

1. The Coffey County Commission Chambers opened at 8:00 a.m. Monday, March 11, 2002, to individually review correspondence. Chairman Gene Merry called the meeting to order at 9:00 a.m. with members Tim Sipe, Fred Rowley, Jr., Johnnie Sleezer and Larry Crotts present. Also present were County Clerk Vernon Birk, Administrative Coordinator Mary Bloomer and County Attorney Doug Witteman. WCNOC Representative Jeannene Ryan was present for part of the meeting.

2. Becky Jewett, Emergency Preparedness Coordinator, introduced Michael Roney, New Hire Radiological Officer, to the Board.

3. Sleezer moved to approve the minutes of March 4<sup>th</sup>, 2002, as corrected, seconded by Crotts. Motion carried, 4-yes, 1-abstained, Merry. Corrections were: Monday, March 4, 2002, paragraph 10 a, delete 'paid from grant funds and the remaining thirty percent will be paid from the Sheriff's budget', replace with "reimbursed by Multi-jurisdictional Task Force Grant Funds". Paragraph 10 b, delete 'further', add after 'office', "which was damaged during the ice storm". Paragraph 20, delete 'Commissioner's', replace with "Board's". Paragraph 21, delete 'Surveying', replace with "Field Surveyor". Paragraph 26, delete 'Coop', replace with "Cooperative", in the last sentence delete 'and will get back to them', add after 'time', "for the County Engineer and County Attorney".

**4. CONSENT AGENDA:**

A. Upon the recommendation of the Emergency Preparedness Coordinator, move to authorize and direct the Chairman to sign the Coffey County Payroll Notice for Michael Roney, as New Hire Radiological Officer, at a classification of TP-IV and a monthly wage of \$2,083.33, effective March 11, 2002.

B. 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 March 2002.

C. Move to authorize and direct the Chairman to sign 13 Orders for Tax Refunds in the amount of \$3,404.99.

No. 4587 payable to Moorcal Properties in the amount of \$2,383.14 for the year 2001.

Reason: Take off 2001 Peterbilt truck – is state assessed.

No. 4588 payable to Coffey County in the amount of \$102.00 for the year 2001.

Reason: Exempt by SBTA.

No. 4589 payable to Coffey County in the amount of \$109.12 for the year 2000.

Reason: Exempt by SBTA.

No. 4590 payable to Coffey County in the amount of \$100.63 for the year 1999.

Reason: Exempt by SBTA.

No. 4591 payable to Coffey County in the amount of \$20.50 for the year 1998.  
Reason: Exempt by SBTA.

No. 4592 payable to City of New Strawn in the amount of \$116.34 for the year 2001.  
Reason: Exempt by SBTA.

No. 4593 payable to City of New Strawn the amount of \$116.50 for the year 1996.  
Reason: Exempt by SBTA.

No. 4594 payable to City of New Strawn in the amount of \$115.93 for the year 1997.  
Reason: Exempt by SBTA.

No. 4595 payable to City of New Strawn in the amount of \$108.19 for the year 1998.  
Reason: Exempt by SBTA.

No. 4596 payable to City of New Strawn in the amount of \$108.97 for the year 1999.  
Reason: Exempt by SBTA.

No. 4597 payable to City of New Strawn in the amount of \$80.29 for the year 2000.  
Reason: Exempt by SBTA.

No. 4598 payable to City of New Strawn in the amount of \$36.11 for the year 2001.  
Reason: Exempt by SBTA.

No. 4599 payable to Terry & Vicki Brickell in the amount of \$7.27 for the year 2001.  
Reason: 1991 Hull trailer is taxed in Lyon County.

**4 a.** Sipe moved to approve the Consent Agenda as ~~submitted~~ **amended**, seconded by Rowley. Motion carried.

**5.** Susan Mueller, Health Department Administrator, met with the Board today to present the KDHE/Local Health Department Grant Fund requests for the grant period July 1, 2002 – June 30, 2003. The five grants totaled \$26,475.00.

**5 a.** Crotts moved, upon the recommendation of the Health Department Administrator, to authorize and direct the Chairman to sign the KDHE Application for Grant Funds for the period of July 1, 2002 – June 30, 2003, seconded by Sleezer. Motion carried.

**6.** Mueller also updated the Board on the Prescription Assistance Program February Report from Sallee Hess. Mueller reported that Hess is doing a great job keeping the program flowing smoothly.

**7.** The Health Department also was visited by Betty Grindol, KDHE Medical Investigation Specialist with the Immunization Program, on March 7<sup>th</sup>. An operational review indicated that the Health Department staff was to be commended in their efforts to achieve a 94% coverage rate of DtaP4, Polio3, MMR1, Hib3, and HepB3, by the age of 24 months. The 2000 national goal is 90% coverage at 24 months of age. Mueller also discussed a recommendation by Grindol that the department prepare to purchase private pay vaccine and bill insurance for reimbursement. This policy is filtering down from the Center for Disease Control and will be implemented within the year.

**8.** Lastly, Mueller informed the Board about discussions she has had with the Housing Authority on lead testing in the Coffey County residences participating in Housing Authority restoration.

**9.** Bill Bauer, Information Systems Administrator, provided the Board with final bids on the computer conversion project in the Sheriff's Department.

**FINAL COST for SHERIFF OFFICE**

ITEM	QUANTITY	Computers Today		Insight		Computech Services		COMARK	
		COST EACH	EXTENDED COST	COST EACH	EXTENDED COST	COST EACH	EXTENDED COST	COST EACH	EXTENDED COST
FileMaker Pro 5.5 Lic. (Single License)	19		\$0.00	\$170.00	\$3,230.00	<b>\$170.55</b>	<b>\$3,240.45</b>	\$175.88	\$3,341.72
FileMaker Server 5.5	1		\$0.00	\$855.00	\$855.00	<b>\$718.00</b>	<b>\$718.00</b>	\$883.16	\$883.16
FileMaker Server 5.5 Promo 10 User & Media	1	\$1,985.00	\$1,985.00		\$0.00	<b>\$385.00</b>	<b>\$385.00</b>	\$437.55	\$437.55
FileMaker Pro 5.5 Lic. (Single User)	12	\$186.00	\$2,232.00		\$0.00		\$0.00		\$0.00
FileMaker Developer 5.5	1	\$387.00	\$387.00	\$420.00	\$420.00		\$0.00		\$0.00
Total for FileMaker Software			\$4,604.00		\$4,505.00		<b>\$4,343.45</b>		\$4,662.43
Microsoft Office 2000 Pro	19	<b>\$317.00</b>	<b>\$6,023.00</b>	\$380.00	\$7,220.00	\$426.00	\$8,094.00	\$445.90	\$8,472.10
Dymo Labelwriter 300	8	\$146.00	\$1,168.00	\$135.00	\$1,080.00	\$140.00	\$1,120.00	<b>\$133.47</b>	<b>\$1,067.76</b>
Dymo Labelwriter 330 Turbo (Evidence)	2	\$224.00	\$448.00	\$210.00	\$420.00	\$215.00	\$430.00	<b>\$203.58</b>	<b>\$407.16</b>
HP Deskjet 960CSE Printer	1	\$209.00	\$209.00	\$195.00	\$195.00	\$200.00	\$200.00	<b>\$189.91</b>	<b>\$189.91</b>
HP Laserjet 1200n Printer	5	\$628.00	\$3,140.00	\$575.00	\$2,875.00	\$605.00	\$3,025.00	<b>\$557.01</b>	<b>\$2,785.05</b>
Okidata Microline 320 Turbo Dot Matrix Printer	1	\$346.00	\$346.00	<b>\$315.00</b>	<b>\$315.00</b>	\$330.00	\$330.00	\$316.45	\$316.45
Jet Direct 175x	2	\$218.00	\$436.00	<b>\$205.00</b>	<b>\$410.00</b>	\$205.00	\$410.00	\$954.60	\$1,909.20
KVM Switch (4 Port) and cables	1	<b>\$173.00</b>	<b>\$173.00</b>	\$195.00	\$195.00	\$192.00	\$192.00	\$142.20	\$142.20
			\$0.00		\$0.00		\$0.00		\$0.00
Intel PIII 800Mhz/256MR/40GB/48x CDROM	6	<b>\$904.00</b>	<b>\$5,424.00</b>		\$0.00	\$1,089.00	\$6,534.00	\$924.97	\$5,549.82
UPS 700 Watt Minimum	8	<b>\$160.00</b>	<b>\$1,280.00</b>	\$220.00	\$1,760.00	\$295.00	\$2,360.00	\$384.52	\$3,076.16
20" Flat Panel Monitor	2	\$1,732.00	\$3,464.00		\$0.00	\$1,898.00	\$3,796.00	<b>\$1,630.45</b>	<b>\$3,260.90</b>
17" Flat Panel Monitor	2	<b>\$780.00</b>	<b>\$1,560.00</b>	\$750.00	\$1,500.00	\$593.00	\$1,186.00	\$507.30	\$1,014.60
17" Std. Monitor	8	<b>\$275.00</b>	<b>\$2,200.00</b>	\$280.00	\$2,240.00	\$290.00	\$2,320.00	\$161.25	\$1,290.00
KeyNote PIII 1GHz/128MR/10GB/24x CDROM	13	<b>\$1,565.00</b>	<b>\$20,345.00</b>	\$2,097.00	\$27,261.00	\$1,600.00	\$20,800.00	\$1,688.41	\$21,949.33
Laptop Docking Station	8	<b>\$301.00</b>	<b>\$2,408.00</b>	\$142.00	\$1,136.00	\$102.00	\$816.00	\$225.00	\$1,800.00
Spare AC Power Adapter	8	<b>\$56.00</b>	<b>\$448.00</b>	\$33.00	\$264.00	\$45.00	\$360.00	\$125.00	\$1,000.00
Windows 2000 Server	1	<b>\$2,585.00</b>	<b>\$2,585.00</b>		\$0.00	\$3,040.00	\$3,040.00	\$0.00	\$0.00
			\$0.00		\$0.00		\$0.00		\$0.00
Fujitsu M3092DC Scanner for Evidence Room	1	<b>\$1,348.00</b>	<b>\$1,348.00</b>		\$0.00	\$1,593.00	\$1,593.00	\$3,138.66	\$3,138.66
Signature Capture Pad 1"x5"	1	<b>\$315.00</b>	<b>\$315.00</b>	\$250.00	\$250.00		\$0.00		\$0.00
8 Port 10/100 Switch and Cable	1	<b>\$38.00</b>	<b>\$38.00</b>	\$165.00	\$165.00	\$70.00	\$70.00	\$329.26	\$329.26
<b>TRAINING: By Computech</b>									
Word & FileMaker Pro Esmt.							<b>\$4,000.00</b>		
<b>TOTAL</b>			<b>\$57,962.00</b>		<b>\$51,791.00</b>		<b>\$61,019.45</b>		<b>\$62,360.99</b>

Items Not Bid or Not meeting Spec.				No Desktops, No Server, No Spare Power Supply, and No Scanner.		No Signature Pad		No Server, and No Signature Pad.	
<b>TOTAL FOR SHERIFF</b>	<b>\$62,926.23</b>		<b>\$44,147.00</b>	<b>\$725.00</b>		<b>\$4,343.45</b>		<b>\$7,710.78</b>	

FileMaker Pro 5.5 Lic. (Emergency Prep.)	2	\$186.00	\$372.00	\$170.00	\$340.00	<b>\$170.55</b>	<b>\$341.10</b>	\$175.88	\$351.76
<b>TOTAL FOR EMERGENCY PREPAREDNESS</b>							<b>\$341.10</b>		

FileMaker Pro 5.5 Lic. (Technology Office)	3	\$186.00	\$558.00	\$170.00	\$510.00	<b>\$170.55</b>	<b>\$511.65</b>	\$175.88	\$527.64
Jet Direct 175x for T.O.	1	\$218.00	\$218.00	<b>\$205.00</b>	<b>\$205.00</b>	\$205.00	\$205.00	\$954.60	\$954.60
Adobe Photoshop 7 Upgrade	1	\$164.00	\$164.00	<b>\$140.00</b>	<b>\$140.00</b>	\$151.00	\$151.00	\$142.63	\$142.63
<b>TOTAL FOR TECH OFFICE</b>					<b>\$345.00</b>		<b>\$511.65</b>		

10. Sipe moved, upon the request of Steve Robb, on behalf of the Osage RWD #4, and approval of the County Attorney as to form, to approve the Interlocal Agreement with Osage RWD #4, seconded by Rowley. Motion carried.

11. Sipe moved, upon the recommendation of the Lake Region Authority and Tim Sipe, Coffey County Representative to the Lake Region Authority, and approval of the County Attorney as to form, to approve the following documents: (1) Lake Region Solid Waste Authority Memorandum of Understanding and Agreement of Recycling, Resource Recovery and Waste Reduction; (2) Household Hazardous Waste Collection Program Interlocal Cooperation Agreement; and (3) Interlocal Agreement Establishing a Regional Solid Waste Authority, seconded by Rowley. Motion carried.

12. Rowley moved, upon the recommendation of Steve Robb and the request of Osage RWD#4, to authorize and direct the Chairman to sign the Application Summary, the Statement of Assurances and Certifications and Part 5 – Expected Sources and Uses of Funds for their Water and Sewer Grant, seconded by Crofts. Motion carried.

13. The County Attorney discussed several legal matters with the Board.
14. Chairman Merry reported on his recent trip to Washington D.C. to attend the National Association of Counties Legislative Conference.
15. Rowley moved to approve the Agreement for Sale of Commercial Real Property between the Coffey County Board of County Commissioners, Steve R. Strawder and Terrie A. Strawder for all of the real property and permanent improvements and fixtures of the commercial premises commonly known as the Green Light Building and adjacent vacant lots located at or near 2<sup>nd</sup> Street and Neosho Street, seconded by Sleezer. Motion carried.
16. The Board directed the Administrative Coordinator to advertise for positions on two of the appointed boards.
17. Sipe moved to recess into Executive Session at 10:26 a.m. to include each of the Commissioners and the County Attorney to discuss matters which would be deemed privileged in the attorney/client relationship, seconded by Sleezer. Motion carried.
18. The Board resumed regular session at 10:31 a.m.
19. Jon Hotaling, Economic Development Director, requested an Executive Session.
  - 19 a. Crotts moved to recess into Executive Session at 10:35 a.m. for 10 minutes to include each of the Commissioners, the County Attorney, the Economic Development Director and Chuck Trimble to discuss confidential data relating to financial affairs or trade secrets of a corporation, seconded by Sleezer. Motion carried.
20. The Board resumed regular session at 10:45 a.m.
21. Hotaling also presented and discussed the weekly report for the week of March 4<sup>th</sup> to March 8<sup>th</sup>, 2002.
22. Item No. 95-3; The County Landfill called to verify that loads being hauled by Ed Hosford from the Bargain Center were at no charge. Hotaling explained that formal action was scheduled by the County Commission on March 11, 2002. The County may also want to consider moving forward with a simple lease agreement with the purchaser of the equipment and inventory. According to a bank representative, the purchase should be completed in the next thirty days. The County could lease it to the purchaser from April 1<sup>st</sup> through July 31<sup>st</sup> and collect 4 months rent to offset some of the costs associated with the buildings.
23. Item No. 95-9; Hotaling attended the Strategic Planning Committee meeting held at the hospital on Wednesday, March 6, 2002. Hotaling discussed tourism activities, the leadership program, and Artrain, etc. Steve Lightle, of the Coffey County Housing Authority, discussed the problems with housing rehab associated with lead based paint.

- 24.** Item No. 95-10; Hotaling finalized and mailed out memos on the Coffey County Lake re-opening meeting to be held Wednesday, March 13, 2002, at 8:00 a.m. in the Coffey County Courthouse basement. Hotaling sent the memo to Mike Hayden, Secretary of Kansas Department of Wildlife & Parks. Several representatives from KDW&P will be attending the meeting with representatives from WCNOC, NRC, and Coffey County.
- 25.** Item No. 95-29; Hotaling attended the Leadership Coffey County Youth Program Session #3 on “Community Services” hosted by the Coffey County Hospital. Class presenters included Randy Rogers, Bill Walker, Susan Mueller, Bobbiann Daugherty, and Dennis George. Steve Lightle also provided information on the Coffey County Housing Authority. Hotaling sent thank you letters to all presenters. The next session, “Industry & Agriculture”, will be held on April 1, 2002.
- 26.** Item No. 98-6; Hotaling attended the SEKRPC Executive Committee meeting in Chanute. The Board reviewed Executive Director Linda Weldon’s job performance. Hotaling also approved three CDBG and KDH&E grant administration contracts for water and sewer projects.
- 27.** Item No. 98-10; Hotaling attended the SEK, Inc. Economic Development Committee meeting in Iola. Loren Medley, with KEPCo, presented information on the Kansas Electric Power Cooperatives Rural Economic Development Loan & Grant Program.
- 28.** Item No. 01-3; Hotaling completed the Artrain USA media report and mailed it to the Artrain headquarters. Hotaling attended the Artrain committee’s final meeting and the Artrain tour volunteer training. Hotaling loaded up the tourism booth and brochures and set-up at the Artrain Expo on Saturday. Hotaling attended the Artrain reception at the LeRoy Library.
- 29.** Hotaling mailed information on the county loan fund and the loan fund application guidelines to a business located in Coffey County.
- 30.** Hotaling provided information (demographics) to a marketing consultant who is working with a retail business prospect that is considering locating in Coffey County.
- 31.** Hotaling provided a draft of the Sign Easement Agreement to the County Attorney for final editing and review. This easement is for a new tourism sign to be located on South Highway 75.
- 32.** Sipe moved, upon the recommendation of the Economic Development Director, to waive the landfill tipping fees for material and debris removed from the County-owned Greenlight and Bargain Center buildings, seconded by Merry. Motion carried.
- 33.** Hub Caspar, Coffey County Engineer, presented the weekly report dated March 11<sup>th</sup>, 2002. John Zuern, Administrative Assistant, and Michael Kukuk, Aquaterra Environmental Solutions, Inc. were also present.

- 34.** Item No. 93-01; Road Permit Report: Sixty-seven Road Permits were issued during the past week.
- 35.** Item No. 99-99; Zoning Permit/Applications Report: No Zoning Permits were issued during the past week.
- 36.** Item No. 99-13; Landfill: Authorize Spring Clean-up Week – April 1<sup>st</sup>-6<sup>th</sup>, 2002. Review and approve two (2) proposals from Aquaterra Environmental Solutions, Inc. for work at the Landfill.
- 36 a.** Merry moved, upon the recommendation of the County Engineer, to approve designating the week of April 1<sup>st</sup> through April 6<sup>th</sup>, 2002 as “Clean-Up Week” in Coffey County and direct the County Clerk to publish approved notices in the local paper, seconded by Rowley. Motion carried.
- 37.** Michael Kukuk discussed several landfill issues with the Board.
- 37 a.** Sleezer moved, upon the recommendation of the County Engineer and approval of the County Attorney as to form, to authorize and direct the Chairman to sign the Notice to Proceed with Aquaterra Environmental Solutions, Inc., Proposal No. 0102011, for Construction and Demolition Landfill Design and Permitting, at a cost not to exceed \$20,000.00, with funds to come from the General Fund, Landfill Capital Outlay Line, seconded by Sipe. Motion carried.
- 37 b.** Merry moved, upon the recommendation of the County Engineer and approval of the County Attorney as to form, to authorize and direct the Chairman to sign the Notice to Proceed with Aquaterra Environmental Solutions, Inc., Proposal No. 0102015, for Vertical Expansion Closure/Alternative Cover Evaluation for a lump sum of \$6,500.00 and Presentation of Alternative Cover Recommendation to KDHE at a cost not to exceed \$3,000.00, with funds to come from the General Fund, Landfill Capital Outlay Line, seconded by Crofts. Motion carried.
- 38.** Sleezer moved to adopt Resolution No. 618-u, A RESOLUTION COMMENCING PROCEEDINGS TO VACATE CERTAIN PORTIONS OF 5<sup>TH</sup> ROAD FROM CONTOUR ROAD THENCE NORTHWESTERLY APPROXIMATELY ONE-HALF MILE TO BLACKBIRD LANE THENCE SOUTH APPROXIMATELY ONE-FOURTH MILE TO 4<sup>TH</sup> ROAD AND GIVING NOTICE OF A PUBLIC HEARING THEREON, seconded by Rowley. Motion carried.
- 39.** Kukuk gave a brief report on his new company, Aquaterra Environmental Solutions, Inc. He was formerly with Terracon and has done a lot of landfill work for Coffey County.
- 40.** The County Attorney, the Board and the County Engineer discussed the Lyon-Coffey Rural Electric Cooperative, Inc. proposal to Coffey County regarding the moving of equipment from the County right-of-way. The County Engineer will contact Lyon- Coffey Rural Electric Cooperative, Inc. regarding the proposal.

41. The Board scheduled a salary workshop for Thursday, March 14, 2002, at 9:00 a.m.
42. Commissioner Sipe will be attending a watershed meeting in Osage City this evening and a culvert and drainage workshop on Friday. Commissioner Merry will be attending a meeting regarding the opening of Coffey County Lake, a HOFNOD meeting and a mural committee meeting on Wednesday.
43. Rowley moved to adjourn the meeting at 12:20 p.m. until 9:00 a.m. Thursday, March 14, 2002, for a salary workshop and to attend to other County business that may arise, seconded by Sleezer. Motion carried.

### **CORRESPONDENCE:**

#### Response Not Required

1. A League of Kansas Municipalities – Legislative Update
2. Hawver’s Capitol Journal, 3-5-02; 3-6-02; 3-7-02; 3-8-02
3. Whitney Damron – Legislative Directories
4. Midwest Assistance Program – Newsletter
5. Transit Access Report – Newsletter
6. Lake Region RC&D – Notice of Public Meeting
7. KDHE – Calendars
8. City of Burlington – Minutes 2-20-02
9. KAC – Legislative Bulletin 3-8-02
10. Kansas Insurance Department – Letter regarding State Employee Health Care Plan
11. NRC – Annual Assessment – Wolf Creek Generating Station
12. Army Corps of Engineers – Monthly Public Notices for February
13. Council on Aging – Minutes 2-6-02
14. City of Lebo – Minutes of 2-4-02

#### Response Required

- 15. Johnny Freeman – Letter requesting road closing
- 16. LeRoy-Gridley Unified School District No. 245 – Letter regarding Community Improvement Funds
- 17. KDHE – Letter regarding Permit Renewal
- 18. City of LeRoy – Letter regarding use of Community Improvement Funds

Response Optional

- 19. NRC – Notice of Meeting
- 20. Miami County Clerk – Letter regarding Southeast Kansas Official’s Association

Minutes, March 11, 2002

Signed:

Attest:

Chairman

County Clerk