

Minutes of Proceeding
Ottawa County Board of Commissioners
July 6, 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 29, 2020, and July 2, 2020. Commissioner Wolf moved to approve the minutes of June 29, 2020, as read. Commissioner Kay seconded. Motion carried, 3-0. Commissioner Wolf moved to approve the minutes of July 2, 2020, as read. Commissioner Kay seconded. Motion carried, 3-0. Mary gave the board copies of the grant information for next week's appointment with Community Corrections. Mary gave the commissioners copies of an exit interview from a former employee that had quit last week that she thought they should see.

D.D. Malmberg, candidate for Commissioner District 3 was an observer at 8:18 a.m.

Rick Shupe, Minneapolis, was an observer at 8:22 a.m.

Alan and Betty Dickerman, and Greg Dockins, Road & Bridge Administrator, met with the commissioners and the Dickerman's discussed the problem they are having that when it rains, they are losing land. This time after the rains they lost their septic tank in the creek. They have been in touch with NRCS, and they have told them there is a program they could sign up for, but they would need a sponsor. The commissioners asked if NRCS had given them a price, and they said no. The commissioners pointed them in the direction of the local water resource office to start with. Greg will get them a telephone number.

Commissioner Kay moved to go into executive session at 8:46 a.m. for ten minutes for non-elected personnel. Commissioner Wolf seconded. Motion carried, 3-0. Those present were the commissioners and Truette McQueen, County Appraiser. They returned to regular session at 8:56 a.m. No decision was made.

Greg Dockins, Road & Bridge Administrator, reported on what crews were doing. Greg gave the commissioners the other three preliminary Engineering Services Project qualifications for choosing the engineer to draw up the plans for the Doering curve. The four companies are Kirkham Michael, BG Consultants, Schwab Eaton, and Campbell & Johnson Engineers, P.A. The commissioners will start their process of rating the companies. Greg reported on employee matters.

Marie Ballou, Emergency Management Coordinator, Sara Hodges, Health/Aging Administrator, and Richard Buck, County Attorney, discussed the SPARKS funding round 1. He discussed the laptop requests from offices, and Richard said that he would like to have them all from the same place, so he has reached out to Dell.

Keith Coleman, Sheriff, reported prisoner count of Saline County 36 and Ottawa County 3.

At 10:30 a.m., the commissioners held a department head meeting. Those present were Mary Arganbright, County Clerk; Richard Buck, County Attorney; Greg Dockins, Road & Bridge Administrator; Samantha Davis, Museum Curator; Kenny Baccus, Noxious Weed Administrator; Marilyn Heck, Register of Deeds; Marie Ballou, Emergency Management Coordinator; Keith Coleman, Sheriff; Sara Hodges, Health/Aging Administrator; Leah Robinson, Extension Agent; Erin Kern, Clerk of the District Court; JoDee Copple, County Treasurer; and Truette McQueen, County Appraiser. The commissioners informed the department heads, effective today, if they have an employee is out for COVID-19 related issues, a healthcare provider needs to write a note and that note needs to go to the Human Resource office. The employee also will need to contact the Human Resource office, by telephone, to have a form sent out to them and then returned in order for tracking vacation and sick leave benefits accurately. The SPARKS committee of Richard, Sara, and Marie then informed the group that there has been funding awarded to Ottawa County for strictly COVID-19 use. Each office is

Minutes of Proceeding
Ottawa County Board of Commissioners
July 6, 2020

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

to put a list together of what they have spent and not already turned in, what their office needs to keep their office running in case of having to telework, and then a 'wish' list. The committee needs the information by the end of this week. Marie said that she has gotten personal protection equipment in so that if any office needs anything to see her. The county commissioners mask resolution was gone over that was passed last week.

With no further business before the board, Commissioner Wolf moved to adjourn at 10:47 a.m. Commissioner Kay seconded. Motion carried, 3-0.