

ELK COUNTY BOARD OF COMMISSIONERS

Approved Minutes
November 27, 2023

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

<https://us02web.zoom.us/j/85436443243?pwd=QXh0RHMxMDFyVEpYeVJrWGNOakJiZz09>

select join meeting and enter meeting ID: 854 3644 3243 Password: 370980

Regularly Scheduled Meeting

1:00 p.m. - Call to Order

Pledge of Allegiance & Prayer

Minutes Approval – Regular Meeting November 14, 2023

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:

Fence Viewing Order – Shouse Bar S Ranch & James Harman III

New Business

2:00 p.m. – Policy Review Section 50 - Holiday/Sick/Vacation Benefits

2:15 p.m. – 2023 Budget Amendments

2:30 p.m. – Executive Session Non-Elected Personnel- Road

2:35 p.m. – Commission Discussion

Abatements:

Presentation of Claims

Other

Adjournment

Future Events: County Christmas Party December 8 @ 6:30 p.m.

Commissioners Present:

Perry Russell, District I

Doug Hendricks, District II

Jake Liebau, District III

County Clerk: Kerry Harrod

County Counselor: Paul Dean

Others:

Stephanie Ollenborger, ROD

Don Sanders, Public Works

Jenifer Clatt, EMS

Shari Kaminska, Community Development

Stefni Hebb, Deputy Clerk

Chris Miller, Deputy Appraiser

Kaye Spooner

Rachel Ware, Treasurer

Erica Cordell, EM

Joseph Mueller, EMS

Kandy Dowell, Health

Kristina Kraft, Deputy Treasurer

Jessica Kessler, Treasurer Office Clerk

Call to Order

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

Minutes Approval

Commissioner Hendricks moved and Commissioner Russell seconded the motion to approve the regular meeting minutes of November 14, 2023 as presented. Motion carried 3-0.

Public Forum

Kaye Spooner expressed concerns over election fraud across the nation. Ms. Spooner would like to see all paper elections without machines.

EMS

Jenifer Clatt stated after the first of the year they will be doing more community CPR classes.

Emergency Management

Erica Cordell stated she had a virtual training November 21, 2023 on the Genasys Alert System. The system is up and live. Ms. Cordell said the focus now is to get people registered. Ms. Cordell stated on December 5, 2023 she will be at the Moline Library from 10:00 a.m. to 12:00 p.m. and Longton City Hall December 6, 2023 from 2:00

p.m. to 4:00 p.m. for registration for the Genasys Alert System. The Nixle System will officially end at the end of January 2024.

Public Works

Road

Don Sanders stated the Road 12 and Killdeer bridge project has been completed. Elk County Road Department will host a Road Maintenance Class in March of 2024. This class will be a half day class on grader operation and the second half will be on site demonstrations. Mr. Sanders stated they are several weeks behind on the new public works building. The Road Department was awarded the Safe Streets for All Grant. The grant money will be used for guardrail projects for the County.

Noxious Weed

The Noxious Weed Department has been spraying teasel and doing ground control around bridges.

Community Development

Shari Kaminska attended the Housing Conference in Independence on November 14th and 15th. This conference focused on Moderate Income Housing. Ms. Kaminska stated to qualify for housing grants a housing assessment needs to be done in 2024. Ms. Kaminska said that she would be working on assessment and it would take several months to complete. The county received the approval letter for the Neighborhood Revitalization Program from the Attorney General's Office. Discussion was had regarding the mold remediation in the Moline Methodist Church.

Treasurer

Rachel Ware stated she needs the court order for the distribution of funds for the tax sale from County Counselor Paul Dean.

Policy Review Section 50 – Holiday/Sick/Vacation Benefits

Commissioner Russell moved and Commissioner Hendricks seconded the motion to update the holiday pay to coincide with hours worked per employee. Motion carried 3-0. The sick and vacation benefits will be discussed at the next meeting.

2023 Budget Amendments

Commissioner Russell moved and Commissioner Hendricks seconded to amend the EMS budget in the amount of \$5,000. Motion carried 3-0. Commissioner Russell moved and Commissioner Hendricks seconded the motion to amend the Health Department budget in the amount of \$45,000. Motion carried 3-0. Commissioner Russell moved and Commissioner Hendricks seconded the motion to amend the Special Bridge budget in the amount of \$58,000. Motion carried 3-0. Commissioner Russell moved and Commissioner Hendricks seconded the motion to increase the Road and Bridge's budget authority by \$495,330.00. Motion carried 3-0. The budget amendments will be published in the Prairie Star and the budget amendment hearing will be held December 11, 2023 at 1:00 p.m.

Executive Session 2:36 p.m.

Commissioner Hendricks moved and Commissioner Russell seconded the motion to go into executive session to discuss non-elected personnel with Public Works Supervisor Don Sanders and County Counselor Paul Dean not to return to open session until 2:41 p.m. Motion carried 3-0.

Back in session 2:41 p.m.

Action: Commissioner Russell moved and Commissioner Hendricks seconded the motion to increase Justin McCoy's hourly pay by .25 for a merit raise from \$18.00 to \$18.25 an hour. Motion carried 3-0.

Commission Discussion

Discussion was had regarding updating the heat and air system in the courthouse.

Fence Viewing Order – Shouse Bar S Ranch & James Harman III

Commissioner Hendricks moved and Commissioner Russell seconded the motion to approve the fence viewing order for the Shouse Bar S Ranch & James Harman III fence. The order will be filed in the Register of Deeds Office and a copy will be mailed certified to the landowners.

Warrants

Commissioner Hendricks moved and Commissioner Russell seconded the motion to approve the warrants in the amount of \$96,037.77. Motion carried 3-0.

Adjournment

Commissioner Russell moved and Commissioner Hendricks seconded the motion to adjourn at 3:20 p.m. Motion carried 3-0.

ATTEST:

Kerry E. Harrod
Elk County Clerk

Perry Russell, District I

Doug Hendricks, District II

Jake Liebau, District III