

ELK COUNTY BOARD OF COMMISSIONERS
APPROVED MINUTES
April 14, 2014

4:00 p.m. - Regularly Scheduled Meeting

4:00 p.m. - Call to Order

Minutes Approval - Regular Meeting of March 31, 2014

4:10 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

Bureau of Land Mgmt Request

IT person

Phone/FAX

New Business

4:30 p.m. – Resolution 14-05 Removing Certain Roads as Minimum Maintenance

4:45 p.m. – Abatements 2014-20 to 2014-36

5:00 p.m. – Release of Lease (old tower lease)

5:15 p.m. – ISC regarding Data Linc Proposal for ongoing phone system support

5:30 p.m. –

Public Forum

Presentation of Claims

Other

Adjournment

Future Events: April 24th, SEK Meeting, Cherokee County, Columbus, KS

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

County Clerk: Vicky D. Wedman (4:04)
Assisting with Minutes: Stephanie Ollenborger
County Counselor: Paul Dean (4:12)

Others:

Ken Mitchell, EMS
Connie Hey, Appraiser
Sharon Wagner, Road
Byrdee Miller-Marcic, Emg Prep
William Bischof, Recycling
Joe Love, Maintenance
Earnie Lackey, Road
Jim Criger, Rural Fire

Richard Marcic
Fran Wray, Website Administrator
Kevin Wray, Website Administrator
Shari Kaminska
Barbara Clubine
Neva Walter, Reg Deeds
Rachel Ware, Treasurer

Call to Order

Chairman K.R. Liebau called the meeting to order at 4:00 p.m. in the Commissioners Room of the Courthouse. Commissioners Liebau, Ritz, Hebb and Clerk Stephanie Ollenborger were present.

Minutes Approval

Commissioner Ritz moved and Commissioner Hebb seconded the motion to approve the regular minutes of March 31, 2014, with suggested changes. Motion carried 3-0.

Commissioner Ritz moved and Commissioner Hebb seconded the motion to approve the special minutes of April 8, 2014. Motion carried 3-0.

Ambulance Report

Kenneth Mitchell presented the February Ambulance Report. The Ambulance Department had 9 runs in February with the collections totaling \$4,504.80.

Mitchell asked if he can take the old heater out of the ambulance barn. It has been kept for a backup but only one ambulance will fit under it. Commissioners were in agreement.

County Clerk arrived.

Appraiser – No report.

Recycling

William Bischof said he received 8 containers of cardboard from Greenwood County that took 6 ~~hours~~ to process. It made 2 bales. He sold 28 bales of cardboard to International Paper.

Register of Deeds

The Register of Deeds office handled 54 instruments in March for a total deposit of \$2,642.00. Of this amount, \$1,637.50 was mortgage registration tax that goes into the County's funds.

Counselor Paul Dean Arrived.

Maintenance

Joe discussed his plans for replacing the waterlines. Commissioner Liebau suggested he do it during the week so he'll be able to get parts if necessary.

Road and Bridge

The commissioners re-signed the excavator financial papers with First National Bank of Howard in order to correct dates and financial information. Commissioner Ritz moved and Commissioner Hebb seconded the motion to pass Resolution 14-06 in place of Resolution 14-04. Motion carried 3-0.

Earnie Lackey said the State notified the Road Department that they have additional money available for local projects. He also said that APAC told him they could still do the Longton Cemetery Road for \$170,086. Lackey said the County will receive money back from the Federal Exchange to cover that cost. Commissioner Ritz moved and Commissioner Hebb seconded the motion to use that money to pave Longton Cemetery Road. Motion carried 3-0.

The new owners of the Abel land are asking we pay for an environmental impact study in order to purchase the 2 ½ acres needed to do bridge work. Another option is to close the bridge.

Treasurer

Rachel Ware reported her Deputy Treasurer, Morgan Wedman, will be going to Drivers License Training this week, April 16th and 17th.

Ware said she just received notification from the State that they are offering CMV training in Topeka on May 6th and 7th. The Drivers License Office will be closed those days to attend the training.

County Counselor

Counselor Paul Dean asked for some clarifications for the County Handbook regarding notification of vacation requests. The commissioners were in favor of 4 working days notice. The commissioners also instructed Counselor Dean to remove the vacation buyback option from the handbook. He will make revisions and send to the commissioners.

Resolution 14-05

Commissioner Ritz moved and Commissioner Hebb seconded the motion to approve Resolution 14-05 regarding removal of certain roads from the minimum maintenance list with the addition of old road names. Motion carried.

Release of Lease

Commissioner Ritz moved and Commissioner Hebb seconded the motion to sign the Release of Lease on the tower south of town that no longer exists. Motion carried 3-0. The release will be given to the Register of Deeds for recording.

Bureau of Land Management

No action taken.

Abatements

Commissioner Ritz moved and Commissioner Hebb seconded the motion to approve Abatements 2014-20 to 2014-36. Motion carried 3-0

Recess

Commissioner Liebau called for an eight minute recess (5:02 p.m.).

The regular meeting resumed at 5:10 p.m.

Data Line, Inc. Proposal

Kevin Wray of ISC said SKT does not have landline capability in Howard. The only landline solution available is AT&T. AT&T lines are \$75.00 installation and \$74.50/month (per line).

Wray talked with commissioners regarding internet based fax service. ISC recommends Ring Central fax to email accounts. He said the current published numbers can be ported from BroadVox and there is no charge for new, toll-free numbers where recommended. There would be an annual prepay amount of \$119.18/yr/number for low volume of up to 500 pages/mth. There would also be a monthly service fee per line of approximately \$9/mth,

The following recommendations for low volume fax numbers are:

- Treasurer – existing published number
- Clerk – new toll-free number
- Register – new toll-free number
- Appraiser – existing published number
- Health – existing published number (if HIPPA complaint)
- Public Works – new toll-free number
- Emergency Mgt – either existing number or new toll-free number

ISC recommends high volume of up to 1000 pages/month, with an annual prepay of \$239.88/yr/number for District Court using existing published number.

If the Health Department and/or District Court cannot use this type of service because of certain mandated requirements, ISC recommends an AT&T landline for them.

ISC will help the county departments to designate their fax computer and download the program. This plan does not include EMS and Sheriff Departments.

ISC recommended Data Linc to straighten out the phone/fax system. It is estimated the cost to do the current work to be around \$4,000.00. Commissioner Ritz moved to authorize Kevin Wray of ISC to contact Data Linc Communications, Inc. and direct them to proceed with their Phone/Network Service Proposal (attached). Commissioner Hebb seconded the motion. Motion carried 3-0.

Warrants Approval

Commissioner Ritz moved to approve the warrants in the amount of \$152,687.14.

Commissioner Hebb seconded the motion and the motion passed 3-0.

Adjournment

Commissioner Ritz moved and Commissioner Hebb seconded the motion to adjourn the meeting at 6:16 p.m. Motion carried 3-0.

ATTEST:

Vicky D. Wedman, County Clerk

K.R. Liebau, Chairman

Gary D. Hebb, District II

Douglas C. Ritz, District I

PHONE/NETWORK SERVICE PROPOSAL
Data LINC Communications, Inc. - Wichita, KS
Findings, recommendations & service options
Actions to Take

Identify all equipment and cables

- All Routers**
- All phone sets and cables to sets**
- All Fax machines and cables to these machines**
- All workstations and cables to these workstations**
- All phone numbers for voice and Fax in building**
- All analog lines to be used for emergency backup**

Create Excel Spreadsheet to list and record all of the above equipment and cables

Remove the top wire management strip

- Move one of the phone switches to above the phone patch panel**
- Move one of the phone switches to below the phone patch panel**
- Change the patch cords to 1' cords**
- This will add 4U space to the cabinet**

Remove the bottom wire management strip

- Move one of the network switches to above the network patch panel**
- Move one of the network switches to below the network patch panel**
- Change the patch cords to 1' cords**
- This will add 4U space to the cabinet**

If possible, replace the 2 24 port switches with a 48 port switch
This will add 2U space to the cabinet

Install 12 port patch panel next to equipment cabinet

- Terminate the emergency backup lines on this panel**
- Patch these analog lines to the Fax machines in building**

If possible, replace the Quintium Tenor with a Grandstream GXW 4008 **or remove entirely if no longer needed.**

Move 2 Sonicwalls to the front of the cabinet for better service & add 1 Sonicwall.

COST OF SERVICES

Trip charge

1 person \$120

2 persons \$200

Hourly on site service rate (1 hour minimum)

Phone service

1 person \$60/hr

2 persons \$100/hr

Network service

1 person \$100/hr

Hourly rate for remote service (1/2 hr min) \$60/hr

1. Tripp Lite N050-012 Cat5e Wall Mount 12 Port patch panel [\$26.99]

2. Patch Cords CAT 5e 1' Blue 25ct (4 each) [\$23.92 ea x 4 = \$95.68]

3. * Cisco SG200-50P 50-port Gigabit PoE Smart Switch (SLM2048PT) [\$710.99]

4. ** Grandstream GXW-4008 8 port FXS VoIP Gateway [\$171.00]
(add 9.00 for 2 yr replacement warranty)

Total equipment cost (est): \$122.67 – 1004.66 (+ shipping)

Labor not included

* Optional

** Possibly not needed