

ELK COUNTY BOARD OF COMMISSIONERS  
APPROVED MINUTES  
MAY 8, 2023

If you would like to attend the meeting via zoom, go to:  
<https://us02web.zoom.us/j/88194492056?pwd=bjFkZExWUzZyeGUxczMvdHR5QTlJUT09>  
select join meeting and enter meeting ID: 881 9449 2056 Password: 292128

Regularly Scheduled Meeting

1:00 p.m. - Call to Order  
Pledge of Allegiance & Prayer  
Minutes Approval – Regular Meeting April 24, 2023

1:10 p.m. – Public Forum  
1:15 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:

New Business  
2:00 p.m. – Executive Session Non-Elected Personnel - Treasurer  
2:15 p.m. – Landscaping for Health Department  
2:30 p.m. – Neighborhood Revitalization Program  
2:45 p.m. –  
3:00 p.m. –  
3:15 p.m. – Commission Discussion

Abatements:

Presentation of Claims

Other

Adjournment

Future Events: SEK County Officials Meeting will be September 14, 2023 at Columbus Kansas

Commissioners Present:

Perry Russell, District I

Doug Hendricks, District II

Jake Liebau, District III

County Clerk: Kerry Harrod

County Counselor: Paul Dean

Others:

Ken Mitchell, EMS

SunKota Watts, EMS

Shari Kaminska, Community Development

John Walker, Sheriff

Erica Cordell, EM

Kandy Dowell, Health Nurse

Rachel Ware, Treasurer

Jenifer Clatt, EMS

Stefni Hebb, Deputy Clerk

Don Sanders, Public Works

Beverly Signer, Health Office

Kristina Kraft, Deputy Treasurer

William Bischoff

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 minutes of April 24, 2023 as presented. Motion carried 3-0.

EMS

Ken Mitchell presented the April 2023 report. There were 21 total runs with total collections being \$8,185.58. Mr. Mitchell stated the Board of EMS inspector was here and found no discrepancies. The Board of EMS would like Mr. Mitchell to bring the new ambulance to the state fair in September for a day. The Commission gave their approval to display the new ambulance at the state fair.

Sheriff

John Walker presented the April 2023 report. Sheriff Walker stated the started on the small generator at the tower went out and it has been repaired. Sheriff Walker hired a part-time dispatcher. Sheriff Walker stated a deputy put in his resignation and his last day will be May 22, 2023.

### Emergency Management

Erica Cordell stated she gave a severe weather presentation to the Elk Valley after school program. Elk Valley Schools has asked Ms. Cordell back to present at their summer program. Ms. Cordell attended the Healthcare Coalition meeting in Chanute. Ms. Cordell would like to thank the participants for attending the long-term recovery tabletop exercise in Parson that was hosted by KDEM. Ms. Cordell stated she attended the KEMA meeting that included a presentation and a tour of the Fall River Dam. Ms. Cordell will be gone for a few days and a backup EM is in place.

### Public Works

#### Road

Don Sanders stated due to the dry conditions the graders have not been running. The concrete work at the Road 8 bridge has not been poured yet. Drechsler Construction was down to view the new building location.

#### Noxious Weed

Mr. Sanders stated they have started mowing the bus routes and RS roads.

#### Maintenance

The electrical work down stairs in the new breakroom has been completed. Mr. Sanders presented a bid for a new generator for the Sheriff's Office in the amount of \$32,166.52. This bid is good through the month of July. The Commission would like Mr. Sanders to get a quote from Carlson's for hooking up the big generator to run both buildings.

#### Recycling

The hazardous material and E-waste pickup was held May 6, 2023. Mr. Sanders stated he does not have any numbers on it yet.

### Community Development

Shari Kaminska stated Elk County has received a Base Grant to work on the infrastructure for our proposed industrial park in the amount of \$227,311.00. The match portion will be \$75,770.33. Ms. Kaminska applied for E-Community and we did get accepted. Elk County is one of four communities in the state that were accepted. The leadership team and the financial review committee have been selected. The leadership team will have a meet and greet on May 17, 2023. Ms. Kaminska will attend a trail development workshop on May 18, 2023 in Lincoln County.

### County Clerk

Kerry Harrod stated a bill has been signed to have a Presidential Preference Primary Election on March 19, 2024. This will be an additional election just for the republican and democrat presidential candidates. Ms. Harrod would like to remind department heads that the County audit will be May 16<sup>th</sup> & 17<sup>th</sup>.

### Executive Session 1:40 p.m.

Commissioner Russell moved and Commissioner Hendricks seconded the motion to go into executive session to discuss non-elected personnel with County Counselor Paul Dean and County Treasurer Rachel Ware 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 Russell moved and Commissioner Hendricks seconded the motion to approve merit raises for Kristina Kraft from \$15.14hr to \$17.00hr and Jessica Kessler from \$12.60hr to \$14.00hr. Motion carried 3-0.

### Landscaping for Health Department

Kandy Dowell presented a bid for landscaping at the Health Department Building. Commissioner Hendricks moved and Commissioner Russell seconded the motion to approve the bid from TLC Nursery and Outdoor Living in the amount of \$4,851.20 to be paid out of the Health Department budget for landscaping. Motion carried 3-0.

### Neighborhood Revitalization Program

Shari Kaminska stated the Appraiser, County Clerk, Community Development, and the Treasurer all met this morning to review the program. Ms. Kaminska will continue to work on the plan and present at the May 30, 2023 meeting. Paul Dean will prepare the resolution for the Neighborhood Revitalization Program.

### Commissioner Discussion

Discussion was had regarding the fair budget and KDOT's plans for highways within Elk County.

### Warrants

Commissioner Hendricks moved and Commissioner Russell seconded the motion to approve the warrants in the amount of \$145,632.60. Motion carried 3-0.

### Payroll

Commissioner Hendricks moved and Commissioner Russell seconded the motion to approve the April payroll in the amount of \$236,954.29. Motion carried 3-0.

### Adjournment

Commissioner Hendricks moved and Commissioner Russell seconded the motion to adjourn at 3:00 p.m. Motion carried 3-0.

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

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Jake Liebau, District III (Chairman)