

ELK COUNTY BOARD OF COMMISSIONERS

Approved Minutes  
December 29, 2025

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

<https://us02web.zoom.us/j/88583116882?pwd=BvghQe96PP803jpBki1gYQcR9X7yCt.1>

select join meeting and enter meeting ID: 885 8311 6882 Password: 457861

Regularly Scheduled Meeting

1:00 p.m. - Call to Order

Pledge of Allegiance & Prayer

Minutes Approval – December 8, 2025 & December 10, 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

PIO

New Business

2:00 p.m. –

Appointment of Board Members – Liberty Township

Executive Session Non-Elected Personnel

Executive Session Non-Elected Personnel

Executive Session Legal – Community Development

Executive Session Legal - Community Development

Real Property Disaster Relief Application – 130 & 134 N Wabash, Howard

Abatements: RE25-068, RE25-075, PP25-069, PP25-070, PP25-079, PP25-080, PP25-081, PP25-082, TK25-071, TK25-072, TK25-073, TK25-074, OIL25-076, OIL25-077, OIL25-078

Presentation of Claims

Payroll

Other

Adjournment

Future Events:

Commissioner's Present:

Perry Russell, District I

County Counselor: Paul Dean

Doug Hendricks, District II

Jake Liebau, District III

County Clerk: Kerry Harrod

Others:

Todd Winscher, Rural Fire

Don Sanders, Public Works

Stephanie Ollenborger, ROD

Erica Cordell, EM

Erin Meador, District Court

Diane Cucar, Community Development

Rachel Ware, Treasurer

Kandy Dowell, Health

Gillian Beaumont, EMS

Chris Miller, Deputy Appraiser

Kristina Kraft, Deputy Treasurer

Stefni Hebb, Deputy Clerk

Traci Swanwick, Health

Kaye Spooner

Christy Walta

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 special meeting minutes of December 10, 2025, as presented. Motion carried 3-0.

EMS

Gillian Beaumont presented the monthly report for November 2025. There were 7 total runs with total collections being \$2,797.60 for the month of November.

Emergency Management

Erica Cordell stated that the Amazon Business Account is active. There will be an online/virtual users training on January 7, 2026 at 10:00 a.m. Commissioner Russell moved and Commissioner Liebau seconded the motion to transfer \$4,575 from the Emergency Management budget to the Emergency Management Equipment Reserve Fund. Motion carried 3-0.

#### Public Works

Don Sanders presented reports.

#### Community Development

Commissioner Liebau moved and Commissioner Russell seconded the motion to set up an Elk County Community Development Capital Improvement Plan. Motion carried 3-0. Commissioner Liebau moved and Commissioner Russell seconded the motion to approve the Elk County Community Development Capital Improvement Plan Annual Amendment. Motion carried 3-0. Commissioner Liebau moved and Commissioner Russell seconded the motion to change the Base Grant Fund name to the Capital Improvement Fund. Motion carried 3-0. Commissioner Russell moved and Commissioner Liebau seconded the motion to approve the transfer of \$9,000 from the Community Development Budget to the Capital Improvement Fund. Motion carried 3-0.

#### County Clerk

County Clerk Kerry Harrod stated the EMS Department and the Health Department are over budget. Commissioner Liebau moved and Commissioner Russell seconded the motion to transfer \$6,800 to the Health Department from the Windfarm Fund. Motion carried 3-0. Commissioner Liebau moved and Commissioner Russell seconded the motion to transfer \$137,150 to the EMS Department from the Windfarm Fund. Motion carried 3-0.

#### County Treasurer

County Treasurer Rachel Ware presented a letter from Howard State Bank to County Counselor Paul Dean to review regarding pledging. Commissioner Liebau moved and Commissioner Russell seconded the motion to authorize the County Treasurer to execute the acknowledgment and consent to release pledged collateral. Motion carried 3-0.

#### District Court

Commissioner Russell moved and Commissioner Liebau seconded the motion to approve the transfer of \$15,000 from the District Court Budget to the District Court Special Equipment Reserve Fund. Motion carried 3-0.

#### Appointment of Board Members

Commissioner Liebau moved and Commissioner Russell seconded the motion to appoint Christy Walta, Jackie Ong and Mark Ward as board members for Liberty Township. Motion carried 3-0.

#### Executive Session 1:35 p.m.

Commissioner Russell moved and Commissioner Liebau seconded the motion to recess into executive session for non-elected personnel to discuss employee performance with EMS Director Gillian Beaumont and County Counselor Paul Dean present not to return to open session until 1:50 p.m. Motion carried 3-0.

Back in session 1:50 p.m.

No action.

#### Executive Session 1:54 p.m.

Commissioner Russell moved and Commissioner Liebau seconded the motion to recess into executive session for non-elected personnel to discuss employee performance with Health Nurse Kandy Dowell and County Counselor Paul Dean present not to return to open session until 2:04 p.m. Motion carried 3-0.

Back in session 2:04 p.m.

No action.

#### Executive Session 2:06 p.m.

Commissioner Russell moved and Commissioner Liebau seconded the motion to recess into executive session for legal matters with Diane Curar and County Counselor Paul Dean present not to return to open session until 2:16 p.m. Motion carried 3-0.

Back in session 2:16 p.m.

No action.

#### Executive Session 2:18 p.m.

Commissioner Russell moved and Commissioner Liebau seconded the motion to recess into executive session for legal matters with Diane Curar and County Counselor Paul Dean present not to return to open session until 2:28 p.m. Motion carried 3-0.

Back in session 2:28 p.m.

No action.

#### Executive Session 2:29 p.m.

Commissioner Liebau moved and Commissioner Russell seconded the motion to recess into executive session for legal matters with County Counselor Paul Dean present not to return to open session until 2:35 p.m. Motion carried 3-0.

Back in session 2:35 p.m.

No action.

Real Property Disaster Relief Application

Applications were presented for 130 & 134 N Wabash, Howard. The buildings were damaged due to fire in July 2025 and are a complete loss. The Commission reviewed KSA 79-1613b. Commissioner Russell moved and Commissioner Liebau seconded the motion to reduce the 2025 taxes by 50% on 130 & 134 N Wabash, Howard. Motion carried 3-0.

Abatements

Commissioner Liebau moved and Commissioner Russell seconded the motion to approve abatements RE25-068, 25-075, PP25-069, 25-070, 25-079,25-080, 25-081, 25-082, TK25-071,25-072, 25-073, 25-074, OIL25-076, 25-077, 25-078. Motion carried 3-0.

Warrants

Commissioner Liebau moved and Commissioner Russell seconded the motion to approve the warrants in the amount of \$130,559.55. Motion carried 3-0.

Commission Discussion

On January 29, 2026 from 5:30 p.m. to 7:00 p.m. at the Cox Building there will be a Stop the Bleed Class. This class is open to everyone and is free.

Adjournment

Commissioner Liebau moved and Commissioner Russell seconded the motion to adjourn at 2:55 p.m.

ATTEST:

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Kerry E. Harrod  
Elk County Clerk

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Perry Russell, District I

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Doug Hendricks, District II(Chairman)

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Jake Liebau, District III