

ELK COUNTY BOARD OF COMMISSIONERS  
APPROVED MINUTES  
February 28, 2022

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

<https://us02web.zoom.us/j/84208489986?pwd=blpFTGR1RGIUVetDLzZlc21NRGJYQT09>

select join meeting and enter meeting ID: 842 0848 9986 Password: 112830

Regularly Scheduled Meeting

1:05 p.m. - Call to Order

Minutes Approval – Regular Meeting February 14, 2022  
Special Meeting February 14, 2022  
Special Meeting February 16, 2022  
Special Meeting February 22, 2022  
Special Meeting February 24, 2022

1:10 p.m. – Public Forum

1:25 p.m. – Department Reports

Old Business:

American Rescue Plan

Certified Site

Land Use Agreement

New Business

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

2:15 p.m. – Neighborhood Revitalization Program

2:30 p.m. – BASE Grant

2:45 p.m. – Executive Session Non-Elected Personnel – Co Attorney

3:00 p.m. –

3:15 p.m. –

3:30 p.m. – Commission Discussion

Abatements: OIL21-029, PP22-013, PP22-015, RE22-012, RE22-016

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:

Don Sanders, Public Works

Beth Koehler, EM

Kandy Dowell, Health Office

John Walker, Sheriff

Jill Gillett, County Attorney

Beverly Signer, Health Office

Ken Mitchell, EMS

Kaye Spooner

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 special meeting minutes of February 14, 2022 as presented. Motion carried 3-0.

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to approve the regular meeting minutes of February 14, 2022 as presented. Motion carried 3-0. Commissioner Liebau moved and Commissioner Kaminska seconded the motion to approve the special meeting minutes of February 16, 2022 as presented. Motion carried 3-0. Commissioner Liebau moved and Commissioner Kaminska seconded the motion to approve the special meeting minutes of February 22, 2022 as presented. Motion carried 3-0. Commissioner Liebau moved and Commissioner Kaminska seconded the motion to approve the special meeting minutes of February 24, 2022 as presented. Motion carried 3-0.

Public Forum

Kaye Spooner spoke regarding conducting a physical canvass against actual people and the voter rolls in Elk County and election security. Mrs. Spooner would like to be on the agenda for the next meeting to discuss a resolution that

would make Mrs. Spooner an official spokesman for the County. Chairman Hendricks read a letter regarding the 30 by 30 Plan. The 30 by 30 Plan will be discussed further at the next meeting.

#### EMS

Ken Mitchell present the report for January 2022. There were 24 total runs with total collections being \$9,767.34. Mr. Mitchell stated the board of EMS inspector came for the annual inspection on February 10, 2022. No write ups or discrepancies were noted.

#### Sheriff

John Walker presented the report for February 2022. Sheriff Walker stated Amy Bliss will be leaving on Sunday for KLETC for 14 weeks. Carli James was hired February 15, 2022 for dispatch.

#### Emergency Management

Beth Koehler stated the Storm Fury Session with the National Weather Service will be this Thursday at the Cox Building. Mrs. Koehler will be attending the Elk Falls City Council meeting next Monday.

#### Public Works

##### Road

Don Sanders presented progress reports. Mr. Sanders stated he has been in contact with both quarries regarding dust control. The Commission would like Mr. Sanders to move forward with the dust control. The department received a check from FEMA in the amount of \$194,742. The 2008 shop truck is in the shop at Kline Motors the cost of repair is \$9, 878.28. Mr. Sanders would like to purchase new shop trucks. The Commission would like Mr. Sanders to get quotes to review at the next meeting. Mr. Sanders stated the department is down 5 employees as of today.

##### Maintenance

Mr. Sanders stated the roof at the Extension Office has been sealed. The Extension Office needs to be remodeled on the inside and the air conditioning system needs to be updated. The Commission stated to go ahead with the remodel. Mr. Sanders stated the courthouse windows need to be replaced.

#### County Clerk

Kerry Harrod stated Malarie Chamberlain was hired in the County Clerk's Office on February 23, 2022. Commissioner Kaminska moved and Commissioner Liebau seconded the motion to approve the addition of payroll for Malarie Chamberlain in the Clerk's Office at \$12.20 an hour. Motion carried 3-0.

#### Health

Kandy Dowell presented the annual grant applications. Commissioner Kaminska moved and Commissioner Liebau seconded the motion to apply for four state grants for the Health Department in the amount of \$38,955.54. Motion carried 3-0.

#### EMS/Health Facility

The facility should be move in ready by Wednesday for the Health Office and Friday for the EMS Department. Commissioner Kaminska moved and Commissioner Liebau seconded the motion to have an open house at the EMS/Health Facility on Monday, March 14, 2022 from 10:00 a.m. to 12:00 p.m. Motion carried 3-0.

#### Certified Site

Commissioner Liebau moved and Commissioner Kaminska seconded the motion to move forward with the application for the certified site. Motion carried 3-0.

#### Land Use Agreement

There will be no agreement with Mr. Stange. Commissioner Liebau moved and Commissioner Kaminska seconded the motion to have the Rural Fire Department burn the pasture south of the EMS/Health facility to clean it up. Motion carried 3-0.

#### Executive Session 2:38 p.m.

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

Back in session 2:40 p.m.

No action taken.

#### Recess 2:40 p.m.

Commissioner Liebau moved and Commissioner Kaminska seconded the motion to recess for 5 minutes. Motion carried 3-0.

Back in session 2:45 p.m.

#### Executive Session 2:47 p.m.

Commissioner Liebau moved and Commissioner Kaminska seconded the motion to go into executive session to discuss non-elected personnel for 15 minutes with Jill Gillett and Paul Dean present. Motion carried 3-0.

Back in session 3:03 p.m.

Action: Commissioner Kaminska moved and Commissioner Liebau seconded the motion to purchase a laptop computer from Advantage Computer for the County Attorney's Office in the amount of \$2,142. Motion carried 3-0. Commissioner Kaminska moved and Commissioner Liebau seconded the motion to hire Sara McCabe as a part time County Attorney's legal assistant at the hourly wage of \$12.00 an hour. Motion carried 3-0.

Neighborhood Revitalization Program

The program was discussed. The Commission will talk to Appraiser Jeremy McCully before action is taken.

Executive Session 3:51 p.m.

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to go into executive session for 5 minutes to discuss legal matters with Don Sanders and Paul Dean present. Motion carried 3-0.

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to extend the executive session for 5 minutes. Motion carried 3-0.

Back in session 4:01 p.m.

Action: Commissioner Liebau moved and Commissioner Kaminska seconded the motion to have County Counselor Paul Dean prepare and send a letter to Mr. Wiseman's counsel to remove his fence from the County's right of way within 14 days or the County will remove it. Motion carried 3-0.

Abatements

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to approve abatements OIL21-09, PP22-013, PP22-015, RE22-012, RE22-016. Motion carried 3-0.

Warrants

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to approve the warrants as presented in the amount of \$77,873.73 and an additional warrant of \$270.00 for service fees payable to the Sheriff's Office. Motion carried 3-0.

Payroll

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to approve the February payroll in the amount of \$216,106.70. Motion carried 3-0.

Adjournment

Commissioner Liebau moved and Commissioner Kaminska seconded the motion to adjourn at 4:30 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