

1. The Coffey County Commission Chambers opened at 8:00 a.m. Monday, February 10, 2003, to individually review correspondence. Chairman Gene Merry called the meeting to order at 9:00 a.m. with members Tim Sipe, R. Kraig Kirchner, Larry Crotts and Fred Rowley, Jr. present. Also present were Vernon Birk, Coffey County Clerk, Doug Witteman, Coffey County Attorney, and Mary Bloomer, Administrative Coordinator. Present for a portion of the meeting were Coffey County Republican Editor Mark Petterson, Sam Robinson, BPR, Inc., and Jeannene Ryan, WCNOC Representative.

2. Sipe moved to approve the minutes of February 3, 2003 as corrected, seconded by Crotts. Motion carried. Corrections were: January 27, 2003, add at end of paragraph, paragraph 14, delete 'Ed', add "Education". February 3, 2003, paragraph 7 a., delete 'approve', replace with "accept", add "the" before 'AS-400', add "Fund" after 'Reserve'. Paragraph 8, delete 'has', replace with "had" in last sentence, add "in 2002" at end of paragraph. Paragraph 11, delete 'higher County circulation figures before going further', replace with "full coverage of the County by The Gleam and see the paper prove itself before they consider her request". Paragraph 19, add, "of those coming into the office", at end of first sentence, delete 'advertising', replace with "interviewing". Paragraph 24, delete "Environmental". Paragraph 27, delete 'a local farmer', delete '13.5', replace with "13th Lane". Add new paragraph 35, "Merry advised the Board he was asked by Judy Molor, KAC, to possibly testify regarding HB2080. The hearing is scheduled for Tuesday afternoon".

3. Consent Agenda:

- A. Upon the recommendation of the Noxious Weed Director, move to approve the Annual Noxious Weed Eradication Progress Report 2002.
- B. Move to approve the goals for Coffey County for 2003.
- C. Move to authorize the Chairman to sign 1 abatement to the Treasurer's tax roll in the amount of \$180.04.

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

4. Kirchner moved, upon the recommendation of Bill Bauer, Information Systems Administrator, and the County Attorney, to approve participation of Coffey County in the pilot program with the FirstGov.gov website. Technical Contact would be Bill Bauer, Policy Contact would be Mary Bloomer, seconded by Rowley. Motion carried.

5. Sipe moved, upon approval of the County Attorney as to form, to authorize and direct the Chairman to sign the Service Agreement with Susana Valdovinos, seconded by Kirchner. Motion carried.

5 a. Crotts moved to authorize and direct the Chairman to sign the memorandum to Department Heads regarding training for all Coffey County Employees, seconded by Rowley. Motion carried.

- 6.** Rowley moved to adopt Resolution 618-ac, A RESOLUTION COMMENCING PROCEEDINGS TO VACATE ONE HALF MILE ON BLACKBIRD ROAD BETWEEN 13TH ROAD AND 13TH LANE AND GIVING NOTICE OF A PUBLIC HEARING THEREON, seconded by Crotts. Motion carried.
- 7.** Rowley moved, upon the approval of the County Attorney as to form, to authorize and direct the Chairman to sign the Sale Agreement between Coffey County and Steve Strawder regarding Bridge 138, seconded by Sipe. Motion carried.
- 8.** Crotts moved to authorize and direct the Chairman to sign the letters to the Rural Water Districts regarding the 2003 application for assistance, seconded by Merry. Motion carried.
- 9.** Susan Mueller, Coffey County Health Administrator, presented a Prescription Drug Program (P.D.P), report prepared by Sallee Hess, P.D.P. Coordinator. Mueller said Hess has been working with the Area Agency on Aging (AAA) in the Lebo Area to get a volunteer for the P.D.P. program. Mueller gave a brief report on Health Insurance Portability Accountability Act (HIPAA). Mueller reported Jeannene Wagner, Healthy Start Visitor, is resigning effective March 31, 2003. Mueller reported the Social Rehabilitation Service (SRS) is considering closing the local office. Mueller attended a committee meeting recently to discuss the issues. No action was taken at this time.
- 10.** Coffey County Sheriff Randy Rogers met with the Board to advise them that the Sheriff's Department is at an upgraded security alert for an undetermined amount of time.
- 11.** Rogers reported a problem with the showers in the jail and he is getting estimates to replace the shower system. The Board asked the Clerk to have the Courthouse commodes included in the bid.
- 12.** Rogers also presented a proposal for changing out the weapons for the Sheriff's Department.
- 12a.** Kirchner moved, upon the recommendation of the Sheriff and approval of the County Attorney, to find that 11 Smith & Wesson Model 4006 handguns; 3 Smith & Wesson Model 4013 handguns; 5 Glock model 27 handguns; and related duty leather are no longer required, or cannot prudently be used for public purposes of the County and as such should be disposed of by trade-in sale to OMB Police Supply, Kansas City, KS for 12 Glock model 22 (40 caliber) handguns and to publish notice of said disposal two (2) times in the official County newspaper, seconded by Sipe. Motion carried.
- 12b.** Rogers said this will be an outright trade and there will be no expenditure of funds.
- 13.** Merry moved to authorize and direct the Chairman to sign Form CP-4U for 2003 salaries version 2%, seconded by Rowley. Motion carried, 4-yes, 1-no, Kirchner.

- 14.** Merry moved to recess into Executive Session at 10:02 a.m. for 15 minutes, to include each of the Commissioners and the Economic Development Director, to discuss personnel matters of non-elected personnel, seconded by Sipe. Motion carried.
- 15.** The Board resumed regular session at 10:17 a.m.
- 16.** Rowley moved to adopt version 2%, Form CP-4, the Coffey County Position and Wage Classification Grid, effective April 1, 2003, seconded by Kirchner. Motion carried.
- 17.** Sipe moved to authorize and direct the Chairman to sign the Advisory Memorandum to Department Heads regarding Forms CP-4, CP-4U, CP-5, and Employee Evaluations, seconded by Rowley. Motion carried.
- 18.** Jon Hotaling, Economic Development Director, presented and discussed the weekly report for the week of February 3, 2003.
- 19.** Item No. 95-9; Hotaling attended the Coffey County Strategic Planning Committee meeting at the Coffey County Hospital at noon on Wednesday, February 5th. Hotaling discussed upcoming promotional events including Wichita Sports, Boat & Travel Show. Hotaling discussed the upcoming Leadership Class and announced the date for the Elected Officials Networking Breakfast (April 29th).
- 20.** Item No. 95-10; Coffey County Lake was closed Friday p.m. as the country's terrorism alert status was upgraded to orange. Vince, at Burlington Building Materials, wants to work on the courtesy docks, weather permitting, in the next few days. The Sheriff will call the gatehouse to make sure security will allow Vince to work in the boat ramp area.
- 21.** Item No. 95-25; Hotaling attended the Kansas Chamber of Commerce and Industry Annual Legislative Caucus and dinner in Topeka. Hotaling spoke with several legislators from the area. Hotaling also visited with the Mayor of Junction City and Geary County Clerk.
- 22.** Item No. 95-29; Hotaling hosted the Leadership Coffey County Class #4, "Business, Industry, Agriculture & Finance". Susan Maycock, WCNOC, presented information on nuclear power plant operation and let the class view the control room simulator. Chuck Trimble provided a tour of the New Eagle Communications, Inc. plant in New Strawn, Georgie Eggleston presented information on assembly and machining and Dan Huber provided demonstrations of various headset models. Warren Bell presented information on agriculture in Coffey County and its impact on the local economy. Dr. Larry Clark showed a video and gave a short presentation on 'Everyday Creativity' by Dewitt Jones. Hotaling gave the class a short overview on SBA financing and outline for a business plan.
- 23.** Item No. 97-6; Hotaling completed and mailed out agendas for the Coffey County Manufacturer's Association (CCMA) meeting to be held at the Coffey County Hospital on Wednesday, February 12th at 11:30 a.m. Hotaling also mailed out membership benefits letters and 2003 membership invoices.

24. Item No. 98-6; Hotaling filed the annual enterprise zone report with the Southeast Kansas Regional Planning Commission. They reviewed it and forwarded it on to the KDOC&H.
25. Item No. 00-1; Hotaling prepared forms and information for the annual employee performance review.
26. Item No. 01-5; Hotaling made the bank deposit, finalized financial data, and gathered documents for the Kansas Leadership Forum (KLF). Hotaling will turn over all KLF financial information to the new treasurer, Seth Bates of Winfield, on February 20th.
27. Hotaling completed the loan report for the period of January 1st through January 31st. Executive Secretary Ronda Truelove completed the tabulation and written summary of the Coffey County Lake creel surveys for January 2003.
28. Hotaling faxed and mailed out requests for additional lake brochures to city clerks in Gridley, Lebo and New Strawn. Hotaling said extra brochures were needed for the Wichita Sports, Boat & Travel Show. Coffey County will provide a 50/50 matching grant, not to exceed \$200.00, to each city for reprinting additional brochures.
29. Merry moved to recess into Executive Session at 10:50 a.m. for 5 minutes to include each of the Commissioners and the County Attorney to discuss personnel matters of non-elected personnel, seconded by Crofts. Motion carried.
30. The Board resumed regular session at 10:55 a.m.
31. The Board directed the Administrative Coordinator to prepare and advisory memorandum to the County Appraiser.
32. Hub Caspar, Coffey County Engineer, presented the weekly report dated February 10, 2003. Robert Reed, Road Supervisor, and John Zuern, Administrative Assistant, were also present.
33. Item No. 93-01; Road Permit Report: No Road Permits were issued during the past week.
34. Item No. 99-99; Zoning Permit/Applications Report: No Zoning Permits were issued during the past week.
35. Item No. 99-13; Landfill; Grinder demonstration – Thursday, February 13 at 10:00 a.m.
36. **Caspar showed a short video regarding a grinder for use at the landfill. The grinder will grind up trees and stumps and all sorts of waste material. The grinder shown was a Bandit model 3680 and was described as a waste reducer and mulch producer.**
37. Item No. 2003-10; Bridge 026 – Geology; Review and approve proposal by GeoCore, Inc., to conduct a geological investigation for B026 (KDOT Proj. No. 16C-3952-01).

37 a. Rowley moved, based upon the recommendation of the County Engineer and approval of the County Attorney as to form, to approve the Proposal by GeoCore, Inc., for geological work at B026 (KDOT Proj. No 16C-3952-01), with funds to come from Special Bridge Fund, seconded by Merry. Motion carried.

38. Sipe moved to recess into Executive Session at 11:33 a.m. for 10 minutes, to include each of the Commissioners, the County Attorney and the County Engineer, to discuss matters which would be deemed privileged in the attorney/client relationship, seconded by Kirchner. Motion carried.

39. The Board resumed regular session at 11:43 a.m.

40. Crotts moved to recess into Executive Session at 11:45 a.m. for 15 minutes, to include each of the Commissioners and the County Health Administrator, to discuss personnel matters of non-elected personnel, seconded by Merry. Motion carried.

40a. The Board resumed regular session at noon.

41. The County Courthouse will be closed next Monday, February 17th, in observance of President's Day.

42. Crotts moved to adjourn the meeting at 12:03 p.m. until Tuesday, February 18, 2003, seconded by Sipe. Motion carried.

CORRESPONDENCE:

Response Not Required

1. Hawver's Capitol Report – 2-4-03; 2-5-03; 2-6-03; 2-7-03
2. League of Kansas Municipalities – Newsletter
3. Midwest Assistance Program – Newsletter
4. Whitney Damron – Legislative Upgrade 2-7-03
5. KAC Legislative Update – 2-7-03
6. Corps of Engineers – Public Notice
7. University of Kansas – Newsletter
8. City of Burlington – Minutes, 1-15-03
9. Representative Peggy Long – Letter regarding budget reductions by Governor Sebelius

Minutes, February 10, 2003

Signed:

Attest:

Chairman

County Clerk

