

ELK COUNTY BOARD OF COMMISSIONERS

Approved Minutes

July 28, 2025

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

<https://us02web.zoom.us/j/81990848189?pwd=HvIARuDk47UJxK8KUAcQ48DDeOdSuh.1>

select join meeting and enter meeting ID: 819 9084 8189 Password: 585248

Regularly Scheduled Meeting

1:00 p.m. - Call to Order

Pledge of Allegiance & Prayer

Minutes Approval – July 14, 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

New Business

2:00 p.m. –

2026 County Budget Presentation

Payment Request to Farmers Bank & Trust

Abatements:

Presentation of Claims

Other

Adjournment

Future Events: Primary Election Canvas August 13, 2025 @ 10:00 a.m.

Commissioners Present:

Perry Russell, District I

Doug Hendricks, District II

Jake Liebau, District III

County Counselor: Paul Dean

County Clerk: Kerry Harrod

Others:

Stephanie Ollenborger, ROD

Kandy Dowell, Health

Don Sanders, Public Works

Chris Miller, Deputy Appraiser

Stefni Hebb, Deputy Clerk

Kaye Spooner

John Walker, Sheriff

Erica Cordell, EM

Diane Cucar, Community Development

Gillian Beaumont, EMS Director

Kristina Kraft, Deputy Treasurer

Alan Johnson

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 Russell moved and Commissioner Liebau seconded the motion to approve the regular meeting minutes of July 14, 2025 as presented. Motion carried 3-0.

Public Forum

Johnson stated the county vehicles have been sold.

EMS

Gillian Beaumont stated a PT EMT has been hired.

Emergency Management

Erica Cordell attended the Homeland Security Council in Chanute on July 15, 2025. The LEPC meeting was held on July 17, 2025 in Howard. Ms. Cordell applied for a grant with KPA on behalf of the Elk County Rural Fire Department and was awarded the request. The county will receive a grant to purchase two 4 gas detection meters.

Health

Kandy Dowell requested an executive session for non-elected personnel.

Public Works

Don Sanders presented reports and stated they have been repairing damage from the recent rains. Chairman Hendricks stated he drove Road 31 to Harvest to June Bug as requested. Chairman Hendricks stated there is a waterhole on the corner by Hoser’s field. Chairman Hendricks said the road is not as bad as stated by Mr. Barnaby. It was discussed that the ditches are farmed into the county’s right of way but no action will be taken.

Community Development

Dian Cucar stated she has gotten the quarterly report finished for the property at 1285 Evergreen. Ms. Cucar stated she is getting bids for the 300 N. Plum property’s basement.

2026 County Budget & 2026 Rural Fire Budget

Commissioner Russell moved and Commissioner Liebau seconded the motion to hold the 2026 County RNR and Budget Hearing on September 8, 2025 at 1:05 p.m. in the commission room of the courthouse. Motion carried 3-0. County Clerk Kerry Harrod will publish the Notice of Hearing to Exceed Revenue Neutral Rate and Budget Hearing in the local paper.

Commissioner Russell moved and Commissioner Liebau seconded the motion to hold the 2026 Rural Fire Budget Hearing on September 8, 2025 at 1:00 p.m. in the commission room of the courthouse. Motion carried 3-0. County Clerk Kerry Harrod will publish the Notice of Budget Hearing in the local paper.

Payment Request

Kerry Harrod presented a payment request and acceptance certificate to Farmers Bank & Trust. Commissioner Liebau moved and Commissioner Russell seconded the motion to approve and sign the release of funds for the courthouse project in the amount of \$71,972.00 to Farmers Bank & Trust for Community Building Solutions. Motion carried 3-0.

Executive Session 1:17 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 Kandy Dowell and County Counselor Paul Dean present not to return to open session until 1:22 p.m. Motion carried 3-0.

Back in session 1:22 p.m.

Action: Commissioner Liebau moved and Commissioner Russell seconded the motion to increase Traci Swanwick’s hourly wage from \$13.50 to \$14.25 for completing her 90-day performance period. Motion carried 3-0.

Warrants

Commissioner Russell moved and Commissioner Liebau seconded the motion to approve the warrants in the amount of \$118,501.48. Motion carried 3-0.

Adjournment

Commissioner Russell moved and Commissioner Liebau seconded the motion to adjourn at 1:26 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