

Minutes of Proceeding
Ottawa County Board of Commissioners
March 30, 2020

Office of the Ottawa County Clerk
8:00 a.m.
Regular Session

The Board of Commissioners met in regular session with commissioners via video conferencing and telephone, First District Commissioner Dawn Wolf, Second District Commissioner James P. Kay, Third District Commissioner Karen S. Brumbaugh, and County Clerk Mary Arganbright.

Commissioner Brumbaugh went through the process for the meeting which was through zoom.

Mary Arganbright, Ottawa County Clerk, sent the commissioners adds and abatement's to review, which were approved. She also sent the board payroll and vouchers to review, which were approved. She also reported that she approved additional VPN Licensing from LockIt Technologies, for \$215. Mary had sent the board for review a Resolution concerning Access to the Ottawa County Courthouse and Ottawa County Museum During the COVID-19 Public Health Emergency. Commissioner Kay moved to approve Resolution 20-10, Concerning Access to the Ottawa County Courthouse and Ottawa County Museum During the COVID-19 Public Health Emergency. Commissioner Wolf seconded. Motion carried, 3-0. Commissioner Brumbaugh moved to allow the Mary Arganbright, Ottawa County Clerk, to utilize the commissioners signature stamps for documents that are approved via video conferencing. Commissioner Wolf seconded. Motion carried, 3-0.

Commissioner Kay moved to go into executive session at 8:07 a.m. for 30 minutes to discuss attorney/client matters for security protocols. Commissioner Wolf seconded. Motion carried, 3-0. Those present were the commissioners, Richard Buck, County Attorney, and Mary Arganbright, Ottawa County Clerk. They returned to regular session at 8:37 a.m. Commissioner Kay moved to get Road & Bridge crews back out doing their duties pertaining to county road work, at Greg Dockins, Road & Bridge Administrator's, discretion. They also approved Kenny Baccus, Noxious Weed Administrator, to start back to work and if he needed to call his help in to do so at his discretion. Departments needed to continue their COVID-19 social distancing practices, etc. Commissioner Wolf seconded. Motion carried, 3-0. Commissioner Wolf moved to allow Greg Dockins, Road & Bridge Administrator, to have Laura Bowles, Administrative Assistant to go into the office to do only what she needs to do, but not to have both of them in the office at the same time. Commissioner Kay seconded. Motion carried, 3-0.

Commissioner Wolf moved to allow Marilyn Heck, Register of Deeds, Marie Ballou, Emergency Management Coordinator, and janitorial services to be in the courthouse working, with Matt Dixon, Custodian, using his discretion to call the Assistant Custodian in if needed. Commissioner Kay seconded. Motion carried, 3-0.

Commissioner Kay moved to allow key personnel to continue working from home until April 20, 2020, unless rescinded at any time due to the COVID-19 situation improving. Commissioner Wolf seconded. Motion carried, 3-0.

Commissioner Kay moved to have non-key personnel off until April 20, 2020, with pay, providing their department head doesn't need them, unless rescinded at any time due to the COVID-19 situation improving. Commissioner Wolf seconded. Motion carried, 3-0.

Commissioner Wolf moved that the Ottawa County Board of Commissioners continue with their meetings via video conferencing, Zoom.com., until April 20, 2020, until key personnel are allowed back into the courthouse. Commissioner Kay seconded. Motion carried, 3-0.

Greg Dockins, Road & Bridge Administrator, had 2 Highway Right-Of-Way/Cross-Road/Utility Use Permits for the commissioners to review. These were emailed and Commissioner Kay moved to approve Highway Right-Of-Way/Cross-Road/Utility Use Permit #1 for Northern Natural Gas to add fill dirt and a concrete cap to remediate shallow pipe under N 60th Rd, Tescott. Commissioner Wolf seconded. Motion carried, 3-0. Commissioner Kay moved to approve Highway Right-Of-Way/Cross-Road/Utility Use Permit #55 for The Scoular Company to install 12" pipe from Ada, run off pond across Mulberry Road to creek for drainage of pond to creek, pending approval in writing from KDHE that the drainage of the pond to the creek is okay. Commissioner Wolf seconded. Motion

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JoDee Copple, County Treasurer, asked permission to access her office one time later in the day to print off vehicle registrations that can't be accessed at her home. Commissioner Wolf moved to approve her request. Commissioner Kay seconded. Motion carried, 3-0.

Commissioner Kay moved to approve payroll and all vouchers that were sent via email to the board to review. Commissioner Wolf seconded. Motion carried, 3-0.

Kenny Baccus, Noxious Weed Administrator, asked how the board wanted him to proceed with chemical sales. The commissioners said to continue with how he has it set-up, limited contact with the buyer, and if there is a document to be signed to just keep a safe distance between the customer and himself. The commissioners said that if Kenny needs his help to come in, to use his own discretion on that.

Keith Coleman, via telephone, reported prisoner count Saline County 43, and Ottawa County 6. He has ordered a new roof top A/C unit for the jail.

With no further business before the board, Commissioner Wolf moved to adjourn at 9:43 a.m. Commissioner Kay seconded. Motion carried, 3-0.