

1. The Coffey County Commission Chambers opened at 8:00 a.m. Monday, January 13, 2003, to individually review correspondence. Chairman Gene Merry called the meeting to order at 9:00 a.m. with members Tim Sipe, Johnnie Sleezer, Larry Crotts and Fred Rowley, Jr. present. Also present were Vernon Birk, Coffey County Clerk, Doug Witteman, Coffey County Attorney, Mary Bloomer, Administrative Coordinator, and Commissioner-Elect Kraig Kirchner. Present for a portion of the meeting were Coffey County Republican Editor Mark Petterson, Sam Robinson, BPR, Inc., and Susan Maycock, WCNOC Representative.

2. Rowley moved to approve the minutes of January 6, 2002 as written, seconded by Sleezer. Motion carried.

3. **Consent Agenda:**

A. Crotts moved to authorize and direct the Chairman to sign the Coffey County Payroll Notice for R. Kraig Kirchner, elected Commissioner, effective January 13, 2002, at a wage of \$1,793.33/month, seconded by Sleezer. Motion carried.

3a. Crotts moved to approve the Consent Agenda as submitted, seconded by Sleezer. Motion carried.

4. Susan Mueller met with the Board and advised them she and Marilyn Eccles, Sanitarian, each received \$1,000.00 scholarships to attend the Kansas Public Health Certificate Program series.

5. Commissioner Sipe reported on the special committee to review the General Fund budget for money available for wage increases for employees. The committee, looking at the General Fund of the County only, reported finding there is money available in the 2003 budget for a market increase for all employees and step increase for those who qualify. Committee members Jo Ann Raaf, Coffey County Treasurer, and Randy Rogers, Coffey County Sheriff, were present for the discussion.

6. Todd Bemis, Noxious Weed Director, presented bids for a 2003 4-wheel drive 1-ton cab and chassis. Mike Lawrence, Chemical Applicator, was also present. Bids presented:

Bidder	<u>Younie Motor Co.</u>	<u>Beyer Motor Co.</u>	<u>Crow-Moddie Ford</u>
Cab & Chassis	\$28,345.00	\$29,655.00	\$27,685.00

6a. Bemis recommended the low bid of Crow-Moddie Ford.

6b. Merry moved, upon the recommendation of the Noxious Weed Director, that the bid submitted by Crow-Moddie Ford for a 2003 1-ton 4WD regular cab and chassis with dual rear wheels, be approved as being the best bid, that award be made to Crow-Moddie Ford, and that the 2003 cab and chassis be purchased according to the terms of the bid at a cost of \$27,685.00, with funds to come from the Noxious Weed Capital Outlay Fund, seconded by Rowley. Motion carried. There is not trade-in.

7. Bemis, Lawrence and the Board discussed the process for declaring Coffey County a sericea lespedeza disaster County. The Board directed Bemis to contact the Coffey County Soil Conservation Chairman to start the process to petition the Kansas Secretary of Agriculture to declare Coffey County a sericea lespedeza disaster County.
8. Bemis also advised the Board the recycling trailer at Wolf Creek had approximately a one-month turn around time.
9. Chairman Merry presented the Administrative Coordinator's contract for approval.
10. The Board further discussed salary increases for employees and the Administrative Coordinator contract. A 2% market (bracket) increase and eligible step increases were discussed regarding the position and wage classification grid. Commissioner Crotts asked what increase was in the Administrative Coordinator's contract. Bloomer said it was a 1-year contract with a 4% increase. Crotts said he didn't feel it is fair if the rest of the employees are only getting 2% raises. Commissioner Sipe said the employees who are getting the market increase and also a step raise could be at 4% also. Chairman Merry called for a vote.
- 10a. Merry moved, upon the approval of the County Attorney as to form, to approve the Employment Agreement with Mary Bloomer, as Administrative Coordinator, for a term of one year, and further authorize and direct the Chairman to sign the same, seconded by Sipe. Motion carried, 4-yes, 1-no, Crotts.
11. Merry moved to find that one (1) single span steel truss bridge (B-138), 15'x60', located at 9th and Oxen Road, is no longer required, or cannot prudently be used for public purposes of the County and as such be disposed of by sealed bid to be opened on January 31, 2003 at 2:00 p.m. and to publish notice of the Board's intent to sell or dispose of such property by publishing the Invitation to Bid once each week for two (2) consecutive weeks in the official County newspaper, seconded by Sipe. Motion carried.
12. Sleezer moved to adopt the 5-year Capital Improvement Plan, Coffey County, Kansas, and further authorize and direct the Chairman to sign the same, seconded by Rowley. Motion carried.
13. Sipe moved to adopt Resolution No. 618-aa, A RESOLUTION COMMENCING PROCEEDINGS TO VACATE ONE HALF MILE ON VERDURE ROAD BETWEEN 5TH LANE AND 6TH ROAD AND GIVING NOTICE OF A PUBLIC HEARING THEREON, seconded by Sleezer. Motion carried.
14. The Board recessed to the District Courtroom for the swearing in of newly elected Commissioners R. Kraig Kirchner, District 5, Gene L. Merry, District 1, and Tim Sipe, District 4. District Judge Phil Fromme performed the swearing in. Several family members and friends were in attendance.
15. The Board returned to the Commission Chambers at 10:20 a.m. for the reorganization of the Board.

- 15a.** Sipe moved to reappoint Gene Merry as Chairman of the Coffey County Board of Commissioners for the year 2003, seconded by Rowley. Motion carried.
- 15b.** Sipe moved to appoint Fred Rowley, Jr. as Vice-Chairman of the Coffey County Board of Commissioners for the year 2003, seconded by Crotts. Motion carried.
- 15c.** Merry moved to appoint Fred Rowley, Jr. as Coffey County representative to the Fourth Judicial District Community of Corrections Advisory Board, seconded by Crotts. Motion carried.
- 16.** Jon Hotaling, Economic Development Director, presented and discussed the weekly report for the week of January 6th to January 10th, 2003.
- 17.** Item No. 95-9; Hotaling attended Coffey County Strategic Planning Committee meeting, Monday, January 6th, at the Coffey County Hospital. Hotaling provided information on meetings held previously with Oldcastle and the city of Lebo. Hotaling provided information on the Kansas Bankers Association Economic Summit to be held in Wichita on January 29th. Hotaling also reviewed the boat ramp excavation project, Kansas Sport Boat & Travel Show and Leadership Class #3.
- 18.** Item No. 95-10; Hotaling inspected the boat ramp courtesy docks and spoke to Vince Stadell of Burlington Building Materials who built the docks. The docks need to be moved or extended 20 feet to the east so they are floating in the recently excavated area. Extensions would cost about \$1,500.00 to \$2,000.00 a piece. The docks could be moved with new anchor plates installed for a total of \$1,600.00. This would be all 4 docks with anchor plates installed at 20 feet and 10 feet east of present anchor sites.
- 19.** Item No. 95-25; Hotaling attended the Governor's Classic Steering Committee to start planning the 7th annual event scheduled for June 5th and 6th. Hank Booth is the new Executive Director for the Kansas Wildscape Foundation, the sponsor of the event. Harland Priddle will be assisting on a part-time basis.
- 20.** Item No. 95-29; Hotaling coordinated the Leadership Coffey County Class #3, 'Community Services & Quality of Life', at the Coffey County Hospital. Speakers included Susan Mueller, Kenny Roney, Steve Lightle, and Dennis George. George also gave the class a tour of the hospital including the additions and improvements made during the recently completed construction project. All the students were very impressed with the facility. After a delicious dinner at the hospital, the class visited the Burlington Library. Jane Hatch provided a tour of the facility and in conjunction with the Burlington Library staff, was able to get the class members a Kansas library card. Hotaling sent out thank you notes to all the presenters. The next class will be 'Business, Industry, Agriculture & Finance' and will be held Thursday, February 6th.
- 21.** Item No. 97-6; Hotaling attended the Coffey County Manufacturer's Association meeting at the Coffey County Hospital on Wednesday, January 8th. Becky Butts, an Industrial Hygienist

with the Kansas Department of Human Resources, presented information on Industrial Safety and Health. The next Coffey County Manufacturer's Association meeting will be February 12th.

22. Item No. 00-3; Hotaling mailed out flyers and additional information on the 2003-2004 Flight Training Scholarship Program to Guidance Counselors at all three USD's in Coffey County. The scholarship presentations and receptions will be held in the courthouse lobby on May 19th.

23. Item No. 02-3; Hotaling met with representatives of Oldcastle to discuss railroad and trucking service, natural resource availability (sand, aggregate, cement, etc.), labor availability, and a 10-acre site north of the building.

24. Hotaling also presented and explained the Loan Fund reports for the month of December.

25. Hotaling reported having been contacted by the Music Box about providing transportation for seniors in neighboring counties to attend the Music Box at Burlington. The Board indicated crossing county lines with County transportation in neighboring counties is probably not allowed. Hotaling will get more information.

26. Some of the Board members and Hotaling will be attending the Kansas Department of Commerce and Industry Caucus on February 4, 2003 at Topeka.

27. Hub Caspar, County Engineer, presented the weekly report dated January 13, 2003. Robert Reed, Road Supervisor, John Zuern, Administrative Assistant, and Delbert Gleue, Coffey County Highway Department, were also present.

28. Item No. 93-01; Road Permits Report: One Road Permit was issued during the past week.

29. Item No. 99-99; Zoning Permit/Applications Report: Two Zoning Permits were issued during the past week.

30. Item No. 99-13; Landfill: F.Y.I. Waste Summary for December 2002, Waste Summary for January – December 2002. (Reports regarding the same were attached to Caspar's report.)

31. Item No. 2003-03; Bridge 174 (L-11.9): Bridge has been repaired and weight limit signs removed.

32. Item No. 2003-04; Bridge 87 (12-R.5) (KDOT 16C-3779-01): Sign forms 1303 and 1303A concerning Right-of-Way authority and acquisition procedure.

32a. Sipe moved, based upon the recommendation of the County Engineer, to authorize and direct the Chairman to sign KDOT Forms 1303 and 1303A concerning Right-of-Way authority and acquisition procedure for Bridge 87 (KDOT 16C-3779-01), seconded by Crotts. Motion carried.

- 33.** Item No. 2003-05; Request for Leave of Absence.
- 33a.** Rowley moved to recess into Executive Session at 11:11 a.m. for 5 minutes to include each of the Commissioners, the County Attorney, the County Engineer, the Road Supervisor and Delbert Gleue to discuss personnel matters of non-elected personnel, seconded by Kirchner. Motion carried.
- 34.** The Board came out of Executive Session at 11:15 a.m. and resumed regular session at 11:16 a.m.
- 35.** Merry moved, upon the recommendation of the County Engineer and request of a County employee, to approve a leave of absence for three weeks, starting January 6, 2003 through January 24, 2003, pursuant to sections 8.13 and 8.9 of the Policy and Procedures Manual, seconded by Crotts. Motion carried.
- 36.** The County Attorney requested an Executive Session.
- 36a.** Kirchner moved to recess into Executive Session at 11:19 a.m. for 5 minutes to include each of the Commissioners, the County Attorney, the County Engineer, and the County Clerk to discuss matters which would be deemed privileged in the attorney/client relationship, seconded by Rowley. Motion carried.
- 36b.** The Board resumed regular session at 11:24 a.m.
- 37.** Steve Lightle, Coffey County Housing Director, met with the Board and presented the year-end financial statements. Lightle also said the Housing Authority is applying for a \$250,000.00 direct grant. Lightle reported the Housing Authority has purchased property at 14th and Neosho, which has a vacant triple wide mobile home on it, which he said is unsalvageable and asked about taking it to the landfill. Caspar and Reed joined the discussion saying it could be taken to the landfill but the metal would be salvaged and sold. It was also suggested to use a private contractor to move it to the landfill.
- 38.** Commissioner Crotts was appointed to serve as Coffey County Representative on the Eckan Board.
- 39.** Several of the Commissioners will be attending a reception for Otto Maynard this week. Commissioner Rowley will be attending the Fourth Judicial District Community Corrections meeting in Lyndon on Tuesday. Commissioner Sipe will be attending a meeting this week in Chanute regarding Osage RWD. Some of the Commissioners will be attending a ribbon cutting for the Coffey County Hospital this week.
- 40.** Due to the observance of Martin Luther King Day on Monday, January 20th, the regular meeting will be held on Tuesday, December 21, 2003.
- 41.** Sipe moved to adjourn until 9:00 a.m. Tuesday, January 21st, 2003, for the regular meeting, seconded by Crotts. Motion carried.

CORRESPONDENCE:

Response Not Required

1. KAC – Letter regarding plans for 2003
2. Hawver’s Capital Report – 1-3-03; 1-4-03; 1-06-03; 1-07-03; 1-10-03; 1-11-03; 1-12-03
3. ECKAN – Thank you for donations of food over holidays
4. Airport Board – Minutes of December 11, 2002
5. Fourth Judicial District – Newsletter
6. Susan Mueller – Thank you
7. Jerry Julian – Thank you
8. Housing Authority – Quarterly Report for Spec. Interest and Demolition Report

Response Required

9. Conrad Parmely – Letter regarding request for road closing

Response Optional

10. KDHE – Letter regarding Solid Waste Grants in FY 2004

Minutes, January 13, 2003

Signed:

Attest:

Chairman

County Clerk