

**Jefferson County Commissioner Meeting Minutes
January 26, 2015**

Meeting called to order at 9:00 am. Those present are Commissioner Hancock and Commissioner Farnsworth sitting in as Chairman. Edidt Ramirez and Collen Poole are clerking the board. Commissioner Farnsworth leads in the Pledge of Allegiance and Commissioner Hancock offered the prayer.

Commissioners-Elected Officials-Department Heads

- Staff Meeting

[9:05:06 AM](#) those present for the staff meeting are Colleen Poole, Naysha Foster, Cody Taylor, Lori Dye, Mitch Whitmill, Scott Herrick, Tammy Adkins, Kristine Lund, Emily Kramer, Commissioner Hancock, and Commissioner Farnsworth sitting in as Chairman as Chairman Raymond is not present today.

Department heads report updates on their departments. Colleen Poole, Naysha Foster, and Cody Taylor do not have updates to report. Lorie Dye and Mitch Whitmill give updates on their departments. Scott Herrick does not have updates and Tammy Adkins reports about new locks on the probation building. Kristine Lund speaks about a new employee in her department. Emily Kramer gives update on the Jefferson Lake and installing a new playground. Commissioner Hancock speaks on behalf of the road and bridge department. He presents the new Road & Bridge Administrator Dave Walrath.

[9:16:33 AM](#) Dave Walrath is now present and introduces himself.

[9:24:03 AM](#) Commissioner Hancock gives updates and speaks about the Fair board. Department heads and elected officials present themselves to Dave Walrath

Ken Condon-Civil Patrol

- New Squadron-Incorporating Jefferson County

Ken has called in and canceled this item on the agenda.

[9:28:49 AM](#) Commissioners will go into recess at 9:28 a.m. until the next subject at 10:15 a.m.

Robin Dunn is present at 9:56 a.m.

Elections-Shonna Allred

- **Designate Polling Places-March Election**

[10:15:30 AM](#) Shonna Allred is present states that all precincts will be the same as have been set in the past. She speaks about two elections that they will be held; one is a recall election which has an estimate of \$10,000.00 cost.

Emergency Management-Emily Kramer

- **MOU Between DOE and Emergency Management**

[10:20:22 AM](#) Emily presents the MOU to the commissioners. Commissioner Farnsworth signs as Chairman and Clerk Poole attest the document

- **Amended 2013 EMPG Award**

[10:21:47 AM](#) Emily presents document of the EMPG Award to the commissioner they received additional amount needs signature to accept the funds. Commissioner Hancock asks questions for clarification and Emily explains. Commissioner Farnsworth signs document.

Parks & Rec-Emily Kramer

- **Flow Meter Purchase**

[10:26:35 AM](#) Emily speaks about the water at the Jefferson Lake. A flow meter is needed before the lake is monitored by Water Resources or the water services will be taken away. Emily will use repair line for the flow meter and the MC Propeller.

[10:30:25 AM](#) **Motion made by Commissioner Hancock to purchase a flow meter from Ferguson's to replace the existing one at the Jefferson Lake; motion is seconded by Commissioner Farnsworth. Roll call taken. Commissioner Farnsworth-aye, Commissioner Hancock-aye. Motion passes.**

Carlos Aponte

- **Health Insurance Report**

[10:31:40 AM](#) Carlos provides a copy of the insurance report to the commissioners and to the clerk. Carlos explains he is doing the end of the year review and he reviewed it with Colleen and Marilyn. Carlos explains the two different reports that he has put together.

[10:33:51 AM](#) Robin Dunn leaves the room at 10:33

[10:34:12 AM](#) Carlos speaks about the balance he received from treasurer's office for the VEBA trust account. Carlos makes commissioners aware that the reports run behind. Carlos states he has attached a flyer on the back of the package to notify county what forms or information will be due.

[10:55:15 AM](#) Carlos speaks about a bill that has been just passed in Congress about the amount of hours worked as for having benefits and other updates coming up in laws.

Social Services-Edidt Sanchez

- **Executive Session 67-2345(D)-Records Exempt from Disclosure**

[11:00:02 AM](#) **Motion made by Commissioner Hancock to go into executive session 67-2345(D) at 11:02 a.m.; motion is seconded by Commissioner Farnsworth. Roll call taken. Commissioner Farnsworth-aye, Commissioner Farnsworth-aye. Motion passes**

[11:07:51 AM](#) Open session at 11:07 a.m.

[11:07:57 AM](#) **Motion made by Commissioner Hancock to deny indigent case #2015-26 due to lack of cooperation and deny indigent case #2015-27 due to lack of cooperation; motion is seconded by Commissioner Farnsworth. Roll call taken. Commissioner Farnsworth-aye, Commissioner Hancock-aye.**

[11:08:53 AM](#) **break for lunch at 11:08 a.m.**

Planning & Zoning-Naysha Foster

- **Public Hearing-Appeal P&Z Decision-Conditional Use Permit-Sharna Jones**

[1:00:33 PM](#) Commissioner Hancock is recusing himself from the subject. This being said Commissioner Farnsworth announces this cannot take place for lack of quorum. Those present ask reasoning for this. Subject is being postponed until the 9th of February at 9:30 a.m.

- **Zone Map Amendment-Harris-Ordinance #2015-01**

[1:05:35 PM](#) Naysha speaks about the property and what the zone change is being proposed. Owner and applicant is Robert Harris whom wants to change zoning from R5 to R1 is asking this so he would be allowed to split property. P&Z commission met on January 8th and is recommending an approval. Commissioners ask some questions and Naysha responds to this.

[1:09:46 PM](#) **Motion made by Commissioner Hancock to adopt ordinance #2015-01; motion is seconded by Commissioner Farnsworth. Roll call taken. Commissioner Farnsworth-aye, Commissioner Hancock-aye. Motion passes and ordinance is signed by the commissioners**

- **Diamond Peak Division #1 Final plat**

[1:11:37 PM](#) Naysha presents the final plat to the commissioners and reports the owner is Kurt Shwindmer and states the location. Currently zoned Ag 20 she reports they have done a clustering permit and explains what this means.

[1:17:50 PM](#) **Motion made by Commissioner Hancock to accept diamond peak division #1 clustering permit as a final plat; motion is seconded by Commissioner Farnsworth. All in favor. Motion passes. Commissioners sign final plat**

- [1:22:13 PM](#) **Resolution #2015-09-Destruction of Records**

[1:21:12 PM](#) Naysha presents the resolution to the commissioners for destruction of records for building permit applications, plans and specifications retained for 5 years or longer. 2004- 2010 for anything that has been approved

[1:24:04 PM](#) Naysha reads the resolution and hands the resolution to the commissioners to review the points of exactly which records will be destroyed.

[1:26:23 PM](#) Records will be retained per retention schedule the county has adopted.

[1:27:46 PM](#) Recess until 2:00 p.m.

Judy Stamper

- **Property Taxes**

[1:59:43 PM](#) Present is Judy Stamper and her husband on this subject. She states she paid taxes and then received a letter from Kristine Lund in regards to their property taxes. Cody Taylor is present as well as Pat from the assessor's office

[2:03:11 PM](#) Cody Taylor speaks in regards to the property that is being discussed and gives some background on the property. Cody explains that Judy and David were over paying on their taxes. An exhibit is provided by the assessors to show what is being explained.

[2:10:04 PM](#) Discussion is held between the commissioners, assessors, property owners, and Kristine Lund in regards to what can be done to correct the overpayment.

[2:18:42 PM](#) Commissioner Hancock suggest that the stamper's be credited for their future tax payments

[2:19:31 PM](#) **Motion is made by Commissioner Hancock that in case of the David Stamper Parcel No. RP04N37E050080 property tax overpayment the amount of \$1,490.13 be credited toward the balance of their 2014 taxes and remainder balance toward their 2015 taxes; motion is seconded by Commissioner Farnsworth. Roll call taken. Commissioner Farnsworth-aye, Commissioner Hancock-aye. Motion passes**

[2:20:41 PM](#) Treasurer Lund will bring in cancelation of taxes documents for the remainder of the 2014 taxes and the remaining credited to 2015 taxes.

[2:22:47 PM](#) Recess until 2:30 p.m.

Assessor-Cody Taylor

- **Exemption Application Approval**

[2:22:54 PM](#) Cody speaks about the exemption forms she changed and emailed to Robin for review and talks about his recommendations.. Cody has the forms with her and she states the changes she made. Commissioners recommend Cody review and see if there is anything she feels they would need to be changed per Robin's recommendations then bring them back for approval in a future meeting.

- **Ag Exemptions**

[2:34:06 PM](#) Kathy Howe and Jessica are present doing a follow up on Turk McMurtrey, Cody Taylor is present on this case as well.

[2:35:23 PM](#) Kathy speaks about Mr. Reed this is a follow up as well. Commissioners review this case.

[2:39:09 PM](#) **Motion is made by Commissioner Hancock to accept ag exempt for Terry Reed; motion is seconded by Commissioner Farnsworth. Roll call taken. Commissioner Farnsworth-aye, Commissioner Hancock-aye. Motion passes**

[2:40:04 PM](#) she provides the next application for ag exemption for Ione Hansen, the commissioners review this case.

[2:44:08 PM](#) **Motion to made by Commissioner Farnsworth to approve ag exemption for lone Hansen; motion is seconded by Commissioner Hancock. Roll call taken. Commissioner Farnsworth-aye, Commissioner Hancock-aye. Motion passes**

[2:45:17 PM](#) Kathy hands commissioners the next application for ag exemption.

[2:47:22 PM](#) **Motion made by Commissioner Farnsworth to deny ag exemption for Jerald L Clark; motion is seconded by Commissioner Hancock. Roll call taken. Commissioner Farnsworth-aye, Commissioner Hancock-aye. Motion passes.**

Moore Ranches

- **Ag Exemption**

[2:50:51 PM](#) Pam Moore is present today and she gives documents to the commissioners and speaks about there being some pieces of land that shouldn't be considered Ag exempt. Kathy states she has a map of the property and provides it to the commissioners.

[2:56:47 PM](#) **Motion made by Commissioner Hancock to approve for ag exemption for Moore Ranches; motion is seconded by Commissioner Farnsworth. Roll call taken. Commissioner Farnsworth-aye, Commissioner Hancock-aye. Motion passes.**

Keith Grover

- **Ag Exemption**

[2:58:48 PM](#) Keith Grover presents himself for this subject on ag exemption and he presents a map to the commissioners. Commissioners discuss this subject with Mr. Grover about how his land is being used.

[3:04:53 PM](#) **Motion made by Commissioner Farnsworth to approve ag exemption for Keith Grover; motion is seconded by Commissioner Hancock. Roll call taken. Commissioner Farnsworth-aye, Commissioner Hancock-aye. Motion passes**

[3:05:44 PM](#) Recess until 3:15

A.J. Argyle

- **Health Benefits Review**

[3:05:44 PM](#) Travis Argyle is present today to share information on some of their services and their locations. He gives some background information of their expertise sections in regards to health benefits. He speaks saying he would like a letter of authorization to allow them to do a diligence test on Health Benefits for suggested changes and such. Commissioner Hancock asks questions to those present and he also asks that they be provided some letters of recommendations before them as commissioners sign the letter of authorization. They state they will get letters of reference to clerk.

[3:27:06 PM](#) Recess for 3 minutes

3:28 p.m. Robin Dunn is present at 3:28 p.m.

Commissioners

- **Executive Session 67-2345(B) Personnel**

Tammy Adkins is present on this subject.

[3:30:17 PM](#) **Motion made by Commissioner Hancock to go into executive session 67-2345(B) at 3:30 p.m.; motion is seconded by Commissioner Farnsworth. Roll call taken. Commissioner Farnsworth-aye, Commissioner Hancock-aye. Motion passes.**

[4:02:06 PM](#) Open Session at 4:02 p.m.

[4:02:26 PM](#) Commissioners authorize to Emily to send a letter of response the Herrera's allowing Tammy Adkins to take appropriate actions in this matter.

Commissioners

- **Approve Claims**

Commissioners state that for the Sheriff's office on the gas expense they would like the deputies to write the accurate mileage of their cars when they fill up

[4:04:25 PM](#) **Motion made by Commissioner Hancock to approve claims dated 1-12-2015 through 1-23-2015 in the amount of \$84,671.37; motion is seconded by Commissioner Farnsworth. Roll call taken. Commissioner Farnsworth-aye, Commissioner Hancock-aye. Motion passes.**

- **Commissioners minutes**

[4:07:38 PM](#) **Motion made by Commissioner Farnsworth to approve the meeting minutes for 1-8-2015 with changes as noted; motion is seconded by Commissioner Hancock. All in favor. Motion passes**

- **Certificates of Residency**

[4:09:24 PM](#) Colleen presents the Certificates and the commissioners sign the certificates of residency

- **Resolutions #2015-9, #2015-10, #2015-11-Destruction of Records**

[4:12:58 PM](#) Colleen presents these resolutions to the commissioners to review. Emily has verified that these are in accordance with the records schedule.

[4:14:31 PM](#) **Motion made by Commissioner Hancock to accept resolutions #2015-9 for destruction of records; motion is seconded by Commissioner Farnsworth. Roll call taken Commissioner Farnsworth-aye, Commissioner Hancock-aye. Motion passes**

[4:15:25 PM](#) **Motion made by Commissioner Farnsworth to authorize resolution #2015-10 for destruction of records; motion is seconded by Commissioner Hancock. Roll call taken. Commissioner Farnsworth-aye, Commissioner Hancock-aye.**

[4:15:54 PM](#) **Motion made by Commissioner Hancock to accept resolution #2015-11 for destruction of records; motion is seconded by Commissioner Farnsworth. Roll call taken. Commissioner Farnsworth-aye, Commissioner Hancock-aye.**

- **Transitional Audit Letter from Farrell Steiner**

[4:17:03 PM](#) Robin reports he has reviewed the transitional audit letter by Farrell Steiner.

[4:18:24 PM](#) **Motion is made by Commissioner Hancock to accept notice of services by Farrell Steiner (Searle Hart & Associates) to do transitional audit; motion is seconded by Commissioner Farnsworth. Roll call taken. Commissioner Farnsworth-aye, Commissioner Hancock-aye.**

- **5C Report**

[4:19:17 PM](#) Commissioner Hancock speaks about the meeting he went to for 5C. He informs commissioners the updates he received. He reports the financial report is in good shape right now.

Sid Brown –Special Prosecutor

- **Authorization Request**

Sid is present stating he has been appointed as a special prosecutor for some cases going on in Jefferson County. He states he wants to make sure commissioners are aware he may need to hire some expert witnesses for the cases going on and he wants to make sure it is ok with the commissioners. Commissioners ask some questions in regards to this. Commissioner thank Sid for keeping them informed about this

Attorney Robin Dunn

- **Executive Session 67-2345 (F)-Legal**

No subject to be discussed for this agenda item

Motion made by Commissioner Hancock to adjourn at 4:34 p.m.; motion is seconded by Commissioner Farnsworth. All in favor motion passes.

Chairman of the Board

Clerk of the Board

County Clerk