

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

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August 31, 2020

The Jefferson County Commissioners met in regular session on Monday August 31, 2020. Present were Commissioners Lynn Luck, Wayne Ledbetter, Richard Malm, 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 August 24 be approved as presented. Wayne seconded. All voted in favor of the motion.

Josh Ney asked for an executive session to discuss legal issues. Wayne moved that the Board recess into executive session to discuss attorney client privilege with regard to legal matters until 1:05 p.m. Richard seconded. All voted in favor of the motion. The Board recessed at 1:00 p.m. Present during the session were Josh and the Board. The Board reconvened at 1:05 p.m. The Chair announced that no binding action taken during executive session.

Treasurer Lisa Buerman requested advertisement for sale of Lot 49 Parkwoods Section of Lakeside Village. Lynn moved that the request be approved with a minimum bid of \$300. Wayne seconded. All voted in favor of the motion.

Ben Domann Public Works Director met with the Board. Ben reported that the new grader will be delivered September 14. John Deere has agreed to allow the County to use the old grader with no penalty until the new grader is received. Coal Creek bridge work as resumed as the crew is back at work after being quarantined. Ben discussed work needed on Ferguson road. He will be working with FEMA through the Kansas Department of Emergency Management Department. The Board agreed to placing digital warning signs on the road until the issues can be fixed. He is helping Emergency Management procure bids to clear the brush on the proposed communications tower near Lakeshore Estates.

Crystal VanHoutan, Health Department Administrator met with the Board. Crystal reported there are two air conditioning units going out at the health department. The cost to repair the units is estimated at \$8,000 - \$10,000. The fire alarm system installed 25 years ago is failing. That cost is estimated at \$6,000. Also the vaccine alarm has been going off randomly. The temperature is fine, but the alarm may be faulty. She will be bringing bids to the Board for consideration in the near future. She expects to be able to pay for the repairs from the Equipment Reserve fund. She reported that she had met with Kramer Engineering regarding preliminary engineering report for Hilldale Sewer #3 and Westshore Sewer #12. A problem that began in 2017 was discussed. She asked that the Board consider hiring Kramer's to complete the application to KDHE to see what funds are available for this project. Wayne moved that the

Board engage Kramer's to complete the application for the project, the cost to be paid out of sewer maintenance funds. Lynn seconded. All voted in favor of the motion. Crystal updated the Board on COVID statistics. Jefferson County currently has 18 active cases. The total case count for Jefferson County is at 120. There have been 10 hospitalizations with one currently in the hospital.

James Tweed, Emergency Services Director discussed the SPARKS funding status. He has also solicited bids for lease purchase of an ambulance. He sent requests to all banks in the County. He received three bids. The lowest bid was First State Bank and Trust at 0.96% fixed for the ambulance with \$250 origination fee and the first payment due next year. Wayne moved to accept the bid as presented. Richard seconded. All voted in favor of the motion. James reported that he and the tower company recently visited the proposed location for the radio tower along Ferguson road. Brush clearing has to be done for the due diligence study for the tower. James asked for permission to move forward with the low bid for the brush clearing. The Board agreed by consensus.

The 2021 County Budget Hearing was held at 1:30 p.m. The chair asked for public comment. No comment was heard. The chair closed the hearing. Richard moved that the 2021 budget be approved as presented. Wayne seconded. All voted in favor of the motion.

Dustin Parks, Community Development Director met with the Board. Hearing packets for September 14 were distributed. The Planning Commission heard 4 cases last week. He discussed a request of Stephen Phillips, a member of the Zoning Appeals Board and Planning Commission to be reappointed. Wayne moved that the Board reappoint Stephen Phillips to the Planning Commission and the Zoning Appeals Board. Richard seconded. All voted in favor of the motion. Dustin reported that he has also been trying to contact Jerry White to ask if he wants to be reappointed to the Zoning Appeals Board.

Dustin Parks Community Development Director asked for an executive session. Lynn moved that the Board recess into executive session to discuss matters of non-elected personnel with regard to recruitment and retention until 1:40 p.m. Wayne seconded. All voted in favor of the motion. The Board recessed at 1:35 p.m. Present during the session were Dustin and the Board. The Board reconvened at 1:40 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 attorney client privilege with regard to pending litigation until 2:00 p.m. with Ben Domann, Attorney Adra Burks (by telephone) and Joe McAfee present to facilitate the discussion. Richard seconded. All voted in favor of the motion. The Board recessed at 1:42 p.m. Present during the session were Josh, Ben, Joe McAfee and by telephone Attorney Adra Burks. At 2:00 p.m. the Board announced the session was extended for 10 minutes with the same parties present. At 2:09 p.m. the Board reconvened. The chair announced that 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 contract review until 2:15 p.m. with Ben present as part of the collective client. Lynn seconded. All voted in favor of the motion. The Board recessed at 2:10 p.m. Present during the session were Josh, Ben and the Board. The Board reconvened at 2:15 p.m. The chair announced that no binding action was taken during executive session.

Wayne announced that Dustin Parks will be leaving the County at the end of September. They stated they appreciated all the work Dustin did for the County and were sad to see him go.

Lynn announced there would be no meeting next week due to the Labor Day holiday.

Amending the Vacation Leave and Holiday policies as suggested by a recent employee survey and by the Department Heads will be considered at the next meeting on September 14.

Meeting adjourned.