

# Ottawa County Board of Commissioner's Minutes

## August 28, 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,	JoDee Copple, County Treasurer/Payroll Clerk
Second District Commissioner Scott Mortimer	Heather Maddox, County Clerk
Third District Commissioner D. D. Malmberg	
Cheryl Denning with Hall Wesleyan Church, Karl Leech, and Jim Kay.	

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

**County Departments:**

**Museum**

Jim Kay came into the meeting to discuss the assistant position at the Museum.

On motion by Commissioner Wolf, seconded by Commissioner Malmberg, by unanimous vote the Board approved to hire Melissa Ziolkowski for the assistant position at the museum.

**Human Resources**

Michelle Campbell discussed a new payroll calendar with the commissioners. This reflects bi-weekly dates for the 2024 payroll. Michelle will find out how PPE is paid out of the sheriff's office.

On a motion by Commissioner Malmberg, seconded by Commissioner Wolf, by unanimous vote the Board approved the bi-weekly calendar for the 2024 payroll.

**Clerk**

Heather Maddox gave the commission minutes and invoices to approve.

On a motion by Commissioner Wolf, seconded by Commissioner Mortimer, by unanimous vote the Board approved the August 21, 2023 minutes as presented.

**Claims for Approval: Totaling \$556,156.98**

County General	\$24,254.05
Coronavirus Relief Fund	\$3,037.50
Road & Bridge	\$193,900.27
Solid Waste	\$24,600.00
Hospital Debt Service	\$295,690.00
Building Fund	\$531.89
Noxious Weed	\$5,595.27
Aging	\$25.00
FD #3 Delphos	\$71.95
Law Enforcement Center	\$10,889.17
Election	\$74.32
Diversion	\$979.93
Historical	\$408.38
County Health	\$1,157.34
Appraiser	\$1,382.66
Jail Commissary	\$303.32

**Visa Claims: Totaling \$ 6,744.07**

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

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

Malmberg discussed with Maddox about the minutes in the newspaper moving forward. Wolf would like it to be stated, due to the Minneapolis Messenger changing the deadline from Monday noon to Friday noon, the minutes from the following week will be on the County website for constituents to view as has been our practice in the past.

## **Fair Board**

Sheldon Daugherty came into the meeting on behalf of the fair board and requested an executive session.

On a motion by Commissioner Malmberg seconded by Commissioner Wolf, by unanimous vote the Board approved a 15-minute executive session for Confidential data to discuss partnerships including Wolf, Mortimer, Malmberg and Sheldon Daugherty. To return at 9:05am. No decision was made. Daugherty left the meeting.

## **Appraiser**

Truette McQueen and Kim Winsett came into the meeting and requested an executive session.

On a motion by Commissioner Wolf seconded by Commissioner Malmberg, by unanimous vote the Board approved a 20-minute executive session for non-elected personnel to discuss employment including Wolf, Mortimer, Malmberg, McQueen, and Winsett. To return at 9:30 am. No decision was made.

On a motion by Commissioner Wolf seconded by Commissioner Malmberg, by unanimous vote the Board approved to extend the previous session for 10-minutes for non-elected to discuss employment including Wolf, Mortimer, Malmberg, McQueen, Winsett, and Campbell. To return at 9:41am. No decision was made. Winsett and McQueen left the meeting.

## **Sheriff**

Prisoner count Saline County 10, and Ottawa County 6 for a total of 16.

Commission called Sheriff Thornton into the meeting to discuss updates on the Jail. The Fire Marshall was here and corrections were made to the dishwasher and a sprinkler head needs to be replaced. Thornton discussed hiring nursing staff at the jail for the inmates. Thornton left the meeting.

Kim Winsett came into the meeting.

## **IT**

Kim Winsett called LockIT, the County's contracted IT, to discuss cybersecurity coverage. Wolf asked LockIT about computer backup, drive Inscripton, updates on county computers, phishing activities, if we can tell who is on the county Wi-Fi, how to keep health information safe within the county computers, and inquired about training for employees on what they should and shouldn't open in emails. LockIT was helpful to the commission and wanted to know if the County has cyber insurance. Maddox informed the Commission and LockIT that the county does have a cybersecurity insurance policy with KCamp. LockIT discussed getting policies together to help protect themselves if a phishing incident happened. Commission thanked LockIT for their time. Chris Smith and Joe Mullen came into the meeting. Winsett left the meeting.

## **Road and Bridge**

Chris Smith, and Joe Mullen discussed with the commission about the river project.

On motion by Commissioner Malmberg, seconded by Commissioner Wolf, by unanimous vote the Board approved to go with Rich's Dirt Work INC for the river project on Frontier and Rifle Rd, with work beginning this fall at the price of \$156,210 to come out of ARPA funds.

Commissioner Mortimer asked when the Limestone Road will be open. Smith said there is a small inconvenience that needs to be looked at before opening the road up. Smith gave the commission a bid from Straight-Line Striping out of Grand Island, Nebraska. This is the only striping company Smith could find that was close. Malmberg asked what roads they need to stripe. Smith said Oak Hill Rd for sure. Smith asked the commission if they discussed the motor graders any further. Malmberg said she had just received the information and would like to discuss further with Smith, later this week. Mortimer said they can revisit this again next week.

Maddox asked the commissioners if they reviewed the information she sent them about KnowBe4 phishing software. Commission discussed and decided it would be beneficial for the price.

On motion by Commissioner Wolf, seconded by Commissioner Malmberg, by unanimous vote the Board approved to accept the KnowBe4 contract for training employees about cyber security. This will come out of the computer fund in the amount of \$1,801.80 for 3 years.

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With no further business before the commission the meeting was adjourned at 11:36am on motion by Malmberg and seconded by Mortimer. Motion carried by unanimous vote.

ADOPTED this 5th day of September 2023.

BOARD OF COUNTY COMMISSIONERS  
OF OTTAWA COUNTY, KANSAS

\_\_\_\_\_  
Dawn Wolf, Vice-Chairman

\_\_\_\_\_  
D.D. Malmberg, Member

\_\_\_\_\_  
Scott Mortimer, Chairman

ATTEST:

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Heather Maddox, County Clerk