

ELK COUNTY BOARD OF COMMISSIONERS  
APPROVED MINUTES  
JANUARY 25, 2021

If you would like to attend the meeting via zoom go  
to: <https://us02web.zoom.us/j/89259690568?pwd=SURISmxCNVlxeWFZVC8xa0Fza0N1QT09>  
select join meeting and enter meeting ID: 892 5969 0568 Password: 926188

Regularly Scheduled Meeting

1:00 p.m. - Call to Order

Minutes Approval – Regular Meeting January 11, 2021  
Special Meeting January 20, 2021

1:10 p.m. – Public Forum  
1:25 p.m. – Department Reports

Old Business:

New Business

2:00 p.m. – Miranda - Review/approve the owner/contractor contract & review the contractor's schedule  
2:30 p.m. – Executive Session Legal Matters  
2:45 p.m. – Wage Scale  
3:15 p.m. – Insurance Discussion  
3:30 p.m. – Commissioner Discussion

Abatements:

Presentation of Claims

Other

Adjournment

Future Events:

Commissioners Present:

Shari Kaminska, District I  
Doug Hendricks, District II  
Jake Liebau, District III

County Clerk: Kerry Harrod  
County Counselor: Paul Dean (Zoom)

Others:

John Walker, Sheriff  
Melody Lyman, S.O.  
Don Sanders, Public Works  
Stephanie Ollenborger, ROD  
Kristina Kraft, Treas. Office  
Joanna Hunter, City of Howard  
W.L. Shafer, Accel Construction

Jenifer Clatt, EMS  
Beth Koehler, EM  
Todd Winscher, Rural Fire  
William Bischoff, Recycling  
Beverly Signer, Health Office  
Miranda Bruening, HB&K

Call to Order

Chairman Hendricks called the meeting to order at 1:00 p.m. in the Commission Room of the Courthouse. Commissioners Hendricks, Kaminska and Liebau were all present as well as County Clerk Kerry Harrod and County Counselor Paul Dean by zoom.

Minutes Approval

Commissioner Liebau moved and Commissioner Kaminska seconded the motion to approve the minutes of the January 11, 2021 regular meeting as presented. Motion carried 3-0. Commissioner Kaminska moved and Commissioner Liebau seconded the motion to approve the minutes of the January 20, 2021 special meeting as amended. Motion carried 3-0.

Public Forum

The Commission welcomed William Bischoff to the meeting.

EMS

Jenifer Clatt stated all EMS employees are back to work as scheduled.

Sheriff

John Walker stated the blue patrol truck's fuel pump went out. It is beginning replaced under warranty by Quality Toyota in Independence. The Brown patrol truck went in for an oil change and some wires were torn lose by accident. It was also taken to Quality Toyota to be repaired. The cost for the repairs on the brown patrol truck were \$169.00 which will be reimbursed by Koop Auto Supply. Sheriff Walker said

the Sheriff's Office has paired up with Tiger Commissary to handle the inmate's commissary. Sheriff Walker wanted to thank Don Sanders, Joe Love and Steven Heinen for their time spent working on the jail controller in the office that runs the jail doors. Several search warrants were served in Montgomery County dealing with the recent thefts in Longton. A 55" tv was installed to conduct zoom meetings with. The Office is in need of two new printers due to the old ones no longer being supported. The north tower at Flint Oak is going up and down on the digital side. A technician will look into the issue with the tower. The E-Dispatch System will be updated this week. Sheriff Walker stated he has put in a grant with Ford Motor Company. This grant is for 5,000 masks which was granted to the Sheriff's Office. The Sheriff's Office is fully staffed at this time. Sheriff Walker will be attending Sheriff's school March 8<sup>th</sup>-12<sup>th</sup> and March 22<sup>nd</sup>-26<sup>th</sup>. In April there will be a SAMS Conference Sheriff Walker would like to attend. The Fall Sheriff's Conference will be November 2<sup>nd</sup>-4<sup>th</sup> at Mulvane. The EMS Department will be conducting a CPR class for the sheriff employees. County Attorney Jill Gillett will be conducting a crime scene and a DUI class for the sheriff employees. Sandy Surber with KHP will be coming down to do a class with the dispatchers over the State Computer System. Sheriff Walker would like to increase the amount of jail keep which is currently \$5.00 a meal per inmate but would like to wait a few months to determine costs.

#### Rural Fire

Todd Winscher stated the reports for 2020 finished and he will present them at the next meeting. Mr. Winscher has located two rescue trucks that he will bring information in on at the next meeting.

#### Emergency Management

Beth Koehler handed out paperwork to be completed for the Commissioner's credentialing badges.

#### Public Works

##### Road

Don Sanders stated he has contacted a local contractor on some concrete work to be done on the corners of Road 28 South of Fall River. Commissioner Liebau will give Mr. Sanders a number of another contractor for an additional quote. Mr. Sanders stated they have placed several help wanted ads in the surrounding newspapers and our local newspaper. The department is down three employees at this time. Mr. Sanders is interested in creating an internship program to help find employees that want to work and live in Elk County.

##### Maintenance

Don Sanders stated the Register of Deeds Office is a little behind on the electrical work. The flooring will be going in this Friday.

##### Airport

Mr. Sanders contacted KDOT regarding a grant that will be coming out later this spring for runway maintenance.

#### Review/Approve Contracts

Miranda Bruening with HB&K stated the Notice to Proceed has been given to Accel Construction. Discussion was had regarding the contracts and value engineering of the EMS/Health Facility. Ms. Bruening said there are eight value engineering options.

1. Change Denlar Stainless steel hoods with Broan 30" residential range hoods with Guardian Fire Suppression System to save \$8,500.
2. Change Copper and insulation to PEX to save \$1,950.
3. Alternate Plumbing fixtures to save \$1,700.
4. Use standard wall hydrants in lieu of boxed wall hydrants to save \$600.
5. Alternate light fixtures to save \$1,075.
6. Use aluminum feeders for service panel P1 and P2 to save \$2,800.
7. Delete panel P2 to make P1 a two-section panel to save \$1,880.
8. Change landscaping to one of the four options given. 1) 4530sf of Bermuda sod between drives and Bermuda seeding the outer area consisting of 8470sf to save \$1,250. 2) 1350sf of Bermuda hydro seeding all base bid areas to save \$2,150. 3) 4530sf of fescue sod between drives and fescue seeding the outer area consisting of 8470sf for a savings of \$1,816. 4) 13500sf of fescue hydro seeding all base bid areas to save \$3,200.

The Commission approved the changes of numbers 1, 2, 3, 5, 7 and numbers 4, 6, and 8 are pending. Commissioner Kaminska moved and Commissioner Liebau seconded the motion to execute the contract between Elk County and Accel Construction for the construction of the EMS/Health Department Building. Motion carried 3-0.

#### Old Business

The Fence Viewer Order between Hendricks and Gomez has met fencing requirements.

Executive Session 3:00 p.m.

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to go into executive session for 15 minutes to discuss legal matters with Don Sanders and Paul Dean present. Motion carried 3-0.

Back in Session 3:15 p.m.

No action taken.

Wage Scale

Discussion was had regarding the wage scale. It was determined that wage scale needs to be reviewed and updated.

Insurance Discussion

Discussion was had regarding the County's Health Insurance. Paul Dean will look into the reimbursing of health insurance cost if an employee does not take the County's insurance.

Commissioner Discussion

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to nominate Shari Kaminska as vice-chair. Motion carried 3-0.

A discussion was had regarding economic development in Elk County and how to promote the growth of our County.

Warrants

The warrant fund totals are as follows:

County General \$31,103.78, Ambulance \$1,586.53, Election \$74.26, Employee Benefits \$17,685.00, Rural Fire District \$11,442.73, Health \$253.22, Road \$22,770.94, Special Liability \$30,884.00, Noxious Weed \$961.37, Kansas 911 \$304.97, Technology Fund \$33.25, Tech Fund Clerk \$33.25. Commissioner Kaminska moved and Commissioner Liebau seconded the motion to pay the warrants in the amount of \$117,133.30. Motion carried 3-0.

Adjournment

Commissioner Kaminska moved and Commissioner Liebau seconded the motion to adjourn at 5:05 p.m. Motion carried 3-0.

ATTEST:

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Kerry E. Harrod  
Elk County Clerk

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Shari Kaminska, District I

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Doug Hendricks, District II (Chairman)

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Jake Liebau, District III