

ELK COUNTY BOARD OF COMMISSIONERS  
APPROVED MINUTES  
April 11, 2022

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

<https://us02web.zoom.us/j/84991203189?pwd=RTMxcWh0VEVuazhZZ252YVkrYS9uQT09>

select join meeting and enter meeting ID: 849 9120 3189 Password: 706794

12:00 p.m. - Planning Session for Road Dept & EMS Dept

Regularly Scheduled Meeting

1:00 p.m. - Call to Order

Minutes Approval – Regular Meeting March 28, 2022

1:10 p.m. – Public Forum

1:25 p.m. – Department Reports

Old Business:

Neighborhood Revitalization Program

Resolution 05-06 Dangerous Dogs

Certified Sites

New Business

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

2:15 p.m. – Brine Water into Water Tables, Grants for Capping Abandoned Oil Wells – Keith Walker

2:30 p.m. – Reverse 911

2:45 p.m. – Rural Fire Discussion

3:00 p.m. – County Employee Wages

3:15 p.m. – COVID-19 Resolution - Terminate

3:30 p.m. – Commission Discussion

Abatements: PP22-020, SP22-019

Presentation of Claims

Other

Adjournment

Future Events: KCCA Spring Conference April 26-28, 2022, Council on Aging Meeting May 26, 2022 @ 10:30am

Commissioners Present:

Shari Kaminska, District I

Doug Hendricks, District II

Jake Liebau, District III

County Clerk: Kerry Harrod

Others:

Ken Mitchell, EMS

Don Sanders, Public Works

Jenifer Clatt, EMS

Beth Koehler, EM

Call to Order:

Chairman Hendricks call the planning session to order at 12:00 p.m. Commissioners Kaminska, Hendricks and Liebau were all present as well as County Clerk Kerry Harrod.

Planning Discussion Road Department & EMS Department

Discussion was had regarding ways to hire and retain current County employees. The Road & Noxious Weed Departments are down five total employees. The EMS Department is in need of part-time and full-time employees to reduce overtime of current employees.

Recess 12:55 p.m.

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to recess until 1:00 pm. Motion carried 3-0.

Commissioners Present:

Shari Kaminska, District I

Doug Hendricks, District II

Jake Liebau, District III

County Clerk: Kerry Harrod

County Counselor: Paul Dean

Others:

Ken Mitchell, EMS

Don Sanders, Public Works

Rachel Ware, Treasurer

Todd Winscher, Rural Fire

Nick Miller, Noxious Weed

Marissa Rivera, Treas. Office

John Walker, Sheriff

Jenifer Clatt, EMS

Beth Koehler, EM

Stefni Hebb, Deputy Clerk

Stephanie Ollenborger, ROD

Kandy Dowell, Health

Malarie Chamberlain, Clerk's Office

Teresa Wells, Appraiser's Office

Keith Walker  
Miranda Bruening, HB&K

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 Kaminska moved and Commissioner Liebau seconded the motion to approve the regular meeting minutes of March 28, 2022 as presented. Motion carried 3-0.

#### Public Forum

Kaye Spooner read a letter she prepared regarding her findings of the Elk County voter rolls.

#### EMS

Ken Mitchell presented the monthly report for March. There were 17 total runs with total collections being \$15,567.10. Mr. Mitchell stated the KRAF Grant was approved for the power pro xt cot. The KBEMS amount is \$13,189.23 and the County match is \$5,652.53 with the total amount of the power cot being \$18,841.76.

#### Sheriff

John Walker presented the monthly report for March and a 3-year department report. Sheriff Walker present quotes from AT&T for new telephones and updates. Commissioner Kaminska moved and Commissioner Liebau seconded the motion to upgrade the phone system in the Law Enforcement Center in the amount of \$5,869.99 to be paid from the ELC Grant. Motion carried 3-0. Discussion was had regarding installing a communication tower by the Sheriff's Office for the 911 dispatch system. Commissioner Kaminska moved and Commissioner Liebau seconded the motion to accept the quote from Action Communications to install a tower for the 911 dispatch system to improve radio communications at the Law Enforcement Center in the amount of \$6,520.00 to be paid from the 911 Fund. Motion carried 3-0.

#### Emergency Management

Beth Koehler stated the LEPC meeting is this Thursday at 6:30 p.m.

#### Health

Kandy Dowell stated she is working on getting bids for a generator for the new facility.

#### Register of Deeds

Stephanie Ollenborger presented the monthly report for March. They had a total of 48 instruments recorded and a total deposit of \$2,945.25.

#### County Clerk

Kerry Harrod presented the 2021 audit engagement letter and the 2023 budget engagement letter from Jarred Gilmore & Phillips, PA. Commissioner Kaminska moved and Commissioner Liebau seconded the motion engage Jarred Gilmore & Phillips to preform the audit for the 2021 financials at a cost of 16,500 plus out of pocket costs. Motion carried 3-0. Commissioner Kaminska moved and Commissioner Liebau seconded the motion to engage Jarred Gillmor & Phillips to prepare our 2023 budget in the amount of \$2,000. Motion carried 3-0.

#### Public Works

##### Road

Don Sanders presented the 2-week department reports. Mr. Sanders stated he will be attending a KDOT meeting on April 14, 2022 regarding a bill on the upcoming funding for bridges and rural transit in Wichita. On April 21, 2022 there will be a KCHA district meeting in Chanute. Commissioner Kaminska moved and Commissioner Liebau seconded the motion to increase Amy Claibourn's hourly wage by \$1.00 for completing her CDL. Motion carried 3-0.

##### Noxious Weed

Mr. Sanders stated noxious weed chemical prices are increasing almost daily and chemicals are getting harder to get.

##### Recycling

The E-Waste and Hazardous Material collections will be May 14, 2022 at the Elk County Rodeo Grounds by the airport from 8:00am to 12:00pm.

##### Rural Fire

Todd Winscher stated they had 15 runs last week and 15 runs over the weekend.

##### Neighborhood Revitalization Program

No action.

##### Resolution 05-06 Dangerous Dogs

Resolution 22-06 which is a resolution to rescind resolution #05-06 was signed and will be published in the newspaper.

##### Certified Sites

No action.

Executive Session 1:47 p.m.

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

Back in session 1:52 p.m.

No action taken.

Reverse 911

Discussion was had regarding how the messages are entered into the reverse 911 system. All issues have been resolved at this time.

Rural Fire Discussion

Discussion was had regarding fighting grass fires during burn season. We would like to thank the rural fire department for all their hard work.

Brine Water into Water Tables

Keith Walker spoke to the Commission regarding his water well testing positive for contaminates. The Commission stated Mr. Walker would need to contact KCC to correct the problem.

EMS/Health Facility

Miranda Bruening stated the overhead door remotes would have to be purchased through the manufacturer at \$792.00 apiece.

County Employee Wages

Discussion was had.

Executive Session 2:33 p.m.

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

Back in session 2:43 p.m.

Action: Commissioner Kaminska moved and Commissioner Liebau seconded the motion to increase the hourly wage of public works labor, public works operator 1, public works operator 2, public works weed director, public works foreman and public works supervisor by \$2.75 an hour. Motion carried 3-0.

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to modify the starting pay on the wage scale for the field employees of the road and bridge and weed departments by \$2.00 an hour. Motion carried 3-0. This will take affect on the April payroll.

Executive Session 2:52 p.m.

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to go into executive session for 8 minutes to discuss non-elected personnel with Paul Dean present. Motion carried 3-0.

Back in session 3:00 p.m.

Action: Commissioner Kaminska moved and Commissioner Liebau seconded the motion to increase the part time EMS positions of EMR to \$14.00 an hour, EMT to \$16.00 an hour and Paramedic \$18.00 an hour. Motion carried 3-0.

COVID-19 Resolution

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to adopt resolution 22-07 to terminate the local disaster for COVID-19. Motion carried 3-0.

Commission Discussion

Commissioner Kaminska stated she will be participating in career day at West Elk on April 26, 2022 conducting mock interviews. On April 21, 2022 there will be a District 4 County Commissioners and Road Officials meeting in Chanute at 9:00 a.m. the Elk County Commissioners may or may not attend.

Executive Session 3:25 p.m.

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to go into executive session for 10 minutes to discuss potential acquisition of real estate with Paul Dean present. Motion carried 3-0.

Back in session 3:35 p.m.

No action taken.

Abatements

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to approve abatements PP22-20 and SP22-19. Motion carried 3-0.

Warrants

Commissioner Liebau moved and Commissioner Kaminska seconded the motion to approve the warrants in the amount of \$127,807.44. Motion carried 3-0.

Payroll

Commissioner Kaminska moved Commissioner Liebau seconded the motion to approve the March payroll in the amount of \$205,004.25. Motion carried 3-0.

Adjournment

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to adjourn at 4:06 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