

Minutes of Proceeding
Ottawa County Board of Commissioners
June 22, 2020

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 James P. Kay, Third District Commissioner Karen S. Brumbaugh, and County Clerk Mary Arganbright.

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

Mary Arganbright, Ottawa County Clerk, gave the board minutes to review from June 15, 2020. Commissioner Wolf moved to approve the minutes after a correction was made. Commissioner Kay seconded. Motion carried, 3-0. Mary gave the board the job description for the new assistant custodian to sign, which it was. Mary gave the commissioners the job estimate from R & L Fire and Security Specialists LLC to sign for the recorder that was approved last week. The commissioners signed the document. Mary gave the commissioners a copy of an email from KCAMP, the county's liability insurance carrier, on facility inspection training KCAMP is providing. The commissioners discussed sending Josh Brown, Custodian to the training. Mary gave the commissioners the Museum board minutes brought to her to give to them, along with a Department Head Proposed Employee Wage Increase from the Museum Board for Samantha Davis. Commissioner Kay moved to accept the recommendation from the Museum Board to raise Samantha Davis, \$1.00 per hour effective June 1, 2020. Commissioner Wolf seconded. In discussion Commissioner Wolf said that she would like to just do .75 an hour raise, up to \$15. Commissioner Kay supported the Museum Board's recommendation of \$1.00, and Commissioner Brumbaugh said that she would like .75 up to \$15. Commissioner Kay move previous question. Motion was as follows Commissioner Kay aye, and Commissioner Wolf and Commissioner Brumbaugh nays. Motion failed, 1-2. Commissioner Wolf moved to give Samantha Davis a .75 raise moving her up to \$15 per hour, effective June 25, 2020, (July pay period). Commissioner Brumbaugh seconded. No discussion. Motion carried with all commissioners voting aye, 3-0.

D. D. Malmberg, candidate for Commissioner District #3 was an observer.

Erin Kearn, Clerk of the District Court, stopped in and asked about getting rid of 10-14 old computer towers they have stored. She is having someone come and pull the hard drives from them but wondered after that what the process was to get rid of. The commissioners said for her to send out an email to department heads to see if anyone wanted one, and after that she could destroy.

Prisoner count was reported Saline County 46 and Ottawa County 4.

Truette McQueen, Zoning Administrator, met with the commissioners for a zoning hearing for an addition of a compressor to an existing compressor station as a special use in the A-1 Agriculture District. Attending via telephone were Joe Fisher and Nathan Hanneman, Northern Natural Gas Company. Commissioner Brumbaugh called agenda item #4A for the above-mentioned compressor addition to order. Commissioner Brumbaugh asked the other Board members if any of them intended to disqualify themselves from discussing and voting on this case because they have conflicts of interests or a particular bias on the matter. Commissioner Wolf and Kay responded no, which a quorum was then determined. Commissioner Brumbaugh asked the County Clerk if any protest petitions had been received on the case, in which the Clerk responded no. The board then determined that a unanimous vote was not necessary to approve the case. Commissioner Brumbaugh asked Truette if the Planning Board received any comments from a city on this case, in which Truette responded that a call was taken from a landowner south of the station in which they had no objection. Commissioner Brumbaugh asked the Board Members if they received copies of the unapproved minutes of the June 3, 2020, zoning board in which summarized the case. Both commissioners responded yes. Commissioner Brumbaugh asked the applicant and members of the public present (which there was no public present), if they felt that they had a fair and impartial hearing. Northern Natural Gas representatives replied yes. Truette then gave the Zoning Administrator's report and he read through the factors and findings. Commissioner Brumbaugh asked if there were any questions to Truette. The applicants had no questions either. Commissioner Brumbaugh went through the choices provided under the state statutes for the Board's action. Commissioner Kay moved to approve Resolution 20-18, Special Use Case SU-001-2020, for the addition of a compressor to an existing compressor. Commissioner Wolf seconded. Motion carried 3-0. Truette visited with the commissioners about the road resolution that they passed last week. Truette

said that by closing the road it land locked a piece of property. Truette said that it is illegal in the State of Kansas. Commissioner Kay said that he informed the landowner that an easement would need to be filed in the Register of Deeds office. Truette said that filing a perpetual easement would solve the problem, and the commissioners would need to make sure that it is done. In the future, having a perpetual easement filed ahead of the closing would be advisable.

Greg Dockins, Road & Bridge Administrator, reported on what crews were doing. Greg asked the commissioners if they had a chance to look at the recommended raises, he gave them last week. All commissioners said yes. Commissioner Kay moved to accept the Department Head Proposed Employee Wage Increase for Chase Donovan .25; Andy Helget .50; Joel Jamison .25; Robert Piper .50; Nevin Roberts .50; Mike Sjolander .50; Keith Ahlquist .50; Troy Gabehart .50; John Stone .25; and Laura Bowles .25, effective June 25, 2020 (July pay period). Commissioner Wolf seconded. Motion carried, 3-0. Greg asked if the commissioners decided on the week of July 4 holiday for his crew. After discussion, Commissioner Kay moved to have the Road & Bridge crews work 4-8-hour days with July 3, 2020, as a paid holiday for the July 4, 2020, that falls on Saturday. Commissioner Wolf seconded. Motion carried, 3-0. Typically, when they are on their 4-10-hour days and a holiday falls on a Saturday, they wouldn't get paid for the holiday.

Marie Ballou, Emergency Management Coordinator, Sara Hodges, Health/Aging Administrator, and Richard Buck, County Attorney, met with the commissioners, and Marie reported that the new recorder would record for 55-101 days. The group discussed the Kansas Office of Recovery established by Governor Kelly to administer funds appropriated for Kansas under the federal CARES Act. There are guidelines for the funding in which Marie will email that document to the board. Marie's recommendation would be for the commissioners to setup a taskforce to oversee the funding and make sure it meets the guidelines to give to the commissioners as they have the overall decisions. A resolution will need to be passed first and they are waiting for a sample resolution to come out. The commissioners asked for Marie and Sara to start pulling together a taskforce as the timeframes are very tight.

Commissioner Wolf moved to go into executive session for thirty minutes at 10:09 a.m. for attorney/client matters relating to potential litigation. Commissioner Kay seconded. Motion carried, 3-0. Those present were the commissioners and Richard Buck, County Attorney. They returned to regular session at 10:39 a.m. No decision was made.

Josh Brown, Custodian, stopped in and the commissioners gave him the email from KCAMP on the facility inspection training, and asked him if he would like to go. He said yes, and he will respond to the email. The commissioners visited with Josh about putting his department under the supervisory of Emergency Management. This is just so if the custodial department has questions on hazardous material, COVID-19 issues, etc., he has a go to department for questions. The commissioners called Marie Ballou, Emergency Management Coordinator, and informed her of the added supervisory position added to her job description. Commissioner Wolf moved to add, "Supervises the work of the custodial department and custodians engaged in the care, cleaning, and security of County Buildings and facilities." Commissioner Kay seconded. Motion carried, 3-0. Commissioner Wolf moved to rephrase the prior motion concerning the custodial department to, "Supervises the work of the custodial department and custodians engaged in the care and the cleaning of the Ottawa County Courthouse and Detention Center". Commissioner Kay seconded. Motion carried, 3-0.

With no further business before the board, Commissioner Wolf moved to adjourn at 11:00 a.m. Commissioner Kay seconded. Motion carried, 3-0.