
OTTAWA COUNTY, KANSAS

BOARD OF COUNTY COMMISSIONER'S MINUTES

NOVEMBER 25, 2024

Commissioners Present:

Commissioner Dawn Wolf, First District

Commissioner Scott Mortimer, Second District

Commissioner DD Malmberg, Third District

Staff Present:

Tammi Cox, County Clerk; JoDee Copple, County Treasurer; Shelby Walker, Register of Deeds office; Sheriff Russell Thornton; Michelle Campbell, HR Director

Others in Attendance:

Carla Grund; Jim Kay

1. Call To Order

Commissioner Wolf called the meeting to order at 8:00 a.m. and led the group in opening prayer, followed by the flag salute.

2. Cancellation of December 02, 2024 Meeting

MOTION – Due to most of the Commission being gone for the KAC Conference, cancel the meeting on December 02, 2024

MOTION BY– Commissioner Malmberg

SECONDED BY – Commissioner Mortimer

MOTION PASSED 3-0

3. Museum Board Appointment

Jim Kay, Museum Board, asked the Commission to appoint Karissa Koelling to the museum board.

MOTION – Appoint Karissa Koelling to a two-year term on the museum board

MOTION BY– Commissioner Malmberg

SECONDED BY – Commissioner Mortimer

MOTION PASSED 3-0

4. Public Comment

Carla Grund asked about tax statements. Tammi Cox, County Clerk, stated the tax abstract is currently waiting for the state and tax statements will be later this year. Staff have been working on ensuring the tax statements are accurate. After the state reviews the abstract, it will take a few more days to complete statements and then it will go to postal pre-sort which generally takes a week.

5. Grant Awards

Marie Ballou discussed grants awarded to the County. The County received a HMEP grant for \$30,000.00 to conduct a full scale chemical spill exercise in March of 2025 and a \$2,000.00 KCAMP Risk Avoidance Grant to purchase flashlights. She also informed the Commission about a cyber security meeting on December 16th where someone from the state will be presenting. The Commission thanked Marie for getting the grants.

6. Employee Insurance

Commissioner Wolf proposed doubling the child, spouse, and family HSA amount the County puts in. The proposal would be the county will put in \$100.00 (\$1,200.00 per year) for child, spouse, and family HSA accounts with an opportunity for up to an additional \$100.00 match; keeping the single HSA plan the same. Commissioner Wolf also stated the HSA account can be passed on to a named beneficiary with no tax penalty or to a beneficiary with tax penalty not to be used for health care costs. The Commission discussed how much the insurance will cost and how much it will save the County. Carla Grund asked if the HSA accrues interest. Commissioner Wolf stated yes.

MOTION – To approve the proposed change in the employee HSA plan

MOTION BY– Commissioner Wolf

SECONDED BY – Commissioner Mortimer

MOTION PASSED 3-0

7. IT Contract Bid

Brent Dinkle, Twin Valley and Chris Schwartz, ISG Technology presented a bid for IT services for Ottawa County. They stated they had met with Sheriff Russell Thornton; Sara Hodges, Health Department, and Michelle Campbell, HR regarding IT needs of the County. Brent Dinkle and Chris Schartz provided information regarding the services they provide. Sheriff Thornton discussed what prompted staff to go out for different bids.

8. Electrical Upgrade Bid

Tyler Garst, Director of Business Development with Community Building Solutions, presented an electrical upgrade bid to the Commission. He discussed potential contractors, additions to the final project scope and recommended timeline projections. Keith Coleman, Building Supervisor, discussed possible timelines and spoke about lead times for materials. Keith Coleman will review the bid for future recommendation.

9. Employee Insurance Premium

MOTION – To approve no premium on HSA insurance for employees

MOTION BY– Commissioner Wolf

SECONDED BY – Commissioner Mortimer

MOTION PASSED 3-0

10. Resolution 24-22 – Zoning Hearing for 1703 Aspen Road

Truette McQueen, County Appraiser, presented case #002-2024 for the establishment of a vintage antique store at 1703 Aspen Road as recommended by the Planning and Zoning Board.

MOTION – Approve the Planning Board case #02-2024

MOTION BY– Commissioner Malmberg

SECONDED BY – Commissioner Mortimer

MOTION PASSED 3-0

MOTION – Approve Resolution 24-22 as presented

MOTION BY– Commissioner Mortimer

SECONDED BY – Commissioner Malmberg

MOTION PASSED 3-0

11. Approval of Minutes, Accounts Payable and Prisoner Count

Claims for Approval: Totaling \$50,017.73

County General	\$8,851.43
ARPA	\$9,796.24
Road & Bridge	\$13,325.24
Solid Waste	\$6.21
Noxious Weed	\$149.71
County Health	\$1,832.18
Law Enforcement Center	\$84.77
Appraiser	\$3,877.72
Clerk Tech Fund	\$283.24
Employee Benefits	\$363.00
F.D. #2 MPLS Gen	\$6,106.23
F.D. #3 DEL Gen	\$74.32
Hospital Dept Service	\$1,500.00
Aging	\$47.49
Center TWP Road	\$1,160.55
Vehicle	\$81.58
Jail Commissary	\$65.98
Ottawa County 911 Fund	\$2,178.00
Election	\$233.84

MOTION – To approve the minutes as presented

MOTION BY– Commissioner Wolf

SECONDED BY – Commissioner Mortimer

MOTION PASSED 3-0

MOTION – To approve the accounts payable
MOTION BY– Commissioner Malmberg
SECONDED BY – Commissioner Mortimer
MOTION PASSED 3-0

Prisoner Count – 8

12. Fair Board Funding

MOTION – To give \$1,200.00 to the Fair Board out of the Special Parks and Rec fund for the dump station improvement
.MOTION BY– Commissioner Malmberg
SECONDED BY – Commissioner Mortimer
MOTION PASSED 3-0

13. Resolution 24-23 – Zoning Hearing for 180 N 170th Road

Truette McQueen, County Appraiser, presented case #003-2024 for the establishment of a cell tower at 180 N 170th Road as recommended by the Planning and Zoning Board.

MOTION – Approve the Planning Board case #03-2024
MOTION BY– Commissioner Mortimer
SECONDED BY – Commissioner Malmberg
MOTION PASSED 3-0

MOTION – Approve Resolution 24-23 as presented
MOTION BY– Commissioner Malmberg
SECONDED BY – Commissioner Mortimer
MOTION PASSED 3-0

14. Executive Session – Non-Elected Personnel

MOTION – To recess to Executive Session under the Non-Elected Personnel exception to the Kansas Open Meetings Act for ten minutes and reconvene at 10:28 a.m. in the Commissioners room with Truette McQueen, County Appraiser and Tammi Cox, County Clerk
MOTION BY– Commissioner Malmberg
SECONDED BY – Commissioner Mortimer
MOTION PASSED 3-0
No action taken

15. Resolution 24-24 – Zoning Hearing for 996 E Coronado Road

Truette McQueen, County Appraiser, presented case #004-2024 for the establishment of a cell tower at 996 E Coronado Road as recommended by the Planning and Zoning Board. Commissioner Malmberg stated she is concerned about towers located so close together.

MOTION – Approve the Planning Board case #04-2024

MOTION BY– Commissioner Mortimer

SECONDED BY – Commissioner Wolf

MOTION PASSED 3-0

MOTION – Approve Resolution 24-24 as presented

MOTION BY– Commissioner Wolf

SECONDED BY – Commissioner Mortimer

MOTION PASSED 3-0

16. AVI in Delphos Presentation

Vince Manship, Director of Operations for Automotive Video Innovations (AVI), gave a presentation about the business opening up at the school in Delphos. AVI was established in 1994, specializing in automotive video production with services to include online training, in-person onsite training, and training aids. Vince Manship stated he had the idea to establish a training school in Delphos. The school initially was focused on building cutaway cars for training but expanded into a broader training facility with other potential uses. He stated they have partnerships with the Kansas Department of Transportation, Bosch Corporation and Firestone. There is ribbon cutting planned during Del-fest. Vince Manship stated they are also planning on honoring the school's legacy with dedicated displays of school memorabilia.

17. Adjournment

MOTION – To adjourn the meeting at 11:43 a.m.

MOTION BY– Commissioner Malmberg

SECONDED BY – Commissioner Mortimer

MOTION PASSED 3-0

ADOPTED this ____ day of ____ 2024.

BOARD OF COUNTY COMMISSIONERS
OF OTTAWA COUNTY, KANSAS

Dawn Wolf, Chairman

D.D. Malmberg, Member

Scott Mortimer, Member

ATTEST:

Tammi Cox, County Clerk