

ELK COUNTY BOARD OF COMMISSIONERS
APPROVED MINUTES
November 12, 2013

1:00 p.m. Regularly Scheduled Meeting

1:00 p.m. Call to Order

Minutes Approval

Regular Meeting of Oct. 28, 2013

1:10 p.m. -- Department Reports

(Department Head meetings: 2nd Thursday/monthly; 8 AM; Commissioners Room)

Ambulance

Appraiser

Emergency Preparedness

Health

Maintenance

Recycling

Register of Deeds

Road & Bridge

Rural Fire

Sheriff

Treasurer

County Counselor

County Clerk

Old Business

County Credit Card

Road Closing Petition

New Business

1:30 p.m. – Signature Card Approval for Longton Checking Acct and Removal of Old
Names

1:45 p.m. – Christmas Party Details

2:00 p.m. –

2:15 p.m. –

Public Forum

Presentation of Claims

Other

Adjournment

Future Events: Dec 9th – Christmas Party at Cox Bldg (Courthouse closed 11:00 – 1:00)

Commissioners Present:
Douglas C. Ritz, District I
Gary D. Hebb, District II
K.R. Liebau, District III

Deputy County Clerk: Kerry Harrod

County Counselor: Paul Dean

Others:

Joe Love
Byrdee Miller-Marcic
Richard Marcic
Barbara Clubine
Beverly Signer
Jim Criger

Sharon Wagner
Ken Mitchell
William Bischof
Dan Ferguson
Rachel Ware
David Evans

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, Deputy County Clerk Kerry Harrod and County Counselor Paul Dean.

Minutes Approval

Commissioner Liebau moved and Commissioner Hebb seconded the motion to approve the minutes of the regular meeting of October 28th with approved changes. Motion carried 3-0.

Ambulance

Kenneth Mitchell presented his Ambulance report. The Ambulance Department had 19 runs in October with the collections totaling \$9,040.40. Mitchell also turned in his budget amendment request to the Commissioners.

Appraiser

No Report.

Emergency Preparedness

Byrdee Miller-Marcic stated she has a Local Emergency Planning Committee meeting November 14, 2013, she is required to have two a year and this will be her second one. Byrdee was voted the Elk County Representative to the Southeast Regional Homeland Security Council; she presented a letter of reappointment for signature. Commissioner Liebau made the motion to appoint Byrdee Miller-Marcic the Emergency Preparedness Coordinator as our representative for Elk County to the Southeast Regional Homeland Security Council. Commissioner Hebb seconded. Motion carried 3-0.

Health

No Report.

Maintenance

Joe Love informed the Commissioners that the west window by the elevator is broken and the estimated cost to repair it is in the \$500.00 range. Joe has also ordered some lights for the county shop and will install them when they come in. Joe would like Gary Hebb to submit a bill of \$100.00 to the County for the dumpster, and then he will be out to pick it up.

Recycling

William Bischof stated the trip they made to Fredonia the 1st of November puts them at 36,480 pounds which is what they ended with last year.

Register of Deeds

The Register of Deeds report for October listed 54 instruments recorded and a total deposit of \$2,599.55.

Road & Bridge

Sharon Wagner stated Bert Blackard with the 1st National Bank of Howard would like a letter stating the reasons why they were not solicited for a bid on the graders. Sharon informed the Commissioners that Mr. Lackey had went to the bank on two different occasions to receive a bid but no one was available to give him one. A letter will not be sent out to Mr. Blackard as two of the commissioners have already spoken with him. In the future the bank will be notified by written letter.

Rural Fire

The commissioners requested all invoices for county supplies and purchases be signed by the employee making the purchase. There has been an incident of unauthorized supplies being charged to the county.

Sheriff

No Report.

Treasurer

Rachel Ware stated the signature card at the Longton Bank needed to be updated. Commissioner Liebau motioned to update the signature card, Rachel Ware, Morgan Wedman, Vicky Wedman, Kerry Harrod, and Stephanie Ollenberger will be the only names on the card. All other names should be removed. Commissioner Hebb seconded the motion. Motion carried 3-0.

County Counselor

Paul Dean presented Resolution 13-13 to the commissioners regarding the policy handbook personnel policies and procedures changes. Commissioner Liebau motioned to approve Resolution 13-13. Commissioner Hebb seconded the motion. Motion carried 3-0.

County Clerk

Kerry Harrod presented the budget amendments for the road and ambulance departments. Commissioner Liebau motioned to approve the road budget amendment in the amount of \$1,813,600.00 and the ambulance budget amendment in the amount of \$228,000.00. Commissioner Ritz seconded the motion. Motion carried 3-0.

County Credit Card

No action was taken.

Christmas Bonus

No action was taken.

Christmas Party

Employees wanting to be in the gift exchange will need to bring a \$10.00 gift.

County Website

Byrdee Miller-Marcic will contact Kelsey Jones with Geek Chic from Sedan regarding the county website.

Solid Waste

The County solid waste contract is up January 1, 2014. No action was taken.

Public Forum

David Evans informed the commissioners that the low water bridge on Road 12 needs repaired because water is running under the concrete and is washing it out.

Warrants Approval

Commissioner Liebau moved and Commissioner Hebb seconded the motion to approve the warrants in the amount of \$61,190.94. Motion carried 3-0.

Adjournment

Commissioner Liebau moved and Commissioner Hebb seconded the motion to adjourn the meeting at 2:20 p.m. Motion carried 3-0.

ATTEST:

Kerry E. Harrod, Deputy County Clerk

Douglas C. Ritz, Chairman

Gary D. Hebb, District II

K.R. Liebau, District III