

MINUTES OF THE KINGMAN COUNTY  
BOARD OF COUNTY COMMISSIONERS  
SPECIAL MEETING  
ON March 18<sup>th</sup>, 2020

The Board of Kingman County Commissioners met in the Kingman Expo Center North Room, Kingman, Kansas on March 9<sup>th</sup>, 2020. Those present:

John Steffen, Chairman  
Fred Foley, Commissioner  
Jerry Henning, Commissioner  
Carol Noblit, County Clerk  
John Caton, County Counselor

Visitors: Bob Morris, Kingman Leader Courier; Zachary Bieghler, Kingman EMS Director; Greg Graffman, City Manager; Kallie Turner, Kingman Extension Agent;

Staff: Amber Hartley, County Appraiser; John Wimer, Noxious Weed Director; Tim Elliott, Deputy Treasurer; Becky Luntsford, County Treasurer; Misty Jacobs, Public Works Office Administrator; Matthew Rieke, County Attorney; Heather Kinsler, 911/Dispatch Director; Mark Schnittker, Courthouse Maintenance; Richard Schott, Emergency Manager; Sheriff Randy Hill; Mendy Frampton, Expo Center Director and Charles Arensdorf, Public Works Director

Chairman Steffen call the Board of County Commissioners Special Meeting to order at 1:00 p.m.

The Pledge of Allegiance was said by all in attendance.

Chairman Steffen let everyone in attendance know that this is a special meeting for COVID-19 measures.

Chairman Steffen asked Mary Schwartz, Health Nurse if she had any updated information.

Ms. Schwartz let the Commissioners know that things are changing by the minute and there are no cases in Kingman County at this time.

Ms. Schwartz said that protection and prevention are the key.

Chairman Steffen asked the other Commissioners if the Expo Center should be closed.

The Commissioners discussed the Governor's Executive Order 20-04.

Richard Schott, Emergency Manager provided a notice to the County Commissioners that would be placed on the entrances if the Commissioners were to close the Courthouse to the public.

Becky Luntsford, County Treasurer let the Commissioners know that the State will be closing on March 23, 2020 for 14 days and this will include the Drivers License office and the tag office. Ms. Luntsford said if they are working on something having to do with the tag office and it goes down they may not have IT to help fix any problems.

Chairman Steffen read the notice received from Mr. Schott to be placed on the door if closed to the public.

Sheriff Hill the doors will be locked to the public but employees will still be available to help. The reason for the locked door is to protect the employees so they will be available to help the public.

Mr. Schott told the County Commissioners that we do not have enough PPE(Personal Protective Equipment) to provide to people.

Sheriff Hill let the Board of Commissioners know that he has suspended visitation as of yesterday and that there will be circumstances where attorneys will need to meet with their clients but will be screened before entrance.

Chairman Steffen read a document off of his phone from Stan Goetz, Human Resources.

Chairman Steffen asked if the Commissioners would like to close the Courthouse to the public.

Commissioner Henning if we close the Courthouse we need to have employees to answer the phones and help people.

Chairman Steffen asked what we should do to help employees with compromised immune systems.

Commissioners agreed that the Department Heads should make those decisions on the employees staying home.

Chairman Steffen said that this may come to a full shutdown we just don't know.

Mark Schnittker, Courthouse Maintenance asked about FEDEX and UPS dropping off packages.

Sheriff Hill suggested that the Commissioners leave the 60 day decree and just follow it.

The County Clerk let the Commissioners know that she had discussed this with the Attorney General's office and meetings can be held by conference call but the Commissioners cannot be in the same room during a conference call. They would have to call in also. Also, they could handle the meeting by Webex to allow the public to be in attendance that way.

Sheriff Hill said he is looking into Zoom for court first appearances.

Mr. Schott said he has Go To Meeting available for streaming the Commission Meeting.

MOTION: Commissioner Foley moved to close the courthouse to the public as requested by the Department Heads at 5:00 p.m. Commissioner Henning seconded the motion. The motion was approved upon the unanimous vote of the County Commissioners.

MOTION: Commissioner Henning moved to close the Expo Center until further notice. Commissioner Foley seconded the motion. The motion was approved upon the unanimous vote of the County Commissioners.

The County Commissioners asked Charles Arensdorf, Public Works Director about his office.

Mr. Arensdorf will have the office and building closed to the public. The employees will be instructed of the policy.

Make a commendation to all employees if they need time off before.

MOTION: Commissioner Foley moved to commendate all employees if they need time off before the temporary revision is put into effect. Commissioner Henning seconded the motion. The motion was approved upon the unanimous vote of the County Commissioners.

The Commissioners asked John Wimer, Noxious Weed Director and Matthew Ricke, County Attorney about their offices and how they will be handled.

Mr. Wimer let them know his office will be available.

Mr. Ricke let them know his office will close his door and have people call or make appointments

John Caton, County Counselor asked Mary if her website will be updated with hotspots shown.

Ms. Schwartz said it will be updated on the website.

Mendy Frampton, Kingman Expo Center Director asked if her scheduled event for this evening from 6 to 10 p.m. can still go on.

The Commissioners told Ms. Frampton as of 5 tonight the County buildings will be closed to the public and it should be cancelled.

MOTION: Commissioner Henning moved to adjourn the special board meeting at 1:55 p.m. Commissioner Foley seconded the motion. The motion was approved upon the unanimous vote of the County Commissioners.