

ELK COUNTY BOARD OF COMMISSIONERS  
APPROVED MINUTES  
February 14, 2022

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

<https://us02web.zoom.us/j/89286245274?pwd=K2thZ09EOU90eUICbzQ4VUVwM2owUT09>

select join meeting and enter meeting ID: 892 8624 5274 Password: 761562

Regularly Scheduled Meeting

1:00 p.m. - Call to Order

Minutes Approval – Regular Meeting January 31, 2022  
Special Meeting February 7, 2022

1:10 p.m. – Public Forum

1:25 p.m. – Department Reports

Old Business:

American Rescue Plan

New Business

2:00 p.m. – EMS/Health Facility- Miranda Bruening, HB&K

2:15 p.m. – Letter of Support for Broadband Development

2:30 p.m. – Executive Session – Acquisition of Real Estate

2:45 p.m. – BASE Program Grant

3:00 p.m. – Executive Session Non-Elected Personnel

3:15 p.m. – Neighborhood Revitalization Discussion

3:30 p.m. – Executive Session Non-Elected Personnel

3:45 p.m. – Commission 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:

Todd Winscher, Rural Fire

Stephanie Ollenborger, ROD

Beverly Signer, Health

Kaye Spooner

Nancy Crum

Don Sanders, Public Works

Beth Koehler, EM

Miranda Bruening, HB&K

Mark, Accel

Call to Order

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

Minutes Approval

Commissioner Liebau moved and Commissioner Kaminska seconded the motion to approve the regular meeting minutes of January 31, 2022 minutes as amended. Motion carried 3-0.

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to approve the special meeting minutes of February 7, 2022 as amended. Motion carried 3-0.

Public Forum

The County would like to send condolences to the family of Gene Slinkard who was employed by the Road Department.

Register of Deeds

Stephanie Ollenborger presented the monthly report for January. They had a total of 79 instruments recorded and a total deposit of \$3,859.25.

County Clerk

Kerry Harrod stated the SEK Officials Meeting will be March 17, 2022 in Anderson County. Bob Pilcher with Legal Shield will be here on Tuesday, February 22, 2022.

### Rural Fire

Todd Winscher stated the 6x6 in Longton is down. Tomorrow will be a red flag day which will automatically to a burn ban in place. Mr. Winscher will notify the Sheriff's Office of this.

### Emergency Management

Beth Koehler stated the operations manager at the windfarm contacted her to get some project ideas from rural fire. Mrs. Koehler will speak with Todd Winscher regarding possible projects and submit them.

Severe weather awareness week is March 7-11, 2022. Mrs. Koehler stated we will be participating in the statewide tornado drill at 10:00 a.m. March 8, 2022.

### Public Works

#### Road

Don Sanders stated they have been working on finding dust control products. The calcium chloride will be just under \$1,100 a pallet. This would make the material price for 3 ¼ miles \$17,500 before it is put down. Mr. Sanders will contact both quarries to see about cost sharing. The county should be receiving a check from FEMA in the \$170,000 range soon. The bridge on Road 7 has been combined with the mitigation project on the Green Ranch bridge project. Mr. Sanders stated he is trying to get that changed.

### Health

Beverly Signer stated Kandy Dowell would be back to work this week.

### American Rescue Plan

The second payment will be in May 2022. Ashley Osborn will send a letter stating how much the county will be receiving.

### County Tax Sale

Paul Dean stated the tax sale could possibly be held in May 2022. There are thirty-six tracts at this time.

### Hay Ground by New Facility

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to renew the lease for haying the property south of the new EMS/Health Facility with Jim Stange under the same terms. Motion carried 3-0.

### Letter of Support for Broadband Development

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to authorize the Chair to sign a letter of support in regards to NextLink Broadband Development. Motion carried 3-0.

### Executive Session 1:35 p.m.

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to go into executive session for 20 minutes to discuss potential acquisition of real estate with Paul Dean present. Motion carried 3-0.

Back in session 1:55 p.m.

No action taken.

### EMS/Health Facility

Miranda Bruening with HB&K stated she can't set a substantial completion date until electrical is finished. Discussion was had regarding a door keypad, the punch list and change orders. Commissioner Kaminska moved and Commissioner Liebau seconded the motion to execute change order #5 between Elk County and Accel Construction to reduce the over all price of the EMS/Health building by \$1,770.20 to a new price of \$1,164,768.38. Motion carried 3-0.

### Building A Stronger Economy Grant (BASE)

This is a grant for new or maintaining existing industrial parks through the Department of Commerce. The County is going to pursue this grant. Beth Koehler will be writing the grant application. The application requires a project budget, project timeline and an acknowledgment of the States sexual harassment policy. The deadline to submit the application is February 28, 2022. Commissioner Kaminska moved and Commissioner Liebau seconded the motion to approve the States sexual harassment policy for purposes of submitting a grant application. Commissioner Kaminska moved and Commissioner Liebau seconded the motion to table the vote for a few minutes. Motion carried 3-0. Commissioner Liebau moved and Commissioner Kaminska seconded the motion to call the vote. Motion carried 3-0.

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to engage Coonrod Construction to provide the project timeline and project budget for the grant application. Motion carried 3-0.

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to call a special meeting on Wednesday, February 16, 2022 at 6:30 p.m. at the Moline Community Building to discuss the BASE Grant application with the Elk County Rodeo Association Board of Directors. Motion carried 3-0.

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to have a special meeting on Tuesday, February 22, 2022 at 3:30 p.m. to discuss the BASE Grant application at the Courthouse. Motion carried 3-0.

### Neighborhood Revitalization Discussion

Discussion was had regarding establishing a neighborhood revitalization program in Elk County for businesses. Further discussion will be had at the next regular meeting.

Executive Session 3:05 p.m.

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to go into executive session for 10 minutes to discuss non-elected personnel with Kerry Harrod, Don Sanders and Paul Dean present. Motion carried 3-0.

Back in session 3:15p.m.  
No action taken.

Executive Session 3:15 p.m.

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to go into executive session for 5-minutes to discuss non-elected personnel with Kerry Harrod and Paul Dean present. Motion carried 3-0.

Back in session 3:20 p.m.  
No action taken.

Commissioner Discussion

Department of Commerce will be having a webinar on Wednesday at 3:00 p.m. regarding the BASE Grant. The commissioners will speak with the Chambers and Cities in their districts regarding the BASE Grant. Commissioner Kaminska prepared an article to publish in the Prairie Star explaining the BASE Grant to help get information to the public. The grant awardees will be announced no earlier than March 25, 2022.

Warrants

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to pay the warrants in the amount of \$116,339.47. Motion carried 3-0.

Executive Session 4:05

Commissioner Liebau moved and Commissioner Kaminska seconded the motion to go into executive session for 5-minutues for legal consultation with Paul Dean present. Motion carried 3-0.

Back in session 4:10 p.m.  
No action taken.

Adjournment

Commissioner Liebau moved and Commissioner Kaminska seconded the motion to adjourn at 4:12 p.m. Motion carried 3-0.

ATTEST:

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Kerry E. Harrod  
Elk County Clerk

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Shari Kaminska, District I

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Doug Hendricks, District II (Chairman)

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Jake Liebau, District III