

**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 7, 2011 at 1:00 p.m. Present were Commissioners, Richard Malm, Roy Dunnaway, Lynn Luck, Mike Hayes, County Counselor and Linda M. Buttron, County Clerk.

Vouchers were reviewed and approved by the Counselor and the Board. Tax change orders were signed. A beer license for Taco Den II in Meriden was signed. A letter of appointment was signed for Lesa Brose, Valley Falls to the Jayhawk Area Agency on Aging Advisory Council for a term to expire September 2012. Lynn moved that the minutes of February 28, 2011 be approved as presented. Roy seconded. All voted in favor of the motion. Richard moved that Employee Handbook Policies #510-Emergency Closing and #587-Administrative Leave be amended to clarify the hours to be paid at time and a half for those employees required to work when other buildings are closed and to clean up wording in Policy #587 with regard to the same. Lynn seconded. All voted in favor of the motion. Linda discussed the canvass of the April 5th election with the Board. The Board decided to move the canvass to Monday, April 11. Linda asked the Board for input on the information required for the 2012 budgets from departments and agencies. They asked that the same budget forms be used, but that the Departments not include salary increases in their budgets. If the increases are granted the Commissioners will make that decision and the amounts added at that time.

Francis Hubbard, Road and Bridge met with the Board. The Board signed a road crossing permit for a utility company. Francis provided the Board with a written report of deficiencies in the bid of Blacktop Paving Maintenance for work on Northwind Drive. The report was also emailed to Jon Cross (as a representative of the residents of Northwind Drive) last Friday. Three bids were received for fuel delivery for graders. The bids were opened at 1:15 p.m. Capital City Oil bid a markup of 13 cents; Haag Oil Co. bid 4.5 cents; Jackson Farmers, Inc. bid -4.7 cents. Francis will review the bids and return to the Board next week with a recommendation.

Eloise Tichenor, Planning & Zoning met with the Board. Eloise reported that two of the Zoning Appeals Board members have terms that will expire in March 2011. The current members are willing to serve again. Lynn moved that Jerry White & Stephen Phillips be reappointed to the Board of Zoning Appeals for three year terms. Roy seconded. All voted in favor of the motion.

Sheriff Jeff Herrig discussed the replacement of four vehicles with the Board. He would like to purchase a Ford Fusion from Town and Country Motors, a Ford Crown Vic from the Highway Patrol and two Ford Taurus's through G. S. A. contract. The Board agreed to the purchases.

Eileen Filbert, Health Department met with the Board. Eileen updated the Board on the use of the NACO Prescription Drug Program in the County. The Board signed off on the 2012 State Grant Applications for State Formula funding, Child Care Licensing, Immunization Action Plan and Maternal-Child Health for a total amount of \$51,272. Eileen updated the Board on sewer districts. The Board granted permission for Eileen to use money from the land purchase and

loan repayment fund for Indian Ridge Sewer District #2 to pay for the electric bills for the district until further tax revenues are received. Richard signed a letter of support for the F.W. Huston Medical Center for a community based primary care grant. She asked for permission to advertise for a part time occupational therapist for Home Health.

Jocelyn Lyons, Jayhawk Area Agency on Aging met with the Board regarding an enhancement to the Meals on Wheels program introduced to the County in 2008. The program allows users to turn in a voucher for their meal at a restaurant here in Oskaloosa along with a voluntary donation. The program has been successful increasing served meals from 3 per day to 27 per day. Under the enhanced program, JAAA will contract directly with the Oskaloosa restaurant to provide this service. The new program will require the use of a swipe card to redeem the meals. The enhanced program is scheduled to begin April 1, 2011 with training sessions for the participants in March.

Eileen asked for an executive session to discuss matters of non-elected personnel. Richard moved that the Board go into executive session until 2:25 p.m. to discuss matters of non-elected personnel. Lynn seconded. All voted in favor of the motion. The Board recessed at 2:10 p.m. Present during the session were Eileen and the Board. The Board reconvened at 2:25 p.m. The chairman announced that no binding action was taken during executive session.

Linda asked 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 2:35 p.m. Lynn seconded. All voted in favor of the motion. The Board recessed at 2:26 p.m. Present during the session were Linda, Mike and the Board. The Board reconvened at 2:35 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 March 14, 2011.

/s/Richard Malm, Chairman

/s/Lynn Luck, Vice-Chair

/s/Roy Dunnaway, Member

/s/Attest: Linda M. Buttron, County Clerk