

ELK COUNTY BOARD OF COMMISSIONERS  
APPROVED MINUTES  
March 25, 2013

1:00 p.m. Call to Order

Minutes Approval

Regular Meeting of March 11, 2013

1:10 p.m. -- Department Reports

Ambulance

Appraiser

Econ/Youth Development

Emergency Preparedness

Health

Maintenance

Recycling

Register of Deeds

Road & Bridge

Rural Fire

Sheriff

County Clerk

Old Business

C&D Landfill Expansion

Courthouse Carpet

Employee Handbook

Handicap Entrance

New Business

1:45 p.m. –

2:00 p.m. –

2:15 p.m. –

2:30 p.m. –

2:45 p.m. –

3:00 p.m. –

Public Forum

Presentation of Claims

Other

Adjournment

Commissioners Present:

Douglas C. Ritz, District I

Gary D. Hebb, District II

K.R. Liebau, District III

County Clerk: Vicky Wedman

County Counselor: Paul Dean

Others:

Byrdee Miller-Marcic, Emg Prep

Deanna Jones, Treasurer

Kandy Dowell, Health

Neva Walter, Register of Deeds

Sharon Wagner, Road

Beverly Signer, EMS

Karen Spencer, Appraiser

Joe Love, Maintenance

Chris Kane

Richard Marcic

Carl Eyman (KWORC)

Jim Criger, Rural Fire

Jetta Osburn

Jim Lane, Recycling

William Bischof, Recycling

Kevin Wray

Barbara Clubine

#### Call to Order

The meeting was called to order by Commissioner Doug Ritz at 1:00 p.m. in the Commissioners Room of the Courthouse. Commissioners Ritz, Hebb, and Liebau were present, as well as, County Clerk Vicky Wedman. County Counselor, Paul Dean, arrived at 1:10 p.m.

#### Minutes Approval

Commissioner Liebau moved to approve the minutes of the regular meeting of March 25<sup>th</sup> with changes. Commissioner Hebb seconded the motion. Motion carried (3-0).

#### Appraiser

Karen Spencer said the Road Closing Order has never been filed with the Register of Deeds office.

#### ROZ Program

Commissioner Ritz said the ROZ Program was discussed at the Fort Scott meeting. There was concern that there is not a clear definition of what a resident is.

#### Solid Waste Plan

Byrdee Miller-Marcic presented the updated Solid Waste Plan. Commissioner Liebau moved and Commissioner Hebb seconded the motion to sign the 10-year Solid Waste Plan for Elk County. Motion carried 3-0.

#### Health Department

Kandy Dowell said the Health Department will attend a two day WIC Conference.

#### Land Owner Dispute

Chris Kane talked to the Commissioners regarding the neighbors digging up property line survey markers and trying to move their fence over onto his side. County Counselor Paul Dean said the location in dispute is a private civil matter. The Commissioners view fences but do not determine property lines.

#### Maintenance

Joe Love reported he is planning on pouring a pad around the flagpole. Commissioner Ritz told him there were more important projects to complete

#### April 20<sup>th</sup> Spring Cleanup

Jim Lane said he has the cleanup date set up and asked the commissioners about accepting tires. The commissioners declined accepting tires.

#### Special Parks Fund

Counselor Paul Dean said there needs to be an Interlocal Agreement to liquidate the fund to the cities.

#### Road and Bridge

Counselor Paul Dean has obtained a new contact number for AT&T regarding lines on the ground or not buried deep enough. Counselor Dean was asked for an opinion regarding pulling vehicles out when stuck in the snow. The road department had received requests from residents. Counselor Paul Dean said if the vehicle is in the way of the road cleaning he has no problem of pulling it out but it is not the road department's duty and residents need to call a tow truck or seek assistance elsewhere.

#### Employee Handbook

Commissioners have been given copies of sample handbooks to read.

#### Carpet Bids

Commissioner Hebb moved and Commissioner Liebau seconded the motion to accept the bid from Alan's Carpeting. Motion carried 3-0.

#### CBDG Extension Request

Another original signature was needed for the rural water grant extension request. Commissioner Ritz signed and County Clerk Wedman will send to SCKEDD.

EMS Time Sheets

Beverly Signer discussed the changes needed in order to correctly report payroll for the EMS Department since they went to hourly pay. Commissioner Liebau moved and Commissioner Hebb seconded the motion that the EMS work week will be considered 64 hours and vacation and sick will accrue accordingly, retroactive January 1, 2013. Motion carried 3-0.

KWORCC

Carl Eyman talked with commissioners regarding the county's loss ratio and how it is determined. This year's loss ratio is 1.62.

Department Head Meeting

The commissioners were in favor of the department heads having a monthly department head meeting. The department heads agreed to meet the second Thursday of every month at 8:00 a.m. in the Commissioners Room.

Public Forum

Kevin Wray asked why we don't fly a Kansas Flag at the Courthouse. Joe Love said he had wondered the same thing. The commissioners were in agreement to fly the Kansas Flag. Love is to take care of it.

Resolution 13-04

Commissioner Liebau moved and Commissioner Hebb seconded the motion to pass Resolution 13-04 Establishing a Reserve Fund for the General Fund know as the Pilot Fund in Elk County, Kansas.

Warrants

Commissioner Liebau moved and Commissioner Hebb seconded the motion to approve the warrants in the amount of \$144,251.34. Motion carried 3-0.

Executive Session

At 1:51 p.m., Commissioner Ritz called for a 10 minute break followed by a 15 minute executive session to discuss nonelected personnel and possible disciplinary action.

Regular session resumed at 2:16 with no action taken.

Adjournment

Commissioner Liebau moved and Commissioner Hebb seconded the motion to adjourn the meeting at 2:17 p.m. Motion carried 3-0.

ATTEST:

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Vicky D. Wedman, County Clerk

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Douglas C. Ritz, Chairman

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Gary D. Hebb, District II

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K.R. Liebau, District III