

Minutes of Proceeding
Ottawa County Board of Commissioners
April 26, 2021

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 Scott Mortimer, Third District Commissioner D. D. Malmberg, and County Clerk Mary Arganbright.

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

Katrina Pollet, Human Resources, was an observer.

Mary Arganbright, Ottawa County Clerk, gave the board the minutes from April 19, 2021. Commissioner Malmberg moved to approve the April 19, 2021, minutes. Commissioner Mortimer seconded. Motion carried, 3-0. Mary gave the board an abatement to review, and vouchers.

Annie Grevas, Community Corrections, and Mary Thrower, met with the commissioners and Annie went through grants that needed the commissioner's approval. She discussed a push notification system that she has been working on that notifies clients a reminder for court appearances. Commissioner Malmberg moved to approve the Adult Behavioral Comprehensive Plan grant for FY 2022. Commissioner Mortimer seconded. Motion carried, 3-0. Commissioner Mortimer moved to approve the Juvenile Service Comprehensive Plan grant for FY 2022. Commissioner Malmberg seconded. Motion carried, 3-0. Annie presented a proposal for a pre-trial program and drug court shared position with Saline County. She went over the proposal which Ottawa County would be responsible of 1/3 of the proposed budget of \$19,364.43. Annie said that she meets with the Saline County Commissioners soon to present the proposal, which Saline County would be responsible for a 2/3 commitment. If Saline County denies any of the position funding the proposal would not move forward.

Prisoner count was reported Saline County 21, Sedgwick County 11, and Ottawa County 4.

There was no one present for public comment from 8:45 a.m. – 9:00 a.m.

Commissioner Mortimer moved to go into executive session at 9:19 a.m. for twelve minutes to discuss non-elected personnel. Commissioner Malmberg seconded. Motion carried, 3-0. Those present were the commissioners, Greg Dockins, Road & Bridge Administrator, Chris Smith, Assistant Road & Bridge Administrator, and Katrina Pollet, Human Resources. They returned to regular session at 9:31 a.m. Commissioner Malmberg moved to go into executive session at 9:31 a.m. for ten minutes to discuss non-elected personnel. Commissioner Mortimer seconded. Motion carried, 3-0. Those present were the commissioners, Greg Dockins, Road & Bridge Administrator, Chris Smith, Assistant Road & Bridge Administrator, and Katrina Pollet, Human Resources. They returned to regular session at 9:41 a.m. No decision was made. Greg reported on what crews were doing. The group discussed a vehicle maintenance schedule for the vehicles, specifically the ones kept at the courthouse, excluding the sheriff's office. They asked Greg if he would be able to service the vehicles at the county shop. Greg said they could. They discussed using the vehicles in the parking lot for employees to take to meetings. Katrina Pollet, Human Resources, went over when and how to seek sealed bids.

Katrina Pollet, Human Resources, gave the commissioners a birthday card for the board to sign for an employee with a birthday this week.

Kathy Mosher, Derek Knopp, and Becky Gassman, Central Kansas Mental Health Center, gave the commissioners an overview of 2020 services. They also presented the 2022 Budget proposal.

Katrina Pollet, Human Resources, gave the board a form for Road & Bridge to use for Request for Proposal's. Katrina informed the board that she has set-up membership to Society for Human Resource Management (SHRM) for \$48. Katrina asked permission to purchase a Kansas Human Resource Manual for \$248. Katrina asked how the county handles retirements. Katrina said that she has

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been working with the Appraiser's office on staying open during the lunch hour. Commissioner Mortimer moved to allow the Appraiser's office to stay open during the lunch hour alternating lunch periods, effective today. Commissioner Malmberg seconded. Motion carried, 3-0.

Truette McQueen, County Appraiser, stopped in and had the plat for the Hensley subdivision for the commissioners to review. Chairperson Wolf signed the plat.

Commissioner Malmberg moved to go into executive session at 10:55 a.m. for fifteen minutes to discuss non-elected personnel. Commissioner Mortimer seconded. Motion carried, 3-0. Those present were the commissioners and Katrina Pollet, Human Resources. They returned to regular session at 11:10 a.m. No decision was made.

Katrina Pollet, Human Resources, stopped in and the commissioners asked her about the county meal policy of \$45 per diem a day. The commissioners asked Katrina to make a policy on employees using a county owned vehicle for traveling to meetings.

With no further business before the board, Commissioner Mortimer moved to adjourn the meeting at 11:26 a.m. Commissioner Malmberg seconded. Motion carried, 3-0.