

1. The Coffey County Commission Chambers opened at 8:00 a.m. Monday, April 9, 2001, 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, County Attorney Doug Witteman and Administrative Coordinator Mary Bloomer. WCNOC Representative Jeannene Ryan and The Coffey County Republican Editor Mark Petterson were present for part of the meeting.

2. Sleezer moved to approve the minutes of April 2, 2001 as written, seconded by Crotts. Motion carried.

3. Rowley moved to approve the minutes of April 6, 2001 as written, seconded by Merry. Motion carried.

**1. CONSENT AGENDA:**

- A. Upon the recommendation of the County Engineer, move to authorize and direct the Chairman to sign the Coffey County Payroll Notice for Larry Hoffman, S.T. Temp Truck Driver, at a classification of M-III-a(-) and an hourly wage of \$10.13.
- B. Upon the recommendation of the County Clerk, move to authorize and direct the Chairman to sign the Coffey County Payroll Notice for Angie Kirchner, New Hire Budgetary Accounting Specialist I, at a classification of C-III-b(-) and an hourly wage of \$10.03.
- C. Move to authorize and direct the Chairman to sign the revised Table of Organization for the County Clerk's office. The Table reflects the current staffing with regard to the Budgetary Accounting Specialist I position.
- D. Upon the recommendation of the Economic Development Director, move to authorize and direct the Chairman to sign the revised job description for Executive Secretary, Economic Development Department.
- E. Upon the request of the Coffey County Housing Authority Board and the recommendation of the County Attorney, moved to authorize and direct the Chairman to sign the Real Estate Mortgage Release, acknowledging satisfaction in full of the debt secured by John A. Fowler regarding Lots 4 and 5, in Block 129, in the City of Burlington, Kansas.
- F. Upon the request of the Coffey County Housing Authority Board and the recommendation of the County Attorney, moved to authorize and direct the Chairman to sign the Real Estate Mortgage Release, acknowledging satisfaction in full of the debt secured by Erma L. Giffin regarding Lots 1 and 2, in Block 5, of Kent's Addition to the City of Waverly, Kansas.

- G. Upon the request of the Coffey County Housing Authority Board and the recommendation of the County Attorney, moved to authorize and direct the Chairman to sign the Real Estate Mortgage Release, acknowledging satisfaction in full of the debt secured by Alvin E. Stukey and Yvonne G. Stukey regarding Lots 12 and 13, in Block 155 in the City of Burlington, Kansas.
- H. Upon the request of the Coffey County Housing Authority Board and the recommendation of the County Attorney, moved to authorize and direct the Chairman to sign the Real Estate Mortgage Release, acknowledging satisfaction in full of the debt secured by Iona M. Toy regarding Lot 12, in Block 10, in the City of New Strawn, Kansas.
- I. Upon the request of the Coffey County Housing Authority Board and the recommendation of the County Attorney, moved to authorize and direct the Chairman to sign the Real Estate Mortgage Release, acknowledging satisfaction in full of the debt secured by Wilma M. Sargent regarding Lot 28, in Block 10, in the City of New Strawn, Kansas.
- J. Upon the request of the Coffey County Housing Authority Board and the recommendation of the County Attorney, moved to authorize and direct the Chairman to sign the Real Estate Mortgage Release, acknowledging satisfaction in full of the debt secured by Douglas R. Bahr regarding Lots 1, 2, 3, 4, 9, 10, 11 and 12, in Block 40, in the City of Gridley, Kansas.
- K. Upon the request of the Coffey County Housing Authority Board and the recommendation of the County Attorney, moved to authorize and direct the Chairman to sign the Real Estate Mortgage Release, acknowledging satisfaction in full of the debt secured by Marion E. Perrin and Esibelle M. Perrin regarding Lot 5, in Block 6, according to the recorded Plat of Strawn, Kansas.
- L. Upon the request of the Coffey County Housing Authority Board and the recommendation of the County Attorney, moved to authorize and direct the Chairman to sign the Real Estate Mortgage Release, acknowledging satisfaction in full of the debt secured by Juanita M. Cox regarding Lots 1 and 2, in Block 16, in Wilson's Second Addition to the City of Burlington, Kansas.
- M. Upon the request of the Coffey County Housing Authority Board and the recommendation of the County Attorney, moved to authorize and direct the Chairman to sign the Real Estate Mortgage Release, acknowledging satisfaction in full of the debt secured by Janice A. Birk regarding a tract of land in Gridley, more fully described in Volume 166, Pages 690-691 of the records of the Register of Deeds for Coffey County, Kansas.

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

**5.** Commissioner Rowley inquired about the legislative action regarding noxious weed subsidy by counties. The Board needs more information, but indicated they are considering more subsidy for treating *Sericea Lespedeza*. The Board also asked the County Attorney about a proposed affidavit to be signed by chemical purchasers

**6.** Susan Mueller, Coffey County Health Administrator, reported she has been making visits and sharing responsibilities within Coffey County with the Lyon County Sanitarian, while the Coffey County Sanitarian is recovering from surgery. Mueller said they have made 11 visits including 6 new home sites and 5 upgrades in Coffey County.

**7.** Coffey County Sheriff Randy Rogers met with the Board to propose revising the job description for Dispatchers. Rogers said they are having difficulty attracting qualified applicants for Dispatch at the current salary levels. He also said they are losing good employees for better paying jobs. Rogers is recommending a 2 level system as Dispatcher I and Dispatcher II and changing the part-time Dispatcher position to full time, which he felt would alleviate part of the problem. The Board did not agree with the proposed two-level system for Dispatchers and felt the position was appropriately classified at level LE-II. However, the Board did concur with the suggestion of making the current part-time position a full time position.

**7 a.** Sleezer moved to approve the revised Table of Organization for the Sheriff's department making the current part-time Dispatch position a full time position, seconded by Sipe. Motion carried.

**8.** P.C. Moore, Treasurer, and Chris Withers, Manager, Coffey County Rural Water District No. 3, met with the Board to update them on the activities of the District and to present the accounting of the 2000 grant funds from Coffey County. Also presented were the District's 3-year projected plan for improvements and a request for grant funds for 2001.

**9.** Jon Hotaling, Economic Development Director, presented and discussed his weekly report for the week of April 2, 2001.

**10.** Item No. 95-3; Hotaling spoke with Larry Hendricks and a business prospect concerning Country Critters foreclosure. Hotaling has one creditor yet to sign off and allow the County to get the real estate back.

**11.** Item No. 95-4; Hotaling finalized the AMPRO equipment list after working with the Road & Bridge crew to remove scrapped items and clean up trash from the building. A scrap company from Iola hauled off the metal barrels and scrap metal. Hotaling continued to speak with prospects about time frames, disposal process, etc. Hotaling met with Steve Milliken at the AMPRO building to inspect some of the equipment. Hotaling met with Robert Hyde, of Peoples National Bank, to obtain the payoff balance on the

AMPRO equipment lease. TRAMEC will pay the appraisal value for the screw machines.

**12.** Item No. 95-9; Hotaling attended the Coffey County Strategic Planning Committee meeting at the hospital. Hotaling reported on the 'Lean Manufacturing' seminar sponsored by Coffey County Manufacturers Association; KDW&P Grant; Enterprise Zone Legislation; AMPRO clean-up; County Government Week; Elected Officials Breakfast; KLF Regional Meeting; Governor's Classic; tourism tabloid; and the City Lakes Tournament in conjunction with the Governor's Classic Tournament.

**13.** Item No. 95-10; Hotaling received the KDW&P grant application from Leonard Jirak for improvements to the boat ramp and boat dock areas at Coffey County Lake. Hotaling said matching funds would come out of the 2002 budget with the project completion estimated for July 2002.

**14.** Item No. 96-5; Andrew has started construction work at the spec building. A door has been cut on the south side of the building. The floor leveling prior to pouring the concrete is underway. The project should be completed in 30 to 60 days.

**15.** Item No. 98-1; Hotaling is finalizing plans for County Government Week in conjunction with NACO, April 22 – 28. Hotaling completed the proclamation for the Commissioners consideration. Hotaling is designing an online quiz to be put on the Coffey County web site. Hotaling will have a demonstration of the web site, GIS, and prizes for those who answer the most questions correctly on the online quiz. There will also be blood pressure checks, tourism information, and Road & Bridge plans on display in the lobby during the reception on April 23, 2001, from 8:30 a.m. to 9:30 a.m. Ads and news releases are being finalized for the Coffey County Republican.

**16.** Item No. 98-6; Hotaling attended the Southeast Kansas Regional Planning Commission Executive Committee meeting in Chanute. The Committee reviewed the proposed budget for 2002 and approved 3 Intergovernmental Agreements with cities receiving grants, including the City of LeRoy for a housing rehab grant. Hotaling obtained loan application forms for a Coffey County business.

**17.** Item No. 98-10; Hotaling confirmed the appointment with Mike Mabrey, SEK, Inc. Executive Director, to meet with the Coffey County Commission on April 16, 2001 at 10:30 a.m.

**18.** Ronda McCullough updated phone numbers and deleted outdated information on the Coffey County web site and the Economic Development section on the web site. McCullough also removed the for sale information on the spec building, changed maintenance from Rossini to Coffey County Technology Committee and updated the copyright.

**19.** Hotaling also discussed the Community Lake Assistance Program Application

(Coffey County Lake). The project is to construct jetties and deepen boat ramp areas. Total project cost: \$150,000; Wolf Creek \$70,000; Coffey County \$40,000; KDWP \$40,000.

**19 a.** Crotts moved , upon the recommendation of the Economic Development Director, to authorize and direct the Chairman to sign the grant application for Community Lake Assistance Program for Coffey County Lake, seconded by Sipe. Motion carried.

**20.** Coffey County will again be participating in National County Government Week.

**20 a.** Rowley moved to authorize and direct the Chairman to sign the proclamation, proclaiming April 22<sup>nd</sup> through April 28<sup>th</sup>, 2001 as National County Government Week, seconded by Sleezer. Motion carried.

**21.** Hotaling also presented the loan fund reports for April, 2001.

**21.** Hotaling requested a 5-minute Executive Session.

**22 a.** Sleezer moved to recess into Executive Session at 10:53 a.m. for 5 minutes to include each of the Commissioners, the County Attorney, and the Economic Development Director, to discuss matters which would be deemed privileged in the attorney/client relationship, seconded by Rowley. Motion carried.

**23.** The Board resumed regular session at 10:58 a.m.

**24.** Sleezer moved to recess into Executive Session at 11:00 a.m. for 10 minutes to include the same people for the same reasons, seconded by Merry. Motion carried.

**25.** The Board resumed regular session at 11:10 a.m.

**26.** Hub Caspar, Coffey County Engineer, presented the weekly report dated 4-9-01. Road Supervisor Robert Reed and Administrative Assistant John Zuern were also present.

**27.** Item No. 93-01; Road Permit Report: Two Road Permits were issued during the past week.

**28.** Item No. 99-99; Zoning Permit/Applications Report: Two Zoning Permits were issued during the past week.

**29.** Item No. 99-13; Landfill: Terracon has submitted all information to KDHE as of 4-5-01.

**30.** Item No. 2000-15; Courthouse Lighting – Project No. 2000-Court: Final inspection 4-9-01 at 9:00 a.m.

- 31.** Item No. 2001-06; Microsurfacing – Project No. A2101-C: Request approval of Project No. A2101-C and authorize solicitation of sealed bids for same by publication in the official county newspaper.
- 31 a.** Sipe moved to adopt the engineer’s estimate and approve the plans and specifications and authorize the County Engineer to solicit sealed bids for Project No. A2101-C, seconded by Sleezer. Motion carried.
- 32.** Caspar reported someone is interested in purchasing certain scrap metal at the landfill. Caspar was instructed to get a cost figure on the items to be purchased.
- 33.** Rick Porter, RC&D, and Daniel Tune, Forestry, Fish, & Game, Kansas State University explained to the Board what a Master Fire Plan will do for the County. Tune will work with the Fire District Board and Fire Administrative Coordinator to put together information to start working on the plan.
- 34.** Crotts moved to recess into Executive Session at 11:52 a.m. for 10 minutes to include each of the Commissioners and the County Engineer to discuss personnel matters of non-elected personnel, seconded by Sleezer. Motion carried.
- 35.** The Board resumed regular session at 12:02 p.m.
- 36.** Bill Walker, Coffey County Fire District No. 1 Administrative Coordinator, met with the Board regarding a Master Fire Plan for Coffey County. Walker will contact Tune at Kansas State University to schedule a meeting for him to attend a Fire Board Meeting.
- 37.** The Board recessed for lunch at 12:15 p.m.
- 38.** Commissioner Merry called the meeting back to order at 1:05 p.m.
- 39.** The Board reviewed the CP5s for all the departments. The CP5s were approved for the following departments as submitted: Appraiser, Attorney, Clerk, Commission, Counselor, Courthouse General, Election, Health, Janitor, Coffey County Lake Employees, Noxious Weed, Recycling, Register of Deeds, and Treasurer. The CP5s were approved, as amended, for the following departments: Economic Development, Emergency Preparedness, Highway Department, Sheriff and Technology.
- 40.** Bill Bauer, Information Systems Administrator, met with the Board for final approval of a plat.
- 40 a.** Sipe moved to authorize and direct the Chairman to sign the final plat of Caldwell Second Subdivision, seconded by Sleezer. Motion carried.
- 41.** Sleezer moved to authorize and direct the Chairman to sign the Coffey

County Payroll Notice for Ellen E. Graham, S.T. Temporary Lake Gate Attendant at an hourly wage of \$6.97, and a classification of LE-I-c seconded by Crofts. Motion carried.

42. Jon Hotaling met with the Board regarding his department's salaries.

43. Sheriff Rogers met with the Board regarding exempt employees' salaries for his department.

44. The Board discussed the Technology Department salaries with the County Attorney as its department head.

45. Sleezer moved to recess into Executive Session at 2:22 p.m. for 5 minutes to include each of the Commissioners and the County Engineer to discuss personnel matters of non-elected personnel, seconded by Rowley. Motion carried.

46. The Board resumed regular session at 2:27 p.m.

47. Becky Jewett, Emergency Preparedness Coordinator, met with the Board to discuss salaries for her department.

48. Sleezer moved to authorize and direct the Chairman to sign the Certificate of Title to a Sheriff's Department vehicle, a 1998 Ford, VIN 2FAFP71WXWX126237, for trade-in to Crow-Moddie Ford, seconded by Crofts. Motion carried.

49. Sipe moved to adjourn the meeting at 4:23 p.m., seconded by Rowley. Motion carried.

#### **CORRESPONDENCE:**

##### Response Not Required

1. Community Corrections – Comprehensive Plan & Application Documents for Supervision of Adult Offenders
2. KAC Legislative Bulletin, Vol. 14, April 6, 2001
3. KAC Legislative Bulletin, Vol. 13, March 30, 2001
4. City of Burlington – Minutes, March 21, 2001
5. Solid Waste Upgrade – Newsletter, Vol. 5, No. 2

Minutes, April 9, 2001

Signed:

Attest:

Chairman

County Clerk

