

ELK COUNTY BOARD OF COMMISSIONERS
APPROVED MINUTES
May 12, 2014

1:00 p.m. - Regularly Scheduled Meeting

1:00 p.m. - Call to Order

Minutes Approval - Regular Meeting of April 28, 2014

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

Phone/Fax Issues

New Business

1:30 p.m. – Luke Middleton, Independence KDOT Area Engineer

1:45 p.m. – Adam Wilson re: Appraiser Job

2:00 p.m. – Rick South re: Road Maint. On Rd 30

2:15 p.m. – AT&T Monthly Service Rates

2:30 p.m. – Policy Handbook Changes

2:40 p.m. – William Bischof – Executive Session

2:50 p.m. – ISC report

3:00 p.m. –

3:15 p.m. –

3:30 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 D. Wedman
County Counselor: Paul Dean

Others:

Byrdee Miller-Marcic, Emg Prep	Richard Marcic
E. Lackey, Maintenance	Neva L. Walter
Sharon Wagner, Road	Shari Kaminska,
Connie Hey, Appraiser	Barbara Clubine
Jim Criger, Rural Fire	Kevin Wray
William Bischof, Recycling	Fran Wray
Kandy Dowell, Health	Luke Middleton
Rick South	Kristy Kelley

Call to Order

Chairman K.R. Liebau called the meeting to order at 1:00 p.m. in the Commissioners Room of the Courthouse. Commissioners Liebau, Ritz, Hebb and County Clerk Wedman were present.

Minutes Approval

Commissioner Ritz moved and Commissioner Hebb seconded the motion to approve the minutes of the regular meeting of April 28, 2014. Motion carried 3-0.

Ambulance – No report.

Appraiser – No report.

County Counselor Paul Dean arrived at 1:02 p.m.

Emergency Preparedness

Commissioner Ritz moved and Commissioner Hebb seconded the motion to approve the annual Emergency Management Performance Grant. Commissioner Hebb seconded the motion. Motion carried 3-0.

Commissioner Ritz moved and Commissioner Hebb seconded the motion to sign the Kansas Airport Improvement Grant application form. The County's part in the grant will be around \$17,000. Commissioner Hebb seconded the motion. Motion carried 3-0.

Health - No report.

Maintenance

In Joe Love's absence, Sharon Wagner presented the bids for the generator for the Health Department from Chris Carlson. Carlson said the generator should be 11k in order to protect electronic equipment adequately. He priced it at \$5,870.00 installed. It includes concrete pad, automatic switches, installation of gas lines and control wires. Commissioner Hebb moved to purchase the generator from Chris Carlson. Commissioner Ritz seconded the motion. Motion carried 3-0. The cost will be divided between the Health Department, County General, Maintenance, and District Court.

Recycling

Recycling took 3640#’s of e-waste to El Dorado on April 28th and 2560#’s of recycling to Fredonia this week. The recycling truck has developed a leak in the radiator. The commissioners directed Bischof to get a new radiator. Bischof requested an executive session to discuss nonelected personnel.

Register of Deeds

The Register of Deeds office handled 43 instruments in April for a total deposit of \$3,231.40. Of this amount, \$2,547.50 was mortgage registration tax that goes into the County’s funds.

Road & Bridge

Sharon Wagner presented the monthly reports for the Road and Weed Departments. She also presented AT&T’s plans for Limestone Road for signature approval. There were no dates on the agreement as to when the work would be done. There also needed to be changes on the fee amount indicated on the agreement. The commissioners did not sign it.

Rural Fire – No report.

Sherrif– No report.

Treasurer – No report.

County Counselor

Paul Dean went over the handbook changes he had made. Corrections and clarifications were made.

KDOT

Luke Middleton introduced himself to the commissioners. He has taken over Wayne Gudmonson’s position with KDOT. Kristy Kelley, Community Affairs Manager with KDOT, accompanied him.

Road Maintenance Inquiry

Rick South said the Road Department graded Road 30 last week and it was 90% better until the next day when it rained. He said there are a couple of spots where there is no rock at all and every time it rains he can’t get down the road. He would like to know what the maintenance schedule is. Kevin Wray of ISC said he is working with the Road Department to put a tentative schedule on the website for road maintenance work.

AT&T Monthly Service Rates

County Clerk Wedman said she was able to reduce the monthly telephone rate on three phone lines from \$82 to \$51 because the County is a long term customer with AT&T. She also said AT&T would reduce the lines to \$35 per month if we did a 12 month service agreement with them. The commissioners authorized her to pursue it.

ISC Report

Kevin Wray of ISC updated the commissioners on the progress of the phone/fax systems. He said Data Linc will map and mark all the phone/data jacks in the building. A security case has been installed to protect all PBX and network system equipment. Cabinet locks have been provided to the Maintenance Department for installation on the main phone/network cabinet. Keys to all locks have been provided to Data Linc for emergency access.

Commissioner Ritz moved and Commissioner Liebau seconded the motion to authorize ISC to purchase commercial grade antivirus software for the courthouse computers. Motion carried 3-0.

Kevin Wray said ISC is actually a national credit reporting agency. They do pre-employment background investigation services. He would like to offer this service to the County offices. Commissioner Liebau said to put it on the agenda for the next meeting.

Employment Advertising

Commissioner Ritz said he has been asked why the Sheriff has been hiring without advertising. Counselor Dean confirmed although it may not be mandatory, it is always the best policy to advertise.

CIC Annual Maintenance Agreement

Commissioner Ritz moved and Commissioner Hebb seconded the motion to renew the CIC Annual Maintenance Agreement in the amount of \$24,310.00. Motion carried 3-0.

Dust Control

Commissioner Ritz said he saw an advertisement for dust control in the Fredonia paper and will get the number to the Road Department.

Railroad Crossing on Longton Road

Commissioner Ritz said we need to contact the railroad department regarding the railroad crossing before we begin work on the Longton Road. Commissioner Liebau is to get a contact name.

Signatures on County Charges

Commissioner Ritz stressed the need for employees to be sure and sign the ticket for any expenses they charge to the County.

County Clerk

The ballots for the Mail Ballot Election regarding a USD 282 School Bond Issue will be taken to the Howard Post Office May 27th. County Clerk Wedman and Deputy Clerk Kerry Harrod are planning on attending a June Certification and July Abstract budget class May 28th in El Dorado. Stephanie Ollenborger will take care of the office so it can remain open. County Clerk Wedman requested an executive session to discuss a payroll issue for nonelected personnel.

Executive Session

Commissioner Ritz moved and Commissioner Hebb seconded the motion to go into executive session at 2:54 p.m. with William Bischof, County Clerk Vicky Wedman, and County Counselor Paul Dean in attendance for 10 minutes to discuss nonelected recycling personnel. Motion carried 3-0.

Regular Session

Regular Session resumed at 3:04 p.m. with no action taken.

Executive Session

Commissioner Ritz moved and Commissioner Hebb seconded the motion to go into executive session starting at 3:05 p.m. for 10 minutes to discuss a payroll issue regarding nonelected personnel with County Clerk Vicky Wedman and County Counselor Paul Dean in attendance.

Regular Session

Regular Session resumed at 3:12 p.m. with no action taken.

Public Forum - None

Warrants

Commissioner Ritz moved and Commissioner Hebb seconded the motion to approve the warrants in the amount \$143,273.44. Motion carried 3-0.

District Court Report

Commissioner Ritz read the District Court monthly report collection total of \$2,435.88.

Adjournment

Commissioner Ritz moved to adjourn the meeting. Commissioner Hebb seconded the motion. Motion carried 3-0.

ATTEST:

Vicky D. Wedman, County Clerk

K.R. Liebau, Chairman

Gary D. Hebb, District II

Douglas C. Ritz, District I