auto Parts in the amount of \$6,815.85. Jerry Sedlacek seconded the motion. Motion passed.
- Gary Ward reported the utility bed has been picked up and is ready for installation.
- Ward is still planning to inspect a federal surplus dump truck but has not yet had staff available to do so.
- ACE Refrigeration is currently installing central heat and air for the Road & Bridge facility.
- Jerry Sedlacek moved to recess into executive session for non-elected personnel to discuss employee performance and protect confidentiality with commissioners, counselor, Gary Ward, and Todd Green until 9:20 a.m. Kevin Stuber seconded the motion. Motion passed.

### Sheep Auction Lease Discussion

- Dale Lanham, Sheep Auction, met with commissioners to review proposed lease agreement changes.
- A flat monthly rate of \$300, rather than a per head fee, was discussed to cover utilities and rental for a term of 10 years.
- Lanham requested time to discuss the proposal with the Sheep Auction Board and stated that permanent structures would remain, while portable pens and the long loading chute would remain property of the Sheep Auction if operations cease.

### Treasurer – Michelle Zimmerman

- Michelle Zimmerman requested an executive session.
- Jerry Sedlacek moved to recess into executive session for confidential data and trade secrets with commissioners, clerk, treasurer, and counselor until 9:40 a.m. Kevin Stuber seconded the motion. Motion passed.
- Bret Heim left the meeting at 9:39 a.m.
- Jerry Sedlacek moved to allow the acting chair to sign the representation letter for Jarrod, Gilmore, and Phillips. Kevin Stuber seconded the motion. Motion passed.

### Sheriff's Office

- Jarrod Helkenberg, Undersheriff, requested approval to purchase a refrigerator for the evidence room due to equipment failure, estimated at \$800.
  - Kevin Stuber moved to allow the Sheriff's Office to purchase an evidence refrigerator from the Courthouse Equipment Reserve Fund not to exceed \$900. Jerry Sedlacek seconded the motion. Motion passed.
- Kevin Stuber reported that two of the new vehicles are still being upfitted and one is awaiting a final part.
- Kevin Stuber moved to allow the Clerk's Office to issue a hand check in the amount of \$6,980 to Kirk Auto Group for upfitting one of the new trucks. Jerry Sedlacek seconded the motion. Motion passed.

### Commissioner Reports / Additional Business

- Kevin Stuber reported the Transfer Station passed inspection and noted staffing changes in David Waddell's absence
- Kevin Stuber requested Road & Bridge mow around the bleachers at the rodeo arena prior to the Bull Bash and Yates Center Days.
- Kevin Stuber discussed information regarding tax write-offs and potential impacts with Michelle Zimmerman, noting that while liabilities to the state may be reduced, direct reimbursement is not received.
- Discussion was held regarding prescription drug reimbursement.

### Treasurer – Michelle Zimmerman

- Michelle Zimmerman reported approximately half of abandoned properties may qualify for the upcoming tax sale

- Zimmerman presented the 2026 1st Quarter Investment of Idle Funds Report.
  - Kevin Stuber moved to approve the 2026 1st Quarter Investment of Idle Funds Report. Jerry Sedlacek seconded the motion. Motion passed.
- Zimmerman reported a request for electronic keypads and key fob access at the Extension Office. Kevin Stuber will follow up.
- Zimmerman reported that CC/JJA insurance coding is correct.
- Kevin Stuber moved to recess into executive session for confidential data and trade secrets with commissioners, clerk, treasurer, sheriff, and undersheriff until 10:06 a.m. Jerry Sedlacek seconded the motion. Motion passed.

**Additional Discussion**

- Kevin Stuber reported ACE will be servicing air conditioning units at the courthouse.
- Jerry Sedlacek reported speaking with Teena Tracy regarding Bressner Building repairs and noted that Buster Black has provided a quote to the Fair Board. Kevin Stuber will follow up.
- Discussion was held regarding limiting the use of tape and staples on walls and ceilings in the Bressner Building.
- Jerry Sedlacek moved to recess into executive session for non-elected personnel to discuss employee performance and protect confidentiality with commissioners and clerk until 10:15 a.m. Kevin Stuber seconded the motion. Motion passed.

**Vouchers**

- Jerry Sedlacek moved to sign vouchers in the amount of \$45,890.97. Kevin Stuber seconded the motion. Motion passed.

**Adjournment**

- Kevin Stuber moved to adjourn the meeting at 10:30 a.m. Jerry Sedlacek seconded the motion. Motion passed.



Justin Clark, Chairman



Kevin Stuber, Vice-Chairman



Jerry Sedlacek, Member

Attest:   
Amanda A DeWitt, County Clerk