

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 convened in regular session on Monday August 26th at 1:00 p.m. Present were Commissioners, Richard Malm, Wayne Ledbetter, Lynn Luck, Josh Ney, County Counselor and County Clerk, Linda M. Buttron.

Vouchers were reviewed and approved by the Counselor and the Board. Lynn moved that the minutes of August 19th be approved as presented. Wayne seconded. All voted in favor of the motion.

Mark Richards, Auxiliary Services Director met with the Board. Mark discussed purchasing a bucket lift to allow staff to access high areas of buildings for maintenance. As an alternative he also suggested sharing the cost of a bucket truck with Road and Bridge as their current truck is in need of replacement. The Board asked that Mark meet with Francis Hubbard and bring an estimated cost for a shared truck to the Board. He received an estimate from the cleaning company for deep cleaning the courthouse. The fee would be \$525 each time a deep clean is done. The Board authorized a one-time test of the program. He asked about removing old shrubs and bushes around the courthouse. The Board indicated that he should bring a list of specific items.

Sheriff Jeff Herrig, Undersheriff Bob Chartier and County Treasurer Mary Underwood met with the Board. The Board asked about the status of the County property (FKA Bio-Foods) west of Oskaloosa. The Board indicated that they would like to put the property up for sale this fall or if the building could be used for a Sheriff's training facility they would like to see a plan for such a use. Bob discussed possible uses.

Susan Newell, 911 Director met with the Board. The Board signed a travel request for the department.

Tanya Erichsen, Appraiser met with the Board. Tanya reported that they have completed 3,615 parcels of those that need to be reviewed. She thanked employees Kirk Webb (GIS) & John Hensley (Appraiser) for designing a method to mass import acreage changes into ORION and the Treasurer's office for making changes in their procedures that have significantly reduced foot traffic in the Appraiser's office. She invited the Board to a meeting on September 9th with the bed and breakfast business owners to discuss methods of valuation for those types of properties. Other office activities were reviewed.

Francis Hubbard, Road and Bridge met with the Board. The Board signed a right of way easement for a utility company. Crew work was discussed.

James Tweed, Ambulance Director met with the Board. James reported that the software used by the department will no longer be supported after March 2014. He plans to use a new version of the software and will return to the Board with cost estimates soon. He also discussed the need to replace the department's laptops which are approximately nine years old.

Bill Noll, Planning & Zoning Director met with the Board. Bill updated the Board on Jim Burkett's cleanup efforts at Lakeside Village. The contract for Burkett runs through September 22nd.

Mike Baxter, Emergency Management Director met with the Board. Mike reported that the County has been awarded a State of Kansas EMPG grant for the upcoming fiscal year. The Board acknowledged a letter thanking Mike for the CPR training provided to Lake Ridge estates residents.

Chris Schmeissner, GIT/IT Director and Josh Ney, County Counselor discussed the social media policy proposed earlier this year. A few minor changes were made to the original draft. The policy establishes guidance for the personal use of social media for the employees of Jefferson County while not interfering with the employees' rights to engage in discussions protected by law. The Board indicated that Josh and Chris should discuss social media issues every six months to ensure the County remains current. Wayne moved that Employee Handbook Policy #599-Social Media be adopted. Lynn seconded. All voted in favor of the motion.

A budget hearing was held at 2:00 p.m. for the County and miscellaneous district budgets. The chairman asked for public comment. No comment was heard. Wayne moved that the 2014 budget be adopted as published. Lynn seconded. All voted in favor of the motion.

John Bryant, Lakewood Hills Board of Directors met with the Board. John discussed Lakehills Road. The road runs between Timberlake Subdivision and Lakewood Hills. Bill Noll, Planning & Zoning Director stated that according to his research he does not believe that Lakehills Road is a County road. John said that his concern is that the Improvement District plows the road in the winter and cold patches the road, but they are not the only ones that use the road. He stated that the road in question is outside the boundaries of the subdivision. He would like to see shared responsibility for the cost of maintaining the road between Lakewood Hills, Timberlake Subdivision, the Rural Water District and the Corp of Engineers. Francis Hubbard, Road and Bridge superintendent was also present for the discussion. The Board recommended that he talk to the other entities involved to see if an agreement can be reached.

Vicky Luse, McLouth met with the Board. Vicky asked that a sign be put up in front of her property regarding limited sight distance for the driveway. Francis Hubbard addressed the request. He stated that a sign indicating a hidden driveway ahead has been ordered and will be installed to the north of her driveway soon. Options for moving the driveway were discussed.

Richard moved that the Board recess into executive session to discuss matters of attorney client privilege until 3:15 p.m. Lynn seconded. All voted in favor of the motion. The Board recessed at 3:00 p.m. Bill Noll was invited to stay to facilitate the discussion. Present during the session were the Board, Josh and Bill. The Board reconvened at 3:15 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 9, 2013.