

Minutes of Proceeding  
Ottawa County Board of Commissioners  
February 16, 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.

Mary Arganbright, Ottawa County Clerk, gave the board the minutes from February 8, 2021. Commissioner Malmberg moved to approve the February 8, 2021, minutes. Commissioner Mortimer seconded. Motion carried, 3-0. Mary gave the board the township annual reports for Morton, Stanton, and Durham, Townships to examine and confirm. Mary reported that she has offered the deputy county clerk position to Candice Blake, at \$14.00, and she accepted.

JoDee Copple, County Treasurer, brought the board the January bank reconciliation to review.

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

Keith Coleman, Sheriff, gave prisoner count of Saline County 30, Sedgwick County 1, and Ottawa County 5. Keith gave the commissioners an estimate from Geisler Roofing for the roof replacement at the jail for \$85,865.60. The prior proposal from AP Roofing was for \$78,363.09. The commissioners discussed with Keith whether they needed to take sealed bids for the project, since the amounts were over \$10,000. Keith will check with the county attorney. Keith reported on repairs to the heater in boiler room at the jail, and the walk-in cooler quit, and he will be looking at it today. Keith said that he received the renewal contract with Kimble Mapping for 911 for \$2,900.00. He received the renewal paperwork from Summit Food Service for meals at the jail with an increase of 3% or .14 cents a meal. Keith reported on an agreement with Voice Products for the recorder system at the jail for \$6,609.50.

Greg Dockins, Road & Bridge Administrator, gave the commissioners a copy of the help wanted advertisement he has placed for the Drainage Specialist position. Greg reported on what crews were doing. Greg visited with the commissioners on what vehicles he is using, and the vehicles that the county is not using that he would like to have in Road & Bridge to utilize for the crews to use when they go out and cut trees, etc. Greg discussed the possibility of purchasing older pickups for the crews to use. Greg said that he is getting ready to send out the surveys to his employees on whether they want to do the 10-hour days, 4-day a week, Monday-Thursday, beginning the end of March through end of October. The group discussed the way holidays are handled if the holiday falls on a Friday when they are working Monday-Thursday, the end of March through the end of October, and what they do to accommodate the employees so that they receive the holiday pay if the holiday falls on Friday, which is to work Monday-Friday of that week at the 8 hours a day. This is the way it was done last year.

Sara Hodges, Health/Aging Administrator, gave the commissioners an update on her office. In department of Aging, she went over the Ottawa County Council on Aging meeting that was held February 11, 2021, Meals on Wheels in the county, and reported on the last COVID-19 Partner Meeting on February 12, 2021. She discussed the way they administer the COVID-19 vaccine around the county. The commissioners asked Sara where the county employees fell into getting vaccinated? Sara will get with her RN and see who she has on the list, and then get with the County Clerk to reach out to the department heads.

Richard Buck, County Attorney, brought in K.S.A. 19-214, Awarding of certain contracts; public lettings; bond; exemptions. This statute allows the commissioners to declare emergencies on getting county buildings repaired without going through a bid process. Commissioner Wolf sent Keith Coleman, Sheriff, a text to let him know that this K.S.A. allows Sheriff Coleman to go ahead and get the roof done.

Marie Ballou, Emergency Management Coordinator, brought up Resolution 21-04, Proclamation of a State of Local Disaster Emergency for Ottawa County, Kansas, for the cold weather. Commissioner Malmberg moved to extend the two-week face mask

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mandate for Ottawa County. Commissioner Mortimer seconded. Motion carried, 3-0. Marie gave the commissioners a quote for a laptop and printer for the new office of payroll and HR. The total is \$2,034.49. This will come from SPARK funding. Marie said that the COVID SPARK funding will be completely used up by the end of February. March 1, 2021 is the deadline for completion.

Tammy Taylor, Twin Valley Telephone, came in and gave the commissioners renewal information for the telephone system, as it has been 5-years, and it is time to renew. She went over current charges which is \$1,532.81, a month. Her proposed renewal with Warranty for the service, is \$1,384.99 month, or \$987.11 without Warranty. After discussion, it was agreed to go with the proposal for \$987.11 without warranty. Tammy will send the paperwork to Commissioner Wolf for a signature.

Josh Brown, Custodian, came in and the commissioners discussed a complaint about the sidewalks not being cleaned off. Josh said that he has been working on it since yesterday. There is salt on the sidewalks. The commissioners asked Josh to indicate on his timesheet when he has overtime. He said that he will.

With no further business before the board, Commissioner Mortimer moved to adjourn the meeting at 11:17 a.m. Commissioner Malmberg seconded. Motion carried, 3-0.