

JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS

Regular Session Agenda Thursday, January 9th, 2025 9 AM

The Board met on this date in Regular Session. Chairman Austin Hosford, Commissioners Ben White, JT Surlles, Jessica Gramling, and Gene Hall were present. Clerk Trey Hightower, County Manager Shannon Metty, HR Director Renee Long, Assistant County Attorney Evan Rosenthal, and County Budget Officer Gus Rojas were also present.

The meeting on January 9, 2025, discussed several key points. The board approved a pre-approved vendor list to reduce late fees. Gus Rojas presented SCOP/SCRAP priorities for upcoming projects, which led to the approval of the priority list. The County Organizational Chart was also approved. The Clerk of Court announced a payroll system change to bi-weekly payments starting in April. The County Engineer provided an update on Waukeelah Highway, and Commissioners discussed various topics, including dog kennels and park cameras. County Attorney Rosenthal addressed issues related to private road access.

1. 9AM Call to Order, Invocation, Pledge of Allegiance

2. Approval of the Agenda

- T-Mobile Grant Supplement is pulled due to missing signed documents.
- **Commissioner Surlles motions to approve the agenda with item 6D pulled, seconded by Commissioner Gramling and unanimously passed by the board.**

3. Public Announcements

4. Citizen's Request & Input on Non-Agenda Items

5. Consent Agenda

- **Commissioner Surlles motions to approve the consent agenda, seconded by Commissioner Hall and unanimously passed by the board.**

6. General Business

a) Pre-Approved Vendor List

- Clerk Trey Hightower requests the board approves the list of vendors to be paid as the invoices come in, rather than waiting for them to show up on the Consent Agenda. This will help cut down on the late fees. He hopes to present ACH policy within the next few meetings.
- **Commissioner White motions to approve the Vendor List, seconded by Commissioner Surlles and unanimously passed by the board.**

b) SCOP/SCRAP Priorities

- Gus Rojas explains that the priorities are broken up into four categories. The first category is what we plan to apply for in this upcoming March window. No more than \$2 million and no more than one and a half miles. It might be 4-5 phases; we will learn more in March/April.
- Commissioner Surlles would like to see Cook Road stay on the Priority List. Also wanted to comment on the great job done on Waukeelah Highway.

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- County Manager Metty answers that if it is done as a SCOP project, it will resolve the issue.
- Commissioner Gramling asks about the status of Turney Anderson. She would like that road to be added to the priority list. She also asks about the second part of Government Farms Road.
- Gus Rojas states Phase 2 bidding will begin in March because the funding becomes available on July 1.
- **Commissioner Surles motions to approve the Priority List, seconded by Commissioner White and unanimously passed by the board.**

c) County Organizational Chart

- County Manager Metty is required to provide this chart.
- **Commissioner Surles motions to approve the Organizational Chart, seconded by Commissioner White and unanimously passed by the board.**

7. Clerk of Court

- A change to the payroll system is coming in April. We are going from semi-monthly to bi-weekly payments. It will clear up some of the issues that HR and payroll are having trying to forecast time. It will be the completion of the work week, so it will accurately reflect the hours the employees have worked.

8. County Engineer

- Provides a quick update on Waukeena. They have the main line paved, working on getting the signs in, and have the guard rails up in place. At the next meeting, they will have a pay request to present.

9. County Attorney

10. County Manager

- Reminded Commissioner Hall and Surles about the comp plan.

11. County Commissioners

- Commissioner Gramling asks for an update on the dog kennels.
 - County Manager Metty responds that the second kennel will be delivered on Jan 31, and Mr. Pigott will set them and put the mini splits in them for heat and AC for the building part.
- Commissioner Hall wants to know if we have any cameras at our parks.
- County Manager states that we do have cameras in certain parks.
- Chairman Hosford initiates an open discussion about the private road deal. County Attorney Evan Rosenthal explains the legal challenges of accessing private property without permission.

12. Adjourn

- **Commissioner Surles motions to adjourn, seconded by Commissioner Gramling and unanimously passed by the board.**