

ELK COUNTY BOARD OF COMMISSIONERS

Approved Minutes
December 26, 2023

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

<https://us02web.zoom.us/j/89645450893?pwd=U21NTEFRby9sV3N6YTZ1NnlqT3o2Zz09>

select join meeting and enter meeting ID: 896 4545 0893 Password: 862923

Regularly Scheduled Meeting

1:00 p.m. - Call to Order

Pledge of Allegiance & Prayer

Minutes Approval – Regular Meeting December 11, 2023

1:05 p.m. – Public Forum

1:10 p.m. – Department Reports

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

Old Business:

Shouse Bar S Ranch/James Harman III Fence Viewer Order

Policy Review Section 50 - Sick/Vacation Benefits

New Business

2:00 p.m. – Executive Session Non-Elected Personnel

2:15 p.m. – Transfers to Equipment Reserve Funds

2:30 p.m. – Executive Session – Employee Review

2:35 p.m. – Commission Discussion

Abatements: PP23-034, PP23-035, PP23-036, PP23-039, PP23-040, PP23-041, PP23-042, PP23-043, PP23-044, TK23-037, TK23-038

Presentation of Claims

Other

Adjournment

Future Events:

Commissioners Present:

Perry Russell, District I

Doug Hendricks, District II

Jake Liebau, District III

County Clerk: Kerry Harrod

County Counselor: Paul Dean

Others:

Stephanie Ollenborger, ROD

Ken Mitchell, EMS

Erica Cordell, EM

Jenifer Clatt, EMS

Chris Miller, Deputy Appraiser

Rachel Ware, Treasurer

Kristina Kraft, Deputy Treasurer

Kandy Dowell, Health

Erin Meador, District Court

Don Sanders, Public Works

Joe Mueller, EMS

Shari Kaminska, Community Development

Stefni Hebb, Deputy Clerk

Kaye Spooner

Call to Order

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

Minutes Approval

Commissioner Russell moved and Commissioner Hendricks seconded the motion to approve the regular meeting minutes of December 11, 2023 as presented. Motion carried 3-0.

Public Forum

Kaye Spooner spoke of concerns regarding election fraud and election equipment.

EMS

Ken Mitchell stated Beverly Signer resigned from the EMS Department and the Health Department. Cassidy Brenner has been hired to fill the position. Commissioner Hendricks moved and Commissioner Russell seconded the motion to approve the hire of Cassidy Brenner for the EMS/Health position at \$13.00 an hour. Motion carried 3-0.

Appraiser

Chris Miller stated the department would like to transfer funds from their budget to their special equipment fund. Commissioner Russell moved and Commissioner Hendricks seconded the motion to transfer \$15,972.97 from the Appraiser's budget to the Appraiser's Equipment Reserve Fund. Motion carried 3-0. Chris Miller presented a quote from Advantage Computer for two monitors and one computer system. Commissioner Russell moved and Commissioner Hendricks seconded the motion to accept the quote from Advantage Computers in the amount of \$1,690.00 for the purchase of two monitors and one computer system. Motion carried 3-0.

Emergency Management

Erica Cordell stated she is continuing to work on getting citizens signed up for the Genasys Alert System. The Regional Hazard Mitigation Plan update is in progress with the state contractor. Ms. Cordell attended the Healthcare Coalition Meeting in Chanute.

Public Works

Commissioner Hendricks moved and Commissioner Russell seconded the motion to approve the hire of Timothy Jacobs for the Maintenance/IT position at \$18.50 an hour starting on January 2, 2024. Motion carried 3-0. Commissioner Hendricks moved and Commissioner Russell seconded the motion to approve an \$1.00 an hour merit raise for Julia Coble from \$12.36hr to \$13.36hr. Motion carried 3-0.

Community Development

Shari Kaminska stated she did receive a \$1,000 scholarship to attend a Economic Development Course in April 2024 through the Kansas Economic Development Alliance. Ms. Kaminska has been working on the Youth Entrepreneurship Challenge.

Treasurer

Rachel Ware stated the Movers System has been down State wide since last week. Mrs. Ware said the County is down on tax collections and this will affect the January distribution if more tax dollars do not come in.

District Court

Erin Meador requested to transfer \$20,000 to the District Court Equipment Reserve Fund to pay for the new audio system. Commissioner Russell moved and Commissioner Hendricks seconded the motion to transfer \$20,000 from the District Court's budget to the District Court Equipment Reserve Fund. Motion carried 3-0.

Shouse Bar Ranch Fence Order

Kerry Harrod stated all parties have received the fence order.

Policy Review Section 50 – Sick & Vacation Benefits

Ken Mitchell presented a new policy for the EMS Department.

Transfer to Equipment Reserve Funds

Kandy Dowell requested to transfer \$45,000 from the Health Department Budget to the Health's Equipment Reserve Fund. Commissioner Russell moved and Commissioner Hendricks seconded the motion to transfer \$45,000 from the Health Departments Budget to the Health's Equipment Reserve Fund. Motion carried 3-0.

Executive Session 1:32 p.m.

Commissioner Hendricks moved and Commissioner Russell seconded the motion to go into executive session for non-elected personnel employee review to include Kandy Dowell and County Counselor Paul Dean not to return to open session until 1:45 p.m. Motion carried 3-0.

Back in session 1:45 p.m.

Executive Session 1:45 p.m.

Commissioner Russell moved and Commissioner Hendricks seconded the motion to return to executive session for non-elected personnel employee review to include Kandy Dowell and County Counselor Paul Dean not to return to open session until 1:53 p.m. Motion carried 3-0.

Back in session 1:53 p.m.

Action: Commissioner Russell moved and Commissioner Hendricks seconded the motion to give Kandy Dowell a merit raise from \$22.05hr to \$24.05hr effective January payroll. The COLA will go on her new wage. Motion carried 3-0.

Executive Session 2:00 p.m.

Commissioner Hendricks moved and Commissioner Russell seconded the motion to go into executive session to discuss non-elected personnel with Ken Mitchell and County Counselor Paul Dean present not to return to open session until 2:15 p.m. Motion carried 3-0.

Back in session 2:15 p.m.

Action: Commissioner Russell moved and Commissioner Hendricks seconded the motion to reinstate Joe Mueller's sick leave that he had acquired during his full-time employment with the EMS Department prior to working for the Sheriff's Department. Motion carried 3-0.

Executive Session 2:15 p.m.

Commissioner Russell moved and Commissioner Hendricks seconded the motion to go into executive session to discuss non-elected personnel to include Ken Mitchell, Joe Mueller and County Counselor Paul Dean not to return to open session until 2:25 p.m. Motion carried 3-0.

Back in session 2:26 p.m.

Action: Commissioner Russell moved and Commissioner Hendricks seconded the motion Joe Mueller's years of service will be 5 years and he will earn his vacation time this coming November 2024 at 80 hours. Motion carried 3-0.

Rural Fire

Todd Winscher stated the skid has been received and we are waiting for the reimbursement. Mr. Winscher will discuss the insulation of the Elk Falls Rural Fire Barn with Carl Mitchell.

Executive Session 2:27 p.m.

Commissioner Hendricks moved and Commissioner Russell seconded the motion to go into executive session to discuss non-elected personnel with John Walker and County Counselor Paul Dean present not to return to open session until 2:31 p.m. Motion carried 3-0.

Back in session 2:31 p.m.

Action: Commissioner Russell moved and Commissioner Hendricks seconded the motion to increase Brian Nelson's hourly wage by \$1.00 for completing certification from KLETC effective on the January payroll. The COLA will be added to his new wage. Motion carried 3-0.

Commissioner Discussion

Discussion was had regarding the impound vehicles at the county yard and updating the lighting in the courthouse to LED.

Warrants

Commissioner Hendricks moved and Commissioner Russell seconded the motion to approve the warrants in the amount of \$157,357.45. Motion carried 3-0.

Abatements

Commissioner Hendricks moved and Commissioner Russell seconded the motion to approve abatements PP23-034, PP23-035, PP23-036, PP23-039, PP23-040, PP23-041, PP23-042, PP23-043, PP23-044, TK23-037, TK23-038. Motion carried 3-0.

Adjournment

Commissioner Russell moved and Commissioner Hendricks seconded the motion to adjourn at 2:45 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