

ELK COUNTY BOARD OF COMMISSIONERS

Approved Minutes

January 27, 2025

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

<https://us02web.zoom.us/j/89718624257?pwd=uiOv8sZqpXdkagLRKzehqgh5C6jYZf.1>

select join meeting and enter meeting ID: 897 1862 4257 Password: 478280

Regularly Scheduled Meeting

1:00 p.m. - Call to Order

Pledge of Allegiance & Prayer

Minutes Approval – Regular Meeting Minutes of December 30, 2024 & January 13, 2025,

Special Meeting January 21, 2025

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

Certified Sites

Community Development Position

New Business

Approval of the Adjustable Hiring Tool

2025 ROZ Resolution

2026 Budget Preparation Agreement – Jarred, Gilmore & Phillips

Executive Session Non-Elected Personnel - EMS

Executive Session Non-Elected Personnel – Community Development Position

Executive Session Non-Elected Personnel – Department Head Review

Executive Session Non-Elected Personnel - Department Head Review

Commission Discussion

Abatements: PP25-002

Presentation of Claims

Other

Adjournment

Future Events:

Commissioners Present:

Perry Russell, District I

Doug Hendricks, District II

County Counselor: Paul Dean (Zoom)

County Clerk: Kerry Harrod

Others:

Todd Winscher, Rural Fire

Gillian Beaumont, EMS Director

Chris Miller, Deputy Appraiser

Stefni Hebb, Deputy Clerk

Kristina Kraft, Deputy Treasurer

Don Sanders, Public Works

Erica Cordell, EM

Malarie Chamberlain, Payroll Clerk

John Walker, Sheriff

Kaye Spooner

Call to Order

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

Minutes Approval

Commissioner Liebau moved and Commissioner Russell seconded the motion to approve the regular minutes of December 30, 2024 as presented. Motion carried 3-0. Commissioner Liebau moved and Commissioner Russell seconded the motion to approve the regular minutes of January 13, 2025 as presented. Motion carried 3-0.

Commissioner Liebau moved and Commissioner Russell seconded the motion to approve the special meeting minutes of January 21, 2025 as presented. Motion carried 3-0.

EMS

Gillian Beaumont stated the monthly report is not complete.

#### Appraiser

Chris Miller presented a new NRP application.

#### Emergency Management

Erica Cordell attended the Kansas Pipeline Assoc. annual safety program in Chanute, the Homeland Security Council meeting virtually. Ms. Cordell held the first Local Emergency Preparedness Committee meeting of the year and reviewed membership so we can have active participants, by-laws, and storm policy/procedures. Ms. Cordell stated the new FEMA threshold numbers for public assistance for FY2025 for Elk County is \$11,719.76. Ms. Cordell requested to use some EMPG funds to purchase a docking station and laptop through Advantage Computer. Commissioner Liebau moved and Commissioner Russell seconded the motion to allow Ms. Cordell to purchase a docking station and laptop from Advantage Computer in the amount of \$1,154 to come out of the EMPG Fund. Motion carried 3-0.

#### Public Works

Don Sanders presented reports and three bids for the construction of a fence around the county yard. Mr. Sanders stated two bids were from Wichita and one was from Sedan. Commissioner Liebau moved and Commissioner Russell seconded the motion to allow Mr. Sanders to hire Newberry Fence Company from Sedan to build the fence around the county yard in the amount of \$35,000. Motion carried 3-0.

#### Sheriff

John Walker stated the AT&T line he had traced was a dead line and it will be disconnected.

#### RE at 1285 Evergreen, Moline

The fence has been completed.

#### Certified Sites

No discussion.

#### Community Development Position

No discussion.

#### Approval of the Adjustable Hiring Tool

Discussion will be had at the next meeting.

#### 2025 ROZ Resolution

Commissioner Russell moved and Commissioner Liebau seconded the motion to approve ROZ Resolution 25-02 to allocated \$9,000 a year for the purpose of matching payments from the State of Kansas to qualified resident individuals. Motion carried 3-0.

#### 2026 Budget Preparation Agreement

Commissioner Russell moved and Commissioner Liebau seconded the motion to approve and sign the 2026 Budget Preparation Agreement with Jarred, Gilmore & Phillips at the estimated cost of \$4,300. Motion carried 3-0.

#### Executive Session 1:21 p.m.

Commissioner Liebau moved and Commissioner Russell seconded the motion to recess into executive session to discuss non-elected personnel with EMS Director Gillian Beaumont and County Counselor Paul Dean (via phone) present not to return to open session until 1:26 p.m. Motion carried 3-0.

Back in session 1:26 p.m.

Action: Commissioner Liebau moved and Commissioner Russell seconded the motion to approve the merit increase for Abigail Bowman from \$12.81hr to \$13.31hr. Motion carried 3-0.

#### Executive Session 1:28 p.m.

Commissioner Liebau moved and Commissioner Russell seconded the motion to recess into executive session to discuss non-elected personnel Community Development position with County Counselor Paul Dean present not to return to open session until 1:32 p.m. Motion carried 3-0.

Back in session 1:32 p.m.

#### Executive Session 1:32 p.m.

Commissioner Liebau moved and Commissioner Russell seconded the motion to recess into executive session to discuss non-elected personnel Community Development position with County Counselor Paul Dean present not to return to open session until 1:38 p.m. Motion carried 3-0.

Back in session 1:38 p.m.

Action: Commissioner Russell moved and Commissioner Liebau seconded the motion to hire Lucinda Cucar for the part-time Community Development position at \$20.00 an hour. Motion carried 3-0.

#### Executive Session 1:42 p.m.

Commissioner Liebau moved and Commissioner Russell seconded the motion to recess into executive session pursuant to employer-employee negotiations to discuss employee evaluation to include County Counselor Paul Dean (via phone) and Public Works Supervisor Don Sanders not to return to open session until 1:53 p.m. Motion carried 3-0.

Back in session 1:53  
No action taken.

Executive Session 1:54 p.m.

Commissioner Liebau moved and Commissioner Russell seconded the motion to recess to executive session pursuant to employer-employee negotiations to discuss employee evaluation to include County Counselor Paul Dean not to return to open session until 2:00 p.m. Motion carried 3-0.

Back in session 2:00 p.m.

Executive Session 2:05 p.m.

Commissioner Liebau moved and Commissioner Russell seconded the motion to recess to executive session pursuant to employer-employee negotiations to discuss employee evaluation to include County Counselor Paul Dean and Emergency Manager Erica Cordell not to return to open session until 2:10 p.m. Motion carried 3-0.

Back in session 2:10 p.m.

Action: Commissioner Russell moved and Commissioner Liebau seconded the motion to approve the merit increase for Erica Cordell from \$20.09hr to \$21.00hr. Motion carried 3-0.

Abatement

Commissioner Russell moved and Commissioner Liebau seconded the motion to approve abatement PP25-002. Motion carried 3-0.

Warrants

Commissioner Liebau moved and Commissioner Russell seconded the motion to approve the warrants in the amount of \$169,326.76. Motion carried 3-0.

Adjournment

Commissioner Liebau moved and Commissioner Russell seconded the motion to adjourn at 2:31 p.m. Motion carried 3-0.

ATTEST:

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Kerry E. Harrod  
Elk County Clerk

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Perry Russell, District I

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Doug Hendricks, District II (Chairman)

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Jake Liebau, District III