

Minutes of Proceeding
Ottawa County Board of Commissioners
April 20, 2020

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

The Board of Commissioners met in regular session with commissioners via video conferencing and telephone, First District Commissioner Dawn Wolf, Second District Commissioner James P. Kay, Third District Commissioner Karen S. Brumbaugh, and County Clerk Mary Arganbright.

Commissioner Brumbaugh opened the meeting in prayer.

Mary Arganbright, Ottawa County Clerk, had emailed the April 13, 2020, minutes to the board. Commissioner Wolf moved to approve the minutes of April 13, 2020. Commissioner Kay seconded. Motion carried, 3-0. Mary had sent 2020 inventories to review for the Road & Bridge department, Extension office, and Emergency Management. Mary discussed the road closing process with the commissioners, and that she would like the process of the road closings to be moved back down to her office from Road & Bridge as she is the one that has been answering the questions on the process anyway. The commissioners approved. The group also discussed the surveying aspect of a road closings and will continue the conversation when Truette McQueen, County Appraiser has his appointment. Mary discussed funds that are going to be distributed state-wide to election officers pertaining to COVID-19 supplies and procedures that county election officers are purchasing for polling places.

Truette McQueen, County Appraiser, discussed a revised resolution that he is requesting adding Garber Surveying Service, P.A., to the list of County Surveyors. Commissioner Wolf moved to approve Resolution 20-11, adding Garber Surveying Service P.A., to the Resolution Designating Licensed Land Surveyors for County Surveyor Services and Establishing Fees for the Surveyor's Services. Commissioner Kay seconded. Motion carried, 3-0. The group discussed if a surveyor is needed for an individual applying to have a road closed. Truette said that a correct legal description is needed, but an attorney, abstractor or surveyor can do that. Truette said that Personal Property Valuation notices are due to be mailed out May 1. He said that everything is almost ready. There is a little last-minute work to be done before they can print notices. Truette asked permission to set-up a schedule, alternating between his deputy appraiser to go to the courthouse and work, and his other employee. After discussion, and since his deputy appraiser knows how to do and complete the task, it was decided that the deputy appraiser could get the work done. In the discussion it was brought up that Truette could not get in the mailroom with the keys he has. A few other department heads also noted they didn't have keys and one had a key, but it didn't work. The commissioners said they would get with the custodian and have him get every department a key to the mailroom. Truette advised the board that there is a zoning meeting coming up for a special request being made by Northern Natural Gas to add another compressor at their current site. Truette said that he needs assistance in reading the plans that Northern Natural Gas submitted from the Federal Energy Regulatory Commission. He asked if he could call J.P. Metzler, RMA Engineering, LLC, to help with that. The commissioners approved.

Sara Hodges, Health/Aging Department Administrator, reported that there was not much going on in the Aging Department, except a few transportation rides, because of COVID-19. She discussed what they had been doing in the Health Department, and funding they have been receiving. There are no immunizations being given at this time.

Marie Ballou, Emergency Management Coordinator, went over the three Executive orders the Governor had issued last week.

Trisha Smith, Health RN, gave the commissioners COVID-19 statistics, and reported that all positive individuals in the county have recovered.

Greg Dockins, Road & Bridge Administrator, reported on what crews were doing. He also informed the board that he had ordered some 'low maintenance' road signs.

Keith Coleman, Sheriff, emailed the county clerk and prisoner count was reported Saline County 43, and Ottawa County 3.

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Kenny Baccus, Noxious Weed Administrator, had emailed information to the commissioners on replacing an engine on his 1999 IHC 4700 spray truck. Summit Truck Group had 4 different options: OEM engine, with core, ready to drop in, \$18,049.89; and OEM with long block, with core, and using some parts off the existing engine, \$9,611.28; aftermarket ready to drop in, with core, \$15,148.90; and aftermarket long block, with core, \$8,725. Kenny went over the two different warranty options for OEM replacement or aftermarket. Kenny said that he has talked to the Road & Bridge Administrator and he has said that the shop crew would be able to do the work on the engine. Kenny recommended going with the aftermarket drop in engine for \$11,548.90, with core being \$3,600, with the Reviva warranty. The commissioners approved. Kenny said that he needed to purchase a new printer that is used to print sales invoices on. The commissioners approved for him to find the best price and purchase. Kenny updated the commissioners on chemical sales. Commissioner Brumbaugh visited with Kenny on a call she had received from a citizen about small cedar trees that the Noxious Weed Department had sprayed that are now dead. Kenny went over where they had sprayed, and they didn't spray anywhere else except what was on county right-of-way. Kenny will go look at the area, as will Commissioner Brumbaugh.

Commissioner Kay moved to approve and sign Resolution 20-12, Concerning Concurring with the Executive Orders of the Governor of the State of Kansas Regarding Staying At Home During the Ongoing Public Health Emergency, to May 3, 2020. Commissioner Wolf seconded. Motion carried, 3-0.

JoDee Copple, County Treasurer, said that the postage meter repairman could come today to do maintenance on the machine. The commissioners approved as long as Marie Ballou, Emergency Management Coordinator, would do the screening, and provide the repairman with a mask and gloves, since he would be coming from Wichita, and JoDee sanitizing after he left.

Matt Dixon, Custodian, was informed to provide all department heads with a key to the mailroom.

Commissioner Wolf moved to go into executive session at 9:28 a.m. for ten minutes to discuss non-elected personnel to protect the privacy of the employee. Commissioner Kay seconded. Motion carried, 3-0. Those present were the commissioners, Mary Arganbright, County Clerk, and Richard Buck, County Attorney. They returned to regular session at 9:38 a.m. Mary will contact the department head and have them get on the agenda next week.

With no further business before the board, Commissioner Kay moved to adjourn at 9:40 a.m. Commissioner Wolf seconded. Motion carried, 3-0.