

1. The Coffey County Commission Chambers opened at 8:00 a.m. Monday, April 8, 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 and Larry Crofts 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. Vice Chairman Tim Sipe was absent due to another commitment.

2. Sleezer moved to approve the minutes of Monday, April 1, 2002, as corrected. Seconded by Rowley, motion carried. Corrections were: paragraph 11, delete 'recommended Richard Newkirk's bid of \$3,600.00 as the best bid', replace with "advised that both bids submitted were valid".

3. **CONSENT AGENDA:**

A. Upon the recommendation of the County Engineer, move to authorize and direct the Chairman to sign the Coffey County Payroll Notices for the following S.T. Temps, as follows:

<u>Employee</u>	<u>Position</u>	<u>Classification</u>	<u>Wage</u>	<u>Effective Date</u>
Victor Dyerson	Equip. Operator	M-III-a(-)	\$10.34/hr.	April 3, 2002
Clinton Sowder	Equip. Operator	M-III-a(-)	\$ 10.34/hr.	April 15, 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 April 2002.

C. Upon the recommendation of the Noxious Weed Director, move to approve the advertisement for two employees as summer help as laborers for the Noxious Weed and Recycling Departments to work from mid-May through the end of summer.

D. Rowley moved to approve the Consent Agenda as submitted, seconded by Crofts. Motion carried.

4. Sleezer moved, upon the recommendation of Bill Walker, Coffey County Fire District No. 1 Administrator, 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, seconded by Merry. Motion carried.

5. 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 Agreement for Placement of Lines and Appurtenances Upon County Right-Of-Way with Lyon-Coffey Electric Cooperative, Inc., seconded by Crofts. Motion carried.

**6.** Merry moved, upon the recommendation of the Coffey County Housing Authority Director and approval of the County Attorney, to approve the COFFEY COUNTY LEAD HAZARD HOME REHABILITATION PROTECTION AND OCCUPANT RELOCATION POLICY, seconded by Rowley. Motion carried.

**7.** Crotts moved, upon the recommendation of the Administrative Coordinator, to authorize and direct the Treasurer to transfer the monies received from FEMA for the ice storm event as follows:

\$95,952.77 to the “Reimbursed Expense Line (FEMA)” for the Road & Bridge Department.

\$32,764.01 to the “Reimbursed Expense Line (FEMA)” for the Sheriff’s Department, which is in the General Fund.

\$3,511.40 to the Coffey County Fire District No. 1.

\$1,299.65 to Coffey County Hospital.

Seconded by Sleezer, motion carried.

**8.** Rowley moved to authorize and direct the Chairman to sign the Consultant Agreement between Carl Lee, as an independent contractor, and Coffey County, seconded by Sleezer. Motion carried.

**9.** Becky Jewett, Emergency Preparedness Coordinator presented her report for the month of March, 2002. Jewett also discussed the Bio-Terrorism Exercise regarding Small Pox, which is being held at the Capital Plaza Hotel at Topeka on June 26<sup>th</sup> and 27<sup>th</sup>, 2002. Jewett also reminded everyone about the Storm Spotter Training tomorrow evening (Tuesday, April 9, 2002) in the courthouse basement at 7:00 p.m.

**10.** The Chairman called for discussion concerning the application for the establishment of a special use in the A-1 agriculture district, rock quarry zoning, Case No. SU 2002-01. Zoning Administrator John Zuern gave a brief background of the quarry site proposed by Nelson Quarries. A lengthy discussion was held on reclamation of abandoned quarries. Kenneth Nelson, Michael Peres, Larry Smart, David Lohmeyer and David Lohmeyer, Jr., were present for the discussion.

**11.** Following the discussion, Crotts moved, by a majority vote, to adopt the findings and factors and recommendation of the Planning Board on Case No. SU 2002-01 and to approve Resolution No. 708, seconded by Sleezer. Motion carried.

**12.** Merry moved, upon the recommendation of Special Counsel Larry Hendricks, and the County Attorney, to approve the Settlement Agreement and Mutual Release with Lewis and Janet Lenard, Case No. 01-2210-JWL and authorize and direct the Chairman to sign same. Seconded by Rowley, motion carried.

**13.** Elysa Lovelady, Coffey County Appraiser, updated the Board on the hearing process at the Appraiser’s office. Lovelady said 91 informal hearings were scheduled and all but 8 have been heard. For the Appraiser’s review in July, Chairman Merry requested the Appraiser provide the Board with numbers on hearings held, how many

resulted in changes for the year in question and how many of those were changed back to the original value the following year.

- 14.** Jon Hotaling, Economic Development Director presented his weekly report for the week of April 1<sup>st</sup> to April 5<sup>th</sup>, 2002.
- 15.** Item No. 95-3; Hotaling opened the Greenlight building and Country Critters buildings for the Coffey County Appraiser to inspect. Hotaling also opened the garage door so Dave's Plumbing Service could pump out the drain pit on west side of Greenlight building. The pit was pumped out. After appraisers inspection and pit pumping, Hotaling turned the key over to Martha Newkirk. Hotaling also transferred electrical service. Coffey County is no longer responsible for any utilities and no longer needs a key to the buildings.
- 16.** Item No. 95-9; Hotaling attended the Coffey County Strategic Planning Committee meeting held on Wednesday, April 3, 2002. Hotaling reported on conferences attended and upcoming. Hotaling also reported on Leadership Class # 4 and upcoming Leadership graduation dinner. Hotaling provided information on flight training scholarship program.
- 17.** Item No. 95-10; Hotaling inspected boat ramps and shoreline fishing areas with Sheriff Rogers, Jeannene Ryan, other WCNOC representatives and other county representatives. The low water conditions make it impossible to launch a bass boat from the ramps. A news release may be forthcoming later this week to remind anglers that the lake is closed due to low water.
- 18.** Item No. 95-29; Leadership Coffey County Class #4, "Business, Industry & Agriculture", was held on April 1, 2002. The students toured Andrew Corporation, listened to a presentation by Warren Bell on Agri-business in Coffey County, and viewed videos on the WCNOC outage and on customer service.
- 19.** Item No. 97-6; Hotaling transferred information, checkbook, bills, etc., for the Coffey County Manufacturer's Association to new treasurer, Chuck Trimble.
- 20.** Item No. 97-7; Hotaling attended the ribbon cutting ceremony at Budge's Sporting Goods Store sponsored by the Coffey County Chamber of Commerce.
- 21.** Item No. 98-6; Hotaling made copies of the Coffey County section of the SEKRPC – OEDP from 2000 and handed out at the strategic planning meeting. Members are to update the information and get it back to me.
- 22.** Item No. 02-1; Hotaling met with Sid Meeker to finalize flyers and ads for the small business facilitation seminar on e-commerce. Hotaling place ads for the event, which will be held on Thursday, April 18, 2002 at the High School Media Room from 7:00 p.m. to 9:00 p.m.

23. Hotaling received easement agreement for tourism sign to be placed about 9 miles south on Hwy 75.
24. Hotaling presented the loan fund reports for the month of March.
25. Hotaling reported having been contacted by Arnold's Greenhouse concerned over their water supply during the drought. Hotaling also wrote a letter to Rural Water District # 2 regarding the Greenhouse matter.
26. Hotaling talked with the Board about the economic impact to Coffey County due to Coffey County Lake being temporarily closed to fishing.
27. Hub Caspar, Coffey County Engineer, presented the weekly report dated April 8, 2002. Robert Reed, Road Supervisor and John Zuern, Administrative Assistant, was also present.
28. Item No. 93-01; Road Permit Report: No Road Permits were issued during the past week.
29. Item No. 99-99; Zoning permit/Applications Report: No Zoning Permits were issued during the past week.
30. Item No. 99-13; Landfill: Discuss Tree Planting.
31. Reed reported two quotes for 5-foot Juniper trees for the landfill:
  - Davies Nursery.....\$135.00 per tree
  - Strawder's & Daughters...\$120.00 per tree
- 31a. The Board directed the County Engineer to get quotes for 3-foot Juniper trees.
32. Item No. 2002-12; Coffey County Lake: Discuss estimate to deepen channel at boat ramp.
33. The County Engineer presented a cost estimate for deepening a channel at the Coffey County Lake boat ramp due to the low lake elevation in the amount of \$37,470.00. Following discussion, the Board directed Caspar to apply D-50 road rock at the water end of the ramp where the bank has washed. The Board decided not to deepen the boat ramp approach. The Sheriff and Economic Development Director were present for the discussion
34. The Board recessed at 11:35 a.m. until 1:00 p.m. for lunch.
35. Chairman Merry called the meeting back to order at 1:00 p.m.

- 36.** The Board held a salary work session to review and approve Form CP-5 for each of the departments.
- 37.** Becky Jewett, Emergency Preparedness Coordinator, met with the Board to discuss an Emergency Preparedness Department Planner position. Jewett will come back later to discuss it further.
- 38.** Elysa Lovelady, Coffey County Appraiser, met again with the Board to discuss the CP-5 for her department. The Board directed Lovelady to submit a revised job description for the Cartographer/GIS Technician, a new position.
- 39.** Norman Stohs, area farmer, visited with the Board over concern about the extension of the current burn ban. Mr. Stohs said he had received  $\frac{3}{4}$  of an inch of rain last night and today and he is really needing to burn pastures. The Board explained that due to past experience and budget constraints for the Fire District, they feel it is a necessity to extend the burn ban.
- 40.** Hub Casper, Coffey County Engineer, and Robert Reed, Road Supervisor, met again with the Board to discuss the costs of planting 3 foot Juniper trees and the CP-5 form. The County Attorney was directed to review the time-in-step portion, as addressed in the Policy and Procedures Manual, of the position and wage classification policy.
- 41.** Sleezer moved to authorize the County Engineer to purchase 100 3-foot Juniper trees at \$80.00 each to be planted by Strawder's & Daughters at the Coffey County Landfill. Seconded by Rowley, motion carried.
- 42.** Crofts moved to recess into executive session at 3:35 p.m. for 5 minutes, to include each of the Commissioners present and the County Engineer to discuss personnel matters of non elected personnel, seconded by Sleezer. Motion carried.
- 43.** The Board came out of executive session at 3:39 p.m. and resumed regular session at 3:40 p.m.
- 44.** Sleezer moved to recess into executive session at 3:41 p.m. for 5 minutes to include each of the Commissioners present and the County Attorney to discuss matters which would be considered privileged in the attorney/client relationship, seconded by Rowley. Motion carried.
- 45.** The Board resumed regular session at 3:46 p.m.
- 46.** County Appraiser Elysa Lovelady submitted a new job description for the Cartographer/GIS Technician.
- 47.** Merry moved to authorize and direct the Chairman to sign the Appraiser's revised Table of Organization and further moved to authorize and direct the Chairman to sign the

new job description for Cartography/GIS Technician, seconded by Rowley. Motion carried.

**48.** Economic Development Director Jon Hotaling reported having talked to Leonard Jirak, Kansas Wildlife & Parks, who has been working on a grant through Wildlife & Parks to work on the boat dock at the Coffey County Lake. Jirak said it's too late for this year but he will make application for 2003.

**49.** The Board reviewed the CP-5s for all the departments. The CP-5s were approved for the following departments as submitted: Appraiser, Attorney, Clerk, Commission, Counselor, Courthouse General, Election, Economic Development, Health, Janitor, Noxious Weed, Recycling, Register of Deeds, Technology, and Treasurer. The CP-5s for the following departments were approved, as amended: Coffey County Lake Employees, Emergency Preparedness, Highway Department, and Sheriff.

**50.** Sleezer moved to adjourn the meeting at 4:48 p.m., seconded by Rowley. Motion carried.

## **CORRESPONDENCE:**

### **Response Required**

1. Traci Witteman – Letter regarding position on Library Board.

### **Response Optional**

2. The Kansas Capitol Dome Sculpture Project – Letter regarding Walk of Honor on the Capitol Plaza.
3. City of Waverly – Notice of Hearing.
4. Lorman Education Services – Notice of Seminar.
5. Governor Graves – Letter regarding bio-terrorism exercise.

### **Response Not Required**

6. Bill Linde – Misc. e-mails regarding legislative matters.
7. KUTC – Newsletter, Summer 2001.
8. The Goodyear Tire and Rubber Company – Notice regarding defective tires.
9. Family of Virgil Shultz – Thank you.

10. Kerr Center for Sustainable Agriculture – Field Notes – Newsletter, Spring 2002.
11. Recycling in Kansas – Newsletter.
12. Community Corrections – Minutes.
13. U.S. Army Corps. Of Engineers – Public Notice for month of March.
14. Hauvers Capitol Report – 4-1-02; 4-2-02; 4-3-02; 4-4-02; 4-5-02; 4-6-02.
15. League of Kansas Municipalities – Legislative Update.
16. KAC – Legislative Update 4-5-02 & 4-8-02.

Minutes, April 8, 2002

Signed:

Attest:

Chairman

County Clerk