

ELK COUNTY BOARD OF COMMISSIONERS

Approved Minutes
December 8, 2025

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

<https://us02web.zoom.us/j/87259894503?pwd=KWT3ZzopoAYDImF3BSoiAqUworUEle.1>

select join meeting and enter meeting ID: 872 5989 4503 Password: 434602

1:00 p.m. - Call to Order
2025 Budget Amendment Hearing
Adjournment

Regularly Scheduled Meeting

1:05 p.m. - Call to Order
Pledge of Allegiance & Prayer
Minutes Approval – Regular Meeting Minutes of November 24, 2025

Public Forum
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
PIO

New Business
2:00 p.m. –
Executive Session Legal

Abatements:
Presentation of Claims
Other
Adjournment
Future Events:

Commissioner's Present:
Perry Russell, District I
Doug Hendricks, District II
Jake Liebau, District III

County Counselor: Paul Dean

County Clerk: Kerry Harrod

Others:
Rachel Ware, Treasurer
John Walker, Sheriff
Todd Winscher, Rural Fire
Erica Cordell, EM
Malarie Chamberlain, Payroll Clerk
Roland Meisch
Chad Koop
Mason Harrod
Renae Triboulet

Stephanie Ollenborger, ROD
Don Sanders, Public Works
Chris Miller, Deputy Appraiser
Stefni Hebb, Deputy Clerk
Kaye Spooner
Travis Kill
Eldon Koop
Thad Triboulet
Chelsea Moore

Call to Oder

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

2025 Budget Amendment Hearing

Discussion was had regarding the County General, Ambulance, Health, and Employee Benefits amendments. Commissioner Liebau moved and Commissioner Russell seconded the motion to approve the 2025 budget amendments prepared by Jarrod, Gillmore and Phillips. Motion carried 3-0.

Adjournment

Commissioner Liebau moved and Commissioner Russell seconded the motion to adjourn the budget amendment hearing at 1:37 p.m. Motion carried 3-0.

Call to Order

Chairman Hendricks called the regular meeting to order at 1:40 p.m. Commissioners Liebau and Russell were present as well as County Clerk Kerry Harrod and County Counselor Paul Dean.

Minutes' Approval

Commissioner Russell moved and Commissioner Hendricks seconded the motion to approve the regular minutes of November 24, 2025, as presented. Motion carried 3-0.

Appraiser

Commissioner Russell moved and Commissioner Liebau seconded the motion to transfer \$17,000 from the Appraiser's budget to the Appraiser's Equipment Reserve Fund. Motion carried 3-0.

Emergency Management

Erica Cordell stated the monthly outdoor warning siren test passed on December 2, 2025. Ms. Cordell attended the monthly KEMA meeting in Chanute on December 4, 2025.

Public Works

The Department of Ag did the inspection on Noxious Weed Department. The inspection shows no findings. Don Sanders presented reports. Commissioner Russell moved and Commissioner Liebau seconded the motion to transfer \$72,000 from the Road budget to the Road Equipment Reserve Fund. Motion carried 3-0. Commissioner Russell moved and Commissioner Liebau seconded the motion to transfer \$27,000 from the Noxious Weed budget to the Road Equipment Reserve Fund. Motion carried 3-0.

Register of Deeds

Stephanie Ollenborger presented the report for November 2025. They had a total of 44 instruments recorded and a total deposit of \$2,238.25.

Rural Fire

Todd Winscher stated he wanted to extend the building process of the Hemit. Commissioner Liebau moved and Commissioner Russell seconded the motion to allow the Rural Fire Department to spend \$31,000 on the Hemit. Motion carried 3-0. Commissioner Liebau moved and Commissioner Russell seconded the motion to transfer \$47,000 from the Rural Fire Budget to the Rural Fire Special Equipment Reserve Fund. Motion carried 3-0.

Sheriff

Commissioner Russell moved and Commissioner Liebau seconded the motion to approve the purchase of a 2026 Toyota Tundra in the amount of \$57,503. Motion carried 3-0.

Recess 2:20 p.m.

Commissioner Russell moved and Commissioner Liebau seconded the motion to recess for 5 minutes. Motion carried 3-0.

Real Estate at 1285 Evergreen, Moline

A meeting is scheduled for next week.

Warrants

Commissioner Liebau moved and Commissioner Russell seconded the motion to approve the warrants in the amount of \$83,894.20. Motion carried 3-0.

Payroll

Commissioner Liebau moved and Commissioner Russell seconded the motion to approve the payroll in the amount of \$270,768.92. Motion carried 3-0.

Executive Session 2:31 p.m.

Commissioner Liebau moved and Commission Russell seconded the motion to recess into executive session for non-elected personnel to discuss employee performance with County Counselor Paul Dean present not to return to open session until 2:41 p.m. Motion carried 3-0.

Back in session 2:41 p.m.

No action taken.

Executive Session 2:42 p.m.

Commissioner Liebau moved and Commission Russell seconded the motion to recess into executive session for non-elected personnel to discuss employee performance with County Counselor Paul Dean present not to return to open session until 2:52 p.m. Motion carried 3-0.

Back in session 2:52 p.m.

No action taken.

Executive Session 2:53 p.m.

Commissioner Liebau moved and Commissioner Russell seconded the motion to recess into executive session for legal matters with County Clerk Kerry Harrod, Public Works Supervisor Don Sander and County Counselor Paul Dean present not to return to open session until 3:00 p.m. Motion carried 3-0.

Back in session 3:00 p.m.

No action taken.

Adjournment

Commissioner Liebau moved and Commissioner Russell seconded the motion to adjourn at 3:01 p.m.

ATTEST:

Kerry E. Harrod
Elk County Clerk

Perry Russell, District I

Doug Hendricks, District II(Chairman)

Jake Liebau, District III