

Jefferson County Press Release 5/12/2020

## **Jefferson County Internal Changes due to COVID-19**

### **GENERAL**

**The Jefferson County Commissioners encourage citizens to conduct necessary business by phone or by electronic means.**

Effective next Monday, May 18, 2020, Jefferson County will be opening business access to Jefferson County departments to public foot traffic by appointment only. The measures are designed to reduce the spread of the Coronavirus illness. Information on the changes of services will be posted to the Jefferson County website and Jefferson County Facebook page as they become available.

Please follow the Jefferson County Health Department for official updates regarding COVID-19.

**The Jefferson County Commissioners strongly recommend the following measures when coming into the county offices.**

- **Stay home if you are sick**
- **Wear a mask, if you don't have one you may pick up one from the table located at the south entry way door.**
- **Please use hand sanitizer, it will be provided on the table located by the south entry way door.**
- **Maintain a 6-foot distance from other visitors to the courthouse or county offices.**

**Jefferson County Courthouse and other County buildings as noted below.**

All exterior doors of the Jefferson County Courthouse and various other offices will be locked, and citizens should call to make appointments with the offices needed.

### **SPECIFIC DEPARTMENT INFORMATION**

**Treasurer's Office: 785-403-0000 Option 2**

**Driver's License renewals will not be processed at this time.**

No renewals (stickers) will be completed in person. Please renew online (<http://ikan.ks.gov>); by mail (mail to PO Box 458, Oskaloosa, KS 66066); or using the courthouse drop box (in front of the courthouse). You can reprint your vehicle registration notice online under Treasurer on our website [www.jfcountyks.com](http://www.jfcountyks.com) (Treasurer's page) This includes the pin number needed for online renewals or the amounts for mailing registrations in. You may mail or drop off your renewals to our office at 300 Jefferson St., Oskaloosa, KS 66066. Please include a current contact number as well as insurance information (we will return it with your renewal). Or you may have your insurance faxed to our office (fax: 785-403-0748).

For completion of title work on a vehicle purchase, please call the office at 785-403-0000 Option 2 for an appointment. We will coordinate with you to make accommodations to complete the title work. Please call regarding refunds on sold/disposed vehicles.

Please follow the link on our website to pay current real estate, property and truck taxes. You may also mail your payment in or drop it off in the box in front of the courthouse. Please call the office at 785-403-0000 Option 2 with questions between 8:00 am and 4:30 p.m. Or email [lbuerman@jfcountryks.com](mailto:lbuerman@jfcountryks.com). We appreciate your patience in keeping all our community members safe.

### **Clerk's Office: 785-403-0000 Option 6**

Voter registrations can be completed online at <https://www.kdor.ks.gov/apps/voterreg/default.aspx>

Fish and game licenses are available online at <http://kdwpt.state.ks.us/> If you would rather have a printed copy, please call the Clerk's Office to request assistance.

If you want to request an advance ballot for the 2020 elections, you can print a form from this website and email it to the County Clerk at [lbuttron@jfcountryks.com](mailto:lbuttron@jfcountryks.com)  
<https://www.kssos.org/forms/elections/AV1.pdf>

If you need assistance, please call the office at 785-403-0000 Option 6 or email [lbuttron@jfcountryks.com](mailto:lbuttron@jfcountryks.com)

**If you wish to file for office, please call for an appointment. 785-403-0000 Option 6**

### **Register of Deeds Office: 785-403-0000 Option 5**

If you have documents to be dropped off for processing please put documents in the drop box at the south entrance of the courthouse and call the office to notify them of the drop off.

Record searches may be completed by utilizing the online services of TAPESTRY or LAREDO through our provider. Contact office for details. --Please call the office or email the office for all inquiries not listed: [dheston@jfcountryks.com](mailto:dheston@jfcountryks.com) or [deeds@jfcountryks.com](mailto:deeds@jfcountryks.com)

Researchers will be admitted by appointment only and must be symptom and fever free. Register of Deeds reserves the right to limit the number of researchers and visitors to the office at any time.

All persons who enter the office will be required to log in and provide a telephone number should there be a need to be contacted by said office or other officials.

Current office operations may be updated or amended without notice.

Record searches may be completed online. Please call the office or visit the Jefferson County Register of Deeds website at [www.jfcountyks.com](http://www.jfcountyks.com) for more information.

**Health Department:** 785-403-0025

Clinic- Please call to schedule appointments for immunizations, lab draws, and other services for Tuesday and Thursday 8:00-4:00.

WIC- Call to schedule appointment for recertification or benefit pick- up.

Jerry White Family Care Clinic- call to schedule appointment for monthly clinic.

Sanitation- call to schedule appointment

**County Attorney's Office:** 785-863-2251, [countyattorney@jfcountyks.com](mailto:countyattorney@jfcountyks.com)

**GIS/IT Building:** 785-403-0771

Please call for an appointment or email [cschmeissner@jfcountyks.com](mailto:cschmeissner@jfcountyks.com).

The building will be closed to the public

**Planning and Zoning Office** (Community Development)

All Building Permits and other applications can be found online at <https://www.jfcountyks.com/291/Planning-Zoning>

Please print and physically mail the original of your application to:

Jefferson County Planning and Zoning  
P.O. Box 628  
Oskaloosa, KS 66066

If possible, please scan and email all applications for review to: [dparks@jfcountyks.com](mailto:dparks@jfcountyks.com) or [egeorge@jfcountyks.com](mailto:egeorge@jfcountyks.com) prior to mailing them in.

If you are unable to print the application, please contact our office and we will mail you the application you need.

If you are a small business, and would like to inquire about getting more information on the SBA emergency funding programs, please email [dparks@jfcountyks.com](mailto:dparks@jfcountyks.com) or [keithjeffers@jfcountyks.com](mailto:keithjeffers@jfcountyks.com)

If you require any other information regarding building permits, land division, or scheduled public hearings, please contact our office by any of the above offered methods.

#### **Appraiser's Office: 785-403-0000 Option 4**

Please call to make an appointment.

Appeal Hearings – If you are scheduled or need to schedule an appeal hearing, please contact Janet Allen, County Appraiser for an appointment at [jallen@jfcountryks.com](mailto:jallen@jfcountryks.com) or Dotti Harrison, Deputy Appraiser at [dharrison@jfcountryks.com](mailto:dharrison@jfcountryks.com)

If you have Personal Property questions you can email Julie Sargent at [jsargent@jfcountryks.com](mailto:jsargent@jfcountryks.com)

#### **District Court: 785-863-2461**

Please call with any questions, you will be directed on how to proceed. The Court is only handling emergency situations.

If you need to pay fines or fees – please call in advance to find out the amount you owe. People that want to pay can either pay online at [www.citepayusa.com](http://www.citepayusa.com) or mail in a check or money order to P.O. Box 327, Oskaloosa KS 66066.

If you have a court appearance, please call for a new date. If you are represented by an attorney, please call them.

If you have documents that need to be filed, attorneys need to use the e-filing website. Prose people can mail in documents for all non-emergency filings.

If you need to file for a protection from stalking or abuse, please call 785-863-5158 for direction.

#### **Road & Bridge:**

This office is closed to walk-in visitors; please call 785-403-0279 Ext. 1 to make an appointment

#### **Auxiliary Services:**

This office is closed to walk-in visitors; please call 785-403-0279 Ext. 3 to make an appointment

**Household Hazardous Waste collection** has been suspended until further notice.

**Noxious Weed Sales:**

If you are coming to pick up Noxious Weed Chemicals

Please call 785-403-0279 Ext. 3

Arrangements will be made so chemicals can be placed outside for you

**Emergency Management and EMS:**

The Emergency Management and EMS facilities (EMS Station 1-Oskaloosa and 2-Meriden will be closed to the public.

If you have EMS billing questions please call or email Denise Locklin, EMS Office Manager o

Email: [dlocklin@jfcountryks.com](mailto:dlocklin@jfcountryks.com) 785-403-0166

If you have a medical emergency, please call 9-1-1

**Jefferson County Sheriff's Office: 785-863-2765 (admin office)**Jail Visitation:

Jail visitation has been suspended. All non-essential employees, including, volunteers will not be allowed into the jail at this time. Attorney visits will continue as normal. This action will remain in effect until July 1, 2020 and will then be re-evaluated.

Business hours:

The lobby of the Jefferson County Sheriff's Office will remain open during normal business hours. Prior to coming into the Sheriff's Office, it is encouraged for patrons to call and inquire if their request can be handled over the phone.

We encourage the public to evaluate their reason for the visit to the Sheriff's Office and determine if it is necessary or if it is something that can be handled at a later date.

Patrons requiring entrance into the Sheriff's Office will complete a Health Screen prior to entrance.

Responding to Calls:

We will respond to calls as normal. Again, I encourage patrons to call the Sheriff's office prior to coming in and inquire if their request can be handled by phone.

The safety of the citizens of Jefferson County, my staff, and the inmates in my jail are of the utmost importance. I'm in hope things will all go back to normal in time.

### **Jefferson County Commissioners**

We apologize for any inconvenience this will cause the citizens of Jefferson County, however, the health and safety of our employees and citizen is our priority. Thank you for your cooperation in this ongoing situation. We will re evaluate this action on June 1, 2020.

Jefferson County Government would like to urge and encourage businesses and citizens to take active steps to prevent the spread of COVID-19. The health and safety of our community is our top priority. Take simple steps to prevent the spread of diseases by COVID-19 by: Washing your hands; avoiding close contact with people who are sick; covering your coughs and sneezes; avoid touching your eyes, nose and mouth with unwashed hands; clean and disinfect frequently touched objects and surfaces; stay home when sick. Stay up to date with COVID-19 information by visiting:  
<https://www.coronavirus.kdheks.gov/>

End ###