
OTTAWA COUNTY, KANSAS

BOARD OF COUNTY COMMISSIONER'S MINUTES

MARCH 3, 2025

Commissioners Present:

Commissioner Carla Grund, First District

Commissioner Scott Mortimer, Second District

Commissioner Duane Morris, Third District

1. Call To Order

Commissioner Mortimer called the meeting to order at 8:00 a.m., followed by the flag salute.

Commissioner Grund led the group in opening prayer.

2. Public Forum

Jerry Ayers discussed the Commissioners decision on having Commissioner Grund work with the Loyd Group; stating she could do the budget and it would be up to the Commission as a whole to approve it. He quoted K.S.A. 19-212. Richard Shupe discussed the decision to use the Loyd Group and asked about what the Loyd Group can do that the Commission can't.

3. City of Culver Roads and Ditches Discussion

Ashley Trow, Culver City Clerk, asked about putting in culverts and doing ditch work specifically at Highland and Aspen Road on the edge of town. She stated she was not sure who was in charge of the road, the county maintains a portion of the road. Commissioner Mortimer stated he had spoken with Chris Smith, Public Works Director, and since it is within the city limits, it would be the city's responsibility. Commissioner Grund stated Smith has mentioned that the Road and Bridge Department sells culverts at their cost to other entities.

4. IT Contract Discussion

Shelby Walker, Register of Deeds, discussed a contract renewal with LockIt Technologies. She presented two contracts. The first contract is for managed services and Threatlocker that covers the services for courthouse computers, the server and cybersecurity. The cost for the managed services is \$3,315 monthly and Threatlocker \$195.00 monthly starting 1/31/25. This would be a three-year contract. The second contract was for Datto BCDR (server backup) for \$436.10 monthly. Walker discussed the cost for extending our backup timeline and the cost to do that. Commissioner Grund noted that the managed services and backup expenses are being paid out of the General Fund Computer Processing department and asked where the funds are being taken out of for the Microsoft annual charges. Walker stated the funds will take out of the IT fund with each office paying for their Microsoft 365 from their individual budgets. Walker stated the three-year contract does not lock us into a price, but LockIt will hold the County's increase of prices at a lower rate. She stated the County Attorney has reviewed the contract.

Walker discussed the cost for extending our backup timeline, the cost would be an additional \$173.62 per month. At this time, no statute requirement has been found to require this backup. The clerk was asked to look into this and give any information to the Register of Deeds. If contracts are approved, Walker will digitally sign the contract.

MOTION – Move to approve the LockIt base package for \$3,510 per month effective January 01, 2025, for three years

MOTION BY– Commissioner Grund

SECONDED BY – Commissioner Morris

MOTION PASSED 3-0

5. Combined Sheriff and Law Enforcement Fund

Commissioner Grund discussed that the General Ledger 096 fund is currently being utilized for the combined Sheriff, which was in the General Fund in 2024, and Law Enforcement Fund, which was the 096 fund in prior years. From an auditing standpoint, utilizing fund 096 makes it difficult to track prior year transactions plus the 096 Law Enforcement Fund had a large 2024 cash carryover balance. Commissioner Grund shared an email she sent to Scot Loyd last week, noting her concerns for audit and tracking purposes of utilizing the 096 fund for the combined Sheriff and Law Enforcement Fund. Commissioner Grund shared Scot Loyd’s email response, stating that he agreed that the combined Sheriff and Law Enforcement Fund for 2025 should be in a separate fund, not 096. It was the consensus of the Commission to have the County Clerk and the County Treasurer create a new fund for the combined Sheriff and Law Enforcement Fund beginning 1/1/25. Commissioner Grund stated to Sheriff Thornton that there was no effect on the combined Sheriff and Law Enforcement budget, just the fund number that he will be utilizing.

6. Lincoln Township Update

Thomas Barrett, Lincoln Township Trustee, discussed the roads in Lincoln Township. He complimented the operator who bladed the roads in the township and said they are doing a great job. Barrett also stated the next project is to try to put asphalt or millings on the street of Niles.

7. Executive Session – Non-Elected Personnel

MOTION – To move to executive session under the Non-Elected Personnel exception to the Kansas Open Meetings Act to the discuss Non-Elected Personnel for 10 minutes to return at 9:29 a.m. to the Commissioner’s Room with Keith Coleman, Facilities Director and Tammi Cox, County Clerk.

MOTION BY– Commissioner Grund

SECONDED BY – Commissioner Morris

MOTION PASSED 3-0

No action taken

8. Recess

MOTION – To recess for five minutes

MOTION BY– Commissioner Mortimer

SECONDED BY – Commissioner Morris

MOTION PASSED 3-0

9. Solid Waste Exemptions

Tammi Cox, County Clerk, presented an exemption for Auto Tech building located at 215 N Sheridan. The original request for an exemption was denied; however, the request is to change the fee from commercial to residential. Commissioner Grund stated she wants to be consistent to all taxpayers with whatever the Commission decides to do. It was the consensus of the Commission to defer this item to next week. Commissioner Grund asked for a report of delinquent solid waste fees.

10. Results of the KWORCC Audit

JoDee Copple, Treasurer, reviewed the results of the Kansas Workers' Risk Cooperative for Counties (KWORCC) audit. She stated the county will receive a refund of \$5,523.00. Commissioner Grund asked how they determined the refund amount. Copple stated it is based on payroll, overtime, sick, and vacation leave and not on claims. Copple stated we pay KWORCC at the beginning of the year and they distribute the refund after yearend. Commissioner Grund asked if we pay for volunteer firefighters. Copple stated yes, we pay worker's compensation for all Ottawa County fire districts we are home county for.

11. Scot Loyd Contract

Tammi Cox, County Clerk, presented a budget contract from Scot Loyd for 2026 budget preparation.

MOTION – Move to approve the Scot Loyd contract

MOTION BY– Commissioner Morris

SECONDED BY – Commissioner Mortimer

MOTION PASSED 2-0

(Aye – Commissioners Mortimer and Morris, Abstain – Commissioner Grund)

12. Approval of Accounts Payable and Commission Minutes

MOTION – To approve the minutes of February 24, 2025

MOTION BY– Commissioner Grund

SECONDED BY – Commissioner Morris

MOTION PASSED 3-0

MOTION – To approve accounts payable for \$79,825.87

MOTION BY– Commissioner Grund

SECONDED BY – Commissioner Morris

MOTION PASSED 3-0

MOTION – To approve February payroll

MOTION BY– Commissioner Grund

SECONDED BY – Commissioner Morris

MOTION PASSED 3-0

13. Clerk Comments

Jeff Ebel, County Attorney, stated he looked into a County sales tax and stated it would need a sunset clause or be for a specific project. Commissioner Grund stated she thought they were able to do it in Marshall County for their hospital. The Commission asked Ebel to continue looking into this specifically for EMS and healthcare. Ebel also stated he is drafting language for the transient guest tax.

14. Commissioners Comments

Commissioner Morris gave a summary of touring the Schwartz Farm hog facility in Herington. He also stated Richard Shupe sent out information about makemymove.com to try to get people to come to communities and thought it might be something to research further for Ottawa County. Commissioner Grund stated she went to the Ottawa County Conservation District meeting, museum meeting, employee engagement meeting and discussed the changes in the EMS districts since Miltonvale will no longer be providing services.

15. Adjournment

MOTION – To adjourn the meeting at 11:17 a.m.

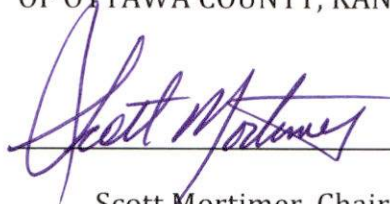
MOTION BY– Commissioner Morris

SECONDED BY – Commissioner Mortimer

MOTION PASSED 3-0

ADOPTED this ___ day of ___ 2025.

BOARD OF COUNTY COMMISSIONERS
OF OTTAWA COUNTY, KANSAS



Scott Mortimer, Chairman



Carla Grund, Member



Duane Morris, Member

ATTEST:



Tammi Cox, County Clerk

