

ELK COUNTY BOARD OF COMMISSIONERS

Approved Minutes

July 27, 2015

11:00 a.m. – Meet at courthouse to view properties for sale.

Regularly Scheduled Meeting

1:00 p.m. – Call to Order

Minutes Approval – Regular Minutes of July 13, 2015

1:05 p.m. Public Forum

1:15 p.m. – Department Reports

(Department Head meetings: 8 AM; Thursday before each Commissioner Meeting

Ambulance

Appraiser

Emergency Preparedness

Health

Maintenance

Recycling

Register of Deeds

Road & Weed

Rural Fire

Sheriff

Treasurer

County Counselor

County Clerk

IT Dept

Old Business:

EMS/Health Building

SEK Meeting

Wage Scale

New Business

1:30 p.m. – Chuck Beth with SCKEDD

1:45 p.m. – Carl with KWORCC

2:00 p.m. – Luke Middleton, P.E., Area Engineer, Independence KDOT

2:15 p.m. – Scott Day with Days Insurance Solutions

2:30 p.m. – Letter of Support for JAG Application ( Justice Assistance Grant for 4-County Mental Health)

2:45 p.m. – Road Closing Resolution

Abatements –

Presentation of Claims

Other

**Adjournment**

Future Events: Sept. 10<sup>th</sup> – SEK Officials Meeting

Sept. 29<sup>th</sup> – Legislative Luncheon

Attendance:

Commissioners Present:

Shari Kaminska, District I

Gary D. Hebb, District II

K.R. Liebau, District III

County Clerk: Vicky D. Wedman

Counselor: Paul Dean

**Others:**

Kenneth Mitchell, EMS  
Connie Hey, Appraiser  
Jim Criger, Rural Fire  
William Bischof, Recycling  
Beverly Signer, Health  
Joe Love, Maintenance  
Doug Allison, Team Architecture  
Byrdee Miller, Emg Prep

Neva Walter, Reg of Deeds  
Sharon Wagner, Road  
Kevin Wray, IT  
Barbara Clubine  
Rachel Ware, Treasurer  
Scott Day, Day Insurance Solutions  
Carl Eyman, KORCC  
Chuck Beth, SCKEDD

**Call to Order**

Chairman Gary Hebb called the regular meeting to order at 1:00 p.m. in the Commission Room of the Courthouse. Commissioners Kaminska, Liebau and Hebb were present, as well as, County Clerk Vicky Wedman and County Counselor Paul Dean.

**Minutes Approval**

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to approve the minutes of the regular meeting of July 13<sup>th</sup> as presented. Motion carried 3-0.

**Public Forum**

Commissioner Kaminska said the commissioners looked at two properties for sale. One was just west of the Cox Building, the other at 342 N. Wabash.

**SCKEDD**

Chuck Beth of South Central Kansas Economic Development District spoke of the funding criteria for an EMS/Health Building Funding Grant. He said if SCKEDD administers the grant application, they will not charge any fees unless the grant is approved. If the grant is approved and the project is over \$250,000.00 the administrative fee would be \$20,000.00.

**Team Architecture**

Doug Allison presented preliminary drawings of an EMS/Health Building that would cost approximately \$800,000 not including furnishings, land, architecture and administrative fees. The proposed building would be 4,960 sq. ft.

**Selection of Grant Administrator**

Commissioner Kaminska moved to procure the service of SCKEDD for the purpose of grant administration with fees not to exceed \$20,000.00. Commissioner Liebau seconded the motion. Motion carried 3-0.

**KWORCC**

Carl Eyman said the county's loss ratio should lower to around 1.09 for 2016.

**Ambulance** - No business to discuss.

**Appraiser** – No business to discuss.

**Emergency Preparedness**

Byrdee Miller said the county does not have a public information officer named in her County Emergency Plan and asked if there were any volunteers or recommendations.

### Health Department

Beverly Signer said the Health Department had trouble with their new refrigerator and lost some vaccine. The State is requesting they buy a pharmaceutical grade refrigerator which could cost up to \$3000.00. The State will pay for half of the cost.

### Day Insurance Solutions

Scott Day presented some other options for RX and Vision coverage for consideration.

### Maintenance

Joe Love said Countryside Glass is going to bid on the doors to the front and back entrances of the courthouse.

He will be working with Kandy Dowell to select new carpet for the Health Department.

### Recycling

William Bischof said the county received a payment of \$1,263.35 from Marck Recycling for the cardboard bales

Register of Deeds – Nothing to discuss.

### Road and Weed

Sharon Wagner said she revised the Weed Budget proposal. She presented the Noxious Weed Management Plan for 2015.

Rural Fire – No business to discuss.

### Treasurer

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to tentatively approve the proposed Treasurer's budget of \$65,500.00. Motion carried 3-0.

### Resolution 15-05

Counselor Paul Dean presented Resolution 15-05 Road Closing Resolution to be signed for a previously closed road.

### Interlocal Agreement

Commissioner Liebau moved and Commissioner Kaminska seconded the motion that Byrdee Miller be administrator for the Interlocal Agreement between Elk County and various communities for repairs to the sirens. Motion carried 3-0.

### Historical Society

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to tentatively approve the 2016 budget request from Elk County Historical Society for \$1,000.00. Motion carried 3-0.

### Services for the Elderly

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to tentatively approve the budget request of \$53,720 from Services for the Elderly. Motion carried 3-0.

### Budget Workshop

A budget workshop is scheduled for 2:00 July 30th to work on the county budget.

County Clerk Budget

Commissioner Liebau moved and Commissioner Kaminska seconded the motion to tentatively approve the County Clerk's 2016 budget request for \$64,014.00. Motion carried 3-0.

Election Budget

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to tentatively approve the Election Budget of \$38,027.00. Motion carried 3-0.

Justice Assistance Grant (JAG)

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to approve the Four County Mental Health letter of support for the JAG. Motion carried.

**IT**

Kevin Wray said Microsoft is releasing Windows 10. They are offering the download for free. The commissioners gave Kevin Wray permission to download the software so it is available for installation if and when the county desires to install it.

Break

Chairman Hebb called for a 5 minute break.

Executive Session (4:00 – 4:10 p.m.)

Commissioner Kaminska moved and Commissioner Hebb seconded the motion to go into executive session for 10 minutes with Counselor Paul Dean for attorney/client discussion. Motion carried 3-0.

Regular session resumed with no action taken from executive session.

Warrants Approval

Commissioner Liebau moved and Commissioner Kaminska seconded the motion to approve the warrants in the amount of \$119,982.58. Motion carried 3-0.

Public Information Officer

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to appoint Fran Wray as Public Information Officer for Emergency Preparedness with Kevin Wray as assistant. Motion carried 3-0.

Adjournment

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to adjourn at 4:25 p.m. Motion carried 3-0.

ATTEST:

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Vicky D. Wedman, County Clerk

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Gary D. Hebb, Chairman

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Shari Kaminska, District I

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K.R. Liebau, District II