

1. The Coffey County Commission Chambers opened at 8:00 a.m. Monday, August 25, 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. Present for part of the meeting was Mark Petterson, Coffey County Republican Editor.

2. Chairman Merry reported receiving a call from Bill Walker, Coffey County Fire District No. 1 Administrator, requesting a burning ban for Coffey County. The Board was in complete agreement. Chairman Merry signed the Proclamation of a State of Local Disaster, effective at 9:00 a.m. August 25, 2003, for a seven-day period ending at 9:00 a.m. September 1, 2003. Becky Jewett, Emergency Preparedness Coordinator, was present for this discussion.

3. Rowley moved to approve the minutes of the August 18<sup>th</sup>, 2003 meeting as written, seconded by Crotts. Motion carried.

4. Becky Jewett, Emergency Preparedness Coordinator, submitted documents from the Kansas Water Office regarding the extremely hot and dry weather. Lt. Governor Moore signed Executive Order No. 03-19 proclaiming emergency status for 11 northeastern Kansas counties. Coffey County is currently under a drought warning (Executive Order No. 03-18).

**5. Consent Agenda:**

- A. Move to authorize and direct the Chairman to sign the EMC Statement of Values for the property portion of the County's insurance coverage.
- B. Move to approve payment of Kansas Cavalry re-enlistment fee for Gene L. Merry at a cost of \$200.00, with the funds to come from the General Fund, Commission Contract Services Line Item.
- C. Move to approve the advertisement for the Coffey County Housing Authority Board.
- D. Upon the request of the Coffey County Housing Authority Board, move to authorize and direct the Chairman to sign the Real Estate Mortgage release, acknowledging satisfaction in full the debt secured by Marilyn J. Bentley, regarding Lots 17, 18, 19 and 20 in Block 11 of Shea's Addition to the City of Burlington, Kansas.
- E. Move to authorize and direct the Chairman to sign 1 abatement to the Treasurer's tax roll in the amount of \$9.00.

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

- 6.** Crofts moved to recess into Executive Session at 9:16 a.m. for 10 minutes to include each of the Commissioners, the County Attorney, and the Administrative Coordinator to discuss personnel matters of nonelected personnel, seconded by Kirchner. Motion carried.
- 7.** The Board resumed regular session at 9:26 a.m.
- 8.** Dennis George, Coffey Health Systems Administrator, presented a preliminary site plan study for Coffey Health System. George said the plan is very preliminary and is part of long term planning. The total project would include: 14 single family independent living units, with club house; a Meadows assisted living unit similar to the existing building with 2-bedroom apartments. Total estimated project cost - \$19,847,661.00. The project can be done as a complete package or in phases. Eugene O'Mara, Coffey Health System Board Member, was also present.
- 9.** Steve Lightle, Coffey County Housing Authority Director, met with the Board to discuss building houses in area towns. The Board is in favor of doing so and suggested that Lightle look into acquiring lots in each of the area towns. Lightle said the house in Burlington that was recently built on Cumberland Street has been sold. The low-to-moderate income house on West Neosho Street has not been sold. Robert Hyde, Coffey County Housing Authority Board member, was also present.
- 10.** Jon Hotaling, Economic Development Director, presented the weekly report for the week of August 18, 2003.
- 11.** Item No. 95-9; Hotaling reviewed the minutes from the last Coffey County Strategic Planning meeting held in June and prepared agendas for the September 3<sup>rd</sup> meeting to be held at the Coffey County Hospital.
- 12.** Item No. 98-6; Hotaling attended the Southeast Kansas Regional Planning Commission Comprehensive Economic Development Strategy (CEDS) meeting and review. Hotaling reviewed 2002 goals and strategies and discussed new strategies and goals for the 2003-2004 plan. Each county is to provide all updated information to SEKRPC Executive Director Linda Weldon by September 30<sup>th</sup>. In October, the CEDS committee will meet again to make final revisions in the plan before it is submitted to the Economic Development Administration (EDA).
- 13.** Item No. 01-5; Hotaling participated in the Kansas Leadership Forum Board of Directors conference call. The organization is finalizing plans for the annual conference to be held in Colby on September 16<sup>th</sup> & 17<sup>th</sup>. Hotaling discussed the amendment to the constitution to allow institutional memberships.
- 14.** Item No. 03-2; Hotaling Emailed information to Hunter's Hope Foundation requesting the autographed footballs purchased at the celebrity auction be mailed out to purchasers.
- 15.** Hotaling attended the "Safety Works" training seminar put on by the Elliott Insurance Group.

- 16.** Hotaling faxed information to Ray Barmby on the financing available for a local business to expand operations.
- 17.** Hotaling met with a local business owner to review the application and checklist for Economic Development loans.
- 18.** Hotaling spoke with a State Representative and the KDOT Regional Engineer about a sign owned by a local business on Hwy. 75.
- 19.** Hotaling reviewed Rock Creek Woodworks loan documents and faxed information requested by Larry Hendricks. The court date is: September 16<sup>th</sup> at Federal Court in Kansas City, Kansas.
- 20.** Sipe moved to recess into Executive Session at 10:45 a.m. for 5 minutes 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 Rowley. Motion carried.
- 21.** The Board resumed regular session at 10:50 a.m.
- 22.** Rowley moved to re-enter Executive Session at 10:52 a.m. for 5 minutes 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 Kirchner. Motion carried.
- 23.** The Board resumed regular session at 10:57 a.m.
- 24.** Hub Caspar, Coffey County Engineer, presented the weekly report dated August 25, 2003. Robert Reed, Road Supervisor, and John Zuern, Administrative Assistant, were also present.
- 25.** Item No. 93-01; Road Permits Report: Two Road Permits were issued during the past week.
- 26.** Item No. 99-99; Zoning Permit/Applications Report: One Zoning Permit was issued during the past week.
- 27.** Item No. 99-13; Landfill.
- 28.** 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 Aquaterra Proposal No. 0103075 for Vertical Expansion Closure Assistance for a fee not to exceed \$64,095.00 to be paid from the General Fund, Landfill Capital Outlay Line (\$56,000.00) and General Fund, County General Capital Outlay Line (\$8,095.00), seconded by Crotts. Motion carried.
- 29.** Item No. 2003-21; Fall Clean Up Week: September 29 – October 4, 2003.

- 29 a.** Merry moved, upon the recommendation of the County Engineer, to approve designating the week of September 29<sup>th</sup> through October 4<sup>th</sup>, 2003, as “Clean-Up Week” in Coffey County and direct the County Clerk to publish approved notices in the local papers, seconded by Kirchner. Motion carried.
- 30.** Caspar also presented the Construction Zone Report for the week of August 25, 2003.
- 31.** Caspar also gave a concrete report of costs from surrounding areas.
- 32.** Chairman Merry reported that Burlington City has requested assistance from the County to stop the dust problem around Coffey County Hospital and Medical Center. The rock road along the north side by the Medical Center is causing dust problems. The street along the south side of the hospital also needs some finish work. Commissioner Rowley, Caspar and Reed will meet with Burlington City personnel to work out a solution to the problem.
- 33.** The Board is considering doing a quarterly audit on credit card purchases. There are no known problems but the Board felt with the recent media coverage in Shawnee County regarding P-card purchases warranted this action. After discussion it was decided the monthly review with the vouchers was an adequate review.
- 34.** Rowley moved to adjourn the meeting at 11:59 a.m., seconded by Kirchner. Motion carried.

## **CORRESPONDENCE:**

### Response Not Required

1. Coffey County Airport Board – Minutes of 6-11-03
2. Hawver’s Capitol Report – 8-15-03; 8-19-03; 8-20-03; 8-22-03
3. KAC - Legislative Bulletin
4. Coffey County Library Board – Calendar of Events – September 2003
5. Blue Cross Blue Shield of Kansas – Letter regarding Kansas Supreme Court Decision
6. City of Burlington – Minutes of August 6, 2003
7. Coffey County Housing Authority – Minutes of July 10, 2003
8. University of Kansas – Notice of Training

9. Groff & Berry, CPA – Audit of Coffey County Fire District No. 1 for the year ending 12-31-02
10. City of Lebo – Minutes of July 7, 2003 and July 21, 2003
11. City of Gridley – Minutes of August 4, 2003
12. Coffey County Fire District No. 1 – Minutes of July 21, 2003

Minutes, August 25, 2003

Signed:

Attest:

Chairman

County Clerk