

1. The Coffey County Commission Chambers opened at 8:00 a.m. Monday, January 28, 2002, to individually review correspondence. Chairman Gene Merry called the meeting to order at 9:00 a.m. with members Fred Rowley, Jr., Tim Sipe and Larry Crotts present. Also present were Budgetary Accounting Specialist I Angie Kirchner, Administrative Coordinator Mary Bloomer and County Attorney Doug Witteman. Coffey County Clerk Vernon Birk and Commissioner Johnnie Sleezer were absent. WCNOC Representative Jeannene Ryan and Coffey County Republican Editor Mark Peterson were present for part of the meeting.

2. Sipe moved to approve the minutes of Tuesday, January 22, 2002 as written, seconded by Rowley. Motion carried.

3. **CONSENT AGENDA:**

A. Move to authorize and direct the Vice Chairman to sign one Order for Refund of Taxes. No. 4563 payable to Barbara Stelle Estate, c/o Edward Hosford in the amount of \$9.20 for the year 2001. Reason: void mobile home – belongs to Barbara Stelle Estate, not Edward Hosford. He was charged for taxes.

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

4. Sara Caylor, Director of CASA for the Fourth Judicial District, updated the Board on the program's involvement with children and its connection with the court. She also answered questions the Board had and will be submitting a letter of request for funds from Coffey County.

5. Dan Andrews, COF Director, informed the Board that COF would be purchasing a home from the Coffey County Housing Authority currently under construction. He also provided a brief update regarding the addition to the COF building. Andrews also provided the Board with the COF Training Services, Inc. audit as of June 30, 2001.

6. Sipe moved to approve the Agreement for Services with COF Training Services, Inc., to provide services for the developmentally disabled residents of Coffey County for 2002, seconded by Crotts. Motion carried.

7. Merry moved to find the following County property, to wit:

A tract of land located in Reserve No. 6, said Reserve No. 6 being located in the West half of the Northwest Quarter (W1/2NW1/4) of Section Twenty-Six (26), Township Twenty-One (21), Range Fifteen (15), and within the City of Burlington, Coffey County, Kansas. Said tract being described as follows: Beginning at a point on the South line of Neosho Street at its intersection with the East line of Second (2nd) Street; thence South along said East line of Second (2nd) Street One Hundred Sixty (160) feet; thence East One Hundred Ninety Four (194) feet, more or less, to West bank of the Neosho River; thence Northerly

along said West bank to the South line of Neosho Street; thence West along the South line of Neosho Street Two Hundred (200) feet, more or less, to the Point of Beginning.

and

A tract of land located in Reserve No. 5, said Reserve No. 5 being located in the West half of the Northwest Quarter (W1/2NW1/4) of Section Twenty-Six (26), Township Twenty-One (21), Range Fifteen (15), and within the City of Burlington, Coffey County Kansas. Said tract being described as follows:

Beginning at a point on the North line of Neosho Street at it's intersection with the East line of Second (2nd) Street; thence North along said East line of Second (2nd) Street One Hundred Forty-Six (146) feet; thence East to the West bank of the Neosho River; thence Southerly along said West bank to the North line of Neosho Street; thence West along the North line of Neosho Street to the point of beginning.

are no longer required or cannot prudently be used for public purposes of the county and as such shall be disposed of by deeding said property to the City of Burlington in exchange for the City of Burlington deeding the following described property to the county, to wit:

The West Fifty-two (52) feet of the North Seventy-eight (78) feet of Lots five (5) and Six (6), in Block Forty-eight (48), and a tract commencing Fifty-two (52) feet East of the Northwest corner of Lot Five (5), Block Forty-eight (48), thence East Twenty-eight (28) feet; thence South Seventy-eight (78) feet; thence West Twenty-eight (28) feet; thence North Seventy-eight (78) feet to the point of beginning, in the City of Burlington, Coffey County, Kansas

and to publish notice of the Board's intent to sell or dispose of such property by action of the Board on February 11, 2002, at 10:00 a.m. by publishing said notice once each week for two (2) consecutive weeks in the official newspaper.

Seconded by Crotts. Motion carried.

8. Merry moved upon the recommendation of the Administrative Coordinator, and approval of the County Attorney as to form, to adopt the revised "Section 8 – Employee Benefits" of the Coffey County Policy and Procedures Manual, and further direct the Administrative Coordinator to distribute the revised section to the Department Heads. The revision is the addition of Section 8.21 "Longevity Pay," seconded by Rowley. Motion carried.

9. The Board briefly discussed distribution of the community improvement funds. They will discuss it further next week.

10. Jon Hotaling, Economic Development Director, presented his weekly report for the week of January 22nd to January 25th, 2002.

- 11.** Item No. 95-3; Hotaling contacted all prospects on the Greenlight building and Bargain Center and mailed them informational packets on pending sale of properties.
- 12.** Item No. 95-8; Hotaling postponed the Tri-County meeting due to Yates Center Chamber Director's illness.
- 13.** Item No. 95-25; Hotaling set up a tourism booth at the Kansas League of Municipalities Conference in the State Capitol Building on Thursday, January 24, 2002, Hotaling presented information on Coffey County, Artrain, Yesterdays Tomorrow's, etc., to conference attendees. Sid Meeker, Coffey County Chamber of Commerce Executive Director, also worked the booth.
- 14.** Item No. 95-29; Hotaling finalized the agenda for Leadership Coffey County youth program committee meeting. After the committee meeting on January 25, 2002, Hotaling mailed out session #2 agenda and memorandum on homework assignments and graduation dinner dates to class members. Next class will be held in the courthouse basement on February 4, 2002, from 4 p.m. to 8 p.m.
- 15.** Rowley moved to recess into Executive Session at 11:02 a.m. for 5 minutes to include each of the Commissioners, the County Attorney and the Economic Development Director Jon Hotaling to discuss matters which would be considered privileged in the attorney/client relationship, seconded by Sipe. Motion carried.
- 16.** The Board resumed regular session at 11:07 a.m.
- 17.** Hub Caspar presented the weekly report dated January 28, 2002. Robert Reed, Road Supervisor, and John Zuern, Administrative Assistant, were also present.
- 18.** Item No. 93-01; Road Permit Report: Three Road Permits were issued during the past week.
- 19.** Item No. 99-99; Zoning Permit/Applications Report: No Zoning Permits were issued during the past week.
- 20.** Item No. 2001-08; Artrain USA: Waiting for document from railroad.
- 21.** Crotts moved to authorize the Highway Department to place a culvert and road rock at the sight of the Artrain exhibit in LeRoy up on finalization of the contractual documents with Union Pacific Railway, seconded by Sipe. Motion carried.
- 22.** Item No. 2002-02; Security Measures – West Patio Area: Planters and bollards on order. Review sketch for relocated van accessible parking. After discussion and approval of the ADA Coordinator, as to placement of the parking, the Engineer was directed to bid the project out.

- 23. The Board discussed miscellaneous road matters with Caspar.
- 24. Sipe moved, upon the recommendation of the Administrative Coordinator and approval of the County Attorney as to form, to adopt Resolution No. 705, A RESOLUTION ADOPTING THE COFFEY COUNTY SHARED LEAVE POLICY, effective January 28, 2002, seconded by Crofts. Motion carried.
- 25. Steve Lightle, Housing Authority Director, visited with the Board regarding lead-based paint regulations.
- 26. The Board will meet on Tuesday, January 29, 2002, at 8:30 a.m. to sign warrants and vouchers.
- 27. Rowley moved to adjourn the meeting at 11:44 a.m., seconded by Merry. Motion carried.

CORRESPONDENCE:

Response Requires

- 1. KAC – Letter regarding Kansas Community Commissions Association dues

Response Optional

- 2. KDHE – Notice of grant programs

Response Not Required

- 3. KAC – Legislative Bulletin
- 4. Hawver’s Capitol Report Bulletin 1-22; 1-23; 1-24; 1-25
- 5. City of Waverly – Minutes 12-3-01
- 6. Whitney Damron – Legislative Update & News Articles

Minutes, January 28, 2002

Signed:

Attest:

Chairman

County Clerk