

# Ottawa County Board of Commissioner's Minutes

April 10<sup>th</sup>, 2023

The Board of County Commissioners met in regular session in Suite 201 at the Ottawa County Courthouse.

**Those present were:**

First District Commissioner Dawn Wolf,  
Second District Commissioner Scott Mortimer  
Third District Commissioner D. D. Malmberg

JoDee Copple, County Treasurer/Payroll Clerk  
Heather Maddox, County Clerk

Commissioner Mortimer called the meeting to order at 8:00 am and Maddox led the group in opening prayer, followed by the flag salute.

On a motion by Commissioner Malmberg, seconded by Commissioner Wolf, by unanimous vote the Board approved the April 3rd, 2023 minutes as presented.

On a motion by Commissioner Wolf, seconded by Commissioner Mortimer, by unanimous vote the Board approved the April 7th, 2023 special meeting minutes as presented.

**Claims for Approval: Totaling \$87,825.22**

County General	\$23,946.74
Road & Bridge	\$3,826.00
Special Bridge	\$10,203.35
Ottawa Co 911	\$791.38
Building Fund	\$1,467.82
Noxious Weed	\$29,736.15
Aging	\$110.84
Durham TWP	\$2,350.67
Morton TWP	\$920.83
County Health	\$1,515.72
Appraiser	\$82.15
FD#1 O&L	\$4,353.00
FD#2 MPLS	\$1,577.14
FD#3 Delphos	\$473.90
Law Enforcement Center	\$6,469.53

On a motion by Commissioner Malmberg, seconded by Commissioner Wolf, by unanimous vote the Board approved the claims as presented.

**Public Comment:** Rob Thompson, Bret Prochaska and Russ VanMeter discussed with the commission about the recent issue with the Ottawa County Rural Water District #1. Prochaska said that a pump went out and they contacted Darrin Choitz, from Ellsworth to come down and replace the pump. Prochaska said the pump would be around \$4,000. But the total bill would be around \$7,000 with Choitz coming down several times. They have not received the bill but will be looking for it this week. Malmberg asked how many miles of pipe need to be replaced. Prochaska said around 43 miles. Malmberg asked how old are these pipes? Thompson said they were put in, in 1971. There are a lot of issues arising because the pipe was supposed to last on average 20 years, but it has been twice that time now. Commission asked the group if they have looked into grants or other funding. They have reached out to North Central Regional Planning to get some help applying for a grant to help with replacing the pipes.

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On motion by Commissioner Wolf, seconded by Commissioner Malmberg, by unanimous vote the Board approved to give funds to Ottawa County Rural Water District #1 for an emergency, but that amount has risen, to not exceed \$10,000 to be paid out of ARPA funds.

Prochaska will bring the bills in for the clerk to pay and Maddox will keep the commission informed on the amount.

On motion by Commissioner Wolf, seconded by Commissioner Malmberg, by unanimous vote the Board approved to move forward with the river project on Frontier and Rifle Rd. to hire Wildhorse Riverworks INC. as the site surveyor and consultant for \$13,000 to come out of ARPA funds.

On a motion by Commissioner Mortimer seconded by Commissioner Malmberg, by unanimous vote the Board approved a 60-minute executive session for non-elected employees to discuss evaluations including Wolf, Mortimer, Malmberg.

## **County Departments:**

### **Sheriff**

Prisoner count for Ottawa County 6, Saline County 16, Sedgwick 12, for a total of 34  
Russ Thornton, discussed with the commission about USD 240 getting a grant for a Resource officer. Thornton would like the commission's insight.

### **Appraiser**

On a motion by Commissioner Malmberg seconded by Commissioner Wolf, by unanimous vote the Board approved a 20-minute executive session for non-elected personnel to discuss evaluations including Wolf, Mortimer, Malmberg and Truette McQueen.

### **Emergency Management**

On a motion by Commissioner Malmberg seconded by Commissioner Mortimer, by unanimous vote the Board approved a 10-minute executive session for non-elected personnel to discuss evaluations including Wolf, Mortimer, Malmberg and Marie Ballou.

### **Noxious Weed**

On a motion by Commissioner Mortimer seconded by Commissioner Wolf, by unanimous vote the Board approved a 10-minute executive session for non-elected personnel to discuss including Wolf, Mortimer, Malmberg and Kenny Baccus.

### **Treasurer/Payroll Clerk**

JoDee Copple, Payroll Clerk and Heather Maddox, County Clerk presented to the commission wage study quote options. The Commission would like to set up a meeting with The Arnold Group to present.

### **Health Department**

On a motion by Commissioner Mortimer seconded by Commissioner Wolf, by unanimous vote the Board approved a 10-minute executive session for non-elected to discuss evaluations including Wolf, Mortimer, Malmberg and Sara Hodges.

### **Facilities Maintenance Manager**

On a motion by Commissioner Mortimer seconded by Commissioner Malmberg, by unanimous vote the Board approved a 5-minute executive session for non-elected personnel to discuss evaluation including Wolf, Mortimer, Malmberg and Keith Coleman.

On motion by Commissioner Malmberg, seconded by Commissioner Wolf, by unanimous vote the Board approved to recess for lunch at 12:08 returning to session at 1:00pm.

### **Road and Bridge**

On a motion by Commissioner Malmberg seconded by Commissioner Mortimer, by unanimous vote the Board approved a 15-minute executive session for non-elected personnel to discuss evaluation including Wolf, Mortimer, Malmberg and Chris Smith.

Museum board members Jerry Schmidt, Janna VanMeter, Jim Kay, Ray McGavren, Margret McGavren, John Carson, and Neil Kindall came into the meeting to discuss by-laws. Commission discussed with the museum board about the by-laws. In the by-laws 2.24 states all policies and approval shall be finalized by the commission board. Mr. Kay said during his time as commissioner, boards would come to the commission with their research so they could apply for grants. Then the bids would be brought to the commission. After the bids come in then the commission would approve it. Mr. Kay said that they came to the commission and told them that they want to expand the museum.

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VanMeter said that to get grants approved would be getting bids out so they would know a total of the project to move forward with the grant process. Malmberg asked council if it was legal to open bids during regular session. Council Buck said if a bid leads to negotiations, then it should be in executive session. Malmberg asked if the recently updated by-laws were approved by the commission. VanMeter said no. Malmberg said that she would like to revise it together and it should be voted on by the commission. Malmberg discussed that she would like to know the current members of the board because in the by-laws it says the commission is supposed to re-appoint museum board members every three years. VanMeter said yes, she could get the commission a list. Kindall said as a board they are supposed to oversee the artifacts of the museum, and they are needing to expand because they need more room. It is the board's duty to serve in the best interest of the county. Mortimer said he would get with North Central Regional Planning, the Architect and KCAMP. Schmidt would like to clarify that the bids that were asked for in the newspaper was specifically proposals not bids. Council Buck said that bids would be a set-in stone contract, a proposal would be a negotiation. Mr. Kay said that they want it to be known that what we are putting in the paper is asking for proposals, so they have the right to refuse. Commission and museum board discussed May 22<sup>nd</sup> meeting at 1:30. Mr. Kay would like to discuss at the meeting what we would do with the old building if they did move to a downtown location.

Commission Called Jay Hall KAC Attorney.

Russ Thornton sheriff and Tyler Vancoevern came into the meeting to give Payroll Clerk Copple pay increases for staff. Malmberg asked Thornton questions about maintenance needing to be done in the kitchen of the Jail. Thornton said they are needing plumbing, electrical, and concrete work done. Malmberg wants to know if Coleman, the facilities maintenance manager knows about this project. Thornton said he knows that there have been contractors looking at it. Malmberg said there is a policy that is in place, that states Coleman will be in charge of contracting, that is what he was hired for. Thornton said he disagrees, but he will let Coleman know. Mortimer said Thornton should get ahold of Pestingers to get a bid. Malmberg said no, Coleman should be calling Pestingers, that is what he was hired for.

On motion by Commissioner Malmberg, seconded by Commissioner Wolf, by unanimous vote the Board approved to make employee evaluations for 2024 due on employee's anniversary date for pay increases, instead of all the same time.

During the discussion commission said employees will get a raise for 2024 and moving forward on their anniversary date. You will have to be with the county one full year before you receive your raise. This excludes department heads and elected officials.

With no further business before the commission the meeting was adjourned at 2:55pm on motion by Wolf and seconded by Malmberg. Motion carried by unanimous vote.

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April 10<sup>th</sup>, 2023

ADOPTED this 17<sup>th</sup> day of April 2023.

BOARD OF COUNTY COMMISSIONERS  
OF OTTAWA COUNTY, KANSAS

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Dawn Wolf, Vice-Chairman

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D.D. Malmberg, Member

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Scott Mortimer, Chairman

ATTEST:

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Heather Maddox, County Clerk