

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.*

January 30, 2023

The Jefferson County Commissioners met in regular session on January 30, 2023. Present were Commissioners Richard Malm, David Christy and Doug Walbridge. County Clerk Linda Buttron was present. Counselor Josh Ney was present via Zoom.

Vouchers were reviewed and approved by the Board. David moved that the minutes of January 23 be approved as presented. Doug seconded. All voted in favor of the motion.

The Commissioners presented a service award to Karen Weishaar Deputy Register of Deeds for 25 years of service.

Treasurer Lisa Buerman, met with the Board. She asked that the Board set the minimum bid for County owned property at 405 Oak St, Valley Falls. Doug moved that the minimum bid be set at \$1000 for the property. David seconded. All voted in favor of the motion. She also asked about 7241 Village Dr, Ozawkie in Lakeside Village (3.54 acres). David moved that the property be moved to the land bank. Doug seconded. All voted in favor of the motion.

Crystal VanHoutan, Health Department Admin presented documents for consideration. Richard moved that the Board sign the Delegation of Authority document for the agency, indicating the individuals who will conduct day to day business in the absence of the Administrator. David seconded. All voted in favor of the motion. Richard moved that the Board sign the document stating the Commissioners are the governing body for the Health Department, Home Health and Hospice and reviews and approves the by-laws, policies and procedures and the quality assurance programs to allow for the provision of Hospice, Home Health and Senior Services. Doug seconded. All voted in favor of the motion.

Ben Domann, Public Works Director met with the Board. He presented a bid from McElroy's Plumbing out of Topeka for replumbing the bathrooms on all three

floors in the courthouse. He asked for bids from various companies but they declined to bid. The project will include new plumbing in the utility chase, replacing the tile, toilets, new partitions, and new plumbing fixtures. The bid totals \$80,500. The money to pay for the project was budgeted in the ARPA funds. Ben reminded the Board that the ARPA funds have to be spent in a specific timeframe. McElroy's will work with the work schedules in the courthouse as much as possible. Richard moved that due to the lack of any other bids, the Board would accept McElroy's bid. Doug seconded. All voted in favor of the motion. Doug discussed requiring bonds for contractors on projects where our right of way is damaged. Josh will work on the issue.

Dustin Parks, Community Development Director met with the Board. He presented building permit reports to the Board for the last quarter of 2022. There were 61 dwelling permits issued in 2022 with a total estimated cost of construction of \$15,918,152. Dustin asked the Board to sign the FEMA CRS signatory page. Doug moved that the signatory page be signed for the Community Rating System (aka CRS). David seconded. All voted in favor of the motion.

Richard moved that Heidi Pickerell be appointed to JAAA Board of Directors with her term to expire September 30, 2026. Doug seconded. All voted in favor of the motion.

The Kansas Association of Counties gives Service Awards each year to County employees who have completed 8, 16, 24 and 40 years of service to their communities. The required period of service must be completed by January 1 of the upcoming year (2023) in order to receive credit for the service award (covering 2022). As of 12/31/2022 the following Jefferson County employees were eligible for awards. 8 years-Melissa Erpelding-Public Health RN, Casey Keirns-Environmental Specialist, Ronald Weishaar-Road Foreman, Nelson Schmucker-Motor Grader Operator, Darla Knudsen, Maintenance Technician, Wanda Agnew-Fiscal Officer/HR Coordinator. 16 years-Brian Dailey-Deputy, Melissa Fialkowski-Clerk, Janet Allen, County Appraiser. 24 years-Karen Weishaar-Deputy Register of Deeds. 40 years-Timothy Dooley-Paramedic and Linda M Buttron, County Clerk. Certificates from the Kansas Association of Counties will be presented to the employees. The Commissioners expressed their appreciation for the employees.

Megan Bottenberg, Cox Communications met with the Board. Megan discussed future plans of Cox Communications. They are wanting to expand their footprint in Kansas in unserved and underserved areas. She stated that they are asking for

partnership with Jefferson County through the federal programs for broadband access.

They are asking for a letter of support to include in their applications for grants. Doug moved that letters of support for a grant to provide more coverage for the County be signed. David seconded. All voted in favor of the motion.

Crystal asked for an executive session. Richard moved that the Board recess into executive session to discuss matters of attorney client privilege regarding legal advice for pending litigation with Crystal present as part of the collective client until 2:50 p.m. David seconded. All voted in favor of the motion. The Board recessed at 1:44 p.m. Present during the session were Josh, Crystal and the Board. The Board reconvened at 2:05. The Chair announced that no binding action was taken during executive session.

David moved that the Board recess into executive session to discuss matters of security with regard to purchases by the County until 2:16 p.m. Richard seconded. All voted in favor of the motion. The Board recessed at 2:06 p.m. Present during the session was the Board. The Board reconvened at 2:16 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 February 6th.