

**UNOFFICIAL MINUTES OF THE JEFFERSON COUNTY BOARD OF COMMISSIONERS**

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January 27, 2020

The Jefferson County Board of Commissioners convened in regular session on Monday, January 27 at 1:00 p.m. Present were Commissioners Lynn Luck, Wayne Ledbetter and Richard Malm. Also present were Assistant Counselor Ryan Kriegshauser and County Clerk Linda M. Buttron.

Vouchers were reviewed and approved by the Assistant Counselor and the Board. A notice to the township board was signed for a beer license. Two beer licenses were signed.

Wayne moved that the minutes of January 13 be approved as presented. Richard seconded. All voted in favor of the motion.

Bill Noll, Public Works Director reported that the HRRR notice to proceed was received for the project located on Wellman Road south of 142<sup>nd</sup> street. He also discussed a proposal for design, engineering and inspection services for a project from the railroad tracks just east of the City of Perry to the bridge on Lecompton road. The Board indicated by consensus that they would like to move forward with this project. Road conditions after the most recent snow were discussed briefly.

Crystal Vanhoutan, Health Department Administrator met with the Board. Crystal reported that as Tara Garrow is the first applicant from the County, she is eligible to receive a \$1500 scholarship to attend the NACO High Performance Leadership Academy (online classes) at a discounted cost of \$495. The Board indicated support of her attendance.

Dustin Parks, Community Development Director met with the Board. Dustin presented an application for the Planning Commission. Wayne moved that Megan Steele, Meriden be appointed to the Planning Commission. Richard seconded. All voted in favor of the motion.

County Treasurer Lisa Buerman met with the Board. Lisa asked that the Board advertise the following lots for sale: Lots 3 & 4 Block E and Lots 3 & 4 Block F Hilldale South subdivision. Wayne moved to publish the lots for sale with the standard \$300 minimum bid. Richard seconded. All voted in favor of the motion.

James Tweed, Emergency Services Director reported that there are two full time openings in the Ambulance Service. There is one full time opening in dispatch. He stated that there are openings in every county around us. James is continuing to work on an 800-megahertz tower site and funding options. James also discussed replacing the cots in the ambulances. He is looking for grants to finance the purchase.

Chris Schmeissner, GIS/IT Director met with the Board. Chris reported that he has a staff person leaving. Chris reported on the employee survey results. He asked if it way okay to release the aggregate data to the employees. The Board agreed to the request. In the near future he will be presenting department head ideas for actions from the survey. He stated that overall it appears that employees like working for the County.

Crystal VanHoutan asked for an executive session. Lynn moved that the Board recess into executive session to discuss matters of security with Crystal and Chris Schmeissner invited to stay to facilitate the discussion until 1:50 p.m. Richard seconded. All voted in favor of the motion. The Board recessed at 1:41 p.m. Present during the session were Crystal, Chris and the Board. The Board reconvened at 1:50 p.m. The chair announced that no binding action was taken during executive session.

Richard moved that the Board adopt Resolution 2020-002 increasing the salaries of the Public Works Director (for completion of his Masters of Public Administration) and the Community Development Director for the additional job duties due to the combination of the Planning & Zoning and Economic Development departments. Wayne seconded. All voted in favor of the motion.

Lynn moved that the Board recess into executive session to discuss matters of pending litigation until 2:00 p.m. Richard seconded. All voted in favor of the motion. The Board recessed at 1:51 p.m. Present during the session were Ryan, Linda and the Board. The Board reconvened at 2:00 p.m. The chair announced that no binding action was taken during executive session.

There being no further business to come before the Board they adjourned to meet in regular session on February 3, 2020.