

UNOFFICIAL MINUTES OF THE JEFFERSON COUNTY BOARD OF COMMISSIONERS

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March 28, 2022

The Jefferson County Board of Commissioners met in regular session on March 28, 2022. Present were Commissioners Lynn Luck, Richard Malm, David Christy and County Clerk, Linda M Buttron. County Counselor Josh Ney was also present.

Vouchers were reviewed and approved by the Counselor and the Board. A beer license was signed for DDB, LLC. David moved that the minutes of Marh 21 be approved as presented. Lynn seconded. All voted in favor of the motion.

Ben Domann, Public Works Director met with the Board. Ben attended the Kansas County Highway Association meeting in Holton last week. He reported that Jefferson County will be hosting the meeting next year. Everyy is doing safety training at the Oskaloosa shop this week. The Board signed the 2022 Noxious Weed Management Plan for the State. Ben asked about the Enterprise Fleet Management program. The Board discussed the program. They indicated that they would be willing to try the program for no more than 4 vehicles. They asked that Ben meet with the other departments involved and report back as to how the 4 vehicles would be divided.

James Tweed, Emergency Services Director met with the Board. James reported that a long-time employee is retiring this week. He congratulated Vicki Schweda on her service. James has quotes for a new recording software for the 911 Center. Legal is reviewing the quotes. The COVID ambulance has been delivered and should be in service next week. They have another ambulance that has been remounted and should be delivered in the next 2-3 weeks. He would like permission to remount a 2016 ambulance. Three quotes have been solicited. Two vendors did not want to quote due to supply chain issues. One vendor has returned a quote of \$122,463. (This is the same vendor that has done other remounts.) The amount would be paid from Ambulance Capital Outlay. The Board agreed to the request by consensus. James is working on ordering the 2nd COVID ambulance through the ARPA funding.

Crystal VanHoutan, Health Department Administrator met with the Board. Crystal gave a COVID update. To date Jefferson County has had 4,750 cases, 159 hospitalizations and 59 deaths. In the last ten days there have been 4 cases. Beginning next week KDHE reporting for COVID will be different due to the waning case numbers.

Chris Schmeissner, Chief Information Officer updated the Board on the aerial photography project. The project is virtually complete. Chris also discussed changes in the network.

Sheriff Jeff Herrig met with the Board. The Board discussed the proposals received for the Construction Manager position on the jail project. Lynn moved that the Board select Loyd Builders. David seconded. All voted in favor of the motion.

Treasurer Lisa Buerman presented sealed bids for lake lots to the Board to open. Susan Elkins bid \$ 327 each for Lots 155, 156 & 157 in Lakewood Hills. Richard moved that the bids be accepted. David seconded. All voted in favor of the motion.

Dustin Parks, Community Development Director met with the Board. Dustin informed the Board that there will be a Planning Commission meeting tonight. He is looking at changing regulations regarding guest house provisions.

Ben Domann asked for an executive session. Richard moved that the Board recess into executive session to discuss matters of attorney client privilege regarding pending litigation until 1:36 p.m. David seconded. All voted in favor of the motion. The Board recessed at 1:31 p.m. Present during the session were Josh, Ben and the Board. The Board reconvened at 1:36 p.m. The chair announced that no binding action was taken during executive session. Lynn moved that the road use renewal agreement with MCM Properties be signed. David seconded. All voted in favor of the motion.

Richard moved that Resolutions 2022-007 be approved transferring 2021 funds from the Public Works-Road and Bridge Division fund to the Special Machinery and Equipment Fund. Lynn seconded. All voted in favor of the motion.

Richard moved that Resolution 2022-008 be approved transferring money from the 2021 Public Works-Auxiliary Services Division fund to the Noxious Weed Capital

Outlay fund. David seconded. All voted in favor of the motion. Richard moved that Resolution 2022-010 be approved transferring money from the 2021 Public Works Auxiliary Services Division to Equipment Reserve. Lynn seconded. All voted in favor of the motion. Richard moved that Resolution 2022-011 be approved transferring money from 2021 Public Works Auxiliary Services Division fund to the Jefferson County Capital Improvement fund. David seconded. All voted in favor of the motion.

David moved that Employee Handbook Policy #895 regarding Conflicts of Interest be adopted. Lynn seconded. All voted in favor of the motion.

Lynn moved that the Board recess into executive session to discuss matters of non-elected personnel with regard to recruitment and retention until 2:00 p.m. Richard seconded. All voted in favor of the motion. The Board recessed at 1:44 p.m. Present during the session were Ben and the Board. The Board reconvened at 2:00 p.m. and announced that the session would be extended for 10 minutes with the same parties present. The Board reconvened at 2:10 p.m. The chair announced that no binding action was taken during executive session.

Lynn moved that the Board recess into executive session to discuss matters of non-elected personnel regarding employee recruitment and retention until 2:13 p.m. David seconded. All voted in favor of the motion. The Board recessed at 2:10 p.m. Present during the session was the Board. The Board reconvened at 2:13 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 April 4, 2022.