MINUTES for May 5, 2025
BOARD of CHEROKEE COUNTY COMMISSIONERS' CHEROKEE COUNTY, KANSAS

CONVENE
Chair Myra Carlisle Frazier called the regular session of the Cherokee County Board of Commissioners (the Board), to order at 9:00 AM on Monday, May 5, 2025, in the Commission Room, #109 of the Cherokee County Courthouse located at 110 W Maple St., Columbus, Kansas. County Commissioner, Cory Moates, opened the meeting with prayer followed by the Pledge of Allegiance. Commissioners Jack Garner, Cory Moates, Myra Frazier, County Counselor Jake Conard, County Clerk employee Michelle Mosler, Road and Bridge Supervisor Cody Zook, and News Report owner Larry Hiatt were present.

APPROVAL OF MINUTES
Commissioner Frazier moved to approve the minutes as presented from April 28, 2025, meeting. Commissioner Moates seconded. Motion passed unanimously.

ROAD AND BRIDGE
Road and Bridge Supervisor Cody Zook provided update on various ongoing projects.

Grader Payment
Commissioner Frazier moved to authorize a grader payment in the amount of $622,981 from the equipment reserve fund. Commissioner Moates seconded. Motion passed unanimously.

COUNTY TREASURER
County Treasurer Heather Sapp requested a wire transfer for the sewer payment. Commissioner Frazier moved to wire $55,219.16 to Security Bank of Kansas City for the sewer payment. Commissioner Moates seconded. Motion passed unanimously.

PLANNING COMMISSION
Commissioner Frazier moved to authorize the Planning Commission to sign either proposal from Confluence, at their discretion, as presented. Commissioner Garner seconded. Motion passed unanimously.

HANDBOOK RESOLUTION
Commissioner Frazier moved to adopt **Resolution 10-2025**, approving the personnel policy handbook as presented by County Counselor Jake Conard. Commissioner Garner seconded. Motion passed unanimously. Human Resources Director Deana Randall will distribute the adopted handbook to department heads and obtain employee signatures acknowledging receipt.

VACATE REQUESTS
County Counselor Jake Conard reported on the ongoing challenges with property vacates applications, specifically the time spent correcting improperly completed forms. He will explore a revised process and updated application form and report back to the Board. All new vacates applications will be tabled until a new procedure is established.

INVENTORY
The Board reviewed departmental inventory reports submitted to the County Clerk's office by department heads.

TOWNSHIP REVIEWS
The Board reviewed the 2024 annual budgets for all Cherokee County Townships.

CREDIT CARD REVIEW
Cherokee County Appraiser Delinda White requested an increase in the credit limit for one of the appraiser's department credit cards. Commissioner Frazier moved to increase the credit limit from $2,000 to $4,000. Commissioner Garner seconded. Motion passed unanimously.

NON-ELECTED PERSONNEL EXECUTIVE SESSION
Commissioner Frazier moved to enter into a 10-minute executive session for the purpose of discussing non-elected personnel, with the Board, Sheriff Brian Henderson, and County Counselor Jake Conard present. The session was set to return at 10:34 a.m. Commissioner Moates seconded. Motion passed unanimously. The session was extended for an additional 5 minutes. No action was taken.

ATTORNEY-CLIENT EXECUTIVE SESSION
Commissioner Frazier moved to enter into a 5-minute executive session for attorney-client communication with the Board, County Clerk Rebecca Brassart, and County Counselor Jake Conard present. The session was set to return at 10:47 a.m. Commissioner Moates seconded. Motion passed unanimously. No action was taken.

STRONGHOLD PRESENTATION

Jason Rinekner and Brian Ward of Stronghold met with the Board to discuss the services they currently provide to the county, as well as additional offerings that could benefit county operations. The Board expressed interest in having Stronghold conduct a seminar for county employees.

ADJOURNMENT

At 11:22 AM, Commissioner Frazier moved to adjourn the meeting. Commissioner Garner seconded. Motion passed unanimously.

ATTEST: Resolved and ordered this 12 day of May 2025.

Michelle Moser Deputy
County Clerk – Rebecca Brassart

Myra Carlisle Frazier
Commissioner Chairman – Myra Carlisle Frazier

Commissioner – Jack Garner

Commissioner – Cory Moates