

Elk County Board of Commissioners
Approved Minutes
January 9, 2023

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

<https://us02web.zoom.us/j/83211422203?pwd=UllvWHArMIJxSjB3Rm1UMjFlclYvZz09> select
join meeting and enter meeting ID: 832 1142 2203 Password: 242129

1:00 P.M. - Call to Order
2023 Cost of Living Raises

Organizational Meeting:

1:10 p.m. – Organizational Meeting

- A. Elected Chairman
- B. Appoint Health Officer
- C. Designate Official County Newspaper
- D. Adopt 2023 Holidays
- E. Approve Meeting Dates
- F. Approve Payroll & Warrant Dates
- G. Appoint Investment Officer
- H. Approve Closing of Courthouse to public for yearend balancing on December 28, 2023
- I. Approve Meal Reimbursement
- J. Adopt GAAP Resolution #23-01

Regular Meeting:

Minutes Approval: December 26, 2022 Regular Meeting

Department Reports:

Ambulance	Rural Fire
Appraiser	Sheriff
Emergency Management	Treasurer
Health	County Counselor
Public Works	County Clerk
Register of Deeds	

Old Business:

Neighborhood Revitalization Program

Event Center Report

Wage Scale

New Business:

1:30 PM – Executive Session Non-Elected Personnel - Sheriff

1:45 PM – Letter Entity Administrator of SAM's

2:00 PM – ROZ Program

2:15 PM – Executive Session Legal – Public Works

2:30 PM – Approval for Fence Order

2:45 PM – Commissioner Discussion

Abatements:

Presentation of Claims:

Other:

Adjournment:

Future Events:

Commissioners Present:

Perry Russell, District I

Doug Hendricks, District II

Jake Liebau, District III

Others:

Kandy Dowell, Health

Kaye Spooner

Don Sanders, Public Works

Rachel Ware, Treasurer

Jessica Kessler, Treas. Office

Chris Miller, Appraiser Office

Joanna Hunter, City of Howard

Jenifer Clatt, EMS

County Clerk: Kerry Harrod

County Counselor: Paul Dean

John Walker, Sheriff

Shari Kaminska

Todd Winscher, Rural Fire

Ken Mitchell, EMS

Kristina Kraft, Deputy Treas.

Teresa Wells, Deputy Appraiser

Nick Miller, Noxious Weed

Stefni Hebb, Deputy Clerk

Call to Order

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

Elected Chairman

Commissioner Hendricks moved and Commissioner Russell seconded the motion to elect Jake Liebau as chairman for 2023. Motion carried 2-0.

Appoint Health Officer

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

Designate Official County Newspaper

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

Adopt 2023 Holidays

Commissioner Russell moved and Commissioner Hendricks seconded the motion to adopt the 2023 holidays as presented. Motion carried 3-0. The Holiday schedule will be posted on the county website www.elkcountyks.org.

Approve Meeting Dates

Commissioner Hendricks moved and Commissioner Russell seconded the motion to adopt the 2023 commission meeting dates on Monday schedule as presented. Motion carried 3-0. The 2023 meeting will be posed on the county website www.elkcountyks.org.

Approve Payroll & Warrant Dates

Commissioner Hendricks moved and Commissioner Russell seconded the motion to approve the 2023 payroll and warrant dates as presented. Motion carried 3-0. The 2023 payroll and warrant dates will be posted on the county website at www.elkcountyks.org.

Appoint Investment Officer

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

Approve Closing of Courthouse

Commissioner Russell moved and Commissioner Hendricks seconded the motion to approve the closing of the Courthouse on December 28, 2023 for yearend balancing. Motion carried 3-0.

Approve Meal Reimbursement

Commissioner Russell moved and Commissioner Hendricks 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 Hendricks moved and Commissioner Russell seconded the motion to adopt resolution #23-01 exempting Elk County from the provisions of KSA 75-1120a. Motion carried 3-0.

Regular Meeting 1:20 p.m.

2023 Cost of Living Raise

Commissioner Russell moved and Commissioner Hendricks seconded the motion to give a 5% cost of living raise to county employees effective on the January 2023 payroll. Motion carried 2-0 Hendricks abstained. Commissioner Hendricks moved and Commissioner Russell seconded the motion to include County Counselor Paul Dean in the 5% cost of living raise. Motion carried 3-0. Commissioner Hendricks moved and Commissioner Russell seconded the motion to include County Appraiser Jeremy McCully in the 5% cost of living raise. Motion carried 3-0.

Minutes Approval

Commissioner Hendricks moved and Commissioner Russell seconded the motion to approve the December 26, 2022 minutes as presented. Motion carried 2-0 Russell abstained.

Executive Session 1:19 p.m.

Commissioner Hendricks moved and Commissioner Russell seconded the motion to go into executive session to discuss non-elected personnel with County Attorney Jill Gillett not to return to open session until 1:24 p.m. Motion carried 3-0.

Back in Session.

No action taken.

Emergency Management

Erica Cordell presented the registration forms from the United States Government through the online System for Award Management (SAM) and a letter appointing a regional homeland security representative for Elk County. Ms. Cordell stated the EMPG grant was accepted and now we are waiting on the check. Commissioner Russell moved and Commissioner Hendricks seconded the motion to sign the letter to formally appoint the Emergency Manager to be the entity administrator for the System for Award Management. Motion carried 3-0. Commissioner Hendricks moved and Commissioner Russell seconded the motion to appoint Erica Cordell as the regional homeland security representative for Elk County. Motion carried 3-0.

Public Works

Road

Don Sanders stated Charles Conley was hired to work in the Howard area. There are two graders broke down, one has fuel issues and the other has differential issues.

Maintenance

The Sheriff's Office is having problems with the plumbing again. Mr. Sanders believes it is a collapsed line under the building.

Rural Fire

Todd Winscher stated they have already had a few grass fires and a structure fire this year.

Sheriff

John Walker presented the report for December and a consolidated report of the past four years.

Treasurer

Rachel Ware presented the cash and investment reports.

EMS

Ken Mitchell presented the December 2022 report. There were 18 total runs with total collections being \$26,111.69. Mr. Mitchell stated they are still waiting on the motor for the back up ambulance from Rusty Eck. The EMT student has taken the practical exam and is awaiting results.

Public Forum

Kaye Spooner stated she would still like to see the elections held without the use of machines. Shari Kaminska wished the board of commission the best. Ms. Kaminska would like to see the commission stay engaged with KCCA, KAC and attend the 17 County meetings.

Neighborhood Revitalization Program

Will be taken off the agenda until further notice.

Event Center

Will be taken off the agenda until further notice.

Executive Session 1:43 p.m.

Commissioner Russell moved and Commissioner Hendricks seconded the motion to go into executive session to discuss non-elected personnel with County Counselor Paul Dean and Sheriff John Walker present not to return to open session until 1:48 p.m. Motion carried 3-0.

Back in session 1:48 p.m.

Action: Commissioner Hendricks moved and Commissioner Russell seconded the motion to hire Terry Michael Love part-time as the School Resource Officer at \$16.00 an hour. Motion carried 3-0.

Commissioner Hendricks moved and Commissioner Russell seconded the motion to hire Mark Hunsaker part-time as a jailer at \$12.00 an hour. Motion carried 3-0.

Executive Session 1:59

Commissioner Hendricks moved and Commissioner Russell seconded the motion to go into executive session to discuss legal matters with County Counselor Paul Dean and Public Works Supervisor Don Sanders present not to return to open session until 2:03 p.m. Motion carried 3-0.

Back in session 2:03 p.m.

No action taken.

Approval for Fence Order

Commissioner Hendricks moved and Commissioner Russell seconded the motion to approve the fence order on the fence that was viewed on the 12th day of December 2022 between the 4B Ranch and SKOL Railroad. Motion carried 3-0. The fence should be completed 60 days after February 1, 2023.

Warrants

Commissioner Hendricks moved and Commissioner Russell seconded the motion to approve the warrants in the amount of \$199,873.31. Motion carried 3-0.

Payroll

Commissioner Hendricks moved and Commissioner Russell seconded the motion to approve the December payroll in the amount of \$241,456.89. Motion carried 3-0.

Adjournment

Commissioner Hendricks moved and Commissioner Russell seconded the motion to adjourn at 2:48 p.m. Motion carried 3-0.

ATTEST:

Kerry E. Harrod
Elk County Clerk

Perry Russell, District I

Doug Hendricks, District II

Jake Liebau, District III (Chairman)