

March 16, 2009

The Jefferson County Board of Commissioners convened in regular session on Monday March 16, 2009 at 1:00 p.m. Present were Commissioners Roy Dunnaway, Richard Malm, Lynn Luck, Linda Buttron County Clerk and Jan & Mike Hayes, County Counselors.

Vouchers were reviewed and approved by the Counselor and the Board. Tax change orders were signed. A travel request was signed. Lynn moved that the minutes of March 9, 2009 be approved as presented. Roy seconded. All voted in favor of the motion.

The Board acted on a request for annexation received from the City of Nortonville for land described as: A tract of land lying in the SW1/4 of Section 29, Township 7S, Range 19E beginning at a point 816 ft south and 40ft east of the NW corner of the SW1/4 of Section 29, Township 7S, Range 19E, thence east 100 feet; thence south 125 feet; thence west 100 feet; thence north along the easterly right of way line of K4 Hwy and US Hwy 59, 125 feet to the point of beginning, all in Jefferson County, Kansas. Roy moved that the Board, in accordance with K.S.A. 12-520c, find and determine that the annexation of such land will not hinder or prevent the proper growth and development of the area or that of any other incorporated city located within such county Lynn seconded. All voted in favor of the motion.

Francis Hubbard, Road and Bridge met with the Board. The Board signed a utility easement. He reported that Union Pacific railroad will be closing the Lecompton crossing from March 24<sup>th</sup> – 27<sup>th</sup> for repair. Other road maintenance issues were discussed.

Eloise Tichenor, Planning & Zoning met with the Board. Eloise asked the Board to sign resolutions for cases approved at last week's meeting. The resolutions were signed. Eloise reported that an informational meeting will be held on March 31 for surveyors to become familiar with the requirements of the new regulations. The Planning Commission meeting will be Tuesday at 7:00 p.m. to review the Comprehensive plan and give out copies of the new

regulations. Eloise asked if the Board was ready to disclose the names of persons who are willing to serve on the Board of Zoning Appeals. They indicated they have two people to serve but are planning to talk to a few more.

Eileen Filbert, Health Department met with the Board. She asked the Board to sign off on state grant program applications for SFY2010. Lynn moved that the Board approve submission of grant applications as listed and that Richard be authorized to sign the documents. Roy seconded. All voted in favor of the motion. The engineer's timeline for Lake Ridge Sewer District #7 was reviewed as well as the bid addendum for the project. Other grants and programs were discussed.

Doug Schmitt, Emergency Management met with the Board. Doug reviewed the Commissioners' responsibilities in the case of declaration of disaster under the Emergency Operations Plan. He also discussed programs and activities in the department.

Mary Underwood, Treasurer met with the Board. Mary received three bids for the services of an auctioneer for the upcoming tax sale in which there are 269 parcels to be sold. Bids were received from: Conser/Noll Auction Service, Jay Knopp-Knopp Auction Service and Dan Kooser Auction Service. Knopp Auction Service bid \$1200 lump sum. Dan Kooser Auction Service bid \$600 for approximately 260 tracts. Conser/Noll Auction Service bid \$500 lump sum bid. Jay Knopp and Andy Conser spoke in support of their bids. Roy moved that the bid be awarded to Conser/Noll Auction Service. Lynn seconded. All voted in favor of the motion. Mary asked the Board to set the minimum bid for the sale. (Abstract fees and court costs were figured at \$219 per tract.) The Board set the minimum bid for vacant lots and the subdivision lots with low value mobile homes at \$300. The Board set the minimum bid for the other improved properties and the land to be sold at the amount of the unpaid taxes and costs. Minimum bid amounts were set by consensus.

Virginia Dienstbier, Rural Development Association of Northeast Kansas met with the Board regarding the Neighborhood Revitalization Project. Virginia updated the Board on the program requirements. She asked that the Board review the action plan and decide whether or not to participate as soon as possible.

Susan Newell, 911 Director met with the Board. Susan demonstrated the aids

used by the dispatchers during calls. Other departmental activities were discussed. Overnight travel for Mike Henning to the APCO conference in Topeka was approved by consensus.

Jeff Herrig, Sheriff met with the Board. Jeff presented an organizational chart for the Sheriff's office to the Board. As a part of defining the organization of the department he stated that he will be implementing a new position of Executive Assistant within the department that has been filled from existing staff. He also discussed the purchase of new bullet proof vests with funding assistance from the Substance Abuse Advisory Council.

Eileen Filbert returned to the Board for an executive session regarding non-elected personnel. Lynn moved that the Board go into executive session to discuss matters of non-elected personnel until 4:30 p.m. Roy seconded. All voted in favor of the motion. The Board adjourned at 4:17 p.m. Present during the session were Eileen, Mike, Jan and the Board. The Board reconvened at 4:28 p.m. The chairman announced that no binding action was taken during executive session. Lynn moved that the Board revise the physical capacity testing levels for pre-employment tests for the positions of Sanitarian (Level 3 to Level 4) and Certified Nurses Aid (Level 4 to Level 3). Roy seconded. All voted in favor of the motion.

Francis Hubbard returned to the Board for an executive session regarding non-elected personnel. Lynn moved that the Board go into executive session to discuss matters of non-elected personnel until 4:40 p.m. Roy seconded. All voted in favor of the motion. The Board adjourned at 4:28 p.m. Present during the session were Francis, Jan, Linda, Mike and the Board. The Board reconvened at 4:40 p.m. The chairman announced that no binding action was taken during executive session.

There being no further business to come before the Board they adjourned to meet again on March 23, 2009.

ATTEST:/s/Linda M Buttron, County Clerk /s/Richard Malm, Chairman