

Elk County Board of Commissioners
Approved Minutes
January 10, 2022

If you would like to attend the meeting via zoom go
to: <https://us02web.zoom.us/j/89644117524?pwd=LzV1dUllczZsTDBHODhGRmVQSXdEQT09>
select join meeting and enter meeting ID: 896 4411 7524 Password: 017838

1:00 P.M.

Call to Order

Organizational Meeting:

1:00 p.m. – Organizational Meeting

- A. Elected Chairman
- B. Appoint Health Officer
- C. Designate Official County Newspaper
- D. Adopt 2022 Holidays
- E. Approve Meeting Dates
- F. Approve Payroll & Warrant Dates
- G. Appoint Investment Officer
- H. Approve Closing of Courthouse to public on December 28, 2022
- I. Approve Meal Reimbursement (currently \$15.00/meal; \$30/day)
- J. Adopt GAAP Resolution #22-01

Regular Meeting:

Minutes Approval

December 27, 2021 Regular Meeting

Public Forum

Department Reports

Old Business:

American Rescue Plan

Burn Ban

New Business:

2:00 PM – EMS/Health Facility- Miranda Bruening, HB&K

2:15 PM –

2:30 PM –

2:45 PM –

3:00 PM – Commissioner Discussion

Abatements:

Presentation of Claims:

Other:

Adjournment:

Future Events:

Commissioners Present:

Shari Kaminska, District I

Doug Hendricks, District II

Jake Liebau, District III

County Clerk: Kerry Harrod

County Counselor: Paul Dean

Others:

Stephanie Ollenborger, ROD

Todd Winscher, Rural Fire

Jenifer Clatt, EMS

Ken Mitchell, EMS

Kristina Kraft, Treas, Office

William Bischoff

John Walker, Sheriff

Rachel Ware, Treasurer

Don Sanders, Public Works

Kandy Dowell, Health

Teresa Wells, Appraiser Office

Joanne Hunter, City of Howard

Call to Order

Chairman Hendricks call the organizational meeting to order at 1:00 p.m. Commissioners Kaminska, Hendricks and Liebau (via zoom) were all present as well as County Clerk Kerry Harrod and County Counselor Paul Dean.

Elected Chairman

Commissioner Kaminska moved and Commissioner Hendricks seconded the motion to elect Doug Hendricks as chairman for 2022. Motion carried 2-0.

Appoint Health Officer

Commissioner Kaminska moved and Commissioner Hendricks seconded the motion to appoint Kandy Dowell as health officer. Motion carried 3-0.

Designate Official County Newspaper

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to designate the Prairie Star Newspaper as the official county newspaper. Motion carried 3-0.

Adopt 2022 Holidays

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to adopt the 2022 holidays as presented. Motion carried 3-0.

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to adopt the State holiday schedule for the County Attorney's assistant. Motion carried 3-0.

Approve Meeting Dates

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to adopt the 2022 commission meeting dates on Monday schedule as presented. Motion carried 3-0.

Approve Payroll & Warrant Dates

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to approve the 2022 payroll and warrant dates as presented. Motion carried 3-0.

Appoint Investment Officer

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to appoint Rachel Ware as the Investment Officer. Motion carried 3-0.

Approve Closing of Courthouse

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to approve the closing of the Courthouse on December 28, 2022 for yearend balancing. Motion carried 3-0.

Approve Meal Reimbursement

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to approve the meal reimbursement of \$15.00 a meal and \$30.00 a day. Motion carried 3-0.

Adopt GAAP Resolution

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to adopt resolution #22-01 exempting Elk County from the provisions of KSA 75-1120a. Motion carried 3-0.

Regular Meeting 1:20 p.m.

Minutes Approval

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to approve the December 27, 2021 minutes as amended. Motion carried 3-0.

Public Forum

Kaye Spooner spoke of vaccine mandates and election integrity.

EMS

Ken Mitchell present the report for December. There were 22 total runs with total collections being \$13,153.37. Sign designs for the new EMS/Health Facility were presented. Mr. Mitchell stated the first out truck is in the shop and should be finished tomorrow. Mr. Mitchell will start working on getting bids for a new ambulance. Mr. Mitchell will be using McDonald Computer Services for the new EMS Facility IT service.

Rural Fire

Todd Winscher would like to put a flyer in with tax statements to inform landowners of burning regulations. Discussion was had regarding a standing burn ban order.

Sheriff

John Walker presented the report for December. Sheriff Walker would like to purchase a toilet and sink to make the padded cell usable. Commissioner Kaminska moved and Commissioner Liebau seconded the motion to authorize Sheriff Walker to equip the padded cell with bathroom facilities at the cost of approximately \$7,500 ARPA Funds will be used for this project. Motion carried 3-0.

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to purchase 6 Dell rugged laptop computers from the State of Kansas at a cost of \$250.00 each to be paid out of the Sheriff Special Equipment Fund. Motion carried 3-0. Sheriff Walker stated the KBI Computer went down and a new one is being installed today.

Register of Deeds

Stephanie Ollenborger presented the report for December and yearend 2021 reports. They had a total of 56 instruments recorded and a total deposit of \$2,927.00.

Public Works

Road

Don Sanders stated one grader is having issues with the DEF system and is in the shop. The grinding project for the City of Longton has been completed. Mr. Sanders has 2 employees working on CDL tests this morning.

Noxious Weed

Mr. Sanders stated they are brush cutting and tree trimming.

Maintenance

Mr. Sanders stated they are still having fuel problems with the Sheriff's generator. They are working with Foley to get the issue corrected.

Mr. Sander said they are seeking bids for the Extension Office roof.

EMS/Health Facility

The building is mostly finished. They are having trouble getting the exterior doors. Ken Mitchell will contact Mark Payne regarding the security and IT installs.

Executive Session 2:39 p.m.

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to go into executive session to non-elected personnel for 7 minutes with Kandy Dowell, Kerry Harrod and Paul Dean present. Motion carried 3-0.

Back in session 2:45 p.m.

No action.

Advantage Contracts

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to execute the security services contract through Advantage Computer Jayhawk Software in the amount of \$957.00 for the year. Motion carried 3-0.

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to sign the prepaid support contract with Advantage Computer Jayhawk Software in the amount of \$5,000. Motion carried 3-0.

Commissioner Discussion

Local Government Day in Topeka will be January 26, 2022 through KAC.

Warrants

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to pay the warrants in the amount of \$247,145.54. Motion carried 3-0.

Payroll

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to approve the December payroll in the amount of \$218,632.85. Motion carried 3-0.

Adjournment

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to adjourn at 3:17 p.m. Motion carried 3-0.

ATTEST:

Kerry E. Harrod
Elk County Clerk

Shari Kaminska, District I

Doug Hendricks, District II (Chairman)

Jake Liebau, District III