

ELK COUNTY BOARD OF COMMISSIONERS

Approved Minutes

October 28, 2024

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

to: <https://us02web.zoom.us/j/84936096096?pwd=vHRC87JxsGaZ56J43aww2bBmvzESZZ.1>

select join meeting and enter meeting ID: 849 3609 6096 Password: 263240

Regularly Scheduled Meeting

1:00 p.m. - Call to Order

Pledge of Allegiance & Prayer

Minutes Approval – Regular Meeting Minutes of October 15, 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. – Community Building Solutions - Tyler

2:30 p.m. – Day Insurance Solutions – Scott Day

3:00 p.m. – Four County’s Connections Transportation Program-KDOT Grant/Letter of Support

3:15 p.m. – Commission Discussion

3:30 p.m. – Executive Session Non-Elected Personnel – Employee Review/Dowell

Abatements:

Presentation of Claims

Other

Adjournment

Future Events:

Commissioners Present:

Perry Russell, District I

Doug Hendricks, District II

Jake Liebau, District III

County Counselor: Paul Dean (Zoom)

County Clerk: Kerry Harrod

Others:

Stephanie Ollenborger, ROD

Don Sanders, Public Works

Tina Blackburn, SO Day Clerk

Kristina Kraft, Deputy Treasurer

Malarie Chamberlain, Payroll Clerk

Erica Cordell, EM

Kaye Spooner

Tyler Garst, Community Building Solutions

Scott Day, Day Insurance Solutions

Todd Winscher, Rural Fire

Gillian Beaumont, EMS Director

Chris Miller, Deputy Appraiser

Nick Miller, Noxious Weed

Stefni Hebb, Deputy Clerk

Shari Kaminska, Community Development

Bonnie Foged, Longton City Clerk

Jill Gillett, County Attorney

Kandy Dowell, RN

Call to Order

Chairman Liebau 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 and County Counselor Paul Dean (Zoom).

Minutes Approval

Commissioner Hendricks moved and Commissioner Russell seconded the motion to approve the October 15, 2024 regular meeting minutes as presented. Motion carried 3-0.

Public Forum

Kaye Spooner stated everyone that uses the touchscreens during the election should make sure they check the ballot before casting it.

EMS

Gillian Beaumont stated Ken Mitchell turned in his application for part-time work. Mrs. Beaumont requested an executive session to discuss non-elected personnel.

Public Works

Don Sanders stated he has been in contact with Montgomery County regarding household hazardous waste agreement. Mr. Sanders stated they have been doing ditch work and working on hedge rows.

Register of Deeds

Stephanie Ollenborger presented the report for September. They had a total of 30 instruments recorded and a total deposit of \$1,869.50.

Rural Fire

Todd Winscher stated on November 9, 2024 Rural Fire and some other agencies will be doing some Narcan training in the courthouse basement. Mr. Winscher would like the commission to issue a burn ban due to the dry and windy conditions. Commissioner Russell moved and Commissioner Leibau seconded the motion to approve a burn ban resolution until further notice. Motion carried 2-1 Hendricks abstained. Mr. Winscher stated he has been looking at a pumper truck.

County Clerk

Kerry Harrod stated the County Christmas Party will be December 13, 2024 at 6:30 p.m. at Flint Oak. We need the final numbers by December 5, 2024. If anyone would like to bring a guest for \$25.00 please let the Clerk's Office know by December 5, 2024. Commissioner Russell moved and Commissioner Hendricks seconded the motion to set the general election canvass date for November 14, 2024 at 10:00 a.m. in the Commissioner's Room. Motion carried 3-0.

Community Development

Shari Kaminska stated she is going to request proposals for engineering services for the site certification process. Ms. Kaminska would like a motion to issue an RFP for site certification. Commissioner Russell moved and Commissioner Hendricks seconded the motion to issue a request for proposal for engineering services for site certification for the 1285 Evergreen property. Motion carried 3-0. Rick with FCIP will attend the November 25, 2024 meeting to discuss funding for the courthouse windows and HVAC project.

Real Estate @ 1285 Evergreen

Waiting on title work to be finished.

RE on Dove Road

Property has been sold and all paperwork has been completed.

Executive Session 1:24 p.m.

Commissioner Hendricks moved and Commissioner Russell seconded the motion to recess into executive session for non-elected personnel to discuss the rehire of an employee with EMS Director Gillian Beaumont present not to return to open session until 1:34. Motion carried 3-0.

Back in session 1:34 p.m.

Action: Commissioner Russell moved and Commissioner Hendricks seconded the motion to rehire Ken Mitchell as a part-time paramedic at \$22.00/hr. Motion carried 3-0.

Executive Session 1:36 p.m.

Commissioner Hendricks moved and Commissioner Russell seconded the motion to recess into executive session for non-elected personnel to discuss job duties with Public Works Supervisor Don Sanders, County Clerk Kerry Harrod and County Counselor Paul Dean not to return to open session until 1:42 p.m. Motion carried 3-0.

Back in session 1:42 p.m.

No action taken.

County Attorney

Jill Gillett stated she held a KOMA and KORA training workshop on October 21, 2024.

Community Building Solutions

Tyler Garst presented the preliminary engineering audit for the courthouse HVAC, lighting and electric. Commissioner Hendricks moved and Commissioner Russell seconded the motion to retain Community Building Solutions for the engineering on the courthouse HVAC, lighting, and electrical. Motion carried 3-0.

Recess 2:26 p.m.

Chairman Liebau moved and Commissioner Russell seconded the motion to recess for 5-minutes not to return to open session until 2:31 p.m. Motion carried 3-0.

Day Insurance Solutions

Scott Day stated there will be no increase with the renewal for Blue Cross and Blue Shield or Vision Care Direct and just a 2.31% increase with the Delta Dental renewal. Mr. Day will attend the next meeting to present a few more insurance options.

Four County Connections Transportation Program

Commissioner Russell moved and Commissioner Hendricks seconded the motion to approve and sign the letter of support for Four County Mental Health Transportation through KDOT. Motion carried 3-0.

Executive Session 3:10 p.m.

Commissioner Russell moved and Commissioner Hendricks seconded the motion to recess into executive session for non-elected personnel to discuss employee review not to return to open session until 3:20 p.m. Motion carried 3-0.

Back in session 3:20 p.m.

No action taken.

Executive Session 3:20 p.m.

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

Back in session 3:25 p.m.

Action: Commissioner Russell moved and Commissioner Hendricks seconded the motion to approve a 5% merit increase after a positive review for Kandy Dowell to \$54,363.58 annually. Motion carried 3-0.

Commission Discussion

The Commission authorized Don Sanders to purchase a pop machine under \$2,000 for the courthouse to be paid for out of the building maintenance fund.

Warrants

Commissioner Hendricks moved and Commissioner Russell seconded the motion to approve the warrants in the amount of \$173,946.68. Motion carried 3-0.

Adjournment

Commissioner Hendricks moved and Commissioner Russell seconded the motion to adjourn at 3:55 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)