

Minutes of Proceeding
Ottawa County Board of Commissioners
October 16, 2017

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

The Board of Commissioners met in regular session with Commissioner James P. Kay, Commissioner Karen S. Brumbaugh, Commissioner Kathy M. Luthi, and County Clerk Mary Arganbright.

Commissioner Kay opened the meeting in prayer, then led the group in the flag salute.

Commissioner Brumbaugh moved to go into executive session at 8:02 a.m. for five minutes to discuss non-elected personnel, to protect the privacy of the employee. Commissioner Luthi seconded. Motion carried, 3-0. Those present were the commissioners and Mary Arganbright, Ottawa County Clerk. They returned to regular session at 8:07 a.m. No decision was made.

Commissioner Brumbaugh moved to approve Resolution 17-13, establishing a list of salaries for elected officials, which is just raising the county sheriff salary that was approved October 9, 2017. Commissioner Luthi seconded. Motion carried, 3-0.

Mary Arganbright, County Clerk, gave the commissioners a request she had received from Jim Klein, Sheridan Township, to lay out a road, Sunset Road between 100th Road and 110th Road. Commissioner Brumbaugh moved to approve Resolution 17-14, advising that the following described road might be suitable for laying out: A tract of land BEGINNING on the East right-of-way line of 100th Road on the South Section Line of Section 26, Township 9 South, Range 4 West of the 6th P.M., Ottawa County, Kansas; thence running southerly along the East right-of-way line of 100th Road a distance of 25 feet; thence easterly parallel with and 25 feet south of the North Line of the Northwest Quarter (NW/4) Section 35, Township 9 South, Range 4 West, to a point 25 feet South of the Northeast Corner of said Northwest Quarter (NW/4); thence northerly 5 feet; thence easterly parallel with and 20 feet south of the North Line of the Northeast Quarter (NE/4) Section 35, Township 9 South, Range 4 West, to a point on the West right-of-way line of 110th Road; thence northerly along the West right-of-way line of 110th Rd 40 feet; thence westerly parallel with and 20 feet north of the South Line of the Southeast Quarter (SE/4) Section 26, Township 9 South, Range 4 West to a point 20 feet north of the Southwest Corner of the Southeast Quarter (SE/4) of said Section 26; thence northerly 5 feet; thence westerly parallel with and 25 feet north of the South Line of the Southwest Quarter (SW/4) of said Section 26, to a point on the East right-of-way line of 100th Road; thence southerly along the East right-of-way line of 100th Road a distance of 25 feet to the Point of Beginning. The same being that portion of Sunset Road extending from the East right-of-way line of 100th Road Easterly to the West right-of-way line of 110th Road. Commissioner Luthi seconded. Motion carried, 3-0.

JoDee Copple, County Treasurer, brought up August 2017 and September 2017 bank reconciliations. She also gave the commissioners a list of checks that can be written off, if approved. Commissioner Luthi moved to approve the request to write-off checks for 2014 that have not gone through the county's bank account. Commissioner Brumbaugh seconded. Motion carried, 3-0.

Sara Hodges, Health/Aging Department, met with the commissioners and said that they attended the Ottawa County Commission on Aging Council meeting and they have come up with a slate of officers, Wanda Whitesell, Chairman; Phyllis Cline, Vice-Chairman; Joan Sullivan, Treasurer; and Judith Swagerty, Secretary. She reported on SHICK enrollments,

Minutes of Proceeding
Ottawa County Board of Commissioners
October 16, 2017

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

Immunizations clinics, and other items. Sara gave the commissioners a job description for the Ottawa County Transportation Program Manager.

At 9:00 a.m., the commissioners opened the Skid Steer proposals. Those present were Shannon Luthi, Highway Administrator; Jamie Rice, CTI; Jared Heinen, Foley Equipment; Rick Schmid, Bobcat of Salina; and Kris Liles, Straub International. Rick Schmid, Bobcat of Salina, reported that his proposal had an error, and was not to specifications. It was determined the proposal would not be opened. Straub International, \$51,675; Foley Equipment, \$53,540; CTI, \$50,820. It was decided to demo the two lowest proposals and go from there. Shannon reported on what crews were doing.

Matt Dixon, Custodian, said Griffin's showed up at 9:00 a.m., to do the second valve. Matt said that the toilet paper dispensers have been installed. Matt said that his assistant has been having a hard time getting the Treasurer's office cleaned, and has asked if she could come in early one day a week then get off an hour early so no overtime would be accumulated. The commissioners asked what time Matt came in. Matt said he comes in between 7:00 a.m. – 7:15 a.m. The commissioners thought he could do that office. Matt said that there are tree branches on the west side of the courthouse that should be trimmed down. Matt asked if he needed to get bids on it. The commissioners said since there are several in town, to get quotes. Matt gave the commissioners job duties for himself and the assistant custodian. Matt discussed his time sheets with the commissioners. He is unclear about how he should be documenting his time. The commissioners said that he needs to document sick or vacation leave if he is gone anywhere between the times of when his day starts, to the time his day ends. Matt discussed his FLSA status. The commissioners said they would look into it.

Keith Coleman, Sheriff, and Mike Smith, Fire District #2 Minneapolis, met with the commissioners and discussed upgrading the hand-held radios that were purchased in 2002. The radios aren't digital, and when the FCC re-bands, they will need to be digital. They would need a total of 26 radios. Mike had a quote from Henry & Kim Pierce, Mankato, for \$13,716.04; and Ka-Comm Inc., \$13,659.36. Commissioner Luthi moved to approve the purchase of 26 NX-3320K2 hand-held radios. Commissioner Brumbaugh seconded. Motion carried, 3-0. Mike and Keith will determine who to go through based on promotions. Keith said that the repeater will need to be replaced soon also. Keith reported on prisoner count of Saline County 44, Sedgwick County 2, and Ottawa County 5. Keith said that he will be sending two officers to California soon to pick up a homicide suspect.

Phil Aumick, Economic Development Director, stopped in and clarified that the program he discussed last week, the county would be the sponsor and would need to put up the whole \$1,500, not just \$500. The commissioners said they would discuss it.

The commissioners held a work session on looking at starting wages.

With no further business before the board, Commissioner Luthi moved to adjourn at 12:00 p.m. Commissioner Brumbaugh seconded. Motion carried, 3-0.

Minutes of Proceeding
Ottawa County Board of Commissioners
October 16, 2017

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