

ELK COUNTY BOARD OF COMMISSIONERS

Approved Minutes
March 31, 2025

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

<https://us02web.zoom.us/j/83522649849?pwd=8hGyX8ocveoONS9AX4U7o0tbjGiWh6.1>

select join meeting and enter meeting ID: 835 2264 9849 Password: 638955

Regularly Scheduled Meeting

1:00 p.m. - Call to Order

Pledge of Allegiance & Prayer

Minutes Approval – Regular Meeting Minutes of March 10, 2025 & Special Meeting Minutes of March 17, 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

Adjustable Hiring Tool/Wage Scale

New Business

2:00 p.m.

Community Building Solutions – Agreement

D.A. Davidson & Co. Courthouse Improvement Project Agreement

2025 Freedom Claims Management Contract

Executive Session Non-Elected Personnel - ROD

Commission Discussion

Abatements:

Presentation of Claims

Other

Adjournment

Future Events:

Commissioners Present:

Perry Russell, District I

County Counselor: Paul Dean

Doug Hendricks, District II

County Clerk: Kerry Harrod

Jake Liebau, District III

Others:

Todd Winscher, Rural Fire

Don Sanders, Public Works

Stephanie Ollenborger, ROD

Erica Cordell, EM

Diane Cucar, Community Development

Gillian Beaumont, EMS Director

John Walker, Sheriff

Stefni Hebb, Deputy Clerk

Kristina Kraft, Deputy Treasurer

Taylor Dory, EMS

Kaye Spooner

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 regular meeting minutes of March 10, 2025 as presented. Motion carried 3-0. Commissioner Liebau moved and Commissioner Russell seconded the motion to approve the special meeting minutes of March 17, 2025 as presented. Motion carried 3-0.

Public Forum

Kaye Spooner spoke of the changing of election laws.

EMS

Gillian Beaumont stated the washing machine is not working. Mrs. Beaumont will speak with Don Sanders regarding replacing the washing machine. Commissioner Liebau moved and Commissioner Russell seconded the motion to approve the Ambulance Service Permit renewal in the amount of \$180.00. Motion carried 3-0. Mrs. Beaumont requested an executive session for non-elected personnel.

Emergency Management

Erica Cordell participated in Sedgwick County Emergency Management's full-scale active shooter exercise held at Century II and attended the Homeland Security Meeting in Chanute. Ms. Cordell held the annual Solid Waste Committee meeting at the Health Department and will be presenting to the Board of County Commissioners at the next meeting. An assembly for Jr. High kids at West Elk was held on March 28th. A tabletop was done (TTX) format to expose them to a larger view of emergency response in a large event. Ms. Cordell would like to thank Kandy Dowell, Todd Winscher, Kelly Young, and the EMS crew for all the help. The Local Emergency Operations Plan (LEOP) has a new set of guidelines and the State created a new template, which is not pulled over information so it will be a start from scratch update. The new EM vehicle will be ready for pickup on Friday, April 11, 2025. The Regional Tabletop (TTX) this year will be held on July 9, 2025 from 9:00 a.m. to noon at the Chanute SEK Impact Center. We need 3 additional participants to represent Elk County for EMPG credit. Commissioner Russell moved and Commissioner Liebau seconded the motion to approve the amended updated resolution 25-03 for the financing of the Emergency Management Vehicle. Motion carried 3-0.

Public Works

Road

Don Sanders stated an AT&T fiber optic line was cut while working on a bridge at Road 29 and Killdeer. An extension has been filed for FEMA on the Green Ranch Bridge. One of the new pickups that was ordered is in. Commissioner Russell moved and Commissioner Liebau seconded the motion to approve the purchase of a 2025 F250 from Kline Ford in the amount of \$47,694 for the Road and Bridge Department. Motion carried 3-0. Mr. Sanders requested an executive session for non-elected personnel.

Noxious Weed

The department is down an employee due to an injury. Mr. Sanders stated he did purchase a 1,300-gallon nurse tank to go behind the truck from Fairbanks. The cost was \$9,423.00, paid out of the Public Works Special Equipment Reserve Fund.

Register of Deeds

Stephanie Ollenborger presented the report for February 2025. They had a total of 32 instruments recorded and a total deposit of \$1,804.00.

Community Development

Diane Cucar wanted to know what the Commissioners thoughts were regarding the old UMC building. Ms. Cucar spoke with Tyler Garst with Community Building Solutions regarding tax credits for the Courthouse project. Mr. Garst stated they have a company who handles all the tax credits. A big congratulations to Kaden Thomas for winning first place and all the other kids who participated in the Youth Entrepreneurship Challenge.

Rural Fire

Todd Winscher stated the department responded to a structure fire in the north part of the county.

Sheriff

John Walker stated Reno County is increasing the daily rate for holding juveniles. Commissioner Russell moved and Commissioner Liebau seconded the motion to approve the contract with Reno County Youth Services in the amount of \$165.00 a day. Motion carried 3-0. Sheriff Walker presented a bid for the installation of twenty panic buttons, one box and a repeater. This system will cover the Courthouse, Health/EMS building and the Public Works building.

Real Estate @ 1285 Evergreen, Moline

Waiting to hear back on the clean-up.

Adjustable Hiring Tool/Wage Scale

Commissioner Liebau moved and Commissioner Russell seconded the motion to approve and adopt the hourly employee adjustable hiring tool/wage scale as presented. Motion carried 3-0.

Executive Session 1:33 p.m.

Commissioner Liebau moved and Commissioner Russell seconded the motion to recess into executive session for non-elected personnel to discuss wages with EMS Director Gillian Beaumont and County Counselor Paul Dean present not to return to open session until 1:38 p.m. Motion carried 3-0.

Back in session 1:38 p.m.

Action: Commissioner Liebau moved and Commissioner Russell seconded the motion to give Abigail Holden a merit increase from \$13.26hr to \$13.51hr for her annual review. Motion carried 3-0. Commissioner Liebau moved and Commissioner Russell seconded the motion to give Taylor Dory a pay increase from \$13.50 to \$14.00hr for completing his 90 days. Motion carried 3-0.

Courthouse Security

Everon presented a bid for a wireless panic button system in the amount of \$4,726.72 for 23 buttons. No action was taken at this time.

Executive Session 1:47 p.m.

Commissioner Russell moved and Commissioner Liebau seconded the motion to recess into executive session for legal counsel with County Counselor Paul Dean present not to return to open session until 1:52 p.m. Motion carried 3-0.

Back in session 1:52 p.m.

No action taken.

Executive Session 1:55 p.m.

Commissioner Liebau moved and Commissioner Russell seconded the motion to recess into executive session for legal counsel with Public Supervisor Don Sanders and County Counselor Paul Dean present not to return to open session until 2:00 p.m. Motion carried 3-0.

Back in session 2:00 p.m.

No action taken.

Executive Session 2:00 p.m.

Commissioner Russell moved and Commissioner Liebau seconded the motion to recess into executive session for non-elected personnel to discuss wages with Register of Deeds Stephanie Ollenborger and County Counselor Paul Dean present not to return to open session until 2:05 p.m. Motion carried 3-0.

Back in session 2:05 p.m.

Action: Commissioner Russell moved and Commissioner Liebau seconded the motion to give Lori Winscher a merit increase from \$17.69hr to \$18.19hr for her annual review. Motion carried 3-0.

Community Building Solutions – Agreement

County Counselor Paul Dean will look over the agreement and make a few changes. A special meeting will be called if needed.

D.A. Davidson & Co. Courthouse Improvement Project Agreement

Commissioner Russell moved and Commissioner Liebau seconded the motion to approve the disclosures by D.A. Davidson & Co. as Underwriter or Placement Agent pursuant MSRB Rules G-17 and G-23 for Courthouse improvements. Motion carried 3-0.

2025 Freedom Claims Management Contract

Commissioner Russell moved and Commissioner Liebau seconded the motion to approve the 2025 FCMI contract. Motion carried 3-0.

Warrants

Commissioner Russell moved and Commissioner Liebau seconded the motion to approve the warrants in the amount of \$386,597.56. Motion carried 3-0.

Payroll

Commissioner Liebau moved and Commissioner Russell seconded the motion to approve the payroll in the amount of \$271,498.27. Motion carried 3-0.

Adjournment

Commissioner Liebau moved and Commissioner Russell seconded the motion to adjourn at 3:05 p.m. Motion carried 3-0.

ATTEST:

Kerry E. Harrod
Elk County Clerk

Perry Russell, District 1

Doug Hendricks, District II(Chairman)

Jake Liebau, District III