

**UNOFFICIAL MINUTES OF THE JEFFERSON COUNTY BOARD OF  
COMMISSIONERS**

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July 27, 2020

The Jefferson County Commissioners met in regular session on Monday July 27, 2020. Present were Commissioners Lynn Luck, Richard Malm, Wayne Ledbetter and County Clerk Linda M Buttron. Counselor Josh Ney was also present.

Vouchers were reviewed and approved by the Counselor and the Board. Wayne moved that the Board approve the minutes of July 20, 2020. Lynn seconded. Lynn voted in favor. Wayne voted in favor. Richard abstained as he was absent at the last meeting.

Ben Domann, Public Works Director met with the Board. Ben announced that the 62<sup>nd</sup> street project will start on August 5<sup>th</sup>. Bridge work was also discussed. Crews have been working on jackhammering on the Coal Creek bridge.

Crystal VanHoutan, Health Department Administrator met with the Board. She presented COVID statistics to the Board. Jefferson County currently has a total of 51 cases with 8 active cases. That is an increase of 8 cases over last week's totals. Crystal also discuss grant opportunities for the department. She would like to include a vaccine refrigerator from SPARK funds as well as a Vaccination Trailer. The trailer could be used in the future for COVID-19, the flu, blood pressure clinics and other vaccination projects. The department would also require a vehicle to pull the trailer which could also be used for on call staff. These equipment requests will be submitted with the Direct Aid plan for the SPARK funding. Crystal reported that her staff is spending many hours, evenings and weekends managing contact tracing and regular duties. She is going to hire a regular part time contract employee to assist with those duties. The person would work 30 hours a week for 10 months for a total cost of \$30,600 plus office supplies. She would also like to apply for a State of Kansas Grant titled ELC Covid-19. This grant may be used for salaries and expanded testing. She would like to apply to receive Point of Care Testing Equipment. The equipment also tests for the flu, and RSV. The Board gave consensus approval for the proposed equipment and application to the grants funds.

Dustin Parks, Community Development Director met with the Board. Dustin reported that the Planning Commission meeting is set for next month. He also reported that five more dwelling permits were issued last week. Based on the requests he may be asking to amend the zoning regulations in the near future to allow for mother-in-law accessory structures in the regulations.

James Tweed, Emergency Services Director discussed the progress of the SPARK funding project. Business grant applications are ready to be distributed. He discussed how the Phase 2 funding process might work. Guidance is still coming from the State.

Treasurer Lisa Buerman asked the Board to publish Lots 40, 41 & 42 Block S in Lake Ridge estates for sale by sealed bid. Wayne moved that the Lots be published for sale and that the minimum bid be set at \$300 per lot. Richard seconded. All voted in favor of the motion.

David Christy, Meriden met with the Board. Lynn stated that the Commission meeting might not be the format for a discussion of the information provided to the Board by the Counselor in last week's meeting. Josh reiterated some of the information discussed at last week's meeting and offered to meet with David to discuss what his findings were.

Lynn moved that the Board recess into executive session to discuss matters of non-elected personnel regarding employee recruitment and retention with Crystal VanHoutan until 1:48 p.m. Richard seconded. All voted in favor of the motion. The Board recessed at 1:28 p.m. Present during the session were Crystal and the Board. The Board reconvened at 1:48 p.m. The chair announced no binding action was taken during executive session.

Richard moved that the Board recess into executive session to discuss matters of attorney client privilege regarding legal advice until 2:05 p.m. Wayne seconded. All voted in favor of the motion. The Board recessed at 1:49 p.m. Present during the session were Josh and the Board. The Board reconvened at 2:05 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 with regard to an evaluation until 2:20 p.m. Wayne seconded. All voted in favor of the motion. The Board recessed at 2:06 p.m. Present during the session were Chris Schmeissner, Chief Information Officer and the Board. At 2:20 p.m. it was announced that the session would continue for 5 more minutes with the same parties present. The Board reconvened at 2:25 p.m. The chair announced that no binding action was taken during executive session.

Lynn announced that a budget work session would be held next Monday at 10:00 a.m. in the Commission room.

There being no further business to come before the Board they adjourned to meet in regular session on Monday August 3<sup>rd</sup>.