

Minutes of Proceeding
Ottawa County Board of Commissioners
June 29, 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 22, 2020. Commissioner Kay moved to approve the minutes as read. Commissioner Wolf seconded. Motion carried, 3-0. Mary gave the board the month end vouchers to review and approve. Mary went over health insurance balances with the board. Mary visited with the commissioners about payroll that she wanted moved out of her office, by January 1, 2021. After spending a month writing down everything that is involved with payroll and HR, she determined that right now to the end of the year, she did not have the time to train someone new. She said that she would continue to do it. Mary gave the board the three revised job descriptions for Emergency Management Coordinator, Custodian, and the Assistant Custodian to review. Mary reported that her office has received back approximately 450 advance applications for the Primary Election.

Josh Brown, Custodian, stopped in and asked permission to come in for a little while on Friday, which is a holiday, to clean the outside air conditioner compressor. He will need to shut the air conditioner off and did not want to do it during regular working hours. The commissioners approved.

Commissioner Wolf moved to approve and sign Resolution 20-19, on the County Coronavirus Relief Fund. Commissioner Kay seconded. Motion carried, 3-0.

Richard Buck, County Attorney, stopped in and let the commissioners know that on July 6, 2020, there is a series of meetings being planned with entities to discuss what has been spent for COVID-19. He asked if the commissioners would set-up a department head meeting at 11:30 a.m. in the courtroom to discuss COVID-19 expenses, on July 6, 2020. The commissioners said that they would. Commissioner Kay moved to appoint Richard as the contact person for Ottawa County for the CARES Act Sparks Funding. Commissioner Wolf seconded. Motion carried, 3-0.

Marie Ballou, Emergency Management Coordinator, and Sara Hodges, Health/Aging Administrator, stopped in and Marie gave the commissioners a Resolution and Proclamation for State of Local Disaster Emergency for Ottawa County, Kansas. Commissioner Kay moved to pass Resolution 20-20, Proclamation of a State of Local Disaster Emergency for Ottawa County, Kansas, for a period of seven days. Commissioner Wolf seconded. Motion carried, 3-0. Commissioner Wolf moved to give Marie Ballou, Emergency Management Coordinator, a raise, effective June 25, 2020, from \$46,384 to \$48,304. Commissioner Kay seconded. Motion carried, 3-0. Sara reported that as of last Friday, Ottawa County had 2 positive COVID-19 cases. This brings the total to 6 for Ottawa County.

Greg Dockins, Road & Bridge Administrator, and Joshua Beckman, Kirkham Michael, came in and Joshua discussed the project for the curve on the Wells Road. He gave the commissioners a booklet to go through for their firm, and answer questions, in order for their firm to work on the project. Greg reported on what crews were doing. Greg said that his cell phone is not charging any longer. He will look into getting it replaced.

Kenny Baccus, Noxious Weed Administrator, reported on chemical sales year-to-date. Kenny said that he has sent out warning letters to landowners for noxious weeds on property. Kenny said that he had to do a couple of repairs on equipment last week. Kenny discussed employee matters with the board.

Keith Coleman, Sheriff, gave prisoner count of Saline County 45 and Ottawa County 3. Keith reported that he has a

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deputy sheriff that will be leaving. Keith discussed what they are thinking about doing with scheduling while looking for another officer.

D.D. Malmberg, Candidate for County Commissioner 3rd District, was an observer, at 10:14 a.m.

With no further business before the board, Commissioner Wolf moved to adjourn at 10:17 a.m. Commissioner Kay seconded. Motion carried, 3-0.