

JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS

Regular Session

January 17, 2024

6:00 P.M.

The Board met on this date in regular session. Chairman JT Surles, Commissioners Chris Tuten, Ben White, Austin Hosford, and Gene Hall were present. Clerk Jason Welty, County Manager Shannon Metty, County Attorney Heather Encinosa, and County Budget Officer Gus Rojas were also present.

- 1. 6PM Call to Order, Invocation, Pledge of Allegiance**
- 2. Public Announcements, Presentations, & Awards**
 - a. None
- 3. Citizens Request & Input on Non-Agenda Items**
 - a. **Commissioner Tuten motioned to remove Item A from General Business, Commissioner Hosford seconded the motion, and it was unanimously approved.**
- 4. Consent Agenda**
 - a. **Commissioner Tuten motioned to approve the Consent Agenda, Commissioner Hosford seconded the motion, and it was unanimously approved.**
- 5. General Business**
 - a. **THL Foreign Trade Zone – Letter of Support**
 - i. Removed
 - b. **Animal Control Center**
 - i. County Manager Metty- Robbie was approached by one of our citizens that has seen our animal control shelter. It is not very environmentally friendly.
 - ii. Citizen Wendy McCarrick would like to help work toward improving the shelter.
 - iii. McCarrick- Animal control is doing the best they can. She is willing to take out \$75,000 toward building a new complex or kennels. She encourages the Board to consider GoFundMe or Facebook to raise additional money.
 - c. **Quarterly Budget Update**
 - i. Gus Rojas- First quarter revenues came in slightly higher than expected. Expenses are within the budget. Assessment revenue collection for fire and solid waste is at 56% and contingency sits at just over 40% of the expectation for year end.
 - ii. For debt services, we have made our 2012 and 2018 road bond principal payments, and the semi-annual interest payments for 2012, 2018, and 2022 have all been made.
 - d. **Budget Amendment – Tourist Development TF**

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- i. The first budget amendment is to increase the appropriations of the tourist development trust fund by \$97,260 to cover the procurement of a marketing plan and establish a non-recurring contingency just in case we have any unanticipated expenses.
 - ii. County Attorney Encinosa- The ordinance to formally amend the tourist development plan to allow for the marketing expenditures is scheduled for the next meeting. This is one of the first steps to getting that whole project moving forward.
 - iii. Chairman Surles inquired if the county needs to spend that much money on our Tourist Development Council marketing.
 - iv. County Manager Metty stated that it is a general plan.
 - v. Commissioner Hall wanted to ensure that this is what the money will be used for.
 - vi. **Commissioner Hall motioned to approve the resolution, Commissioner Tuten seconded the motion, and it was unanimously approved.**
- e. **Budget Amendment – Property Appraiser**
- i. Gus Rojas- state mandated increase to the Property Appraiser’s salary- \$11,089
 1. This increase is going to cover salary taxes and retirements that must be paid through the Property Appraiser.
 - ii. **Commissioner Tuten motioned to approve the Budget Amendment, Commissioner Hall seconded the motion, and it was unanimously approved.**

6. Clerk of Courts

7. County Engineer

8. County Attorney

- a. Working on revisions to the county’s personnel policy; last time it was updated was more than a decade ago in 2011.
- b. Provided an initial draft working with Shannon on a nonprofit funding policy.
 - i. Putting some application materials together, some standards so everyone is treated equally, and a form agreement that would be signed annually.

9. County Manager

- a. Jack still working with DOT on the curve for Old Lloyd Road
- b. The Board recently approved the CEI for the bridge on Waukeenah over the railroad, so a kickoff meeting will be occurring next week.
- c. Waiting on DOT for Waukeenah highway to approve the contract for decreasing the mileage.

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- d. Shannon and Commissioner Tuten attended the Capitol and encouraged representatives to look at our courthouse.

10. County Commissioners

- a. Commissioner Hall- proposed that they add something to the BOCC website that lists all the Jefferson County Commissioners dating back to 1827.

11. Adjourn