

# Ottawa County Board of Commissioner's Minutes

February 7, 2022

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 all present.

Commissioner Malmberg called the meeting to order at 8:00 am. Pastor Cynthia M. Smart led the opening prayer and flag salute.

Those present were Vicki Jensen, County Clerk.

Minutes from January 31, 2022 were reviewed. Commissioner Malmberg motioned to approve the minutes. Commissioner Mortimer seconded. Motion carried, 3-0.

Keith Coleman, Facilities Manager reported replacing the hot water heater in courthouse basement, replaced backflow on boiler system, replaced recirculation pump. ThyssenKrupp was here for elevator inspection and trained Keith and Dan Mesecher for basic maintenance. Worked on plumbing and a door at the jail. Worked with County Clerk to move fax lines to Twin Valley. Discussed replacement of chiller tube. Commissioner Wolf motioned to allow Keith to move fax lines and elevator lines to Twin Valley for a substantial savings. Commissioner Mortimer seconded. Motion carried 3-0. Keith sent out 3 bids and received 2 back from Jackson Glass Shop and DS Glass Shop for window repair. Commissioner Malmberg motioned to accept Jackson's bid of \$5,473.84 to replace the 9 broken windows from the windstorm. Commissioner Mortimer seconded. Motion carried 3-0.

Commissioner Malmberg discussed a fence viewing issue. Malmberg will consult with Richard Buck, County Attorney.

Russ Thornton, County Sheriff gave a prisoner count of Ottawa County 4, Saline County 17, Sedgwick County 31.

Commissioner Mortimer motioned to go into executive session pursuant to the student, patient or resident exception. Commissioner Malmberg seconded. Motion carried 3-0. Those present were Commissioners and Russ Thornton, County Sheriff. The group returned to regular session at 8:55.

Greg Dockins, Road & Bridge Administrator reported on the crew activities for the week. Chris Smith joined the meeting. Greg asked, "what are we doing about HR?" Greg has a guy that started last Monday and still has not signed any HR paperwork. Greg gave the current rock pricing to the commissioners. Greg presented 4 bids on grader blades from Wellborn, Foley, Murphy, and Bonnell. After discussion of which blade was the best value, Commissioner Wolf motioned to accept the bid from Foley for \$15,693 for grader blades. Commissioner Mortimer seconded. Motion carried 3-0. Greg submitted 2 bids, from RoadWidener and Halco Inc on a road shoulder machine. After discussion of best value, Commissioner Malmberg motioned to accept the bid from Halco, Inc for an HTC 2000 Road Shoulder Machine for no more than \$39,090.10. Commissioner Mortimer seconded. Motion carried 3-0.

Commissioner Mortimer motioned to take a three-minute break. Commissioner Wolf seconded. Motion carried 3-0.

Conference call with Joe Serrano, Bond Council for Lava Angus Processing. Commissioner Mortimer and Commissioner Wolf agreed to submit an offer of 100% for the first 3 years and 75% for years 4-10 for an annualized abatement of 82.5%. Lava Angus Processing will pay legal fees. All employment and other requirements were removed. Commissioner Malmberg is not in agreement with this offer. All commissioners agreed that this is the final proposal, no other offer will be made.

Commissioner Mortimer made a phone call to a rock hauler.

Kim Winsett, IT, presented the cost of \$40 - \$60 per month to get the commissioners on the server / VPN and discussed the LockIt quote for video & audio equipment and live streaming via BoxCast vs a YouTube option. Commissioner Malmberg motioned to accept the LockIt quote to purchase video & audio equipment and \$99 per month for live streaming video. Discussion, if the audio is not cut for executive session, what happens? Video can be edited. Link would not be posted until video is edited. Commissioner Mortimer seconded. Motion carried 2-1, Commissioner Malmberg yea, Commissioner Mortimer yea and Commissioner Wolf nay. Kim also discussed the server for the county attorney. Kim had discussed this server with Keith Coleman and indicated it's a simple fix to

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get Richard Buck on the courthouse server. Richard Buck joined the discussion at Commissioner Mortimers request. Richard stated he is not interested in dealing with LockIt and furthermore he is an elected official and will run his office as he sees fit. Kim brought this issue to the commissioners several weeks ago, and Richard thought this issue was resolved. Commissioner Malmberg agreed that yes, it was resolved.

Sara Hodges, Health Dept Administrator gave the commissioners monthly updates for the Health Department and the Aging Department.

Richard Buck, County Attorney, gave his report on HR & Payroll. Richard has reached out to several Human Resource and Payroll companies / accounting firms searching to outsource HR and Payroll. Richard also spoke to CIC about remote access to the payroll system. Onboarding paperwork was extremely out of date, and many forms have been updated. Dearborn Life insurance form is from 2012. KPERS forms are outdated. Compliance One drug testing forms are out of date, Richard purchased a notebook from Compliance One with appropriate forms for \$50. CIC will be in house February 22 to train someone for payroll. Richard will continue to search for companies to outsource Payroll and Human Resources.

With no further business before the board Commissioner Malmberg moved to adjourn the meeting at 11:02. Commissioner Mortimer seconded. Motion carried, 3-0.

ADOPTED this 14<sup>th</sup> day of February 2022.

BOARD OF COUNTY COMMISSIONERS  
OF OTTAWA COUNTY, KANSAS

\_\_\_\_\_  
Dawn Wolf, Member

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D.D. Malmberg, Chairman

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Scott Mortimer, Vice-Chairman

ATTEST:

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Vicki L. Jensen, County Clerk