

## **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 convened as the Board of Canvassers at 10:00 a.m. Monday April 13<sup>th</sup>. Present were: Commissioners Richard Malm, Lynn Luck and Wayne Ledbetter, County Clerk Linda M Buttron and Election Clerk Lucy Patterson. Results were presented to the Board for review. Linda reported that a problem with the upload of one of the electronic voting machine cards was found while preparing for the canvass. Results from the card were not added to totals reported on election night. In preparation for the canvass the results from the card were obtained from the tape ran at the polling place. Richard moved that the results from the tape be added to those reported on election night. Lynn seconded. All voted in favor of the motion. Fourteen provisional ballots were considered and counted by the Board of canvassers. Tie votes in Muddy Creek Drainage and Grantville Drainage District for Board of Directors were broken "by lot" as described in KSA 25-3108.

The Jefferson County Board of Commissioners convened in regular session on Monday April 6<sup>th</sup> at 1:00 p.m. Present were Commissioners Richard Malm, Wayne Ledbetter, Lynn Luck, Linda M Buttron, County Clerk and County Counselor Josh Ney.

Vouchers were reviewed and approved by the Counselor and the Board. Lynn moved that the minutes of April 6<sup>th</sup> be approved as presented. Wayne seconded. All voted in favor of the motion.

Beth Brown, Health Department Administrator met with the Board. Beth presented three (3) sealed bids for mowing sewer lagoons and the access roads. Gabriel Hershberger bid \$690. Art's Lawn Service bid \$598. G & M Lawns bid \$325.00. Beth will review the bids and a decision will be made next week by the Board. Beth showed a presentation regarding an upcoming visit from the Centers for Disease Control (CDC) regarding the National Health and Nutritional Examination Survey. Fifteen counties in the United States are selected for the study each year. A survey will be conducted in Jefferson County in late July. They plan to survey 463 people in the County and examine 72% of those surveyed for information about nutrition and health status. The survey staff will be in the County from July 17 to September 20<sup>th</sup>. Beth asked the Board to sign an annual plan for succession of leadership for the department for 2015. They also signed the annual acknowledgement of review and approval of by-laws, policies and procedures and quality assurance program to allow for Home health Services, Hospice Services and Senior Services.

At 1:30 p.m. bids were opened for election equipment. Bids were received from Election Source, Election Systems and Software and Henry M. Adkins & Son, Inc. Bids will be reviewed by the County Clerk and a recommendation returned to the Board next week.

Sam Henderson presented zoning cases to the Board for consideration. PR2015/02 and Z2015/02 by Jeanette Byers Anderson to consider a final plat of the Country Creek Subdivision and Rezoning of Lot 1 to the "SR" district and Lot 2 to the "RR" District at the property owner's request. Jeanette Byers Anderson was present for the discussion. Richard moved that the requests be approved as presented. Wayne seconded. All voted in favor of the discussion.

PR2015/03 and Z2015/03 by Tim & Kristin Allen to consider a final plat of the Timber Hill Subdivision and rezoning of Lot 2 to the "SR" District at the request of the property owner. Richard moved that PR2015/03 and Z2015/03 be approved with the Planning and Zoning Commission recommendations (waiver of the subdivision regulation requirements of minimum lot depth for a "SR" lot) as presented. Wayne seconded. All voted in favor of the motion.

Upon recommendation of Brook Smith, Director of the 2<sup>nd</sup> Judicial District Youth Services Juvenile Intake, Richard moved that Shelly Rickstrew be appointed as the Educational Representative of the 2<sup>nd</sup> Judicial District Juvenile Corrections Advisory Board. Wayne seconded. All voted in favor of the motion.

Richard moved that Resolution 2015-011 be approved regarding the annual review of the County's purchasing policy with the change that was added earlier this year (Resolution 2015-01) allowing bidding requirements to be waived by the County Commissioners when necessary. Lynn seconded. All voted in favor of the motion.

Curtis Henderson, Topeka met with the Board regarding Loma Del Sol Subdivision Lot 10 and Lot 11. He discussed a boundary line adjustment done in 2014, (Register of Deeds Document #2014R2020) and subsequent events and conversations regarding the property specifically road frontage requirements. Wayne moved that the road frontage requirement be waived for Lot 11. Lynn seconded. All voted in favor of the motion.

Richard moved that the Board go into executive session to discuss matters of attorney client privilege with Linda invited to stay as part of the Client to facilitate the discussion until 2:15 p.m. Lynn seconded. All voted in favor of the motion. The Board recessed at 2:09 p.m. Present during the session were Josh, Linda and the Board. The Board reconvened at 2:15 p.m. The chairman announced that no binding action was taken during executive session. Richard moved that Employee Handbook Policy #202 (Access to Personnel Files) be rescinded based on the advice of legal counsel. Lynn seconded. All voted in favor of the motion.

Robert Lockwood, Sarcoxie Township Clerk met with the Board to discuss burning regulations. There was a fire Saturday night in Sarcoxie Township that was reported to dispatch as it was still burning after dark. There was a confrontation with the property owner and the fire chief regarding the burning. He suggested that the County consider using Code Red to alert property

owners and residents (that have received their annual burn permits) regarding burning information and regulations. The Board indicated they will talk to Emergency Management Director Mike Baxter about the suggestion.

Richard moved that the Board go into executive session to discuss matters of non-elected personnel until 2:55 p.m. with Bill Noll. Lynn seconded. All voted in favor of the motion. The Board recessed at 2:44 p.m. Present during the session were Bill and the Board. The Board reconvened at 2:55 p.m. The chairman announced that no binding action was taken during executive session.

Wayne discussed items discussed at a recent Wellness Committee meeting.

There being no further business to come before the Board they adjourned to meet in regular session on April 20<sup>th</sup>, 2015.