

ELK COUNTY BOARD OF COMMISSIONERS

Approved Minutes

July 8, 2024

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

<https://us02web.zoom.us/j/87413896899?pwd=pL7ib4O55hcTIYoseGbXlrrIFEP7na.1>

select join meeting and enter meeting ID: 874 1389 6899 Password: 398845

10:00 a.m.- 2023 Audit & 2025 County Budget Presentation – Phil Jarrod

Regularly Scheduled Meeting

1:00 p.m. - Call to Order

Pledge of Allegiance & Prayer

Minutes Approval – June 3, 2024 & June 24, 2024

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:

Real Estate @ 1285 Evergreen, Moline

Property on Dove Road, Moline

New Business

2:00 p.m. – 2023 Audit & 2025 County Budget

2:15 p.m. – Executive Session Non-Elected Personnel Employee Review-Treasurer

2:30 p.m. – Greenfield Cemetery 2025 Budget – Byrdee Miller

2:45 p.m. –

3:00 p.m. –

3:15 p.m. – Commission Discussion

Abatements:

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

Others:

Stephanie Ollenborger, ROD

Don Sanders, Public Works

Erica Cordell, EM

Gillian Beaumont, EMS Director

Todd Winscher, Rural Fire

Kristina Kraft, Deputy Treasurer

Emily Franks

Rachel Ware, Treasurer

Shari Kaminska, Community Development

Kandy Dowell, Health

John Walker, Sheriff

Malarie Chamberlain, Payroll Clerk

Phil Jarred

Kaye Spooner

Call to Order

Chairman Liebau called the 2023 Audit Report & 2025 Budget Preparation meeting to order at 10:00 a.m. in the Courtroom of the Courthouse. Commissioners Hendricks, Russell and Liebau were present as well as County Clerk Kerry Harrod.

Recess 10:05 a.m.

Commissioner Russell moved and Commissioner Hendricks seconded the motion to recess until 10:07 a.m. Motion carried 3-0.

Back in session 10:07 a.m.

2023 Audit Report

Phil Jarred and Emily Franks with Jarred, Gilmore & Phillips, PA. presented the 2023 Audit Report. Discussion was had regarding their findings. Commissioner Hendricks moved and Commissioner Russell seconded the motion to accept the 2023 Audit Report as presented. Motion carried 3-0.

2025 County & Rural Fire Budget

Phil Jarred and Emily Franks presented the 2025 County & Rural Fire Budgets. Discussion was had regarding the budgets. Commissioner Russell moved and Commissioner Hendricks seconded the motion to increase the Elk County Council on Aging budget by \$10,000 to be used for the senior centers. Motion carried 3-0. Commissioner Russell moved and Commissioner Hendricks seconded the motion to increase the county budget \$13,000 to be able to service the new improvements. Motion carried 3-0. The budget hearing date will be August 26, 2024 at 1:00 p.m. in the commission room of the courthouse. County Clerk Kerry Harrod will publish the Notice of Hearing to Exceed Revenue Neutral Rate and Budget Hearing in the local paper.

Adjournment

Commissioner Russell moved and Commissioner Hendricks seconded the motion to adjourn at 11:10 a.m. Motion carried 3-0.

Call to Order

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

Minutes Approval

Commissioner Russell moved and Commissioner Hendricks seconded the motion to approve the June 3, 2024 special meeting minutes as presented. Motion carried 3-0. Commissioner Hendricks moved and Commissioner Russell seconded the motion to table the minutes of the June 24, 2024 meeting. Motion carried 3-0.

Public Forum

Kaye Spooner spoke of Dominion voting machines not being accurate.

EMS

Gillian Beaumont presented the monthly report. Mrs. Beaumont would like to switch phone service from Verizon to US Cellular. Mrs. Beaumont has spoke with the Kansas Board of Nursing and they have given her the authorization to work on the ambulance as a registered nurse.

Appraiser

Chris Miller presented a new application for the Neighborhood Revitalization Program.

Health

Kandy Dowell stated they will be doing a table top exercise July 18, 2024 at 6:00 p.m. during the LEPC meeting. Chairman Liebaw confirmed that he will attend the meeting.

Public Works

Don Sanders stated they have done a lot of walk throughs in the courthouse for the HVAC and windows.

Register of Deeds

Stephanie Ollenborger presented the report for June. They had a total of 37 instruments recorded and a total deposit of \$2,282.00. Mrs. Ollenborger stated the pop machine in the courthouse is not working correctly and she would like to get some quotes on replacing it.

Sheriff

John Walker stated the 2017 Toyota was wrecked in Osage County.

County Clerk

Kerry Harrod stated she received an open records request regarding the policy for entering the courthouse. Sheriff Walker stated he was working on the request with the County Attorney and the County Counselor.

2025 County & Rural Fire Budget

Commissioner Russell moved and Commissioner Hendricks seconded the motion to have the RNR and Budget hearing on August 26, 2024 at 1:00 p.m. in the commission room of the courthouse. County Clerk Kerry Harrod will publish the Notice of Hearing to Exceed Revenue Neutral Rate and Budget Hearing in the local paper. Motion carried 3-0.

Executive Session 1:20 p.m.

Commissioner Hendricks moved and Commissioner Russell seconded the motion to recess into executive session for non-elected personnel to discuss employee review with EMS Director Gillian Beaumont present not to return to open session until 1:25 p.m. Motion carried 3-0.

Back in session 1:25 p.m.

Action: Commissioner Hendricks moved and Commissioner Russell seconded the motion to increase Abbi Holden's hourly wage from \$12.50 to \$13.00 starting on the July payroll. Motion carried 3-0.

Executive Session 1:26 p.m.

Commissioner Hendricks moved and Commissioner Russell seconded the motion to recess into executive session for non-elected personnel to discuss annual employee review with Treasurer Rachel Ware present not to return to open session until 1:31 p.m. Motion carried 3-0

Back in session 1:31 p.m.

Action: Commissioner Hendricks moved and Commissioner Russell seconded the motion to increase Kristina Kraft's hourly wage from \$17.60 to \$18.13 starting on the July payroll. Motion carried 3-0.

Greenfield Cemetery 2025 Budget

Greenfield Cemetery Treasurer Byrdee Miller stated she has concerns regarding the 2025 budget prepared by Carolyn Brock. County Clerk Kerry Harrod stated Ms. Miller would need to discuss the budget with Ms. Brock to make any changes she would like made to the budget.

Warrants

Commissioner Hendricks moved and Commissioner Russell seconded the motion to pay the warrants in the amount of \$81,535.12. Motion carried 3-0.

Community Development

Shari Kaminska presented a quote in the amount of \$10,530 to disconnect and move the 11k generator at the courthouse and install it at the 300 N Plum, Moline. Install the whole building automatic transfer switch, excavate conduit and wire, replace four electric sump pumps, and excavate all the discharge lines away from the building. The County would like to thank Van Coble for cutting the trees and shrubs from around the building for free. Commissioner Russell moved and Commissioner Hendricks seconded the motion to accept Frees Plumbing's bid in the amount of \$10,530 to do the work at 300 N. Plum, Moline. Motion carried 3-0. Ms. Kaminska would like to look at the county's procurement policy and make changes if needed.

Adjournment

Commissioner Russell moved and Commissioner Hendricks seconded the motion to adjourn at 2:17 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)