

ELK COUNTY BOARD OF COMMISSIONERS

Approved Minutes

July 14, 2025

If you would like to attend the meeting via zoom, go to:

<https://us02web.zoom.us/j/88316700147?pwd=qCcGtM6ClKvyGCxD8ND6EakYMQDd8D.1>

select join meeting and enter meeting ID: 883 1670 0147 Password: 296770

Regularly Scheduled Meeting

1:00 p.m. - Call to Order

Pledge of Allegiance & Prayer

Minutes Approval – June 30, 2025

1:05 p.m. – Public Forum

1:10 p.m. – Department Reports

Ambulance	Rural Fire
Appraiser	Sheriff
Emergency Management	Treasurer
Health	County Counselor
Public Works	County Clerk
Register of Deeds	County Attorney
Community Development	

Old Business:

Real Estate @ 1285 Evergreen, Moline

New Business

2:00 p.m. – 2024 Audit & 2026 County Budget Presentation – Emily & Phil Jarrod

Abatements:

Presentation of Claims

Other

Adjournment

Future Events: Primary Election Canvas August 13, 2025 @ 10:00 a.m.

Commissioners Present:

Perry Russell, District I

Doug Hendricks, District II

Jake Liebau, District III

County Counselor: Paul Dean

County Clerk: Kerry Harrod

Others

Todd Winscher, Rural Fire

Stephanie Ollenborger, ROD

John Walker, Sheriff

Chris Miller, Deputy Appraiser

Nick Miller, Noxious Weed

Malarie Chamberlain, Payroll Clerk

Kristina Kraft, Deputy Treasurer

Emily Franks, Jarred, Gilmore & Phillips

Don Sanders, Public Works

Gillian Beaumont, EMS Director

Rachel Ware, Treasurer

Diane Cucar, Community Development

Erica Cordell, EM

Stefni Hebb, Deputy Clerk

Jessica Kessler, Treas. Office Clerk

Kaye Spooner

Call to Order

Chairman Hendricks called the regular meeting to order at 1:00 p.m. Commissioners Liebau and Russell were present as well as County Clerk Kerry Harrod and County Counselor Paul Dean.

Minutes Approval

Commissioner Liebau moved and Commissioner Russell seconded the motion to approve the regular meeting minutes of June 30, 2025 as presented. Motion carried 2-0.

Public Forum

Kaye Spooner spoke of elections on the federal level.

EMS

Gillian Beaumont stated the department passed their annual State inspection. Ms. Beaumont said one employee has resigned.

Emergency Management

Erica Cordell stated all sirens passed the county siren test. The Regional Tabletop was held in Chanute. Ms. Cordell would like to thank Stefni Hebb, Chris Miller and Kandy Dowell for attending so the county could receive the

EMPG credit. Ms. Cordell has submitted the After-Action Review and Improvement Plan to the State for credit. Ms. Cordell attended the KEMA meeting in Wilson County on July 10, 2025. The 2011 Jeep Compass sold at auction for \$4,575.00. The LEPC meeting will be Thursday, July 17, 2025 at 6:30 p.m. at the Cox Building.

Public Works

Don Sanders stated he will be having a meeting with the landowners south of Moline for the right of way. Mr. Sanders presented a Notice of Award for the bridge on Osage Trail in Moline. Commissioner Russell moved and Commissioner Liebau seconded the motion to approve the bid from Bridges Incorporated for a bridge replacement on Osage Trail in the amount of \$452,947.00. Motion carried 3-0. The funds will come from a State Grant.

Register of Deeds

Stephanie Ollenborger presented the report for June 2025. They had a total of 50 instruments recorded and a total deposit of \$2,960.75.

Community Development

Diane Cucar stated it will cost around \$4,000 to fix the plumbing to one bathroom at 300 N. Plum. Ms. Cucar will work on getting more bids. Ms. Cucar presented a letter of support for the Special Projects Award for the Elk County Libraries. Commissioner Liebau moved and Commissioner Russell seconded the motion to approve and sign the letter of support to the Southeast Kansas Library System. Motion carried 3-0.

Rural Fire

Todd Winscher stated he purchased four tires for the duce from the State in the amount of \$250.00 each.

Sheriff

John Walker stated they are having plumbing issues in the jail and he has ordered new toilets. Commissioner Russell moved and Commissioner Liebau seconded the motion to increase Bryce Signers hourly pay from \$15.00 to \$16.00 for completing KLETC. Motion carried 3-0.

Treasurer

Rachel Ware has been working with Advantage Computer for computer upgrades. Most departments are only needing new hard drives. Mrs. Ware stated the tax sale will probably be scheduled in September.

County Counselor

Paul Dean presented deeds to be signed. Commissioner Liebau moved and Commissioner Russell seconded the motion to approve the Quit Claim Deed and Boundary Line Agreement between Elk County and Mark A. Hartke and Gail L. Hartke. Motion carried 3-0.

County Clerk

Kerry Harrod presented a payment request and acceptance certificate to Farmers Bank & Trust. Commissioner Russell moved and Commissioner Liebau seconded the motion to approve and sign the release of funds for the courthouse project in the amount of \$265,100 to Farmers Bank & Trust for Community Building Solutions. Motion carried 3-0.

Executive Session 1:28 p.m.

Commissioner Liebau moved and Commissioner Russell seconded the motion to recess into executive session to discuss legal matters with Diane Cucar and County Counselor Paul Dean present not to return to open session until 1:38 p.m. Motion carried 3-0.

Back in session 1:38 p.m.

No action taken.

Executive Session 1:41 p.m.

Commissioner Liebau moved and Commissioner Russell seconded the motion to recess into executive session to discuss non-elected personnel with County Clerk Kerry Harrod and County Counselor Paul Dean present not to return to open session until 1:46p.m. Motion carried 3-0.

Back in session 1:46 p.m.

No action taken.

Recess 1:48 p.m.

Commissioner Russell moved and Commissioner Liebau seconded the motion to recess not to return to open session until 2:00 p.m. Motion carried 3-0.

Warrants

Commissioner Liebau moved and Commissioner Russell seconded the motion to approve the warrants in the amount of \$112,760.72. Motion carried 2-1.

2024 Audit & 2026 Budget Presentation

Emily Franks with Jarred, Gilmore & Phillips presented the 2024 County Audit. Discussion was had regarding the findings. Ms. Franks stated receipts need to be brought to the County Clerk's Office and if the receipts are not presented, they can be deducted from the employee's pay check. Commissioner Russell moved and Commissioner Liebau seconded the motion to accept the 2024 Audit Report as presented. Motion carried 3-0.

Emily Franks presented the 2026 County & Rural Fire Budgets. Discussion was had regarding the budgets. Commissioner Russell moved and Commissioner Liebau seconded the motion to notify the County Clerk with the intent to exceed the RNR at a rate of 113.950 for the 2026 County Budget. Motion carried 3-0.

Commission Discussion

A budget workshop will be held Monday, July 21, 2025 at 1:00 p.m. to work on reducing the 2026 County Budget in the Commissioner's Room.

Adjournment

Commissioner Russell moved and Commissioner Liebau seconded the motion to adjourn at 4:18 p.m. Motion carried 3-0.

ATTEST:

Kerry E. Harrod
Elk County Clerk

Perry Russell, District I

Doug Hendricks, District II(Chairman)

Jake Liebau, District III