

Ottawa County Board of Commissioner's Minutes

January 2, 2024

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

Sara Hodges, Health Department Administrator

Karl Leech, and Alicia Kiefer

Heather Maddox, County Clerk

Stephanie Watkins, Deputy Clerk

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

County Departments:

Health Department

Sara Hodges came into the commissioners meeting and asked the commissioners to sign off on a Workforce Development Grant that will be good until 2027.

Sheriff

Prisoner count Saline County, 15 and Ottawa County 10. Total 25 inmates.

Counselor

Richard asked for an executive session.

On a motion by Commissioner Wolf seconded by Commissioner Malmberg, by unanimous vote the Board approved a 5-minute executive session for confidential data to discuss KCamp loss including Wolf, Mortimer, Malmberg, and Richard Buck To return at 8:11 am.

Buck left the meeting.

Public Comment- Alicia Kiefer came into the commissioners meeting to discuss the tax errors. She said some people have 3 corrected tax statements. This has created issues in her business. Alicia doesn't think there should be a late fee for those who already paid on time.

Wolf opened up mail from FEMA. FEMA sent a letter saying they have validated changes to the flood plain maps in Ottawa county. Tracy Mann sent the commission an annual report.

Human Resources

Michelle Campbell asked for an executive session.

On a motion by Commissioner Malmberg seconded by Commissioner Wolf, by unanimous vote the Board approved a 5-minute executive session for personnel exception to discuss non-elected personnel including Wolf, Malmberg, Richard, and Campbell. To return at 8:37 am.

Campbell gave the commission personnel policies for the commission to sign off on.

On motion by Commissioner Wolf, seconded by Commissioner Malmberg, by unanimous vote the Board approved that policy 30-01a adopted new policies and procedures regarding employee Vacation Leave be adopted and implemented immediately upon signature of the acting chairperson.

On motion by Commissioner Wolf, seconded by Commissioner Malmberg, by unanimous vote the Board approved that policy 30-02a adopting new policies and procedures regarding employee Sick Leave be adopted and implemented immediately upon signature of the acting chairperson.

Museum

Samantha Davis Museum Curator came into the meeting and asked for an executive session to include Michelle Campbell.

On a motion by Commissioner Malmberg seconded by Commissioner Wolf, by unanimous vote the Board approved a 10-minute executive session for personnel exception to discuss non-elected personnel including Wolf, Malmberg, Davis, and Campbell. To return at 9:00 am.

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On a motion by Commissioner Wolf seconded by Commissioner Malmberg, by unanimous vote the Board approved to extend the executive session 10-minutes to discuss non-elected personnel including Wolf, Malmberg, Campell and Davis. To return at 9:10 am.

Davis and Campbell left the meeting.

Road and Bridge

Chris Smith Road and Bridge Administrator and Joe Mullen Road Supervisor came into the commission meeting. Smith gave Wolf sealed Bridge inspections from Kirkham Michael \$34,000. Wolf opened sealed bid from BG Consultants \$27,500.

On motion by Commissioner Malmberg, seconded by Commissioner Wolf, by unanimous vote the Board approved to accept the bid from BG Consulting for the bridge inspection including 250 bridges and a critical bridge for the total of \$27,500.

Smith asked the commission if he could send Road and Bridge mechanics to electrical class, emissions, and SIS class through CAT training. Commission said yes it would be good for them to have.

Malmberg asked Smith how salt and sand supplies are. Smith said they just got some in and they are good. Smith said the weed department is going with the sign crew and making signs.

Smith and Mullen left the meeting.

Yanna Ross, Risk Management with KCamp came into the meeting. Ross came to present a KCamp award for loss, Ottawa County has had a 10% loss ratio. This means the county hasn't had very many claims with KCamp insurance. Ross left the meeting.

Commission went through invoices.

On a motion by Commissioner Wolf, seconded by Commissioner Malmberg, by unanimous vote the Board approved the December 26th, 2023 minutes as presented.

On a motion by Commissioner Malmberg, seconded by Commissioner Wolf, by unanimous vote the Board approved the December 18th, 2023 minutes as presented.

Claims for Approval: Totaling \$94,524.67

County General	\$4,981.64
Road & Bridge	\$26,622.83
Noxious Weed	\$50.10
County Health	\$2,238.85
Law Enforcement Center	\$923.58
Aging	\$90.00
Blaine TWP Road	\$18,011.29
Culver TWP Road	\$3,067.00
Morton TWP Road	\$3,581.09
Sherman RWP Road	\$20,020.00
Historical	\$275.68
Technology Fund/CLER	\$428.23
Ottawa County 911 Fund	\$13,827.38
FD #3 Delphos	\$407.00

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

Upcoming Meetings Commission will attend:

With no further business before the commission the meeting was adjourned at 11:29 am on motion by Wolf and seconded by Malmberg. Motion carried by unanimous vote.

ADOPTED this 8th day of January 2024.

BOARD OF COUNTY COMMISSIONERS
OF OTTAWA COUNTY, KANSAS

Dawn Wolf, Vice-Chairman

D.D. Malmberg, Member

Scott Mortimer, Chairman

ATTEST:

Heather Maddox, County Clerk