

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 February 24 at 1:00 p.m. Present were Commissioners, Richard Malm, Lynn Luck & Wayne Ledbetter, Josh Ney, County Counselor and County Clerk, Linda M Buttron.

Vouchers were reviewed and approved by the Counselor and the Board. Shared sick leave requests and donations were signed. An annual agreement for services from The Guidance Center was signed. Wayne moved that the minutes of February 10, 2014 be approved as presented. Lynn seconded. All voted in favor of the motion. The Board signed the annual County inventory report.

Beth Brown, Health Department Administrator met with the Board. The Board reviewed and approved the Home Health, Hospice and Senior Services by laws, policies, procedures and quality assurance program for 2014. The Board signed a letter stating that in the absence of the Health Department Administrator/Health Officer, Jeanne Czoch, RN, BSN would conduct day to day business for Jefferson County Home Health and Hospice Agencies. Debbie McNary, RN, would be responsible for the Jefferson County Health Department and Health Officer Duties and Rhonda Perry would be responsible for the Agency Fiscal Administration.

Tanya Erichsen, Appraiser met with the Board. She reported that 2014 change of valuation notices will be mailed February 28th. The largest value increase will be for dry crop land. It will see a 20% increase over 2013. Eighty percent of the 356,440 acres in Jefferson County are farm and agricultural land. Dry crop comprises 97,345 acres, irrigated land-4,991 acres, native grass-78,850 acres, tame grass-107,503 acres and Perry Lake-11,500 acres.

Delia Heston, Register of Deeds met with the Board. She presented 2013 statistics for the department to the Board. She reported that computer replacement project has been completed for the office. The next project will be to replace the "KIPP" scanner. The replacement cost will be approximately \$17,000 - \$18,000.

Susan Newell, 911 Director met with the Board. She presented a breakdown of statistics for fire calls in 2013.

Chris Schmeissner, GIS/IT Director met with the Board. Chris presented a memorandum of understanding (MOU) with the Kansas 911 Coordinating Council for next generation 911 technology (aka NG911) for consideration. The memorandum has been approved by the County Counselor. Richard moved that the MOU be signed as presented. Lynn seconded. All voted in favor of the motion. The memorandum was signed by the chair.

Bill Noll, Public Works Administrator met with the Board. Bill discussed Kansas Association of Planning & Zoning Officials preparation of a state wide fee schedule to be posted to their website. A copy will be provided to the Board when it is available. Bill reported that chip and seal roads are deteriorating with the winter's extreme temperatures. Bill presented aerial photography for consideration of sign placement on 32nd street as was discussed at a previous meeting. A sample of the fencing to be installed on the north wall of the basement entry to the courthouse was displayed. The Board approved the style of the fence by consensus. The Board also approved Bill's continued use of the Chevy Trailblazer for his job duties by consensus. The Board signed a right of way permit for a utility company.

James Tweed, Ambulance Director met with the Board. James discussed updating software for the department. He will continue to use the current vendor with an update to the software. Equipping staff with bullet proof vests was discussed. He also discussed sending two more employees to coroner school this year in St. Louis. He also asked to send Mike Baxter to Tactical EMS training in Texas. The board agreed to the requests by consensus.

Mike Baxter, Emergency Management Director met with the Board along with department heads, Susan Newell, Beth Brown, Jeff Herrig, Chris Schmeissner, Bill Noll and James Tweed regarding a special event permit for what is known as a "Warrior Dash" on the Mary Cronemeyer property in Sarcoxie Township. Mary Cronemeyer was present for the discussion. Bill Noll discussed the application of the company sponsoring a military training style 5-K run with obstacle course. It is a Type 6-Special Event which requires approval by the County Commissioners after a complete application is received. (At this time the County does not have a complete application.) The event is scheduled to be held April 26 and is currently accepting entrants. The event is expected to attract 9,000 – 10,000 participants with an unknown number of spectators. Mike Baxter discussed his conversation with the coordinator for Red Frog events regarding severe weather planning, fire emergencies and evacuation plans, etc. As a result of that conversation, he has received several general broad plans that say how they handled the issues for other events but not plans specific to Jefferson County. James addressed his concerns regarding ambulance and medical services for the event. Susan stated she has not been contacted about what dispatch might do to support agencies working the event. Beth spoke with regard to her conversation with the event coordinator for Red Frog regarding sanitation and other health issues. Jeff Herrig stated that he understood the event is hiring his own security. His staff would be patrolling the area due to the increased traffic on the County roads. Josh spoke with

regard to possible legal liability of the County for the event. Richard asked that a deadline of March 14 be set to require that all necessary information be submitted by the applicant.

Jason Belveal, County Attorney asked for an executive session to discuss matters of security until 2:40 p.m. Richard moved that the Board go into executive session to discuss matters of security until 2:40 p.m. with Bill Noll, Josh Ney & Linda Buttron present to facilitate the discussion. Wayne seconded. All voted in favor of the motion. The Board recessed at 2:30 p.m. Present during the session were Jason, Bill, Linda, Josh and the Board. The Board reconvened at 2:40 p.m. The chairman announced that no binding action was taken during executive session.

Richard moved that the Board go into executive session to discuss matters of non-elected personnel until 2:45 p.m. Lynn seconded. All voted in favor of the motion. The Board recessed at 2:40 p.m. with Josh, Bill and Linda present. The Board reconvened at 2:45 p.m. The chairman announced that no binding action was taken during executive session.

The Board recessed at 2:50 p.m. to conduct a fence view of property separating property owned by Kim Griffiths and Clyde Sarlls. The Board reconvened at 3:40 p.m. The Board indicated that a decision would be by next week's meeting.

Bill Noll returned to the Board for an executive session to discuss matters of non-elected personnel. Richard moved that the Board go into executive session to discuss matters of non-elected personnel until 4:00 p.m. Lynn seconded. All voted in favor of the motion. The Board recessed at 3:46 p.m. Present during the session was Bill, Josh, Linda and the Board. The Board reconvened at 4:00 p.m. The chairman 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 Monday March 3, 2014.