

ADJOURNED MEETING OF THE GEARY COUNTY COMMISSION MINUTES  
March 23, 2020

Commissioners Present: Keith Ascher, Brad Scholz, and Charles Stimatze

Others present: Therese Hoff, Deputy County Clerk and Steve Opat, County Counselor

Chairman Ascher called the meeting to order and the Pledge of Allegiance was recited.

The commission held the review and update:

- A general discussion was held about the COVID-19 virus.

Sheriff Dan Jackson and Undersheriff Eric Coffman arrived at the meeting.

Dan Jackson, Sheriff, presented the monthly report:

- Reported all non-emergency work has been suspended due to the COVID-19 virus.
- Reported jail is operating normally, with COVID-19 screening going on with employees and prisoners.
- Reported they are obtaining PPE from Emergency Management for the jail this afternoon, and the Junction City Fire Department/EMS is putting together PPE kits for patrol cars.
- Reported the jail has streamlined the hiring process, no physical fitness test for the time being.
- Reported he has heard nothing from the E911 board issue. Counselor Opat stated he reached out to the City Attorney and has not heard too much more. Chairman Ascher will speak to the Mayor of Junction City about this issue.
- Discussed an issue at the Faith Tabernacle Church on Sunday, with at least 200 vehicles in the parking lot, which does not comply with the guidelines put out by the County Health Officer or the Governor's order limiting groups to 10 or less to gather. Counselor Opat discussed the laws put out by the State and the Health Department, and the County Attorney might need to be involved.
- Discussed the Sheriff's Office starting a caring hands program, using the deputies at the Courthouse, which is closed at the time. Citizens that are in the age category more susceptible to getting the COVID-19 virus may use them to pick up and deliver prescriptions or give assistance to these individuals. Sheriff Jackson and Undersheriff Coffman left the meeting.

Tammy Von Busch, Health Department Director and Charles Martinez, Assistant Health Department Director arrived at the meeting.

**Commissioner Stimatze moved to open the meeting as the Board of Health at 10:30 a.m.**

**Commissioner Scholz seconded and all voted aye.**

Ms. Von Busch gave the report:

- Distributed paperwork stating the guidelines being followed at the Faith Tabernacle church services, held on Sunday. All church members are six feet apart, no congregating in the parking lot is allowed, and ushers are monitoring how many people are allowed in the bathroom. Ms. Von Busch has two employees at the Health Department that attend the church and they said the services were video-taped, if the Sheriff's Department or County Commissioner's want to review it. All guidelines stated by the Health Department were followed at the church service. Commissioner Stimatze stated the Health Department should request the recording to view.
- Commissioner Stimatze stated when the weather warms up, the kids will be at the parks in town, do the parks need closed down? Mr. Martinez will contact the City of Junction City.

- Commissioner Stimatze reported aTa bus ridership has went down 30%. Ms. Von Busch stated she has been in contact with Anne Smith about aTa bus service. She stated all surfaces need to be sanitized after riders get off. She will contact aTa again about maybe closing down the aTa service all together if the virus conditions continue. Ms. Von Busch also stated she has contacted the County Attorney about what her office would do to businesses or individuals that do not comply with the law regarding the COVID-19 guidelines.
- Reported KDHE is holding weekly webinars to provide the latest updates from the state and CDC on COVID-19 response. They are also holding webinars every day for Health Departments.
- Presented the WIC stats.
- Presented disease investigations: 2 gonorrhea, 1 chlamydia; 2 negative COVID-19 results in Geary County as of 03/17/2020; 1 histoplasmosis; 4 COVID-19 monitoring cases

**Commissioner Stimatze moved to close the meeting as the Board of Health; Commissioner Scholz seconded and all voted aye.**

Troy Livingston, GIS/Zoning Director, Jon Thummel, HR Director, Diane Briestensky-Leonard, Register of Deeds, Travis Lilly, Appraiser, and Rebecca Nordyke, County Clerk arrived at the meeting.

Clerk Nordyke discussed closing the County Office Building to everyone. Treasurer Tremont stated more counties are completely shutting down, and she is waiting on the State to decide what they are doing with Motor Vehicle. Chairman Ascher asked about closing the building completely, is that what the department heads want? A general discussion was held with the department heads and the commission about keeping their staff safe and healthy, and closing the building would be the best thing to do. All the department heads said they could operate the duties in their offices by phone, email or fax. Commissioner Scholz stated to keep the building closed, but if someone has to meet with a department, an appointment could be made, and a table could be put at the south door to do business at. Treasurer Tremont is worried about the end of the month, and how busy they would be, if the public would be allowed in the building. All department heads need to draw up a SOP for their offices and submit it to Charles Martinez at the Health Department for review. Mr. Martinez asked how long the departments can sustain these guidelines, as to keeping the building completely closed. Treasurer Tremont said how about reviewing the plan every two weeks. Each person would need to be logged in, have their temperature checked at the door, and health questions would be asked. The question is who would man the entrance? Travis Lilly, Appraiser explained about the appeal process in his office, with it being time sensitive, but they could schedule it by phone or email. Ms. Briestensky-Leonard asked if somebody wanted to talk to her, could she bring them in their office? Mr. Martinez said it would be best to handle everything by phone and email, with no contact from the public, to keep the employees safe. Treasurer Tremont asked about getting information to Fort Riley about the building being closed. Mr. Martinez will get the contact information to Treasurer Tremont. All departments need to keep track of any people coming into their departments.

**Commissioner Stimatze moved to close the County Office Building starting Wednesday, March 25, 2020 to all public for two weeks. Commissioner Scholz seconded and all voted aye.**

Clerk Nordyke asked if the commissioners want to see the departments SOP, and they said yes, please email to all of the commissioners.

Mr. Lilly asked about employees staying home, how are they to be paid? Mr. Thummel said that would be unauthorized administrative leave, if they were just staying home and not sick or quarantined.

**Commissioner Stimatze moved to approve administrative leave-Authorization under Human Resources Policy 50.02 to authorize department heads to utilize administrative leave to ensure a safe working environment and continuity of operations; Commissioner Scholz seconded and all voted aye.**

The commissioners requested the Health Department come in to give a report every week for an update, starting at the April 6, 2020 meeting.

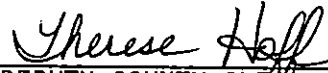
**Commissioner Scholz moved to install FOB readers on the doors going into the Machine Room and the Break Room in the County Office Building; Commissioner Stimatze seconded and all voted aye. This will be paid for out of the County Facilities Fund.**

Deputy Clerk Hoff presented Commission Change Orders for approval. **Commissioner Stimatze moved to approve Commission Change Orders 2019-309 through 2019-314. Commissioner Scholz seconded and all voted aye.**

Meeting adjourned at 12:45 p.m.



CHAIRMAN COUNTY COMMISSION  
KEITH ASCHER



DEPUTY COUNTY CLERK  
THERESE HOFF

4-6-2020

DATE