

Minutes of Proceeding
Ottawa County Board of Commissioners
November 20, 2017

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

The Board of Commissioners met in regular session with Commissioner James P. Kay, Commissioner Karen S. Brumbaugh, Commissioner Kathy M. Luthi, and County Clerk Mary Arganbright.

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

Mary Arganbright, Ottawa County Clerk, gave the commissioners a Formal Grievance from a former employee. The commissioners will set the hearing time and date, and notify the former employee in writing.

Commissioner Brumbaugh moved to go into executive session at 8:24 a.m. for five minutes to discuss non-elected personnel, to protect the privacy of the employee. Commissioner Luthi seconded. Motion carried, 3-0. Those present were the commissioners, and Mary Arganbright, County Clerk. They returned to regular session at 8:29 am. No decision was made.

Sara Hodges, Health/Aging Administrator, gave the commissioners an update on the Aging and Health Departments.

Shannon Luthi, Highway Administrator, reported on what crews were doing. Shannon gave the commissioners a job application on an individual he would like to offer to hire. It was decided to offer the applicant, if he accepted, \$13.50 an hour. Shannon gave the commissioners a Disposal of Dilapidated Housing Program application for the City of Delphos, that needed to be resigned since it was over 90 days. The application was signed. Shannon said that he is going to be requesting culvert quotes. Shannon asked where the commissioners were on purchasing steel toed boots for the road and bridge employees. The commissioners said they would like, in writing from KWORCC, whether or not it's mandatory or not.

Jeff McHenry, Steve Clanton, David Crosson, and Jim Klein, visited with the commissioners about the Sunset Road hearing the commissioners held several weeks ago. Shannon Luthi, Highway Administrator, was also present. The commissioners apologized for the oversight of not realizing that it was Sheridan Township that applied for the laying out of the road, to begin with. Jim and David explained their reasons to lay out the road again. Shannon said that the cost to reopen the road would be approximately \$5,000, plus the cost to maintain it. Jim will reapply for the road to be reopened to a minimum maintenance road.

Keith Coleman, Sheriff, gave prisoner count of Saline County 39, and Ottawa County 9. The group discussed the revised plans from Archetype Design Group, Inc., for the law enforcement remodeling. Keith has given the county attorney a copy to review.

Matt Dixon, Custodian, reported to the commissioners that he has the bids for the tree trimming at the courthouse. Salina Tree Inc., \$520, main focus tree, extra work totals, \$1,040; Paul's Tree Care, \$800, main focus tree, extra work total, \$600. Commissioner Brumbaugh moved to go with Salina Tree Inc., for items 1, 3, and 4, for a total of \$1,560. Commissioner Luthi seconded. Motion carried, 3-0. Matt showed the commissioners the decal sample he came up with for the doors. Matt had a quote from Sign Pro, 5 x 8 decals, 16 decals, for \$627.00. The commissioners approved. Matt said the circulation pump has been installed, and the boiler has been fixed. Matt said that the company rekeying the courthouse should start on

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the project next week. Matt gave the commissioners a list of the conflicts they asked him to come up with opening the building at 7:45 a.m. The commissioners will go through the list and let him know. Jason Parks, County Attorney, joined the group. The group discussed changes in Matt's department head payroll status change. The commissioners will discuss his concerns and get back with him.

Commissioner Brumbaugh moved to go into executive session at 11:29 a.m. for fifteen minutes for non-elected personnel, to protect the privacy of the employee. Commissioner Luthi seconded. Motion carried, 3-0. Those present were the commissioners, Jason Parks, County Attorney, and Mary Arganbright, County Clerk. They returned to regular session at 11:45 a.m. No decision was made.

Commissioner Brumbaugh moved to go into executive session at 11:45 a.m. for ten minutes for non-elected personnel, to protect the privacy of the employee. Commissioner Luthi seconded. Motion carried, 3-0. Those present were the commissioners, Jason Parks, County Attorney, and Mary Arganbright, County Clerk. They returned to regular session at 11:55 a.m. No decision was made.

Commissioner Brumbaugh moved to go into executive session to discuss attorney/client matters, including future and potential litigation, at 10:08 a.m. for ten minutes. Commissioner Luthi seconded. Motion carried, 3-0. Those present were the commissioners, and Jason Parks, County Attorney. They returned to regular session at 10:18 a.m. No decision was made.

Commissioner Luthi moved to accept the agreement with Archetype Design Group, Inc., for the Ottawa County Jail addition. Commissioner Brumbaugh seconded. Motion carried, 3-0.

With no further business before the board, Commissioner Brumbaugh moved to adjourn at 1:20 p.m. Commissioner Luthi seconded. Motion carried, 3-0.