

Ottawa County Board of Commissioner's Minutes

May 30th, 2023

The Board of County Commissioners met in regular session in Suite 201 at the Ottawa County Courthouse.

Those present were:

First District Commissioner Dawn Wolf,
Second District Commissioner Scott Mortimer
Third District Commissioner D. D. Malmberg

JoDee Copple, County Treasurer/Payroll Clerk
Heather Maddox, County Clerk

Commissioner Mortimer called the meeting to order at 8:00 am and Wolf led the group in opening prayer, followed by the flag salute.

Commissioners Mortimer and Wolf attended the Veteran's Memorial dedication on Saturday, May 27th.

Shelia Nelson-Stout, Susan Sprague, Kendra Krier, and Patrick Wallerius with OCCK came into the meeting to discuss with the commissioners about their budget for the 2024 budget year.

On a motion by Commissioner Malmberg, seconded by Commissioner Wolf, by unanimous vote the Board approved the May 22nd, 2023 minutes as presented.

Claims for Approval: Totaling \$52,270.86

County General	\$891.90
ARPA	\$8,000.00
Road & Bridge	\$13,896.47
Solid Waste	\$6,355.50
Vehicle	\$62.88
Election	\$72.56
Building Fund	\$14,352.75
Noxious Weed	\$608.52
Bennington TWP	\$1,060.66
Historical	\$388.83
Appraiser	\$2,040.35
FD#2 MPLS	\$383.08
Jail Commissary	\$3,294.63
Law Enforcement Center	\$802.65
Attorney Training	\$60.08

Visa Claims: Totaling \$ 7,443.19

On a motion by Commissioner Wolf, seconded by Commissioner Malmberg, by unanimous vote the Board approved the claims as presented.

On a motion by Commissioner Malmberg, seconded by Commissioner Wolf, by unanimous vote the Board approved the Visa's claims as presented.

Ottawa County Board of Commissioner's Minutes

May 30th, 2023

County Departments:

Sheriff

Prisoner count for Ottawa County 4, Saline County 25, for a total of 29.

On a motion by Commissioner Malmberg seconded by Commissioner Wolf, by unanimous vote the Board approved a 30-minute executive session for confidential data to discuss County Jail including Wolf, Mortimer, Malmberg, Sheriff Thornton and Attorney Buck. To return at 8:33am.

On a motion by Commissioner Malmberg seconded by Commissioner Wolf, by unanimous vote the Board approved to extend the executive session for a 15-minute for confidential data to discuss County Jail including Wolf, Mortimer, Malmberg, Sheriff Thornton, and Attorney Buck. To return at 8:48am.

Attorney/Counselor

Richard Buck, County Counselor came into the commission meeting to discuss the purchasing policy, request for action form, and quote forms.

On motion by Commissioner Wolf, seconded by Commissioner Malmberg, by unanimous vote the Board approved to pass Resolution 23-12 for the purchasing policy effective as of June 1st.

Road and Bridge

Chris Smith, Road and Bridge Administrator, Joe Mullen, Road and Bridge Supervisor, Cameron Mullen, Shop Supervisor, Marie Ballou, Emergency Management, and Shelby Walker, Deputy Clerk came into the meeting to discuss inventory with the commissioners. County Commissioners discussed with all parties about building a storage unit out at the shop grounds for county storage instead of renting storage units. Maddox talked about going out to the Road and Bridge shop last week and looking at their inventory. C. Mullen discussed inventory supplies. Walker discussed how they will inventory shop tools. Maddox suggested making an inventory list using the CIC software. Maddox said this would work best if the shop had a computer or Laptop that was hooked up to the server at the courthouse. Everyone discussed talking to Kim Winsett, IT. Smith let the commission know this will be a winter project and will be done by January 1st.

Emergency Management

Commissioner Wolf asked if Culver Fire Department ever responded to the State for their Firefighter Relief Association financial reports. Malmberg said she called the Fire Chief. The Commission discussed with Marie Ballou and Heather Maddox about the Culver Fire department not being compliant with the state. Ballou said if the city dissolved, local housing insurance would be an issue. Wolf asked what happens if Culver becomes unincorporated? Ballou said they would fall under the county's jurisdiction. Ballou said that she would reach out to the Culver Mayor and the Culver Fire Chief to see if they could come into the commissioners meeting next week and discuss these concerns. Maddox discussed that she has had difficulty getting a hold of someone at the city hall. Maddox would like it to be discussed that budgets are approaching, and she will need that information from them.

On motion by Commissioner Malmberg, seconded by Commissioner Wolf, by unanimous vote the Board approved to adopt form A-2-23 request for action form effective as of June 1st.

On motion by Commissioner Malmberg, seconded by Commissioner Wolf, by unanimous vote the Board approved to adopt form A-3-23 Tabulation of Verbal/Written Quotations effective as of June 1st.

On a motion by Commissioner Malmberg seconded by Commissioner Wolf, by unanimous vote the Board approved a 15-minute executive session for non-elected to discuss billing including Wolf, Mortimer, Malmberg and Ballou. To return at 10:44am.

On a motion by Commissioner Malmberg seconded by Commissioner Wolf, by unanimous vote the Board approved a 20-minute executive session for non-elected to discuss janitorial including Wolf, Mortimer, Malmberg and Keith Coleman. To return at 11:10am.

On a motion by Commissioner Malmberg seconded by Commissioner Wolf, by unanimous vote the Board approved to extend the executive session for 15-minutes for non-elected Personal to discuss janitorial including Wolf, Mortimer, Malmberg and Coleman. To return at 11:25am

Ottawa County Board of Commissioner's Minutes

May 30th, 2023

Facilities Maintenance

Keith Coleman talked with the commission about the INAAalert system. Coleman discussed with the commissioners that INAAalert has changed a few things with the keypads and the fobs to get into the interior doors. Coleman said that they may be able to get fobs at no extra cost, but will look into it to make sure.

IT

Kim Winsett, IT, came to the meeting to discuss purchasing new computers for the HR office. Winsett told the commission she got a quote from LockIT, \$1500 for computer, \$290 for monitor. The amount is around \$1800 total for the HR office. Winsett said that computers are harder to come by and would suggest we go ahead and order the computer and monitors. Commissioners said they would like Winsett to go ahead and order them from LockIT.

On motion by Commissioner Wolf, seconded by Commissioner Malmberg, by unanimous vote the Board approved to transfer the Authority Officer for the Visa credit cards from Commissioner #1 Dawn Wolf, to County Clerk Heather Maddox, effective May 30th 2023.

With no further business before the commission the meeting was adjourned at 12:07pm on motion by Malmberg and seconded by Wolf. Motion carried by unanimous vote.

ADOPTED this 5th day of May 2023.

BOARD OF COUNTY COMMISSIONERS
OF OTTAWA COUNTY, KANSAS

Dawn Wolf, Vice-Chairman

D.D. Malmberg, Member

Scott Mortimer, Chairman

ATTEST:

Heather Maddox, County Clerk