

Minutes of Proceeding
Ottawa County Board of Commissioners
July 20, 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.

Gary Allen Smith, Commissioner District #2 candidate, was an observer.

Mary Arganbright, Ottawa County Clerk, gave the board minutes to review from July 13, 2020. Commissioner Kay moved to approve the minutes of July 13, 2020. Commissioner Wolf seconded. Motion carried, 3-0. Mary gave the commissioners new signature cards for them to sign for the new Coronavirus Relief Fund from Bennington State Bank. She also gave them the June bank reconciliation for the county treasurer. Mary gave the commissioners the draft copy of the 2019 audit from the auditor. She also gave them the Management Representation Letter from Lindburg Vogel Pierce Faris, Chtd., and the engagement letter for Lindburg Vogel Pierce Faris Chtd., to assist with 2021 budget preparation, in which the commissioners signed both.

Sara Hodges, Health/Aging Administrator, reported on what their office has been doing with the Kansas Food Bank, the clinic's they are having, and COVID-19 clinical work.

Greg Dockins, Road & Bridge Administrator, reported on what crews were doing. The commissioners asked Greg about one of the raises he recommended, and the commissioners approved on June 22, 2020. The employee was already at \$15.00 per hour. Greg said that is where he wanted him, so the raise approved will be voided. Greg said that he was approached last week about putting in a raise for himself and Chris Smith. The commissioners said that they discussed it last week. Greg gave the board a Department Head Proposed Employee Wage Increase form for Chris Smith, Road & Bridge Assistant Road Supervisor, for .50 per hour raise, and Greg Dockins, Road & Bridge Administrator, .50 per hour raise. The commissioners said they would look it over.

The commissioners discussed the proposed raises that Greg Dockins, Road & Bridge Administrator, left for himself and Chris Smith, Road & Bridge Assistant Road Supervisor. They all felt the raises should be higher. After discussion, Commissioner Kay moved to raise Greg Dockins, Road & Bridge Administrator, to \$25 per hour from \$23.57. Commissioner Wolf seconded. Motion carried, 3-0. Commissioner Kay moved to raise Chris Smith, Road & Bridge Assistant Road Supervisor, to \$21.75 per hour from \$21.00. Commissioner Wolf seconded. Motion carried, 3-0. The commissioners called Greg back up and informed him of the raises.

Commissioner Kay moved to go into executive session at 9:30 a.m. for ten minutes to discuss non-elected personnel to protect the privacy of the employee. Commissioner Wolf seconded. Motion carried, 3-0. Those present were the commissioners and Truette McQueen, County Appraiser. They returned to regular session at 9:40 a.m. No decision was made.

Commissioner Wolf moved to go into executive session at 9:44 a.m. for ten minutes for attorney/client matters to advise on how the county will respond to the Governor's executive order today. Commissioner Kay seconded. Motion carried, 3-0. Those present were the commissioners and Richard Buck, County Attorney. They returned to regular session at 9:54 a.m. No decision was made.

Keith Coleman, Sheriff, gave prisoner count of Saline County 40, and Ottawa County 2. Keith said that he has a few applications for the vacant deputy sheriff position. Keith said that Cornerstone is supposed to be here the week of the 29th to look at the camera system at the jail. He also reported on upgrading the dishwasher that has been there since the jail was built. Keith discussed a patrol vehicle with the board.

Missy Witt, Deputy County Treasurer, brought in quotes for the postage meter which is due to expire soon. After discussion, it was decided that Missy would contact the current company and ask for a loaner to be brought out to get the county by until the lease runs

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

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

out. In the meantime, the commissioners will look over the quotes.

Commissioner Wolf moved to go into executive session at 10:34 a.m. for non-elected personnel to protect the privacy of the employee. Commissioner Kay seconded. Motion carried, 3-0. Those present were the commissioners and Forrest Rhodes, KCAMP Attorney Assist, via telephone. They returned to regular session at 10:54 a.m. No decision was made.

Marie Ballou, Emergency Management Coordinator, Richard Buck, County Attorney, and Sara Hodges, Health/Aging Administrator, SPARKS committee, met with the commissioners for a work session regarding SPARKS. The group went over what entities have provided requests, and the dollar amount is approximately \$150,000, but not everything is in yet. A direct spending plan is due by August 15, 2020. The committee will meet again with the commissioners next week.

Marie Ballou, Emergency Management Coordinator, talked to the commissioners about the custodian's hours and asked if there was anyway his hours could be adjusted to earlier hours for some of the responsibilities that he will be having to do. After discussion, it was decided to just have him come in earlier in the morning to get things done and get the overtime.

With no further business before the board, Commissioner Kay moved to adjourn at 12:00 p.m. Commissioner Wolf seconded. Motion carried, 3-0.