

## Commission Minutes August 21, 2023

The Board of Washington County Commission met in regular session on Monday, August 21, 2023, in the commission room at the Washington County Courthouse. Members present were Scott Zabokrtsky, 1<sup>st</sup> District Commissioner, David Willbrant, 2<sup>nd</sup> District Commissioner, and Raleigh Ordoyne, 3<sup>rd</sup> District Commissioner and Traci Stigge, Deputy County Clerk to record minutes.

David called the meeting to order at 8:15 AM followed by the Pledge of Allegiance.

Consent Agenda:

Management Representation Letter

Payroll & bills totaling \$410,655.17

Payroll change notice

Scott made the motion to approve the consent agenda, Raleigh seconded the motion, all in favor, motion carried.

Roxanne Schottel met with commissioners to discuss progress on the old nursing home building. She reported that there has been discussion about building new instead of renovating the existing building. Commissioners agreed that would probably be the best option because of cost. She asked if the commissioners would reduce or waive the fees at the transfer station. Commissioners agreed the fees could be waived after they spoke with James.

Raleigh moved to recess into executive session under non-elected personnel for employee performance for 10 minutes, Scott seconded the motion.

Gloria Moore, Tourism Director, met with the commissioners to discuss her last day. She will officially retire on October 3, 2023, with an open house being held September 25<sup>th</sup> at 10 AM. She thanked the commissioners for allowing her to serve the county for all these years.

Josh Hockett, Greenleaf Township Trustee, presented a letter asking the commissioners to appoint Jim Rahe as township clerk. Raleigh moved to appoint Jim Rahe Greenleaf Township Clerk and Scott seconded, motion carried.

Jimmy Workman, Road and Bridge supervisor and Eric Helms, Road and Bridge assistant supervisor reported on the steel beam bridge contract from Norfolk Contracting, Inc to replace low water bridge. They also reported on work that was completed last week around the Clifton area. Blade bids must be received by the Clerk's office no later than 5 PM on Friday August 25<sup>th</sup>. They will be opened at 9 AM on August 28<sup>th</sup>.

Raleigh moved to recess into executive session under non-elected personnel for employee matters to include Libby Hiltgen, County Attorney, for 20 minutes, Scott seconded the motion.

Raleigh moved to recess into executive session under non-elected personnel for employee matters to include Libby and Justin Cordry by phone, for 10 minutes, Scott seconded the motion.

Scott moved to recess into executive session under non-elected personnel for employee matters to include Libby, for 8 minutes, Raleigh seconded the motion. Beverly Finlayson, Deputy Appraiser, brought a bid from Stone's Southside Service for work that needs to be completed on the county vehicle. Commissioners approved to have the work completed and would discuss a new vehicle at a later date.

Commissioners held the budget hearing for the county. There were no appearances from the public. Raleigh moved to adopt the 2024 budget as is, Scott seconded, motion carried.

Ranai Meier was offered and accepted the job of Communications Director.

Raleigh moved to approve the job description for Office Administrator – Sheriff's department, Scott seconded, motion carried. Base pay rate for this position will be \$20.83 per hour.

Scott made the motion to adjourn at 10:58 AM, Raleigh seconded the motion, all in favor, motion carried.

The next regular meeting will be Monday August 28, 2023.

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Scott Zabokrtsky, 1<sup>st</sup> District

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David Willbrant, 2<sup>nd</sup> District

Attest:

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Diana L Svanda, County Clerk

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Raleigh Ordoyne, 3<sup>rd</sup> District

