ELK COUNTY BOARD OF COMMISSIONERS
Approved Minutes
June 9, 2025

If you would like to attend the meeting via zoom, go to:
https://us02web.zoom.us/j/82242922228?pwd=LPnfqkyVbdgXHe7KmpFkTBuJYFqREs.1
select join meeting and enter meeting ID: 822 4292 2228 Password: 106222

Regularly Scheduled Meeting
1:00 p.m. - Call to Order
Pledge of Allegiance & Prayer
Minutes Approval – Regular Meeting Minutes of May 27, 2025

Public Forum
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

New Business
2:00 p.m.
4 County Mental Health 2026 Budget Request - Greg Hennen
KCAMP Fee Split Request
Road 27 & Limestone Jontra Property Knob LLC Deed
Resolution For County Appraiser
Commission Discussion
Abatements:
Presentation of Claims
Other
Adjournment
Future Events:

Commissioners Present:

Perry Russell, District I	County Counselor: Paul Dean
Jake Liebau, District III	County Clerk: Kerry Harrod
Others	
Erica Cordell, EM	Gillian Beaumont, EMS
Don Sanders, Public Works	Todd Winscher, Rural Fire
Stefni Hebb, Deputy Clerk	Nick Miller, Noxious Weed
Kristina Kraft, Deputy Treasurer	Chris Miller, Deputy Appraiser
Stephanie Ollenborger, ROD	Diane Cucar, Community Development
Greg Hennen, 4 County	Kaye Spooner

Call to Order
Commissioner Russell called the regular meeting to order at 1:00 p.m. Commissioner Liebau was present as well as County Clerk Kerry Harrod and County Counselor Paul Dean.

Minutes Approval
Commissioner Liebau moved and Commissioner Russell seconded the motion to approve the regular meeting minutes of May 27, 2025 as presented. Motion carried 2-0.

Public Forum
The County Wide Cleanup/E Waste Hazardous Material Cleanup is scheduled for June 28, 2025 from 8:00 – 12:00 at the Elk County Rodeo Grounds.

EMS
Gillian Beaumont presented the monthly report. There were 19 total runs with total collections being $13,263.95. Ms. Beaumont stated the stair chair has been received.

Emergency Management
Erica Cordell attended the Homeland Security Council meeting in Chanute on May 20, 2025 and the monthly KEMA meeting in Chautauqua County on June 5, 2025. The outdoor siren test passed on June 2, 2025. Ms. Cordell presented the official flyer for the Regional TTX exercise and encouraged a sing up. The tabletop exercise is July 9, 2025 starting at 9:00a.m. at the SEK Impact Center, in Chanute. Ms. Cordell has received 11 of the 18 mailed requests to update the Shelter Agreements throughout the county.

Public Works
Road
Don Sanders stated the Green Ranch Bridge did hold as designed through the weather. Mr. Sanders presented the Equipment Lease Purchase Agreement for the two 2018 John Deere 772G motor graders. Mr. Sanders said three pickups will be taken to Eureka for Alan Johnson to sale. Discussion was had regarding updating computers through Advantage Computer. Commissioner Liebau moved and Commissioner Russell seconded the motion to approve the Equipment Lease/Purchase Agreement with Bank of Commerce for two 2018 John Deere 772G motor graders in the amount of $400,000 plus interest. Motion carried 2-0.
Recycling
Don Sanders stated the recycling program is becoming an issue in Howard.

Community Development
Diane Cucar has been working on the county website with Wichita Design. Ms. Cucar stated the floors at the property at 300 N Main in Moline have been sanded and cleaned. Ms. Cucar said it still needs to be painted and needs a new dehumidifier and fire extinguisher. Ms. Cucar has been working on the site certification for 1285 Evergreen in Moline. Discussion was had regarding expenses on the properties in Moline.

Rural Fire
Todd Winscher stated they will be doing some work on the Club Car.

County Clerk
Commissioner Liebau moved and Commissioner Russell seconded the motion to hold the primary election canvass on August 13, 2025 at 10:00 a.m. at the Courthouse. Motion carried 2-0. Kerry Harrod stated all 2026 budget requests are due in her office by June 25, 2025.

KCAMP Fee Split Request
County Counselor Paul Dean will look into the fee split request and get back with County Clerk Kerry Harrod.

Executive Session 1:47 p.m.
Commissioner Liebau moved and Commissioner Russell seconded the motion to recess into executive session for legal counsel to discuss legal issues with County Counselor Paul Dean present not to return to open session until 1:52 p.m. Motion carried 2-0.

Back in session 1:52 p.m.
No action taken.

Resolution for County Appraiser
Commissioner Liebau moved and Commissioner Russell seconded the motion to adopt Resolution 25-06, a resolution appointing Jeremy McCully as County Appraiser. Motion carried 2-0

4 County Mental Health Budget Request
Greg Hennen presented the 2026 budget request of $32,000 and the request of the special liquor tax funds. Mr. Hennen has been working with SCKEED and Community Development regarding the building.

Road 27 & Limestone Jontra Property Knob LLC Deed
County Counselor Paul Dean will prepare the deed.

Payroll
Commissioner Liebau moved and Commissioner Russell seconded the motion to approved the payroll in the amount of $288,450.05. Motion carried 2-0.

Warrants
Commissioner Liebau moved and Commissioner Russell seconded the motion to approved the regular warrants in the amount of $151,507.70. Motion carried 2-0. Commissioner Liebau moved and Commissioner Russell seconded the motion to amend the motion from May 27, 2025 changing the warrant amount to $151,507.70. Motion carried 2-0.

Adjournment
Commissioner Liebau moved and Commissioner Russell seconded the motion to adjourn at 2:25 p.m. Motion carried 2-0.

ATTEST:

_____
Kerry E. Harrod
Elk County Clerk

_____
Perry Russell, District I

_____N/A_____
Doug Hendricks, District II

_____
Jake Liebau, District III (Chairman)