

Minutes of Proceeding
Ottawa County Board of Commissioners
May 3, 2021

Office of the Ottawa County Clerk
8:00 a.m.
Regular Session

The Board of Commissioners met in regular session with First District Commissioner Dawn Wolf, Second District Commissioner Scott Mortimer, Third District Commissioner D. D. Malmberg, and County Clerk Mary Arganbright.

Commissioner Wolf opened the meeting in prayer and then led the group in the flag salute.

Mary Arganbright, Ottawa County Clerk, gave the board the minutes from April 26, 2021. Commissioner Malmberg moved to approve the April 26, 2021, minutes. Commissioner Mortimer seconded. Motion carried, 3-0. Mary gave the board an abatement to review, and the payroll clearing voucher for April payroll to review and approve. Mary discussed moving the panic button control panel that is in her office to another location. She felt that it should be in Emergency Management and she has visited with Marie Ballou, Emergency Management Coordinator, and Marie said that she would be responsible for it. Marie also said that she would be able to do annual safety training then. R & L Securities was called to see where it could be moved, and they felt in the basement would be easier than Emergency Management office because of wiring issues. Mary will get the quote to the board when she gets it. Mary gave the board an email from Michelle Griffin, OCCK, about doing a letter of support for grant funding to expand their hours on Saturday.

Katrina Pollet, Human Resources, gave the commissioners the April payroll register to review and approve.

Richard Buck, County Attorney, gave the board a draft resolution for Opposing the Federal Government's "30/30" Land Preservation Goal. Commissioner Malmberg moved to accept Resolution 2021-14 Opposing the Federal Government's "30/30" Land Preservation Goal. Commissioner Mortimer seconded. Motion carried, 3-0.

Marilyn Heck, County Register of Deeds, presented her 2022 budget for consideration. Katrina Pollet, Human Resources, discussed having conversations for budgeting regarding the large amount of sick leave county wide on the books and the county liability for it.

There was no one present for public comment from 8:45 a.m. – 9:00 a.m.

Commissioner Malmberg moved to go into executive session at 8:52 a.m. for five minutes for attorney/client matters. Commissioner Mortimer seconded. Motion carried, 3-0. Those present were the commissioners and Richard Buck, County Attorney. They returned to regular session at 8:57 a.m. No decision was made.

Keith Coleman, Sheriff, gave prisoner count of Saline County 21, Sedgwick County 12, and Ottawa County 4. Keith said that the roof replacement is complete.

Greg Dockins, Road & Bridge Administrator, reported on what crews were doing. Greg gave the commissioners a Right-of-Way/Cross-Road/Utility Use Permit for Keeott Farms Inc/Robert Cott, to dig a trench to bury PVC pipe for irrigation purposes. The commissioners approved. Greg discussed roads that needed sealed and would like to get sealed bids for the work to be done. After discussion, the commissioners asked Greg to pursue getting the sealed bids.

Truette McQueen, Zoning Administrator, gave the board necessary documentation for a zoning hearing. At 9:49 a.m., Chairperson Wolf called agenda item Consideration of Adoption of an Amendment to the Zoning Regulations for Ottawa County, Kansas. There was no one present to speak on the matter, and the County Clerk did not receive any communications prior to the hearing. Commissioner Malmberg moved to accept the recommendation of the Ottawa County Zoning Board to approve resolution 21-15, A Resolution Amending the Zoning Regulations of Ottawa County, Kansas, as Originally Adopted by Resolution 21-09 and Incorporating as Parts Thereof Amendments to the Conditions to Change from the I-1 Industrial District to Change the Industrial Uses Not Permitted in Section 105 Part-B: Item 10 (Slaughterhouses) by Relocating it to 4-105-C Special Uses and Become Item 7.

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Commissioner Mortimer seconded. Motion carried, 3-0.

At 10:03 a.m., the commissioners opened the sealed bids for 400/tons of Cold Mix. Hall Brothers, Inc., \$75.75/ton for Ottawa County to pick up, or \$80.50/ton for Hall Brothers, Inc., to deliver; APAC-Kansas, for Ottawa County to pick up, \$67.00/ton. Commissioner Mortimer moved to accept the bid from APAC-Kansas, for \$67.00/ton for 400 tons, for a total cost of \$26,800. Commissioner Malmberg seconded. Motion carried, 3-0.

JoDee Copple, County Treasurer, brought in her 2022 budgets for the treasurer and vehicle funds for consideration.

Sara Hodges, Health/Aging Administrator, met with the board and the commissioners asked her to research the information from the email from Michelle Griffin, OCCK, on the need of support to expand their hours on Saturday's. Sara gave the board her monthly office update. Sara went through how she charges out her time for the health department. Sara went through Revalidation Return to Provider Notification, Medicaid recertification that she needs the commissioners to fill out.

Katrina Pollet, Human Resources, discussed with the commissioners their request to receive appointed departments time sheets. She recommended to the commissioners that they stop receiving those from those appointed department heads. Katrina discussed the county's DUNS number and applying for a System for Award Management (SAM) number. The commissioners approved. Katrina said that she has visited with the museum curator about not receiving holiday pay for the Monday's she does not work. Katrina went through her recommendation to the commissioners to have her pick an alternate day off to serve as the holiday. Katrina said that she has done research for grants for the courthouse. She gave the board the information on the Heritage Trust fund that Marilyn Heck, Register of Deeds looked up. Katrina went through the federal and state mileage and meal reimbursements. Katrina discussed the current sick leave policy with the commissioners and said that the commissioners were not required to pay out sick leave according to state statutes and could look at future policy changes. Katrina discussed the cleaning of offices, and soon being down to one person in the custodial office until the vacant position of assistant custodian was filled. It was agreed by the commissioners that the custodial staff, once someone was hired would only be responsible for sweeping, mopping, and dumping trash in each office, and the offices would be responsible for the rest of the cleaning.

Commissioner Mortimer moved to go into executive session at 11:29 a.m. for ten minutes to discuss non-elected personnel. Commissioner Malmberg seconded. Motion carried, 3-0. Those present were the commissioners and Katrina Pollet, Human Resources. They returned to regular session at 11:39 a.m. Commissioner Mortimer moved to go back into executive session at 11:41 a.m. for 15 minutes to discuss non-elected personnel. Commissioner Malmberg seconded. Motion carried, 3-0. Those present were the commissioners and Katrina Pollet, Human Resources. They returned to regular session at 11:56 a.m. No decision was made.

With no further business before the board, Commissioner Mortimer moved to adjourn the meeting at 11:57 a.m. Commissioner Malmberg seconded. Motion carried, 3-0.