

ELK COUNTY BOARD OF COMMISSIONERS

Approved Minutes

August 10, 2015

Regularly Scheduled Meeting

1:00 p.m. - Call to Order

Minutes Approval – Regular Minutes of July 27, 2015

Special Meeting Minutes of July 30, 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

Employee Insurance

SEK Meeting

Wage Scale

New Business

1:30 p.m. – Executive Session – Kandy Dowell, to discuss nonelected personnel

1:45 p.m. – Executive Session – Kevin Wray, Paul Dean, Vicky Wedman, William Bischoff, to discuss nonelected personnel

2:00 p.m. –

2:15 p.m. –

2:30 p.m. –

2:45 p.m. –

Abatements –

Presentation of Claims

Other

Adjournment

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

Sept. 28<sup>th</sup> – Employee Wage Scale Study – 1:00 p.m.

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 Dept  
Jim Criger, Rural Fire  
William Bischof, Recycling  
Rachel Ware, Treasurer  
Joe Love, Maintenance  
Kandy Dowell, Health

Neva Walter, Reg of Deeds  
Sharon Wagner, Road Dept  
Kevin Wray, IT  
John Walker, Sheriff Dept  
Scott Day, Day Insurance Solutions  
L.W. Ross

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. County Counselor Paul Dean arrived at 1:20 p.m.

Minutes Approval

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to approve the minutes of the regular meeting of July 27, 2015, with changes. Motion carried 3-0.

Commissioner Liebau moved and Commissioner Kaminska seconded the motion to approve the minutes of the special meeting of July 30, 2015, as presented. Motion carried 3-0.

Public Forum

Commissioner Hebb said Micky Wunderlich has requested a copy of the Engineer's Report on his building for sale.

Ambulance

Kenneth Mitchell presented the monthly report for July. There were 13 runs with collections totaling \$11,149.71. He said Micky Wunderlich will not be building the grill guard for the ambulance. Mitchell also handed the commissioners a list of pros and cons regarding building a new EMS/Health building on a site outside the city.

Appraiser

No business to discuss.

Emergency Preparedness

Not in attendance.

Health

No business to discuss.

### Maintenance

Joe Love said he is purchasing sound proofing panels for the jury room at the request of District Court.

Love also told the commissioners the flat roofs still need repaired. He would like to go ahead and fix one of them and try to coordinate this with the removal of some honey bees from the area. It will involve hiring a bucket truck.

### Recycling

William Bischof reported hauling 3100#'s of recyclables to Fredonia.

### Register of Deeds

The Register of Deeds office handled 24 instruments in July for a total deposit of \$889.80.

### Days Insurance Solutions

Scott Day said if we did an early renewal with United Health Care we would get credit for our out-of-pocket deductibles and expenses incurred this year. If the county waits and renews in January, he is projecting a 10.54% increase in premiums.

### Road and Weed

Two new employees were hired in the Road Department. Sharon Wagner reported they will be getting the reclaimer the first of September.

### Rural Fire

No business to discuss.

### Sheriff

No business to discuss.

### Treasurer

Rachel Ware reported delinquent real estate taxes will be published this week. For year 2014, there are still \$154,000 tax dollars owed the county.

### County Clerk

Vicky Wedman reported Kerry Mott will be attending the Computer Information Systems (CIC) Symposium next Wednesday thru Friday. Teresa Wells, Sharon Wagner, and Rachel Ware will also be attending from other departments.

### IT

Kevin Wray encouraged the commissioners to make a policy regarding personal information on government computers.

### Break (2:25 – 2:30 p.m.)

### Executive Session (2:30 – 2:35 p.m.)

Commissioner Kaminska moved to go into executive session for 5 minutes with Kandy Dowell, Vicky Wedman and Counselor Paul Dean in attendance to discuss nonelected personnel. Commissioner Liebau seconded the motion. Motion carried 3-0. No action was taken.

Executive Session (2:35 – 2:45 p.m.)

Commissioner Hebb moved and Commissioner Kaminska seconded the motion to go into executive session for 10 minutes with Paul Dean for Attorney/Client discussion. Motion carried 3-0. No action was taken.

Executive Session (2:45 – 3:00 p.m.)

Commissioner Liebau moved and Commissioner Kaminska seconded the motion to go into executive session for 15 minutes to discuss nonelected personnel with Kevin Wray, Vicky Wedman, William Bischof and Paul Dean in attendance. Motion carried 3-0.

Action: To reiterate to department heads to run a background check on prospective employees before hiring.

Department Heads Request

Sharon Wagner, on behalf of the department heads, asked the commissioners to do away with the late meetings since the public has not taken advantage of the later hour to attend. The commissioners will consider it when setting the meetings next January.

Wage Scale Work Session

The commissioners will meet at 1:00 p.m. on September 28<sup>th</sup> to discuss and build an employee wage scale. The regular commissioner meeting is scheduled at 4:00 p.m. that day.

Warrants

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to approve the warrants in the amount of \$79,096.48. Motion carried 3-0.

Payroll

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to approve the payroll in the amount of \$144,431.91. Motion carried 3-0.

Adjournment

Commissioner Liebau moved to adjourn at 4:35 p.m. Commissioner Kaminska seconded the motion. Motion carried 3-0.

ATTEST:

\_\_\_\_\_  
Vicky D. Wedman, County Clerk

\_\_\_\_\_  
Gary D. Hebb, Chairman

\_\_\_\_\_  
Shari Kaminska, District I

\_\_\_\_\_  
K.R. Liebau, District III