

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, January 28th at 1:00 p.m. Present were Commissioners Richard Malm, Wayne Ledbetter, Lynn Luck, County Commissioner, County 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 January 14th be approved as presented. Lynn seconded. All voted in favor of the motion.

James Tweed, Emergency Services Director reported that Kenton Brothers has done a walk thru of the ambulance buildings for bids on replacing their door lock/security system. He stated that the recording software in dispatch will be upgraded for a cost of \$23,000. This expense will be paid from 911 fees collected. The most recently purchased ambulance is now in service.

Lisa Buerman, County Treasurer asked the Board for permission to publish a request for sealed bids on Lot 752 Walnut Grove Section of Lakeside Village subdivision. Lynn moved that the Board publish the property for sealed bid and the minimum bid be set at \$300. Richard seconded. All voted in favor of the motion.

Crystal VanHoutan, Health Department Director met with the Board. She asked the Board to sign the delegation of authority forms for the department. The document states that in the absence of the Director, Jeanne Czoch will conduct day to day business for the Jefferson County Home Health and Hospice program; Debbie McNary will be responsible for the Jefferson County Health Department and health officer duties; and Wanda Agnew will be responsible for the agency's fiscal administration. The Board signed the document.

Wayne moved that the Board as the governing body of the Jefferson County Health Department, Home Health and Hospice agency reviews and approves the Senior Service by-laws, policies and procedures and the quality assurance programs to allow for the provision of Senior Services. Richard seconded. All voted in favor. Wayne moved that the Board as the governing body of the Jefferson County Health Department, Home Health and Hospice agency reviews and approves the Home Health bylaws, policies and procedures and the quality assurance programs to allow for the provision of Home Health Services. Lynn seconded. All voted in favor of the motion. Wayne moved that the Board as the governing body of the Jefferson County Health Department, Home Health and Hospice agency reviews and approves the Hospice by-laws, policies and procedures and the quality assurance programs to allow for the provision of Hospice Services. Richard seconded. All voted in favor of the motion.

Bill Noll, Public Works Director met with the Board. Auxiliary Services is closed today due to illness. Road and bridge crews have worked a lot of overtime with recent weather events. The

effect of the weather on gravel roads was discussed. A schedule of work previously presented to the Commissioners (for upcoming projects) was discussed briefly. Bill asked the Board about the salt bin situation. There is enough mix to last for two more storms. Salt delivery is taking about 30 days after order. Providing cities salt was discussed. He has received a request from Lake Dabinawa Homeowner's Association for delivery of a salt-sand mix. The Board agreed by consensus that they didn't want to get started in the business of delivering salt/sand mix. For next year if they want us to order extra salt for them we will consider it if they are sales tax exempt. Josh and Bill will work on a policy regarding this.

Douglas Hager, Oskaloosa met with the Board regarding annexation to Rural Water District #12 for property that is not currently in a water district. The property is between Rural Water District #12 and Rural Water District #7. The Board indicated by consensus that they had no objection to his annexation to the district. Josh discussed the procedure for annexing contained in the statutes. Josh recommended that the Board table the issue for one week.

Lynn moved that Jo Cross be reappointed to the JAAA Board of Directors. Her term will run from October 1, 2018 through September 30, 2022. Richard seconded. All voted in favor of the motion.

The Board recessed as the Board of Commissioners at 1:47 p.m. The Board reconvened as the Board of Commissioners at 1:51 p.m.

Bill Noll asked for an executive session to discuss matters of non-elected personnel with regard to employee benefits of a specific employee. Richard moved that the Board recess into executive session to discuss matters of non-elected personnel with regard to employee benefits of a specific employee until 1:55 p.m. with Bill, Linda and Josh present to facilitate the discussion. Lynn seconded. All voted in favor of the motion. The Board recessed at 1:50 p.m. Present during the session were Bill, Linda, Josh and the Board. The Board reconvened at 1:55 p.m. The chair announced that no binding action was taken during executive session.

Crystal VanHoutan Health Department Director asked for an executive session. Wayne moved that the Board recess into executive session to discuss matters of non-elected personnel with regard to employee recruitment until 2:03 p.m. Lynn seconded. All voted in favor of the motion. The Board recessed at 1:57 p.m. Present during the session were Crystal and the Board. The Board reconvened at 2:03 p.m. The chair announced that no binding action was taken during executive session.

James Tweed-EMS Director asked for an executive session. Richard moved that the Board recess into executive session to discuss matters of non-elected personnel with regard to employee retention until 2:10 p.m. Lynn seconded. All voted in favor of the motion. The Board recessed at 2:04 p.m. Present during the session were James, Josh and the Board. The Board reconvened at 2:10 p.m. The chair 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 February 4, 2019.

