

## **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 in regular session on Monday, March 18th at 1:00 p.m. Present were Commissioners Wayne Ledbetter, Lynn Luck, Richard Malm and County Clerk Linda M Buttron. Ryan Kriegshauser, Assistant Counselor was present for part of the meeting and Counselor Josh Ney for the remainder.

Vouchers were reviewed and approved by the Counselor and the Board. The Board signed a notice to the township board for a beer license. The Board signed travel requests for the Health Department. Lynn moved that the minutes of March 4 be approved as presented. Wayne seconded. Wayne and Lynn voted in favor of the motion. Richard abstained as he was not present for the March 4 meeting.

Dustin Parks, Planning & Zoning Director met with the Board. The Board signed a zoning resolution approved at a previous meeting. The Board approved a travel request for attendance at a flood plain course next week.

James Tweed, Emergency Services Director met with the Board. He reported on a recent meeting with the fire chiefs. The chiefs would like to discuss the resolution that requires annual burn permits. They would like a Commission to attend a fire chief meeting regarding the issue on April 16. Richard agreed to represent the Commissioners at that meeting. James also discussed finding money to help with the road conditions. Since the State has made recent disaster declarations he proposed issuing a declaration to possibly attain funds to help with repair of the roads. The threshold to qualify for disaster funds is \$ 72,296.28 for Jefferson County. Bill Noll, Public Works Director has estimated more than \$100,000 in damages to the roads at this point. Wayne moved that Resolution 2019-003 be approved declaring a disaster emergency in Jefferson County beginning on March 12, 2019. Richard seconded. All voted in favor of the motion.

Lisa Buerman, Treasurer presented requests for publication of county owned lots for sale. Ryan Hull requested that Lots 26 & 27 Block G Lake Ridge Estates be advertised for sale. Marilyn Miles & John Porter requested that Lot 392 Hickory Hill Section Lakeside Village be advertised for sale. Wayne moved that the lots be published for sale with the minimum bid set at \$300 per lot. Lynn seconded. All voted in favor of the motion. Lisa also presented Resolution 2019-002 for consideration. The resolution cancels outstanding checks 2016 and prior. Richard moved that the resolution be approved as presented. Lynn seconded. All voted in favor of the motion.

Chris Schmeissner, GIS/IT Director met with the Board. He updated the Board on the door lock and camera project in the courthouse. There have been some additions requested for door locks. A bid will be coming for those additions. The next project is to address how the interior doors

can be locked all at once. Software is being purchased to tie the camera and door lock systems together. Chris discussed upcoming changes to policy with regard to internet and email use. He discussed information gathered as a recent GIS conference.

Bill Noll, Public Works Director met with the Board. Bill discussed safety inspections regarding flooring that gets wet in various buildings. The abrasive surface in the buildings has worn off. He has secured proposals to remove and replace the floor surfaces in the buildings.

Dustin Parks presented zoning cases to the Board for consideration. CU2019-01-A request to consider an excavation and steel fabrication business at the request of Eric and Brandy Farmer located at 15440 94<sup>th</sup> St., Oskaloosa. Brandy and Eric were present for the discussion. Conditions: 1) Any lighting placed on the property will be directed as to point inward toward the property. 2) Any signage will have KDOT's approval, if required, due to property's proximity to Highway 59 and shall be limited to the onsite advertising only. 3) Should any improvements to the entrance be deemed necessary by KDOT, the property owners and/or the applicant shall make those improvements at their own expense. 4) Outdoor fabrication shall be restricted to between 7 a.m. and 8 p.m. 5) Outdoor storage other than vehicles shall be placed behind a privacy or screening fence of at least 6 foot in height. Lynn moved that the request be approved with the conditions proposed by the Planning Commission (#1-#5) with condition #6 struck and the permit amended to allow for mechanic work. Richard seconded. All voted in favor of the motion.

CU2019-02-A request by Saripalli Family Foundation to consider a Drone Research Facility and STEM Education Center for Children (STEM stands for Science, Technology, Engineering and Mathematics) located generally on the West side of Oak Road-Between 23<sup>rd</sup> and 31<sup>st</sup> streets. Mr. Saripalli was present for the discussion. Wayne moved that the request be approved as amended with the following Conditions: 1) Any lighting placed on the property will be directed as to point inward toward the property. 2) Any signage will require permitting. 3) Prior to any non-personal use structure being building beyond the initial 70 x 100 foot structure a development plan amendment will be required. 4) All FAA requirements for drone flights shall be followed. 5) All activities to the property shall be concluded by 8 p.m. 6) No manufacturing, except for products directly related to drones or STEM education, shall take place on the property. 7) Only Research and Development of Drone technology, and STEM related education events shall take place on the property. 8) A more specific outline of intended STEM education activities and will be filed with the Zoning office prior to those activities taking place. 9) Staff will conduct a review of the activities on site 2 years after publication of the approval resolution. 10) No more than 10 ground vehicles on site at any time. 11) No gas-powered drones or planes on the site. 12) The new gate to be installed will be at a location away from the Langford's current residence and driveway. 13) The CUP issued to the Saripalli Foundation would not be transferable to new owners, in the event of any future sale or transfer of the property. Lynn seconded. All voted in favor of the motion.

CU2019-03-A request by Kim Koehn to consider an event venue and overnight guesthouse at 10870 N K92 Hwy, McLouth. Lynn moved that the request be approved with the following amended conditions: 1) A maximum number of 250 guests shall be allowed without requiring a special event permit. 2) Events will conclude by 10:00 p.m. Sunday through Thursday and by

midnight (12:00 a.m.) Friday and Saturday. 3) A survey will be filed detailing the locations to be used for the proposed use within 60 days of an approval resolution being printed in the paper. 4) CUP activities will be limited to the area outlined on the survey. 5) Outdoor amplified sound shall be directed away from the neighboring property. 6) Should any upgrade to the entrance be requested or required by KDOT, those upgrades to be completed at the owner/applicant's expense. 7) No amplified outdoor music unless approved through a special event permit. 8) Waive requirement for paving of parking lots. Richard seconded. All voted in favor of the motion.

Galen Carter, Lakeside Village met with the Board. He asked for permission to access a County lot located next to his property to clean up trees that have fallen on his property. The tax id number is 1FV1487. The property is located at 9919 Park Lane, Ozawie. Josh will give Galen a hold harmless agreement to allow him on the property to clean it up.

Bill Noll discussed a request from employees to consider allowing their spouses and dependents over the age of 18 to use the employee fitness center. The Board agreed to amend the policy by consensus and Josh will draft a revision to the policy regarding the issue. The Board signed right of way permits for utility companies. He discussed the NEK County Highway Officials conference March 28. Bill reviewed a request from City of McLouth regarding maintenance of a part of Alberta Street. Kim Everly, City Clerk/Administrator from McLouth was present for the discussion. Bill indicated that the street is not a County road. The Commissioners stated that they have no objection to the City maintaining the road as it is not a County Road. Kim asked for a letter stating that it is not a county road. The Board authorized Bill to write the letter and Josh to review it. Portions of the roads in Westshore Estates and Hilldale Subdivision were never made County roads. Bill discussed a request to maintain sections of those roads. By consensus the Board agreed not to grant the request. Bill discussed road conditions in the County. By consensus the Board agreed to allow Road and Bridge employees to work two extra hours a day when weather and conditions allow. The Board indicated that other counties in Northeast Kansas area are experiencing the same road issues. Debra Clarke spoke with regard to road conditions.

Bill requested an executive session to discuss matters of security relating to facility security. Wayne moved that the Board recess into executive session to discuss matters of facility security until 3:20 p.m. Lynn seconded. All voted in favor of the motion. The Board recessed at 3:15 p.m. Present during the session were Bill, Josh and the Board. The Board reconvened at 3:20 p.m. The chair announced that no binding action was taken during executive session.

James Tweed requested an executive session to discuss matters of employee discipline. Richard moved that the Board recess into executive session to discuss matters of non-elected personnel regarding employee discipline until 3:30 p.m. Wayne seconded. All voted in favor of the motion. The Board recessed at 3:20 p.m. Present during the session were James, Josh and the Board. The Board reconvened at 3:30 p.m. The Chair announced that no binding action was taken during executive session.

Wayne moved that the Board recess into executive session to discuss matters of non-elected personnel regarding an evaluation until 3:40 p.m. with EDC Director Pam Anderson and the

Commission present. Lynn seconded. All in voted in favor of the motion. The Board recessed at 3:31 p.m. Present during the session were Pam and the Board. The Board reconvened at 3:40 p.m. The Chair announced 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 March 25, 2019.,