

1. The Coffey County Commission Chambers opened at 8:00 a.m. Monday, January 14, 2002, to individually review correspondence. Chairman Gene Merry called the meeting to order at 9:00 a.m. with members Fred Rowley, Jr., Johnnie Sleezer, Tim Sipe and Larry Crotts present. Also present were County Clerk Vernon Birk, Administrative Coordinator Mary Bloomer and County Attorney Doug Witteman. WCNOC Representative Susan Maycock was present for part of the meeting.

2. Sipe moved to approve the minutes of Monday, January 7, 2002, as amended, seconded by Rowley. Motion carried. Amendments were: January 7, 2002, paragraph 18 a, delete last sentence.

3. Susan Mueller, Coffey County Health Administrator, met with the Board and reported it is not too late for flu shots and said the vaccine is available. She also mentioned several incidents of a stomach virus. Mueller said at this time she has received four (4) applications for an employee to work in the Health Department on the Prescription Assistance Program.

4. Steve Lightle, Coffey County Housing Authority Director, met with the Board and presented an update on the years' activities and year 2001 financial statements. Lightle also discussed the lead based paint issue and reported a local resident is interested in taking the training and doing the inspections for the Coffey County Housing Authority.

**5. CONSENT AGENDA:**

A. Move to approve the distribution of Coffey County Culture and Recreation Funds for the year 2002 and further authorize and direct the Chairman to sign the letters to the cities regarding the same.

B. Move to approve the City Infrastructure Distribution for the year 2002 and further authorize and direct the Chairman to sign the letters to the cities regarding the same.

C. Move to authorize and direct the Chairman to sign the Coffey County Payroll Notices for CSA compensation for Robert Reed as Acting Department Head and John Zuern as Zoning Administrator for the month of January 2002.

D. Upon the recommendation of the Sheriff, move to authorize and direct the Chairman to sign the Coffey County Payroll Notice for Dusty Handley, S.T. Temp Student Intern, at a classification of LE-I-a(-), and an hourly wage of \$6.97, effective January 14, 2002. This position will expire June 1, 2002.

E. Move to authorize and direct the Chairman to sign the Memorandum to Department Heads regarding the year 2002 reimbursement rate for mileage.

- F. Move to authorize and direct the Chairman to sign the Memorandum to Department Heads regarding the year 2002 personal day for non-exempt Full Time Employees.
- 5 a.** Merry moved to approve the Consent Agenda as submitted, seconded by Rowley. Motion carried.
- 6.** Rowley moved, upon the recommendation of the County Clerk, to authorize and direct the Chairman to sign the Notice to Township Board and Application for Cereal Malt Beverage License for Phillips Petroleum Company, located at 2470 Fauna Rd. NW, Lebo, KS, seconded by Crofts. Motion carried.
- 7.** Sleezer moved to authorize and direct the Chairman to sign an Extension of a Proclamation of a State of Local Disaster Emergency for the County of Coffey, proclaiming a burn ban for the entire County due to extreme dry conditions, seconded by Sipe. Motion carried.
- 8.** 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 Merry. Motion carried.
- 9.** Rowley moved to reappoint Gene Merry as Chairman of the Coffey County Board of Commissioners for the year 2002, seconded by Sipe. Motion carried.
- 10.** Sleezer moved to reappoint Tim Sipe as Vice-Chairman of the Coffey County Board of Commissioners for the year 2002, seconded by Crofts. Motion carried.
- 11.** The Board reviewed the year 2001 accomplishments and discussed the goals for Coffey County for the year 2002.
- 12.** The Board also discussed the proposed expansion of Strawn Cemetery. The County Attorney will contact the Corp of Engineers for additional information.
- 13.** Sid Meeker, Coffey County Chamber of Commerce Director, met with the Board to thank them for all the support they have given the Chamber. Meeker also distributed Chamber brochures and a work progress report.
- 14.** Jon Hotaling, Economic Development Director, presented and discussed the weekly report for the week of January 7<sup>th</sup> to January 11<sup>th</sup>, 2002.
- 15.** Item No. 95-3; Hotaling obtained a legal description for the Bargain Center building and will have Fred Walrod finalize the legal and survey the far east building and open lot. The disposal notice can then be published. Hotaling will also notify the interested parties on the procedure for submitting a bid. Hotaling showed the large bales of scraps that will need to be removed from the building to Ed Hosford.

- 16.** Item No. 95-29; The first class of the Leadership Coffey County Youth Program was held on Monday, January 7, 2002. Commissioner Gene L. Merry spoke about the County government. Whitney Damron, P.A. spoke about lobbying and the 2002 legislative session. Senator Derek Schmidt spoke about the political process and what a bill must go through before it becomes law. He also discussed some of the difficult issues facing the legislature in 2002. Hotaling presented information on mill levies, appraisals, assessed valuation, etc.
- 17.** Item No. 97-6; Hotaling attended the Coffey County Manufacturer's Association (CCMA) meeting at Andrew Corporation. Kevin Sears, Plant Manager, gave CCMA members a tour of the plant after lunch. Sears stated that the Burlington plant had a good December and the economy seems ready to turn for the better. Sears stated that the Burlington plant completed 965 units from October 2000 through September 30, 2001. About 58 employees are now at the plant.
- 18.** Item No. 01-3; Hotaling met with Sam Robinson and Jane Hatch to review the advertising plan for the Artrain Exhibit. A small brochure sponsored in part by businesses was discussed as well as other plans to advertise the event.
- 19.** Hotaling met with the management and the staff of the Coffey County Republican to review plans for the Coffey County Tourism Tab.
- 20.** Hotaling completed the revolving loan fund report for the period 12-1-01 through 12-31-01.
- 21.** Hotaling discussed the tourism design and made the recommendations for slight changes to the representative of Custom Neon Sign Company.
- 22.** Hotaling reported the Kansas Chamber of Commerce and Industry meeting will be held in Topeka on Tuesday, February 5, 2002. Hotaling invited the Commissioners to attend. Commissioners Merry and Crotts indicated they would attend.
- 23.** Robert Reed, Road Supervisor, presented the weekly report dated January 14, 2002. John Zuern, Administrative Assistant, and Fred Walrod, Right-of-Way Coordinator, were also present. Hub Caspar, County Engineer, was unable to attend due to illness.
- 24.** Item No. 93-01; Road Permit Report: One Road Permit was issued during the past week.
- 25.** Item No. 99-99; Zoning Permit/Applications Report: Two Zoning Permits were issued during the past week.

**26.** Item No. 2002-01; Panhandle Eastern: Bill for damage to equipment in right-of-way. **Fred Walrod was present and explained item 2002-01 to the Board. The cost was due to relocation.**

**27.** The Board asked Reed to follow up on the following: written agreements for County line roads and what is in written form and present it to the Board; some type of security measure for the patio area west of the courthouse entrance; and development of a 3-5 year Road Plan to be presented to the Board.

**28.** Randy Rogers, Coffey County Sheriff, met with the Board to report that he should have the architects contracts back soon for the remodeling of the Coffey County Jail. Rogers also requested approval to purchase an additional patrol car due to a maintenance problem with the jail unit. Rogers recommended purchasing a patrol unit and replacing the jail unit with a high mileage patrol unit.

**28 a.** After discussion, Rowley moved, upon the recommendation of the Sheriff, to approve the purchase of a 2002 Ford Crown Victoria Police Interceptor from Crow-Moddie Ford, Burlington, for \$22,346.00. Said purchase is based on the same price offered on the recent bidding process used for two previously approved units based on the same specifications. Funds to come from the Sheriff's 2002 budget, seconded by Sipe. Motion carried, 4-yes, 1-no, Crotts. Motion carried.

**29.** The Board also discussed bid procedures and after prom activities and two proposed policies for County employees to be discussed next week.

**30.** Commissioner Merry will have a telephone conference meeting regarding KCCA on Tuesday and a Fiber Optic Control Board meeting on Wednesday. Commissioner Sipe will be attending a Lake Region Authority meeting on Tuesday and a RC&D meeting on Thursday.

**31.** Sipe moved to adjourn the meeting at 12:27 p.m., seconded by Sleezer. Motion carried.

## **CORRESPONDENCE:**

### Response Required

1. KDOCH – Letter regarding Annual Enterprise Zone Report
2. Burlington After-Prom Committee - Request for Donations

### Response Not Required

3. Housing Authority – Minutes, December 13, 2001

4. Kansas State Historical Society – Newsletter, November – December 2001
5. Kansas Juvenile Justice – Newsletter, December 2001 – February 2002
6. Jo Ann Phillips – Thank you
7. City of Lebo – Minutes of December 29, 2001, December 3, 2001 & November 5, 2001
8. KTECnology – Newsletter, January – February 2002
9. City of LeRoy – Minutes for 2001

Minutes, January 14, 2002

Signed:

Attest:

Chairman

County Clerk