

**FORD COUNTY COMMISSIONERS' MEETING MINUTES**  
**SPECIAL MEETING OF March 30, 2020**  
**MEETING NUMBER 2020-10**  
**COMMISSION CHAMBERS**  
**3:30 P.M.**



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The Board of County Commissioners met in special session in the Commission Chambers at the Ford County Government Center.

Those present were:

Chris Boys, Chairman  
Ken W. Snook, Commissioner  
Shawn Tasset, Commissioner

J.D. Gilbert, County Administrator  
Debbie Cox, County Clerk

Chairman Boys called the meeting to order. Dr. Shawn Fletcher led the group in prayer. Chairman Boys then led the group in the pledge of allegiance.

### **Consent Agenda**

Approval of Minutes Meetings: 2020-06; 2020-07; 2020-08; 2020-09

Commissioner Snook moved to approve the Consent Agenda as presented. Chairman Boys seconded the motion. **Motion carried 2-0.** Commissioner Tasset abstained because he was not present at some of the meetings.

**Approval of Claims for Payment:** There are no claims for this meeting

### **Open Public Comment**

Chris Kerbs with Coldwell Banker Real Estate asked that the Register of Deeds office, be allowed to open more than the two days they are currently opened, Mondays and Thursdays from 11:00 to 1:00 for searches. They really need to have more time for the Title Company's. Even if they were, only open for the Title Company's and to designate one person from each Title Company to be allowed in. This would help the Title Company's and Citizens with the closing of housing and other property as well as other title searches that they do. Commissioner Snook asked if one more day and to move the time would that work. Chairman Boys stated they were trying to find ways to provide services without having contact. Chairman Boys has talked to Brian Delzeit the President of the Board of Realtors, Mr. Delzeit had met with Mitch with High Plains Land & Title, Stana Gier from First American Title, and Security First. The Title Company's, said they were fine as long as they maintained the hours the two days a week they have now. Chairman Boys also talked to the Register Brenda Pogue; the Deeds are open on Monday and Thursdays from 11:00 to 4:00. Brenda and her Deputy Karen have worked with the Title Company's; they are

open from 11:00 to 1:00 for any searches and 1:00 to 4:00 for any employees. They have had people come to do search's that are from out of the area, out of town and out of state and these people do not tell them until they are in the office that they are from a hot spot. They want to eliminate those people for now. There is also a way to do searches on line. There is a fee for enrollment in the on line search mode. It would be a good way for people to do searches. Commissioner Tasset thanked Ms. Kerbs for coming in with ideas. The Department Heads and employees do not want to be gone they would rather be at work; they have a great work ethic. We are trying balance with the public health policy now to keep everyone safe.

Nikki Nagel from the Register of Deeds presented information on their online services they provide for the public to do searches. These are twenty-four hour a day services. They can use Lorado there is a fee of \$75.00 a month. Tapestry is \$6.96 per search. Lorado is mostly used for the big searches like oil and wind. Chairman Boys asked if the fee for Lorado could be waved for now. Ms. Nagel stated that their fee is \$49.00. Brenda had asked the vendor about waving fees and they started that no one is waving fees at this time anywhere. The recording has been open from 11:00 to 1:00, they have also been accepting by hand later in the day to help the Title companies. If the Title companies will call when they come over they will let them in. The days they have been opened last week, they have had people from all the Title Companies in at one time. Today they had eight people in at one time. Chairman Boys asked if they feel they need more hours. Brenda has ask if being open one more day, maybe Wednesdays from eight to noon. She does not what them in all day. They have to have a time limit for them to bring in documents in because it does take time for their office to record the information. They are receiving documents from 11:00 to 1:00 they are working 11:00 to 4:00. They are making exceptions for the Title Companies. Brenda has subjected if the office would agree to add Wednesday 8:00 to Noon along with Monday and Thursday 11:00 to 4:00. There would need to be a cut off time so they could record those documents. If Brenda wanted to change that, it would be up to her. Chairman Boys stated we still have weeks to go in this process, that it is good the departments are willing to be flexible.

### **Unfinished Business- None**

### **Legal Counsel- None**

### **County Administrator's Report**

Debbie Pennington the Ford County Treasurer gave an update what her department is doing. Right now they have no face to face contact with the public. They are putting together packets and mailing those out. The greatest need right now is the people that have no plats on their vehicles. They have made accommodations through mail and emails. What she would like to do is bring her staff in everyday from 10:00 to 2:00. There would be no public contact. That period seems to be when the phone calls are the heaviest. We could work the on line renewals and mail; she also has some new people that it would give them a good opportunity for training then. She has told her employees if they do not feel well do not come in. The rest can be handled by email through taking laptops home. If they cannot answer by email, they can call them back the next day. Right now they can handle things as they are doing it now. Her concern is for when this is lifted with the state

the big picture with the amount of people that will be coming in all at once. Chairman Boys asked how much staff she has. Right now she has 11 that are in they are distancing for each other also. Chairman Boys said they are open to her to run her department the way she wants to run it. She may want to stager the employees coming in so they are not all in at once. Maybe taking employee's temperature. Ms. Pennington stated they do not have that equipment to do that. She feels that she can handle what they have now, but she is concerned about when this is lifted and handling the large crowds that will come in the building and close together.

Commissioner Tasset is concerned about the executive order to stay at home. Commissioner Tasset stated that we need to be a leader for the community and if we have everyone working that should be at home, that does not look good. Ms. Pennington does understand the commissioners are concerned for our safety. Her concern is that the County be able to still run and pay the bills. She is concerned about her staff safety also. Chairman Boys asked what the best way to pay for car tags. Ms. Pennington stated pay on line or the mail. The issue for some is if your insurance is not on the state database, you cannot pay on line. The next would be to call and get the amount from them. They have had those calls also. Chairman Boys asked if she has heard if there is a 90-day extension on paying property tax. Ms. Pennington stated that is not part of the Governors executive order. She does not anticipate that being a part of the order because all of the tax entities not just Ford County is depending on that tax money. Mr. Glenn Kerbs Ford County Legal Counsel stated that it would require legislative action to change.

Chairman Boys moved to close Ford County offices for all in person operations, for all non-essential departments to be closed; continuing until April 19, 2020. Only essential personnel will be allowed access to those facilities, with Ford County department heads to determine what will be considered nonessential personnel. Employees will be paid administrative leave. Fire; EMS; Law Enforcement; and Communications, are essential services, and will be working. This policy will be looked at every meeting in case something changes. Commissioner Tasset seconded the motion, would also move to continue this until the April 20, 2020, because that will be the day of our commission meeting. Chairman Boys also included Public Health Department and Emergency Management to the list as essential. **Motion carried 3-0.**

### **Upcoming Meetings**

**Open Enrollment for Benefits:** May 19-20, 2020 Rose Room

### **Adjournment**

Chairman Boys moved to adjourn the meeting at 4:40 p.m. Commissioner Snook seconded the motion. **Motion carried 3-0.**

**BOARD OF COUNTY COMMISSIONERS  
FORD COUNTY, KANSAS**

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**Chris Boys, Chairman**

**ATTEST:**

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**Debbie Cox, County Clerk**