

**BOARD OF COUNTY COMMISSIONERS
MONTGOMERY COUNTY, KANSAS
OFFICIAL MINUTES**

SPECIAL MEETING

May 14, 2020

The Board of County Commissioners, three members and the County Clerk present, met in special session at 2:00 PM.

CALL TO ORDER: Commissioner McManus.

PLEDGE OF ALLEGIANCE: Commissioner McManus.

The purpose of the meeting being the Phase Two of the reopening of the Courthouse if Governor Kelly passes new guidelines and moves to Phase Two for the state of Kansas.

County Health Director Carolyn Muller and Emergency Manager Rick Whitson were present to answer questions. Some of the questions presented were:

1. If the number for gatherings increases from 10 to 30, how will we handle this when admitting people to the offices in the Courthouse using the 6' social distancing?
2. Will the Courthouse be opened or remained closed with services by phone and appointments only?
 - a. Allow only 6 people to enter the Courthouse at one time - 1 person per transaction and no children.
 - b. Stationing at the door to limit the number entering at one time.
 - c. Masks will be required both for those needing services and the employees at the desk rendering the service. The County will be required to distribute the masks at the door when entering.
 - d. Temperatures? Is it allowed to request this procedure before entering the Courthouse on any non-employees?
 - e. Would the Board be willing to restrict the number to less than 30 with a suggested number of 15 to be in the Courthouse at any one time in addition to the staff?
 - f. Limiting those entering to 1 person per transaction unless 2 people are required to sign their transaction.
 - g. Each office to document all persons entering their office, date, name and address and telephone number. If someone is diagnosed with the virus, it can be tracked and determine how many employees would be affected.

After discussion and questions from those attending the meeting, the following action was taken:

ACTION: *A motion was made by Commissioner Brown to adopt the Governor's guidelines with the additional following restrictions for the opening of the Courthouse on May 18th, 2020 at 8:30 AM.*

- Allowing only 12 people to enter the Courthouse at one time (One person per transaction unless assistance is needed and two may be present. No children will be allowed in the Courthouse at this time.)
- The North and South Doors will be open and the basement entrance will be limited to handicapped only. Officers will be stationed at the entrances to the Courthouse.
- Masks are encouraged but will not be furnished. The County staff will be required to wear masks or have protective shields.

The County will be following all guidelines set by the Governor's most recent statewide Executive Order.

The Judicial Building will be open but visitation to the Department of Corrections has been suspended until further notice.

Motion was seconded by Commissioner Bever.

RES. NO. 20-065

ADJOURNMENT: 3:10 PM

ACTION: *Motion by Commissioner Brown, seconded by Commissioner Bever.*

*ROLL CALL VOTE - Commissioner McManus - Yes
Commissioner Brown – Yes
Commissioner Bever - Yes*

**BOARD OF COUNTY COMMISSIONERS
MONTGOMERY COUNTY, KANSAS**

LARRY McMANUS, Chairman

FRED BROWN, Member

ROBERT BEVER, Member

ATTEST:

County Clerk