

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

**Disclaimer-This document represents the "unofficial" minutes of the Jefferson County Board of Commissioners. At this point, it is a working document and does not become official until the Board approves the minutes at a subsequent meeting. It is to be used for informational purposes only.*

March 23, 2020

The Jefferson County Board of Commissioners convened in special regular session on Thursday, March 23 at 1:00 p.m. Present were Commissioners Wayne Ledbetter and Richard Malm. Lynn Luck joined by phone for the meeting. Also present was County Clerk Linda M. Buttron and Counselor Josh Ney.

Wayne moved that the minutes of March 16 & 19 be approved as presented. Richard seconded. All voted in favor of the motion.

Sheriff Jeff Herrig met with the Board. Jeff initiated a Community Assistance Program this morning. His department will be providing assistance with delivery of prescriptions, essential food items, medical supplies, other necessary supplies for the elderly, handicapped and high-risk individuals for COVID-19.

Crystal VanHoutan, Health Department Administrator met with the Board. Crystal presented an Emergency Order from the Local Health Officer effective 12:01 a.m. on March 24 ordering that:

1. all large public gathering of people in the County are prohibited. Large public gatherings are those with more than ten 10 people in attendance or anticipated to attend, both indoor and outdoor, except for governmental and judicial functions, healthcare facilities, private business operations, religious and faith-based activities, weddings and funerals. A "gathering" does not include normal operations at spaces persons may be in transit or coming and going individually or in groups of less than ten (10) persons. For all gatherings of people, the health officer requires everyone to follow guidance provided by the Centers for Disease Control and Prevention (CDC), federal, state and local public health officials. AND
2. All restaurants, dining facilities, bars, taverns, or any other facility that serves food or beverages for onsite consumption in Jefferson County, Kansas are hereby ordered closed to the public effective at 12:01 a.m. on March 24, 2020 until further notice, except that any such establishment may continue to provide carryout, drive through and delivery food and beverage services. In all areas, establishments must follow the guidance provided by the Centers for Disease Control and Prevention (CDC) federal, state, and local public health officials for social distancing and infection control measures.

James Tweed, Emergency Services Director provided packets to the Board with all the CDC notifications send out. James reported that misinformation has been an issue during this crisis. He also reported that they are starting to see some resupply of hand sanitizer and masks.

Phil Hoffman, Interim Public Works Director met with the Board along with Attorney Adra Burks regarding the 62nd street project. Wayne moved that the Board recess into executive session to discuss matters of attorney client privilege regarding pending litigation with Phil

Hoffman present to facilitate the discussion until 1:40 p.m. Lynn seconded. All voted in favor of the motion. The Board recessed at 1:25 p.m. Present during the session were Phil, Adra and the Board. At 1:40 p.m. the Board announced they were continuing the session until 1:45 with the same parties present. At 1:45 p.m. the Board reconvened. The vice-chair announced that no binding action was taken during the session. Pursuant to Court Case 2019-CV-68. Wayne moved to approve the payments for acquisition of right of way as stipulated by the Board of Appraisers. Richard seconded. All voted in favor of the motion. Wayne moved that the Appraiser's be paid in the following amounts: Lucas Coppinger-\$1,710.93, John Friend \$2,405.75 and the amount is not yet known for Sandra Mumaw. The amount will be approved upon receipt of statement from Ms. Mumaw. Richard seconded. All voted in favor of the motion.

Crystal Vanhoutan asked for an executive session. Richard moved that the Board recess into executive session to discuss matters of non-elected personnel regarding employee recruitment and retention until 1:55 p.m. Wayne seconded. All voted in favor of the motion. The Board recessed at 1:50 p.m. Present were Crystal and the Board. The Board reconvened at 1:56 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 March 30, 2020.