

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.*

The Jefferson County Board of Commissioners met to discuss the 2013 budget at 11:00 a.m.

The Jefferson County Board of Commissioners convened in regular session on Monday August 27th, 2012 at 1:00 p.m. Present were Commissioners, Richard Malm, Roy Dunnaway, Lynn Luck, Mike Hayes, County Counselor and Linda M. Buttron, County Clerk.

Vouchers were reviewed and approved by the Counselor and the Board. Travel requests were signed for the Register of Deeds and the Clerk. Lynn moved that the minutes of August 20, 2012 be approved as presented. Roy seconded. All voted in favor of the motion.

Mary Underwood, Treasurer met with the Board. She discussed the new MOVRS (motor vehicle) system with the Board. Year to date, she has had 400 hours of overtime expense directly attributable to managing the new system. For example, processing a new title can now take up to an hour and if the customer comes in late in the day the time necessary to process the transaction creates overtime for several employees. In order to reduce the overtime she asked that she be allowed to close the office to the public at 4:00 p.m. (She reported that other counties have chosen this same option to reduce overtime). The Board agreed to the request by consensus.

Francis Hubbard, Road and Bridge met with the Board. Crew work was reviewed. Paint striping will be done in the next few weeks.

Bill Noll, Planning & Zoning Director met with the Board. There were two re-zoning cases heard at the Planning Commission meeting last week. The cases will come before the Commission in a couple weeks.

Richard moved that Resolution 2012-020 establishing special assessments for the following sewer districts: Indian Ridge Sewer #2, Hilldale Sewer #3, Wind N Waves Sewer #8, Three Hills Sewer #10, Hilldale South Sewer #11 and Westshore Estates Sewer #12 for 2013 be approved as presented. Lynn seconded. All voted in favor of the motion.

Richard moved that Resolution 2012-018 amending 2011-011 with regard to the by-laws of the Safety Committee and changing its member to be the same members as the Jefferson County Employee Committee to be effective in March 2013. Roy seconded. All voted in favor of the motion.

Joyce Day-Lakewood Hills Office Manager & Julia Cooley, Lakewood Hills Board Secretary met with the Board to discuss the County's sponsorship of a Community Development Block Grant (CDBG) application for the district. After review of current programs in the County, no County sponsored CDBG programs were found to be active. If a grant were to be received, the County would coordinate with the district's grant administrator in bookkeeping and receiving and expense of grant funds as has been done in the past. Lynn moved that the Board support Lakewood Hill's application for a CDBG grant program for reconstruction of roads. Richard seconded. All voted in favor of the motion.

Kevin Wynkoop, Employee Committee chair met with the Board to discuss plans for the Employee Inservice Day. Discussion included meal plans and cost, asking the Board to serve at the luncheon, presentation of service awards and educational programs to be offered.

Richard moved that the Board recess into executive session to discuss matters of non-elected personnel until 1:45 p.m. to prepare an annual evaluation. Lynn seconded. All voted in favor of the motion. The Board recessed at 1:33 p.m. Present during the session was the Board. The Board reconvened at 1:45 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 in regular session on September 10, 2012, (as next Monday is a holiday).