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# OTTAWA COUNTY, KANSAS

## BOARD OF COUNTY COMMISSIONER'S MINUTES

### NOVEMBER 04, 2024

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#### **Commissioners Present:**

Commissioner Dawn Wolf, First District

Commissioner Scott Mortimer, Second District

Commissioner D.D. Malmberg, Third District

#### **Staff Present:**

Stephanie Watkins, Acting County Clerk; Jeff Ebel, County Attorney; JoDee Copple, County Treasurer; Chris Smith, Road and Bridge Director; Marie Ballou, Emergency Management Director

#### **Others in Attendance:**

Carla Grund, Duane Morris, Renee Mattison, Carl Leech

#### **1. Call To Order**

Commissioner Malmberg called the meeting to order at 8:00 a.m. and Carla Grund led the group in opening prayer, followed by the flag salute.

#### **2. Video Recording of Commission Meetings**

Commissioner Malmberg asked about the recording of County Commission meetings. She stated both her and others would like to see the Commission meetings video recorded. It was the consensus of the Commission to move forward with researching Solid Rock Audio for video recording of the meetings and have Keith Coleman, Building Facilities and Tammi Cox, Clerk's Office observe the equipment at another facility for compatibility. They requested to ensure funds are available in ARPA.

#### **3. Approval of Commission Minutes**

MOTION – Approve the minutes for October 28, 2024

MOTION BY– Commissioner Malmberg

SECONDED BY – Commissioner Mortimer

**MOTION PASSED 3-0**

#### **4. Public Comment**

Carla Grund stated she was honored to be working the elections and commended the election office on election worker training.

**5. Resolution 24-20 - Appointment of Dawn Wolf to the 28<sup>th</sup> Judicial District Community Corrections Advisory Board.**

Tammi Cox, Clerk's Office, presented Resolution 24-20 appointing Dawn Wolf to the 28<sup>th</sup> Judicial District Community Corrections Advisory Board. The appointment will run from January 1, 2025, to December 31, 2027.

MOTION – Approve Resolution 24-20 appointing Dawn Wolf to the 28<sup>th</sup> Judicial District Community Corrections Advisory Board.

MOTION BY– Commissioner Malmberg

SECONDED BY – Commissioner Mortimer

**MOTION PASSED 3-0**

**6. Culver Fire Department Tanker Truck**

JoDee Copple, County Treasurer stated she had received an email from Interstate Billing Service stating Culver Fire Department was not able to pay their bill in full and asked the County to step in. JoDee Copple discussed how distribution of funds worked and stated the next distribution is not until January. Renee Mattison, Culver Fire Department, discussed the situation. She stated the tanker had been down for a year and a half and when getting the repairs there were issues with communication and misinformation. The credit application that was filled out, was filled out under the City of Culver. Commissioner Malmberg stated she is afraid if the county pays it, it might set a precedent. The Commission wants to discuss the matter with the County Attorney, but talked about other equipment that may be sold and wants to look into the Fireman's Relief Fund.

**7. Solid Waste Update**

JoDee Copple, County Treasurer and Chris Smith, Road and Bridge Director updated the Commission on solid waste and stated there is a statute that specifies how the solid waste management committee is formed. Commissioner Wolf suggested reaching out to Kathy Luthi. Chris Smith stated the plan has been sent to the North Central Regional Planning Commission for review and then a solid waste meeting would need to take place. It was suggested seeing if Kathy Luthi would be interested on being on the committee. Staff discussed changes to the current solid waste management plan. Commissioner Wolf stated the most important thing is that it is current and a consistent use of sources.

**8. Road and Bridge**

Commissioner Mortimer discussed 110<sup>th</sup> and Rifle Road. He discussed getting a sign up regarding putting up a "No Travel While Wet" sign.

**9. Ottawa County War Memorial**

David Lockhart, representing a committee with the VFW, discussed the potential refurbishment of the Ottawa County War Memorial located at the Ottawa County Courthouse. He is interested in assessing the condition of the memorial and exploring options for revitalizing it with the addition of art and bronze plaques. He stated most war memorials feature plaques with names, which would be a significant part of the revitalization. David Lockhart is looking for community involvement in the project and wants to have County Commission input. Commissioner Wolf stated it had been discussed a few years ago and stated the cost would be extensive without the help of external funding and/or grants; the Commission opted to put money towards the Veterans Memorial. David Lockhart stated he has already spoken with Choose Ottawa County for grant writing. Commissioner Malmberg asked about the best location for the war memorial. David Lockhart stated since there is already a wall memorial up, that it would be a great place to start. Keith Coleman, Facilities Supervisor, stated the wall is in good condition, but the approach needs work. Commissioner Wolf stated she would like to see it go forward, but didn't know if there was enough interest or support. It was the consensus of the Commission to move forward with the plan and to keep the Commission informed. David Lockhart stated he is looking for approval of the location. It was the consensus of the Commission to allow use of the wall on county property.

### **10. Solid Rock Audio Proposal**

Keith Coleman, Facilities Supervisor, asked the Commission if they would authorize and sign the proposal from Solid Rock Audio if it satisfied the needs of the County. It was the consensus of the Commission that they would authorize and sign the proposal.

### **11. Resolution 24-21 – Operation Green Light for Veterans**

Michelle Campbell, Human Resources Director, presented the Operation Green Light for Veterans Resolution. Operation Green Light is to show support for veterans by lighting buildings green. Shining the green light will let veterans know they are seen, appreciated, and supported.

MOTION – To accept Resolution 24-21 Operation Green Light

MOTION BY– Commissioner Malmberg

SECONDED BY – Commissioner Mortimer

**MOTION PASSED 3-0**

### **12. FCMI Insurance**

Michelle Campbell, Human Resources Director, discussed information still needed for clarification of the employee insurance plan. She reviewed the updated proposal for insurance with the Commission and reviewed the health savings account (HSA) plan. The commission discussed putting \$50.00 monthly into the employee's HSA, and if the employee also puts in \$50.00, the County would put in another \$50.00. It was the consensus of the Commission to implement the preventative care checklist that must include both employee and spouse if the spouse is on the plan; depending on the insurance plan they will either receive a \$500.00 reduction to the deductible or the money will be put in the HSA. The Commission previously has not charged employees for insurance, but due to cost, discussed charging the following: Single (\$25.00); Employee/Children (\$50.00); Employee/Spouse (\$200.00); Employee Family (\$250.00). It was determined to have the clerk send out an email asking department heads about their 2025 budget and if it

could cover employee raises to certain amounts. The commission will continue conversations in the next commission meeting.

### **13. Public Transportation Grant**

Amanda Loughridge, Health Department, discussed applying for a grant to administer general public transportation in the amount of \$33,429.50

MOTION – Approve the application for the public transportation grant

MOTION BY– Commissioner Malmberg

SECONDED BY – Commissioner Mortimer

**MOTION PASSED 3-0**

### **14. Health Department Update**

Sarah Hodges, Health Department Director, gave an update on the Ottawa County Health Department.

### **15. Executive Session – Non-Elected Personnel**

MOTION – To recess to Executive Session under the Non-Elected Personnel exception to the Kansas Open Meetings Act for five minutes and reconvene at 10:55 a.m. with Michelle Campbell, HR Director and Jeff Ebel, County Attorney

MOTION BY– Commissioner Malmberg

SECONDED BY – Commissioner Mortimer

**MOTION PASSED 3-0**

No action taken

### **16. Culver Fire Department**

The Commission asked Jeff Ebel, County Attorney about the Culver Fire Department tanker truck payment agreement. Jeff Ebel stated he would need to review the contract.

### **17. Clerk Salary**

MOTION – Approve Tammi Cox to receive \$50,000.00 per year plus election fund for 2024 and 2025

MOTION BY– Commissioner Mortimer

SECONDED BY – Commissioner Wolf

**MOTION PASSED 3-0**

### **18. Treasurer Salary**

Commissioner Mortimer stated the treasurer has been here for 13 years, 9 years as treasurer and believes she should have a raise in pay. Commissioner Malmberg stated she appreciates everything the treasurer has done, but the treasurer gave herself a raise a few years back and did not inform the Commission. JoDee Copple, County Treasurer, stated she did inform the Commission.

MOTION – Approve County Treasurer to receive \$52,000.00 for 2024 and 2025

MOTION BY- Commissioner Mortimer

SECONDED BY - Commissioner Wolf

**MOTION PASSED 2-1**

Aye - Commissioner Mortimer and Wolf

Nay - Commissioner Malmberg

**19. Commissioner's Copier**

JoDee Cople, County Treasurer, stated she could order a kit for the Commissioner's copier to fix it for \$180.00 and have it in a week. It would cost \$1,200.00 to replace. It was the consensus of the commission to order the kit.

**20. Approval of Accounts Payable and Prisoner Count,  
Claims for Approval: Totaling \$183,267.55**

County General	\$5,727.00
Road & Bridge	\$148,636.17
Solid Waste	\$27,000.00
Noxious Weed	\$131.07
F.D. #2 MPLS General	\$690.00
Law Enforcement Center	\$56.00
Aging	\$168.11
Historical	\$334.75
Election	\$103.05
Ottawa County 911 Fund	\$357.40

MOTION - To approve accounts payable as presented

MOTION BY- Commissioner Malmberg

SECONDED BY - Commissioner Wolf

**MOTION PASSED 3-0**

**Prisoner Count - 5**

**21. Adjournment**

MOTION - To adjourn the meeting at 11:21 a.m.

MOTION BY- Commissioner Malmberg

SECONDED BY - Commissioner Wolf

**MOTION PASSED 3-0**

ADOPTED this \_\_\_ day of \_\_\_ 2024.

BOARD OF COUNTY COMMISSIONERS  
OF OTTAWA COUNTY, KANSAS

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Dawn Wolf, Chairman

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D.D. Malmberg, Member

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Scott Mortimer, Member

ATTEST:

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Tammi Cox, County Clerk