

ELK COUNTY BOARD OF COMMISSIONERS

Approved Minutes

May 28, 2024

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

<https://us02web.zoom.us/j/84839169202?pwd=bENvT3hGM29leUlld2RFVTdEOHFYUT09>

select join meeting and enter meeting ID: 848 3916 9202 Password: 682541

Regularly Scheduled Meeting

1:00 p.m. - Call to Order

Pledge of Allegiance & Prayer

Minutes Approval – May 13, 2024

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

Property on Dove Road, Moline

New Business

2:00 p.m. – 4 County Mental Health 2025 Budget Presentation – Greg Hennen

2:15 p.m. – Executive Session Non-Elected Personnel – Commission (EMS)

2:30 p.m. – Courthouse HVAC/Windows/Electric - Community Building Solutions - Tyler

2:45 p.m. –

3:00 p.m. - Fence Viewing Cannon/SKM AG Land LLC

3:15 p.m. – Re-Appointment of Jessica Lee and Appointment of Boyd Koehn for Housing Authority

3:30 p.m. – Commission Discussion

Abatements:

Presentation of Claims

Other

Adjournment

Future Events:

Commissioners Present:

Perry Russell, District I

Doug Hendricks, District II

Jake Liebau, District III

Deputy County Clerk: Stefni Hebb

County Counselor: Paul Dean

Others:

Todd Winscher, Rural Fire

Erica Cordell, EM

Chris Miller, Deputy Appraiser

Malarie Chamberlain, Payroll Clerk

Nick Miller, Noxious Weed

Kandy Dowell, Health

Kaye Spooner

Jacob Hurla

David Morgan

John Cannon

Don Sanders, Public Works

Ken Mitchell, EMS

Stephanie Ollenborger, ROD

Jenifer Clatt, EMS

Kristina Kraft, Deputy Treasurer

Shari Kaminska, Community Development

Greg Hennen

Tyler Garst

Steve Miller

Call to Order

Chairman Liebau called the regular meeting to order at 1:00 p.m. Commissioners Hendricks and Russell were all present as well as Deputy County Clerk Stefni Hebb.

Minutes Approval

Commissioner Russell moved and Commissioner Hendricks seconded the motion to approve the May 13, 2024 regular meeting minutes as presented. Motion carried 3-0.

Commissioner Russell moved and Commissioner Hendricks seconded the motion to approve the May 20, 2024 special meeting minutes as presented. Motion carried 3-0.

#### Public Forum

Kaye Spooner talked about Georgia and Wisconsin elections and read a Memorial Day Election letter. Shari Kaminska would like everyone to be aware that the City of Elk Falls is doing a beef raffle for the Elk Falls Gym roof. Don and other community members are selling raffle tickets until July 4<sup>th</sup>. They are half way to raising their goal total.

#### EMS

Ken Mitchell has an application for a Paramedic that has 20 yrs. experience in several states including Kansas. Ken will setup a time next week for the gentleman to come talk to Ken and Jen. He has no desire to be the EMS director.

For Coroner, Ken has contacted Countryside Funeral Home and they will call Ken back after they discuss it with each other.

#### Emergency Management

Erica Cordell stated that the Grenola siren part has been installed and the siren should be up and going. However, the Moline north siren is down, but the south siren on the water tower is working. Gynesis has had an update and everyone should be getting National Weather Service reports through Gynesis. It will cover thunderstorm, tornado, and flood warnings for our area. Erica will be attending the Summer Bash on Wabash Wednesday evening in Howard.

#### Health

Kandy Dowell stated that she also will be attending the Summer Bash on Wabash Wednesday evening, as well as the Drug Prevention Coalition.

#### Public Works

##### Road

Don Sanders stated they have put in for a bridge replacement for their 2026 off-system program. This bridge is on Pioneer between roads 6 & 7, and is a low water crossing. They have tried several times to add this bridge to other programs and have been denied. He is unsure of the funding amounts and will know more later on.

Don and Commissioner Russell attended a 17 county meeting, and at the meeting they discussed possible reduction of RS road funding. Shari said this was part of the legislation talk about sharing state tax money with counties. She doesn't think that this bill was passed and should be looked into more.

##### Noxious Weed

Weed uses the CIC Weed System and has had trouble with the program and they are looking to change to the Weed Star Program. Don would like to close their contract with CIC when it expires. He thinks that the Weed CIC is separate from the rest of the county offices CIC. Don will work with Kerry on this, and thinks that it will expire around the beginning of the year.

Noxious Weed had sold over \$30,000 in chemical in the last month.

#### Community Development

Shari Kaminska stated there will be an Annual SKEDD Meeting June 27<sup>th</sup> in Winfield, Shari can provide information for anyone wanting to attend. Shari attended a Network for Change Conference last week. This is the same organization that she applied for a \$5,000 engagement grant last year. They are offering this same grant again this year, if anyone is aware of any qualifying projects.

Shari has 3 bids for the Industrial Park at this time for clearing, there is time if anyone else would like to send in a bid. One potential bid wants to boom spray and broadcast tree stump chemical. Commission, Paul Dean, and Weed Director Nick Miller do not want the chemical broadcast in this way.

Last meeting commission did a Resolution for the Certified Sites Program, she will have a conference call this week pertaining to this. Shari is also needing the policy regarding sexual harassment signed by the commission, and for County Clerk Kerry Harrod to sign the W-9. County Counselor Paul Dean thought that a sexual harassment policy had been signed previously, but could not find on file. Commissioner Hendricks moved and Commissioner Russell seconded the motion to approve and sign the Policy regarding Sexual Harassment. Motion carried 3-0. Paul Dean stated that he will rework this to make into a Resolution to keep for future needs.

Shari met with Freese Plumbing at the Moline Church last week for estimates on installing a water line and discussed installing a gas generator for the sump pumps and emergency lighting. The estimates have not come back at this time. There is a lot of moisture inside the church and Shari would like to hire some individuals to remove the carpet and do clean up.

It was stated that there is a gas generator outside the Courthouse that is not in use.

With the Housing Needs Assessment, all 5 cities have agreed to participate, and Shari is taking volunteers to help with it.  
Shari has not set a date yet for Lemonade Day.

#### County Counselor

Paul Dean stated that the US Attorney Office has finally approve the tax auction and should be signed now.

He has asked for a status for the county line fence issue, it should be done tonight and he does not believe it has been removed at this time. He is waiting on the document from the Elk County property owner, Myers Trust, to come back in the mail.

Shari asked Paul how the publications are coming for the bids on the house to be moved from the Moline industrial park property. He has not gotten everything ready and is looking into dates to coincide with when he is present at Elk County meetings, and would like to put publications in the Good News and Shoppers Guide as well as our appointed newspaper.

#### Clerk

Deputy Clerk Stefni Hebb stated the we are needing to appoint a Ballot Destruction Committee to include Marla Foster Ware and Vera Jontra who are of two different political parties. They will be destroying the 2022 Primary Ballots and the 2023 City/School ballots in June. Commissioner Russell moved and Commissioner Hendricks seconded to approve Marla Foster Ware and Vera Jontra to be on the Ballot Destruction Committee for the 2022 Primary and 2023 City/School election ballots. Motion carried 3-0.

#### RE @ 1285 Evergreen

Already discussed with Dept. reports

#### Property on Dove Road

Commissioner Liebau asked Paul Dean when he got the sale bill ready to please email that to him.

#### Gas Generator

Commissioner Liebau asked Kandy Dowell additional questions about the gas generator's origin. It was for the Health Office, door locks, and District Court, but was not used after the bigger generator was installed. The Health office at the new location has a generator as well. Kandy asks that its location is known since it is part of her annual inventory. Discussion was had that it was bought with grant money and if the generator could be used at a different location. Commissioner Liebau would like a copy of the grant paperwork from Kandy to see if there is stipulation on where or how the generator may be used.

#### 4 County Mental Health 2025 Budget Presentation

Greg Hennen gave an official request for allocation of the CY2025 Elk County Liquor Tax funds to Four County Mental Health Center, Inc. He discussed how this fund helps to give discount fees to Elk County residents for use with Drug and Alcohol Services. He also gave an Official request for the 2025 Mental Health Fund. This will be used in a similar way as the liquor tax fund; in that it will be used to discount fees for Elk County residents with Mental and Behavioral Health Services. These discounted fees are based on income levels. Mr. Hennen discussed the different fluctuations of care needed in past years and is requesting a median amount of \$37,000 for their 2025 Budget.

Mr. Hennen also updated the Commission on the building project near the Health office on the land the Commission deeded to 4 County, and are still exploring their options. 4 County is also looking into the vacated Family Dollar building, if the owners would be willing to do a lease to own agreement. This could be a possibly, but it is very early to tell. If they would go with the Family Dollar, they would deed property back to the county.

They are working on a needs assessment and are gathering needed information to apply for a Community Development Block Grant. 4 County also has some grant money to explore adding in some Primary Care Services if the community could benefit from those services.

#### Executive Session 2:10 p.m.

Commissioner Hendricks moved and Commissioner Russell seconded to recess into executive session for non-elected personnel to review applications for the EMS Director position with County Counselor Paul Dean not to return to open session until 2:30 p.m. Motion carried 3-0.

Back in session 2: 30 p.m.  
No action taken.

Courthouse HVAC/Windows/Electric- Community Building Solutions

Jacob Hurla updated Commission on window replacement. The Courthouse is on the Historical Register, and if Commission would like to use a Kansas Rehabilitation Tax Credit, KHS will have final say on approving all upgrades. KHS usually does not approve for all windows to be replaced, just a few of them and the rest to be refurbished. If the Commission does on want to use the Tax Credit or any Federal Funds, all upgrades will need to be submitted to KHS for review and they can make recommendations but cannot deny any upgrades. Neither of these options will jeopardize our standing on the National Historical Registry. Another option is to use the Tax Credit for HVAC and do not use for windows, if possible, will need to look into more. Community Building Solutions would help with the application for the Kansas Rehabilitation Tax Credit and would be our agent with KHS. The Commission would like to take some time to consider the options.

Cowley County Housing Authority

Commissioner Hendricks moved and Commissioner Russell seconded the motion to Re-Appoint Jessica Lee to the Cowley County Housing Authority. Motion carried 3-0.

Commissioner Hendricks moved and Commissioner Russell seconded the motion to Appoint Boyd Koehn to the Cowley County Housing Authority. Motion carried 3-0.

Recess 2:56 p.m.

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

Fence Viewing Cannon/SKM AG Land LLC

Commission stated that there is disrepair to the fence and does not meet county and state standards. David Morgan, SKM AG Land LLC representative, agrees that the fence is in need of repair. They would like all cost to be split between SKM and Cannon’s. John Cannon stated that when he bought property, he was responsible for the east fence and SKM is responsible for the west fence. The east fence was replaced shortly before Cannon’s purchased the property. Mr. Cannon stated he would be willing to maintain the water gap on west fence after fence and water gap has been brought up to county standards. Discussion on was had on legality of trees near fence on SKM’s side and on future shared expenses for fence maintenance of full fence by future owners.

Commissioner Hendricks moved and Commissioner Russell seconded the motion to have a letter sent to SKM AG Land LLC, with a request to have the west half of the fence replaced with 75 days to do so, with all finances paid through SKM AG Land LLC. There will be a provision after the fence is constructed John Cannon will maintain the water gap. Motion carried 3-0. Paul Dean will prepare a fence order to send.

Warrants

Commissioner Russell moved and Commissioner Hendricks seconded to approve the positive promotions warrant from the Sheriff’s Office in the amount of \$10,979.97, to be taken out of the KPCCI Grant. Motion carried 3-0.

Commissioner Russell moved and Commissioner Hendricks seconded to approve the regular warrants in the amount of \$76,501.40. Motion carried 3-0.

Commissioner Discussion

Commissioner Russell appreciates all of the work Don Sanders and his department are doing to repair the county roads. Don stated that we do not qualify for FEMA.

Adjournment

Commissioner Russell moved and Commissioner Hendricks seconded the motion to adjourn at 3:24 p.m. Motion carried 3-0.

ATTEST:

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Stefni J. Hebb  
Elk County Deputy 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)