

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, April 22nd at 1:00 p.m. Present were Commissioners Wayne Ledbetter, Lynn Luck, Richard Malm, County Counselor Josh Ney and County Clerk Linda M Buttron.

Vouchers were reviewed and approved by the Counselor and the Board. Richard moved that the minutes of April 15th be approved as presented. Lynn seconded. All voted in favor of the motion.

Lisa Buerman, County Treasurer met with the Board. Lisa reported that a request was received for advertisement for sale of County owned lots by Rachel & Jeff Alexander. They would like to purchase Lot 2 Block G Lakeshore Estates, Lot 3 Block G Lakeshore Estates and Lot 4 Block G Lakeshore Estates. Richard moved that the lots be published with the standard \$300 minimum bid. Wayne seconded. All voted in favor of the motion.

Lynn moved that Employee Handbook Policies #516 and #517 which contain revisions for the Email Policy and Internet Network and Electronic System Use be adopted. Richard seconded. All voted in favor of the motion. Lynn moved that Employee Handbook Policy #518 regarding the Employee Wireless Network Acceptable Use Policy be approved. Wayne seconded. All voted in favor of the motion.

Dustin Parks, Planning & Zoning Director met with the Board. He had the Board sign cases Z2019-02 and Z2019-04 approved at last week's meeting. Dustin also presented special event permits for bicycle races. The first for Leavenworth Bicycle Club for an event on July 27, 2019. Richard moved the permit be approved SP2019-04 and the fee will not be waived. Wayne seconded. All voted in favor of the motion. The second for SP2019-03 for a race on May 11, 2019 by Midland Racing-David Romisch. Wayne moved that SP2019-03 be approved as presented. Richard seconded. All voted in favor of the motion.

Bill Noll, Public Works Director met with the Board. Road and Bridge projects were discussed. Bill discussed obtaining documentation on various road and bridges regarding whose responsibility it is to maintain the road and bridges. Wayne reminded the public that Jefferson County has no official responsibility for maintaining the river access south of Perry.

Josh Ney, Counselor discussed attendance at a department head meeting and a discussion of tobacco testing with regard to the Wellness Program and employees. As an additional idea in lieu of testing, Josh suggested doing an unsworn affidavit regarding whether or not an employee is using tobacco. Lying on the affidavit would be a criminal offense. He also discussed whether the testing was intended to discover use of nicotine or tobacco. Wayne clarified that the testing is not a new development. It was presented at the time the Wellness Program was presented to

employees. The Board took no action on the discussion but will take the matter under advisement.

Dustin Parks brought up PR2018-13 (Meriden Meadows) for discussion at 1:30 p.m. The City of Meriden reported that the property owner signed the annexation request, so no public hearing was necessary. Wayne moved to deny case PR2018-13 due to a jurisdictional boundary change and that the property is being annexed into the City of Meriden. Lynn seconded. All voted in favor of the motion.

At the request of Crystal VanHoutan, Wayne moved that the Board recess into executive session to discuss matters of non-elected personnel regarding employee recruitment and retention until 1:45 p.m. Lynn seconded. All voted in favor of the motion. The Board recessed at 1:35 p.m. Present during the session were Crystal and the Board. The Board reconvened at 1:45 p.m. The Chair announced no binding action during executive session.

Richard moved that the Board recess into executive session to discuss matters of non-elected personnel, evaluation until 1:50 p.m. Lynn seconded. All voted in favor of the motion. The Board recessed at 1:45 p.m. Present during the session were Crystal and the Board. The Board reconvened at 1:50 p.m. The chair announced that no binding action was taken during executive session.

The Board adjourned as the Board of Commissioners at 1:50 p.m.

At 1:50 p.m. the Board convened as the Land Bank Board. They considered the request of Jason Klenklen to move three properties (Lots 53-55 Block Q Lake Ridge Estates) to the Land Bank for construction of a home. Wayne states that proof of title search was provided and that staff reported all the proper steps were taken for moving the property to the Land Bank. Wayne moved that the three properties be transferred to the Land Bank with publication for 30 days. Lynn seconded. All voted in favor of the motion. The Land Bank Board was adjourned.