

Minutes of Proceeding
Ottawa County Board of Commissioners
May 4, 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. Due to COVID-19, the commissioners held their meeting in the basement meeting room.

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

Mary Arganbright, Ottawa County Clerk, gave the commissioners the minutes from April 27, 2020, to review. Commissioner Kay moved to approve the minutes as read. Commissioner Wolf seconded. Motion carried, 3-0. April payroll was given to the commissioners to review. Mary reported that Twin Valley Telephone fiber internet has been installed and NCKCN has been notified. Mary reported that she ordered a drop-off box for her office to be put at the East entrance of the courthouse.

Commissioner Wolf moved to go into executive session for non-elected personnel to protect the privacy of the employee at 8:15 a.m. for fifteen minutes. Commissioner Kay seconded. Motion carried, 3-0. Those present were the commissioners, Richard Buck, County Attorney, and Mary Arganbright, County Clerk. They returned to regular session at 8:30 a.m. No decision was made. Commissioner Wolf moved to go back into executive session at 8:31 a.m. for five 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, Richard Buck, County Attorney, and Mary Arganbright, County Clerk. They returned to regular session at 8:36 a.m. No decision was made.

Kathy Mosher, and Erica Green, Central Kansas Mental Health Center went over the 2019 Annual Report for Ottawa County services they provided. They also presented their 2021 budget request, which the commissioners will take into consideration.

Laura Bowles, Road & Bridge Administrative Assistant, gave the commissioners a new job description for Road & Bridge Seasonal Employee to review. Laura said that bids have been sent out for the construction of improvements at 210th Road and Limestone Road. Laura said that bridge inspections have been completed.

JoDee Copple, County Treasurer, gave the board her 2021 budget request for consideration.

Marie Ballou, Emergency Management Coordinator, Sara Hodges, Health/Aging Department Administrator, and Trisha Smith, Health Department RN, met with the commissioners and gave them COVID-19 Ottawa County Courthouse Screening Tool, and Ottawa County Courthouse Screening Procedures to review. Sara gave the commissioners a copy of the Governor's Reopening Plan. Marie asked permission to get a Zoom.com account for the courthouse. The commissioners asked the cost, and it was reported \$149.90 a year. The commissioners approved. Marie asked permission to get an intercom system for the north door. She thought it would be around \$400. Marie said that she has funds available in her fund, and then some of the cost would be reimbursed. Marie will get more information on the intercom and bring back to the commissioners next week. Trisha went over the screening procedures they had come up with.

Keith Coleman, Sheriff, gave prisoner count of Saline County 44, City of Minneapolis 1, and Ottawa County 3.

Commissioner Kay moved to terminate Matt Dixon, Custodian, immediately. Commissioner Wolf seconded. Motion carried, 3-0.

Matt Dixon, Custodian, came in and the commissioners informed Matt that they were terminating his employment, effective immediately. Matt was given his exit interview documents.

Josh Brown, Assistant Custodian, was called in and the commissioners asked Josh if he would consider being the Interim Custodian until one is hired. Josh said he would. They will meet again with him next week.

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The commissioners worked on COVID-19 guidelines to be given to all department heads, and their employee's.

Truette McQueen, County Appraiser, visited with the board about bringing back his other employee to start data collecting. Truette explained his guidelines, and to do the collecting it will be by drive-by, and a picture being taken. Truette asked about a zoning meeting that they need to have. Options were discussed.

With no further business before the board, Commissioner Wolf moved to adjourn at 12:19 p.m. Commissioner Brumbaugh seconded. Motion carried, 3-0.