

1. The Coffey County Commission Chambers opened at 8:00 a.m. Monday, June 23, 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, Fred Rowley, Jr., and Larry Crotts present. Also present were Vernon Birk, Coffey County Clerk, Doug Witteman, Coffey County Attorney, and Mary Bloomer, Administrative Coordinator.

2. Todd Bemis, Noxious Weed Director, presented and discussed specifications for a rental sprayer and authorization to solicit bids and purchase same. Michael Lawrence, Chemical Applicator Lead man, was also present for the discussion.

2 a. Rowley moved, upon the recommendation of the Noxious Weed Director, to solicit bids and purchase a rental sprayer, with funds to come from the Noxious Weed Capital Outlay Fund, seconded by Kirchner. Motion carried.

3. Sipe moved to approve the minutes of Monday, June 16, 2003, as corrected, seconded by Rowley. Motion carried, 4-yes, 0-no, 1-abstention, Crotts. Corrections were: Monday, June 16, 2003, add at end of paragraph 1, "Commissioner Crotts was absent." Paragraph 6, add "2003 Annual Conference" after (NACo). Paragraph 24, delete 'The new resolution fee was \$15 per ton, \$5.00 minimum', the last sentence will now read "and not start new rules on landfill fees until August 1, 2003 and on junk tires until October 1, 2003." Paragraph 26, in the second sentence, replace 'had requested' with "suggested".

4. **Consent Agenda**

- A. Approve insertion of the quarterly flyer from The Consortium in the June payroll envelopes.
- B. Move to authorize and direct the Chairman to sign the Coffey County Payroll Notices for CSA compensation for the month of June 2003 for Robert Reed as Acting Department Head, John Zuern as Zoning Administrator, and Darla Jones as Acting Department Head.
- C. Upon the recommendation of the Noxious Weed Director, move to authorize and direct the Chairman to sign the Coffey County Payroll Notice for Aaron Befort, S.T. Temp, Laborer, at a classification of M-I-a(-), and an hourly wage of \$7.26.
- D. Upon the recommendation of the Noxious Weed Director, move to authorize and direct the Chairman to sign the Coffey County Payroll notice for Joshua Lankton, S.T. Temp, Laborer, at a classification of M-I-a, and an hourly wage of \$7.51.
- E. Upon the recommendation of the Sheriff, move to authorize and direct the Chairman to sign the Coffey County Payroll Notice for Lori Owens, New Hire Dispatcher, at a classification of T/P-II-a, and an hourly wage of \$11.04. IPP

for time in position remains, however, the Sheriff requests a waiver of the \$0.25 reduction due to the time of the year of hiring.

- F. Upon the recommendation of the Sheriff, move to authorize and direct the Chairman to sign the Coffey County Payroll Notice for Darrell Hallowell, New Hire Jailer, at a classification of LE-II-a(-), and an hourly wage of \$9.46. IPP for time in position remains, however, the Sheriff requests a waiver of the \$0.25 reduction due to the time of the year of hiring.
 - G. Upon the recommendation of the Register of Deeds, move to authorize and direct the Chairman to sign the Coffey County Payroll notice for Linda Traylor, S.T. Temp, at a classification of C-IV-a(-) and an hourly wage of \$12.53. This is an extension of a previously approved payroll notice.
 - H. Move to authorize and direct the Chairman to sign 3 abatements to the Treasurer's tax roll in the amount of \$419.40.
- 4 a.** Merry moved to approve the Consent Agenda as submitted, seconded by Sipe. Motion carried.
- 5.** Kirchner moved to authorize and direct the Chairman to sign the Warranty Deeds related to the following properties in New Strawn: Lots 27, 28 and 29, Block 2, City of New Strawn and Lots 4 and 5, Block 2, City of New Strawn, seconded by Crofts. Motion carried.
- 6.** Crofts moved, upon the recommendation of the Sanitarian, to authorize and direct the Chairman to sign the FY 2004 Coffey County Local Environmental Protection Program Grant Application requesting a base funding request of \$7,000.00, seconded by Kirchner. Motion carried.
- 7.** Bill Walker, Coffey County Fire District #1 Administrator, presented and discussed his 2004 proposed budget request. Walker said the Board reduced the request approximately 2.4% from 2003. Walker also said the Medical First Responders are a large portion of the personnel budget. The Board commended Walker for the good job he has done. The budget request will be considered at a budget work session.
- 8.** Bradley Elder, Rick Elliott, and Kim Goodlove with Elliot Insurance Group, and Steve Zink with Professional Safety Resources, presented options for renewal of Coffey County Property and Liability Package Insurance. Elder strongly recommended implementing an extensive safety program, raising the deductible in certain instances and a risk management program. Elliott Insurance Group also requested a 3-year commitment of the renewal. The Board will take it under consideration. The anniversary date for property insurance is July 1, 2003.
- 9.** Daniel Haines, Mark Seaman and Nancy Alley, Coffey County Soil Conservation Service, and Andrew Burn and Robert Harkrader, Natural Resources Conservation

Service (NRCS), presented the proposed 2004 budget request in the amount of \$48,125.00. A \$2,000.00 expenditure was to be used for a grant request. The Board agreed unanimously to leave the \$2,000.00 in the General Fund to be used as needed. This would lower the budget request to \$46,125.00.

10. Jon Hotaling, Economic Development Director, presented the weekly report for the week of June 16, 2003.

11. Item No. 97-6; Hotaling spoke with Jodi Heermann of the Flint Hills Technical College in Emporia. She requested information on some of the businesses and industries in Coffey County. Hotaling mailed her a list of the manufacturing and larger retail, service and educational providers. Hotaling requested information from her about a possible tour of the technical college for the Coffey County Manufacturer's Association this fall.

12. Item No. 97-7; Hotaling attended the Coffey County Chamber of Commerce After 5 Networking meeting at the Coffey County Red Cross office. Representative from the Topeka Red Cross office provided an update of services available through the Capital Area Red Cross organizations including the Coffey County office.

13. Item No. 97-7; Hotaling met with Chamber Executive Director Sid Meeker to discuss the Chamber's budget for 2004 and to review the Tourism and Visitor's board meeting to be held in the courthouse basement on July 9th at 12 noon.

14. Item No. 98-8; Hotaling sent out draft budget proposals for the expenditures of the projected Transient Guest Tax revenue for 2004 to the Tourism board. Included in the mailing was additional information on the Tourism and Visitor's board, agenda for the July 9th meeting, and accounting of Guest Tax collections since enacted in 1998 (total collected since August 1998 is \$94,077.82). Hotaling also provided a Notice of a Public Meeting to the newspaper.

15. Item No. 01-5; Hotaling participated in a conference call for the Kansas Leadership Forum Board of Directors. Hotaling discussed the upcoming annual conference to be held in Colby on September 17th. Hotaling sent information on registration fees, agenda, a pre-conference newsletter and Distinguished Leader nominations to Ron Wilson, Huck Boyd Institute for Rural Development, and Cynthia Black, Kansas Leadership Forum Publicity Director.

16. Hotaling completed the draft budget request for the Coffey County Economic Development department for 2004.

17. Hotaling met with John Green, SEKAAA; Diana Gunlock and Nancy Jesse, Coffey County Employment Program; and Melinda Kline, SRS. The organizations involved discussed tying in some of the former SRS office services concerning employment into the Coffey County Employment Program. Hotaling requested

SEKAAA to provide an invoice for the final half payment for services they provide through the Coffey County Employment Program.

18. Rowley moved to approve the 2004 Coffey County Extension Council budget request in the amount of \$122,481.00, for the County's appropriation, which reflects seconded by Kirchner. Motion carried.

19. Hub Caspar, Coffey County Engineer, presented the weekly report dated June 23, 2003. Robert Reed, Road Supervisor, John Zuern, Administrative Assistant, Jeff Beyer, Landfill Supervisor, and Gene Rohr, Burlington, were also present.

20. Item No. 93-01; Road Permits Report: No Road Permits were issued during the past week.

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

22. Item No. 99-13; Landfill: Review and sign Construction/Demolition Landfill Certification. Review and approve resolution revising Landfill fees.

22 a. 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 Construction/Demolition Landfill Certification, seconded by Sipe. Motion carried.

23. Crofts moved to approve Resolution No. 498B, A RESOLUTION ADOPTING REVISED FEES FOR THE COFFEY COUNTY LANDFILL, seconded by Rowley. Motion carried.

24. Item No. 2003-24; Hot Mix Pavement: Sign contract documents for Project No. A2302-C.

24 a. Rowley 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 all documents with APAC-Kansas, Inc., Shears Division, as the contractor for Hot Mix Project No. A-2302-C, seconded by Kirchner. Motion carried.

25. Item No. 2003-25; Microsurfacing: Sign contract documents for Project No. A2301-C.

25 a. Sipe 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 all documents with Beachner Construction Co., Inc. as the contractor for Microsurfacing Project No. A-2301-C, seconded by Crofts. Motion carried.

26. Caspar reported the concrete test on a County bridge, located at 9th Road and Reaper Road, had a low break on the seven-day cylinder break test, therefore the bridge

is not open to traffic at this time. The 28-day break test will be done on July 9, 2003. Caspar will notify the concrete supplier of that date in the event he would like to be present.

27. Commissioner Kirchner reported a complaint from a constituent involving a County road directly above a watershed lake located on 8th Road between Contour Road and Dobbins Road. Caspar will follow-up on the matter.

28. Caspar also presented the Construction Zone report for the week of June 23, 2003.

29. Robert Hyde and Hope Edelman, board members, and Steve Lightle, Executive Director, Coffey County Housing Authority, presented the 2004 budget request in the amount of \$200,000.00. Lightle also discussed creating a Revolving Building Fund for the home building project; creating a Reserve Housing Fund; and the possibility of putting the Housing Authority back under the control of the Coffey County Commissioners. Lightle also mentioned having extra office space available if anyone needs it. The Board will consider the budget request at a budget work session. Victor Edelman was also present.

30. The Board recessed at 12:06 p.m. to attend the Business Appreciation lunch at Kelley Park and to the Coffey County Hospital at 1:00 p.m. for a work session on capital projects.

31. The meeting was called to order at 1:10 p.m. Present were: all five Commissioners, Kenneth Vaughn, Sam Robinson and Steve Lightle, Coffey County Hospital board members, Dennis George, Hospital Administrator, Gloria Badgley Lane, Risk Manager, Doug Witteman, Coffey County Attorney, and Vernon Birk, Coffey County Clerk.

32. George presented a Power Point presentation including History of the Hospital; Keeping the Promise of Care; Your Community Hospital – Today and Tomorrow; Keeping Pace with Technological Advances; 2003 Update on Coffey Health System; and The Future is Now.

33. Some of the upcoming projects discussed were upgrading the CAT Scan equipment; completing The Meadows plan to 48 apartments; nursing facility on The Meadows campus; and congregate living quarters.

34. Rowley moved to adjourn the meeting at 3:37 p.m., seconded by Sipe. Motion carried.

CORRESPONDENCE:

Response Optional

1. Governor Sebelius – Letter regarding statewide tree planting event
2. City of Burlington and City of New Strawn - Invitation

Response Not Required

3. City of New Strawn – Minutes (various dates)
4. Hawver’s Capitol Report: 6-18-03; 6-19-03; 6-20-03
5. League of Kansas Municipalities – Legislative Update
6. Whitney Damron – Update
7. Kansas Prevention – Newsletter
8. KDHE – Letter regarding Coffey County Sewer District #1
9. KDHE – Newsletter
10. City of Gridley – Minutes – June 3, June 4, & June 7, 2003

Minutes, June 23, 2003

Signed:

Attest:

Chairman

County Clerk