

Elk County Board of Commissioners
Approved Minutes
January 12, 2026

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

<https://us02web.zoom.us/j/81878568535?pwd=N3ZXlow27heNKQgzOKoExbOJBmo66t.1>

select join meeting and enter meeting ID818 7856 8535 Password: 126917

1:00 P.M. - Call to Order

Organizational Meeting:

- A. Elected Chairman
- B. Appoint Health Officer
- C. Designate Official County Newspaper
- D. Adopt 2026 Holidays
- E. Approve 2026 Meeting Dates
- F. Approve 2026 Payroll & Warrant Dates
- G. Appointing Investment Officer
- H. Approve Closing of Courthouse to public for year-end balancing on December 31, 2026
- I. Approve Meal Reimbursement
- J. Adopt GAAP Resolution #26-01
- K. Approve Authorized users for banking signature cards (Howard State & The Bank of Commerce)

Regular Meeting:

Minutes Approval: December 8, 2025, Regular Meeting & December 29, 2025, Regular Meeting

Department Reports:

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

Old Business:

Real Estate 1285 Evergreen, Moline

PIO

New Business:

2026 Membership Renewals

2026 Pay Scale Approval

Executive Session Legal – Paul Dean

Commissioner Discussion

Abatements: PP26-001, PP26-004, TK26-003

Presentation of Claims:

Payroll:

Other:

Adjournment:

Future Events: April 6th-7th 2026 County Audit

Commissioner's Present:

Perry Russell, District I

Doug Hendricks, District II

Jake Liebau, District III

County Clerk: Kerry Harrod

County Counselor: Paul Dean

Others:

Todd Winscher, Rural Fire

Erica Cordell, EM

Chris Miller, Deputy Appraiser

Rachel Ware, Treasurer

Gillian Beaumont, EMS Director

Kristina Kraft, Deputy Treasurer

Kaye Spooner

Don Sanders, Public Works

Stephanie Ollenborger, ROD

Diane Cucar, Community Development

Malarie Chamberlain, Payroll Clerk

Stefni Hebb, Deputy Clerk

Reane Triboulet

Call to Order

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

Elected Chairman

Commissioner Liebau moved and Commissioner Russell seconded the motion to elect Doug Hendricks as chairman for 2026. Motion carried 3-0.

Appoint Health Officer

Commissioner Liebau moved and Commissioner Russell seconded the motion to appoint Kandy Dowell as health officer for 2026. Motion carried 3-0.

Designate Official County Newspaper

Commissioner Liebau moved and Commissioner Russell seconded the motion to designate the Prairie Star Newspaper as the official county newspaper for 2026. Motion carried 3-0.

Adopt 2026 Holidays

Commissioner Liebau moved and Commissioner Russell seconded the motion to adopt the 2026 holidays as presented. Motion carried 3-0. The County Attorney's Office will follow the State Holiday Schedule. The Holiday schedules will be posted on the county website www.elkcountyks.org.

Approve Meeting Dates

Commissioner Russell moved and Commissioner Liebau seconded the motion to adopt the 2026 commission meeting dates as presented. Motion carried 3-0. The 2026 meeting will be posted on the county website www.elkcountyks.org.

Approve Payroll & Warrant Dates

Commissioner Russell moved and Commissioner Liebau seconded the motion to approve the 2026 payroll and warrant dates as presented. Motion carried 3-0. The 2026 payroll and warrant dates will be posted on the county website at www.elkcountyks.org.

Appoint Investment Officer

Commissioner Russell moved and Commissioner Liebau seconded the motion to retain Rachel Ware as the Investment Officer. Motion carried 3-0.

Approve Closing of Courthouse

Commissioner Liebau moved and Commissioner Russell seconded the motion to approve the closing of the Courthouse on December 31, 2026, for year-end balancing. Motion carried 3-0.

Approve Meal Reimbursement

Commissioner Russell moved and Commissioner Liebau seconded the motion to approve the meal reimbursement of \$15.00 a meal and \$30.00 a day. Motion carried 3-0.

Adopt GAAP Resolution

Commissioner Russell moved and Commissioner Liebau seconded the motion to adopt resolution #26-01 exempting Elk County from the provisions of KSA 75-1120a. Motion carried 3-0.

Approve Authorized Users for Banking Signature Cards

Commissioner Liebau moved and Commissioner Russell seconded the motion to have Rachel Ware, Jessica Kessler, Kerry Harrod, Kristina Kraft, Stefni Hebb, Malarie Chamberlain and Doug Hendricks approved as authorized users on the bank signature cards at Howard State Bank and the Bank of Commerce. Motion carried 3-0.

Adjournment

Commissioner Liebau moved and Commissioner Russell seconded the motion to adjourn the organizational meeting at 1:08 p.m. Motion carried 3-0.

Call to Order

Chairman Hendricks called the regular meeting to order at 1:08 p.m. Commissioners Liebau, and Russell were all present as well as County Clerk Kerry Harrod and County Counselor Paul Dean.

Minutes' Approval

Commissioner Russell moved and Commissioner Liebau seconded the motion to approve the minutes of December 8, 2025, as presented. Motion carried 3-0. Commissioner Russell moved and Commissioner Liebau seconded the motion to approve the minutes of December 29, 2025, as presented. Motion carried 3-0.

EMS

Gillian Beaumont presented the monthly report for December 2025. There were 10 total runs with total collections being \$5,121.96 for the month of December. Ms. Beaumont requested an executive session for non-elected personnel.

County Counselor

Paul Dean stated the Phillips Road Petition will be at 2:00 p.m. today.

Emergency Management

Erica Cordell stated the monthly siren test passed with all sirens working properly. Ms. Cordell attended the monthly KEMA meeting in Woodson County. Ms. Cordell stated upcoming events will be Stop the Bleed Free Training January 29, 2026, from 5:30 p.m. to 7:00 p.m. and Storm Fury on the Plains March 5, 2026, at 6:30 p.m. at the Cox Building.

Register of Deeds

Stephanie Ollenborger presented the report for December 2025. They had a total of 48 instruments recorded and a total deposit of \$2,460.25. Ms. Ollenborger also presented 2025 year-end report totals.

Rural Fire

Todd Winscher stated a new generator is needed for the rescue truck in Moline.

County Clerk

Kerry Harrod stated the Road and Noxious Weed Department year-end transfers needed to be changed. Commissioner Liebau moved and Commissioner Russell seconded the motion to reconsider the motion made on December 8, 2025, to transfer \$72,000 from the Road Department Budget to the Road Special Equipment Reserve Fund. No funds will be transferred from the Road Department. Motion carried 3-0. Commissioner Liebau moved and Commissioner Russell seconded the motion to amend the motion made on December 8, 2025, to transfer \$27,000 from the Noxious Weed Department to the Road Special Equipment Reserve Fund to transfer \$20,000 from the Noxious Weed Department to the Road Special Equipment Reserve Fund. Motion carried 3-0. The County Audit is scheduled for April 6-7, 2026.

Community Development

Diane Cucar stated the E-Community is coming up this week and the Youth Entrepreneurship Challenge (YEC) will be February 11, 2026, in the morning at Longton. There is a T-Mobile Hometown Grant for \$50,000 that is open.

Real Estate 1285 Evergreen, Moline

Diane Cucar will be having a meeting next week regarding the site certification.

PIO

Take off future agendas.

2026 Membership Renewals

Commissioner Liebau moved and Commissioner Russell seconded the motion to approve membership due to KWORCC with an estimated premium of \$29,946 for 2026. Motion carried 3-0. Commissioner Russell moved and Commissioner Liebau seconded the motion to approve membership due to KAC in the amount of \$1,339.55 for 2026. Motion carried 3-0. Commissioner Liebau moved and Commissioner Russell seconded the motion to adopt Resolution 26-02 for the ROZ Student Loan Repayment Program for 2026. Motion carried 3-0.

2026 Pay Scale Approval

Commissioner Russell moved and Commissioner Liebau seconded the motion to approve the pay scale as presented. Motion carried 3-0.

Executive Session 1:40 p.m.

Commissioner Liebau moved and Commissioner Russell seconded the motion to recess into executive session for non-elected personnel to discuss employee review with EMS Director Gillian Beaumont and County Counselor Paul Dean present not to return to open session until 1:45 p.m. Motion carried 3-0.

Back in session 1:45 p.m.

Action: Commissioner Liebau moved and Commissioner Russell seconded the motion to give a merit increase to Abigail Bowman from \$13.38hr to \$15.00hr. Motion carried 3-0.

Executive Session 1:46 p.m.

Commissioner Russell moved and Commissioner Liebau seconded the motion to recess into executive session for legal with County Counselor Paul Dean present not to return to open session until 1:53 p.m. Motion carried 3-0.

Back in session 1:53 p.m.

No action taken.

Recess 1:55 p.m.

Commissioner Liebau moved and Commissioner Russell seconded the motion to recess until 2:00 p.m. Motion carried 3-0.

Abatements

Commissioner Russell moved and Commissioner Liebau seconded the motion to approve abatements PP26-001, PP26-004, TK26-003. Motion carried 3-0.

Payroll

Commissioner Russell moved and Commissioner Liebau seconded the motion to approve payroll in the amount of \$293,941.54. Motion carried 3-0.

Warrants

Commissioner Liebau moved and Commissioner Russell seconded the motion to approve the warrants in the amount of \$64,477.04. Motion carried 3-0.

Phillips Road Opening Petition

This is a petition to extend Road 4. Commissioner Liebau moved and Commissioner Russell seconded the motion to deny the petition pursuant to KSA 68-117 that there is access to the property and it is not land locked. Motion carried 3-0. Commissioner Liebau moved and Commissioner Russell seconded the motion pursuant to KSA 68-102 to decline to lay out a public road extension of Road 4 to the Phillips property as it does have an existing easement. Motion carried 3-0.

AT&T Claim

Paul Dean has sent a letter to the AT&T Claims Department.

Adjournment

Commissioner Liebau moved and Commissioner Russell seconded the motion to adjourn at 2:18 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