

Elk County Board of Commissioners
Approved Minutes
January 13, 2025

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

<https://us02web.zoom.us/j/86029547686?pwd=LjVp2HUTrOcopsQFq6ujHuvd11DTTX.1>
select join meeting and enter meeting ID 860 2954 7686 Password: 642501

1:00 P.M. - Call to Order

Organizational Meeting:

- A. Elected Chairman
- B. Appoint Health Officer
- C. Designate Official County Newspaper
- D. Adopt 2025 Holidays
- E. Approve Meeting Dates
- F. Approve Payroll & Warrant Dates
- G. Appoint Investment Officer
- H. Approve Closing of Courthouse to public for year end balancing on December 31, 2025
- I. Approve Meal Reimbursement
- J. Adopt GAAP Resolution #25-01
- K. Approve Authorized users for banking signature cards (Howard State & The Bank of Commerce)

Regular Meeting:

Minutes Approval: December 30, 2024 Regular Meeting

Department Reports:

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

Old Business:

Real Estate 1285 Evergreen, Moline

Certified Sites

New Business:

Community Building Solutions – Tyler Garst

2025 Membership Renewals

Executive Session Non-Elected Personnel – Commission

Executive Session Non-Elected Personnel - Sheriff

Elected Officials Pay Increase

Commissioner Discussion

Abatements: PP25-001

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:

Todd Winscher, Rural Fire

Erica Cordell, EM

Chris Miller, Deputy Appraiser

Jill Gillett, Co Attorney

Gillian Beaumont, EMS Director

Kristina Kraft, Deputy Treasurer

Rachel Adams, Co Atty Office

Bonnie Foged, City of Longton

Nikki Stowe

Don Sanders, Public Works

Stephanie Ollenborger, ROD

John Walker, Sheriff

Rachel Ware, Treasurer

Nick Miller, Noxious Weed

Malarie Chamberlain, Payroll Clerk

Stefni Hebb, Deputy Clerk

Kaye Spooner

Tyler Garst, Community Building Solutions

Call to Order

Chairman Liebau called the organizational 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.

Elected Chairman

Commissioner Liebau moved and Commissioner Russell seconded the motion to elect Doug Hendricks as chairman for 2025. Motion carried 3-0.

Appoint Health Officer

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

Designate Official County Newspaper

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

Adopt 2024 Holidays

Commissioner Russell moved and Commissioner Liebau seconded the motion to adopt the 2025 holidays as presented. Motion carried 3-0. The County Attorney's Office will follow the State Holiday Schedule. The Holiday schedules will be posted on the county website www.elkcountyks.org.

Approve Meeting Dates

Commissioner Russell moved and Commissioner Liebau seconded the motion to adopt the 2025 commission meeting dates as presented. Motion carried 3-0. The 2025 meeting will be posted on the county website www.elkcountyks.org.

Approve Payroll & Warrant Dates

Commissioner Russell moved and Commissioner Liebau seconded the motion to approve the 2025 payroll and warrant dates as presented. Motion carried 3-0. The 2025 payroll and warrant dates will be posted on the county website at www.elkcountyks.org.

Appoint Investment Officer

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

Approve Closing of Courthouse

Commissioner Liebau moved and Commissioner Russell seconded the motion to approve the closing of the Courthouse on December 31, 2025 for year end balancing. Motion carried 3-0.

Approve Meal Reimbursement

Commissioner Liebau moved and Commissioner Russell 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 Liebau moved and Commissioner Russell seconded the motion to adopt resolution #25-01 exempting Elk County from the provisions of KSA 75-1120a. Motion carried 3-0.

Approve Authorized Users for Banking Signature Cards

Commissioner Liebau moved and Commissioner Russell seconded the motion to have Rachel Ware, Jessica Kessler, Kerry Harrod, Kristina Kraft, Stefni Hebb, Malarie Chamberlain and Doug Hendricks approved as authorized users on the bank signature cards at Howard State Bank and the Bank of Commerce. Motion carried 3-0.

Regular Meeting 1:20 p.m.

Minutes Approval

There were no minutes presented to be approved.

EMS

Gillian Beaumont stated Taylor Dory went from part-time to a full-time EMT and Clay Crisswell has been hired as a part-time paramedic. Mrs. Beaumont stated bus #206 needs new tires. Commissioner Russell moved and Commissioner Liebau seconded the motion to approve the change from part-time to a full-time EMT for Taylor Dory from \$13.50hr to \$15.00hr. Motion carried 3-0. Commissioner Russell moved and Commissioner Liebau seconded the motion to approve the hire of Clay Crisswell as a part-time paramedic at \$19.00hr. Motion carried 3-0.

Emergency Management

Erica Cordell attended the January monthly KEMA meeting in Montgomery County. All the sirens worked during the January siren test. Elk County received the 2024 EMPG disbursement check in the amount of \$10,493, which was the most the county could earn. Ms. Cordell has been working to have all our deployable assets and equipment updated in the CRMCS (Comprehensive Resource Management and Credentialing System) program. This is a state program and the one used for badging personnel. Ms. Cordell is also working on getting her KCEM (Kansas Certified Emergency Manager) application packet prepared for submission. LEPC (Local Emergency Planning Committee) meeting will be held January 16, 2025 at 6:30p.m. at the Cox Building. This meeting is open to the public. The Storm Fury on the Plains is scheduled for March 5, 2025 at 6:30p.m. at the Cox Building.

Register of Deeds

Stephanie Ollenborger presented the report for December 2024. They had a total of 33 instruments recorded and a total deposit of \$1,361.75. Mrs. Ollenborger presented 2024 year-end reports.

Sheriff

John Walker stated the Charger was sold along with a couple of junk trucks down at the impound. The trucks have been picked up but the Charger has not. Sheriff Walker would like AT&T to trace a phone line 374-2477 to see if it is needed or not. Sheriff Walker stated George Stubblefield has been hired as a jailer, dispatcher, and part-time officer.

Public Forum

Niki Stowe stated she would like to see the commission meetings changed to a different time so working citizens could attend the meetings. Ms. Stowe would also like to see more than three commissioners on the board. Having five or more commissioners on the board would provide more of a diverse perspective and better oversight. Ms. Stowe spoke of the door buzzer not being constitutional and says it violates people's rights. Kaye Spooner would like to thank the elected officials for taking their oath of offices and making sure a signed copy is in their files.

Real Estate @ 1285 Evergreen, Moline

Paul Dean stated he has not received the deed back. Don Sanders stated the joint tenant has started building the fence.

Certified Sites

No discussion.

2025 Membership Renewals

Commissioner Russell moved and Commissioner Liebau seconded the motion to approve the Kansas County Association Multiline Pool (KCAMP) 2025 annual membership in the amount of \$115,211. Motion carried 3-0. Commissioner Liebau moved and Commissioner Russell seconded the motion to approve the South Central Kansas Economic Development District (SCKEDD) 2025 annual membership in the amount of \$422.11. Motion carried 3-0. Commissioner Liebau moved and Commissioner Russell seconded the motion to approve the Kansas Workers Risk Cooperative for Counties (KWORCC) 2025 premiums in the amount of \$24,880.00. Motion carried 3-0. Commissioner Liebau moved and Commissioner Russell seconded the motion to approve the Kansas Association of Counties (KAC) 2025 membership dues in the amount of \$1,348.84. Motion carried 3-0.

Executive Session 1:35 p.m.

Commissioner Russell moved and Commissioner Liebau seconded the motion to recess into executive session for 10 minutes to discuss non-elected personnel with Sheriff Walker and County Counselor Paul Dean present not to return to open session until 1:45 p.m. Motion carried 3-0.

Back in session 1:45 p.m.

Action: Commissioner Liebau moved and Commissioner Russell seconded the motion to approve a merit increase for Tina Blackburn from \$13.30hr to \$15.00hr, this increase does fall within the wage scale. Motion carried 3-0. Commissioner Liebau moved and Commissioner Russell seconded the motion to approve a merit increase for Jennifer Eldridge from \$12.50hr to \$14.75hr, this increase does fall within the wage scale. Motion carried 3-0. Commissioner Liebau moved and Commissioner Russell seconded the motion to approve a merit increase for Susan Kline from \$13.84hr to \$15.50hr, this increase does fall within the wage scale. Motion carried 3-0. Commissioner Liebau moved and Commissioner Russell seconded the motion to approve the hire of Mercedes Kreyen as a day dispatcher at \$14.00hr. Motion carried 3-0.

Elected Officials Pay Increase

Commissioner Liebau moved and Commissioner Russell seconded the motion to approve an 8% pay increase to all elected officials for their term of four years starting on the January payroll. Motion carried 3-0.

Executive Session 2:00 p.m.

Commissioner Russell moved and Commissioner Liebau seconded the motion to recess into executive session to discuss non-elected personnel with County Clerk Kerry Harrod and County Counselor Paul Dean not to return to open session until 2:15 p.m. Motion carried 3-0.

Back in session 2:15 p.m.

No action taken.

Community Building Solutions

Tyler Garst presented the Elk County Courthouse HVAC Upgrade Plans. Discussion was had regarding the mechanical keynotes and the general mechanical notes.

Commission Discussion

Discussion was had regarding a storage room for the offices within the courthouse.

Abatements

Commissioner Liebau moved and Commissioner Russell seconded the motion to approve abatement PP25-001. Motion carried 3-0.

Warrants

Commissioner Russell moved and Commissioner Liebau seconded the motion to approve the warrants in the amount of \$110,045.24. Motion carried 3-0.

Adjournment

Commissioner Liebau moved and Commissioner Russell seconded the motion to adjourn at 2:58 p.m. Motion carried 3-0.

ATTEST:

Kerry E. Harrod
Elk County Clerk

Perry Russell, District I

Doug Hendricks, District II(Chairman)

Jake Liebau, District III