

Elk County Board of Commissioners
Approved Minutes
January 11, 2021

If you would like to attend the meeting via zoom go
to: <https://us02web.zoom.us/j/84965519106?pwd=ZXpVWm9ZNTN0YVJlc2JncklrZEVlUT09> select join meeting
and enter meeting ID: 849 6551 9106 Password: 313306

1:00 P.M.

Call to Order

Organizational Meeting:

1:00 p.m. – Organizational Meeting

- A. Elected Chairman
- B. Appoint Health Officer
- C. Designate Official County Newspaper
- D. Adopt 2021 Holidays
- E. Approve Meeting Dates
- F. Approve Payroll & Warrant Dates
- G. Appoint Investment Officer
- H. Approve Closing of Courthouse to public on December 29, 2021
- I. Approve Meal Reimbursement (currently \$15.00/meal; \$30/day)
- J. Adopt GAAP Resolution #21-01

Regular Meeting:

Minutes Approval

December 28, 2020 Regular Meeting

December 30, 2020 Special Meeting

Public Forum

Department Reports

Old Business:

New Business:

1:30 PM – Executive Session Non-Elected Personnel

1:45 PM – Vaccine Distribution

2:00 PM – Courthouse Operations

2:15 PM – Bank Signature Card

2:30 PM – CARES Act Funding

2:45 PM – EMS/Health Facility

3:00 PM – Commissioner Discussion

Abatements: PP21-01, PP21-07, OIL21-04, OIL21-05

Presentation of Claims:

Other:

Adjournment:

Future Events:

Commissioners Present:

Shari Kaminska, District I

Doug Hendricks, District II

Jake Liebau, District III

County Clerk: Kerry Harrod

County Counselor: Paul Dean (Zoom)

Others:

Beverly Signer, Health Dept.

Jenifer Clatt, EMS

Christina Kraft, Treasurer Office

Todd Winshcer, Rural Fire

Stephanie Ollenborger, ROD

Ken Mitchell, EMS

Jeremy McCully, Appraiser

Stefni Hebb, Clerks Office

Deanna Jones

John Walker, Sheriff

Teresa Wells, Appraiser Office

Christina Miller, Appraiser Office

Don Sanders, Public Works

Kandy Dowell, Health Dept.

Rachel Ware, Treasurer

Amy Bliss, Clerks Office

Jill Gillett, Co Attorney

Call to Order

Commissioner Kaminska called the meeting to order at 1:00 p.m. in the Courtroom in the Courthouse.

Commissioners Kaminska, Hendricks, and Liebau were present as well as County Clerk Kerry Harrod and County Counselor Paul Dean (zoom).

Elect Chairman

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to elect Doug Hendricks as the chairman for 2021. Motion carried 2-1 Hendricks abstained.

Appoint Health Officer

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to appoint Kandy Dowell as Health Officer. Motion carried 3-0.

Designate Official Newspaper

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to designate the Prairie Star as the official newspaper. Motion carried 3-0.

Adopt 2021 Holidays

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to adopt the 2021 holidays as presented. Motion carried 3-0. Commissioner Kaminska moved and Commissioner Liebau seconded the motion to adopt the 2021 State holiday schedule for the County Attorney's Office. Motion carried 3-0.

Approve Meeting Dates

Commissioner Liebau moved and Commissioner Kaminska seconded the motion to approve the 2021 meeting dates as presented. Motion carried 3-0.

Approve Payroll & Warrant Dates

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to approve the 2021 payroll and warrant dates as presented. Motion carried 3-0.

Appoint Investment Officer

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to appoint Rachel Ware as the investment officer. Motion carried 3-0.

Approve Closing Courthouse to Public

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to close the courthouse on December 29, 2021 for year end balancing. Motion carried 3-0.

Approve Meal Reimbursement

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to approve the meal reimbursement at \$15.00 a meal and no more than \$30.00 a day. Motion carried 3-0.

Adopt GAAP Resolution

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to adopt GAAP Resolution 21-01 as presented. Motion carried 3-0.

Minutes Approval

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to approve the regular meeting minutes of December 28, 2020 as presented. Motion carried 3-0. Commissioner Kaminska moved and Commissioner Liebau seconded the motion to approve the special meeting minutes of December 30, 2020 as presented. Motion carried 3-0.

Public Forum

Commissioner Kaminska would like to welcome the two new commissioners Doug Hendricks and Jake Liebau to the board.

EMS

Ken Mitchell presented the monthly report for December. The EMS department had 20 runs with collections totaling \$9,503.81. Mr. Mitchell stated he has one employee out due to being COVID positive, one that is in modified quarantine, and one having a procedure this week. Mr. Mitchell said they have started 2021 with a record numbers of runs. Mr. Mitchell would also like to give thanks to the County for the 25 years of service gift he received.

Rural Fire

Todd Winscher stated the rescue truck's bed is rusting out. Mr. Winscher stated he will be looking for a used truck to replace the rescue truck. Mr. Winscher would like to give thanks to the County for 15 years of service gift he received.

Register of Deeds

Stephanie Ollenborger presented the monthly reports for December and year end reports. They had a total of 51 instruments recorded and a total deposit of \$2,887.25.

Public Works

Road

Don Sanders stated all seven blades are in service and rock trucks are hauling rock to a few places. There were four guardrail projects finished last week.

Maintenance

Mr. Sanders stated the ceiling in the Register of Deeds Office will be removed this Friday. The electrical work will begin Monday by Carlson's and flooring is scheduled for January 23, 2021.

Recycling

Discussion was had regarding the recycling program. It has been very difficult finding employees and volunteers to help keep this program going. The County will have to make a decision whether or not to keep the program in place.

Airport

Mr. Sanders stated the reflectors are installed and are up to State code. The runway is in need of resurfacing in the near future. Discussion was had regarding charging companies who use the airport to help support the maintenance costs.

Vaccine Distribution

Kandy Dowell stated she is signed up through the State to give the COVID vaccine injections. The Health Department does have a waiting list for anyone interested in receiving the vaccine when it comes available. Elk County has 136 COVID cases with 12 of them being active.

Courthouse Operations

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to continue doing Courthouse operations by appointment only until further notice. Motion carried 3-0.

Bank Signature Cards

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to update the signature card at the Bank of Commerce and the Howard State Bank to reflect the following names Kerry Harrod, Rachel Ware, Kristina Kraft, Amy Bliss, Doug Hendricks and remove all other names. Motion carried 3-0.

CARES Act Funding

Deanna Jones stated she has completed all the reports for the CARES Funding. The only thing she is needing now are the amended MOA's. Paul Dean will send the amended MOA's to Kerry Harrod. Ms. Harrod will transfer the \$32,000 CARES money to County General Commodities per the Commission.

Break 3:34 p.m.

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to take a 5-minute break. Motion carried 3-0.

Back in session 3:39 p.m.

EMS/Health Facility

The County went with Accel's bid of \$1,165,000 from Olathe to build the facility. To make effort to save money the County will do a value engineering report with Accel and HB&K.

Commissioner Discussion

Commissioner Kaminska stated the KAC New Commissioners Conference is beneficial and should be attended if possible. The KAC Newsletter is also a good read and has some beneficial points in it.

Executive Session 4:10 p.m.

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to go into executive session regarding non-elected personnel for 15 minutes with Paul Dean present. Motion carried 3-0.

Back in session 4:25 p.m.

No action taken

Abatements

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to approve abatements PP21-01, PP21-07, OIL21-04, and OIL21-05. Motion carried 3-0.

Warrants

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to pay the CARES warrants in the amount of \$4,785.00. Motion carried 3-0.

The regular warrant fund totals are as follows:

County General \$28,362.30, Special Law Enforcement \$763.05, Ambulance \$1,150.80, Election \$190.14, Rural Fire District \$1,278.88, Health \$1,991.56, Road \$12,553.50, Noxious Weed \$428.27, Kansas 911 \$280.17, Emg. Prep-EOC Grant CARES \$19.02. Commissioner Kaminska moved and Commissioner Liebau seconded the motion to pay the regular warrants in the amount of \$47,017.69. Motion carried 3-0.

Payroll

Commission Kaminska moved and Commissioner Liebau seconded the motion to approve the payroll in the amount of \$238,558.02. Motion carried 3-0.

Elected Official Wage

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to modify the payroll for Sheriff John Walker to a salary of \$39,625. Motion carried 3-0.

Adjournment

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to adjourn at 5:05 p.m. Motion carried 3-0.

ATTEST:

Kerry E. Harrod
Elk County Clerk

Shari Kaminska, District I

Doug Hendricks, District II (Chairman)

Jake Liebau, District III