

- 1.** The Coffey County Commission Chambers opened at 8:00 a.m. Monday, August 27, 2001, to individually review correspondence. Chairman Gene Merry called the meeting to order at 9:00 a.m. with members Fred Rowley, Jr., Johnnie Sleezer, Tim Sipe and Larry Crotts present. Also present were County Clerk Vernon Birk, Administrative Coordinator Mary Bloomer and County Attorney Doug Witteman. WCNOC Representative Jenny Hageman was present for part of the meeting.
- 2.** Sipe moved to approve the minutes of Monday, August 20, 2001, as corrected, seconded by Rowley. Motion carried. Corrections were: August 20, 2001, paragraph 31, add “a listing of existing agreements” after ‘writing’, delete ‘guidelines’ in second sentence and replace with “agreements”.
- 3.** Sleezer moved, upon the approval of the County Attorney, as to form, to approve the revised Coffey County Employee Assistance Program Policy, and further authorize the Administrative Coordinator to schedule training sessions, on site, for all employees with The Consortium, seconded by Crotts. Motion carried.
- 4.** Steve Lightle, Coffey County Housing Authority Director, met with the Board to update them on Housing Authority projects. Lightle reported the home at 1405 Neosho, Burlington, has been sold and the home at 16<sup>th</sup> and Potomac has been started. CCHA will be on the panel tonight at the City of Waverly meeting concerning housing issues in their City. In addition, Lightle stated that the majority of contractors the Housing Authority uses have taken the HUD lead-based paint training, which qualifies them to work on all rehabilitation projects. The Board requested Lightle to review the Affordable Housing Spec Building Guidelines and offer any changes deemed appropriate.
- 5.** At approximately 9:30 a.m., the Board held a scheduled Public Hearing.
- 5 a.** Sleezer moved to enter into a public hearing regarding the disposal of forty-one (41) computers, seconded by Rowley. Motion carried.
- 6.** No persons from the public were present to comment on the disposal.
- 6 a.** Sipe moved to close this public hearing regarding the disposal of forty-one (41) computers, seconded by Rowley. Motion carried.
- 6 b.** Merry moved, upon the recommendation of the Information Systems Administrator and approval of the County Attorney, to dispose of forty-one (41) computers, various models and serial numbers, which are no longer required and cannot prudently be used for public purposes of Coffey County, and as such, should be donated to the following entities: seven (7) to Coffey County Library; six (6) to Coffey County Fire District No. 1; four (4) to Coffey County Hospital; five (5) to USD #243; fourteen (14) to USD #245; and one (1) DTK 286 with monitor, keyboard and mouse to be disposed of at the County auction on September 8, 2001, at the Coffey County Shop located at 1510 S. 6<sup>th</sup> Street, Burlington, seconded by Sipe. Motion carried.

- 7.** Crotts moved, upon the recommendation of the Housing Authority Director, to authorize and direct the Chairman to sign the letters to Kansas Department of Commerce and Housing regarding the 2001 HOME Investment Partnership Program, as well as the grant application for the 2001 Housing Rehabilitation program, seconded by Sipe.  
Motion carried.
- 8.** The County Clerk reported Lyle Herriott had called and cancelled his 10:00 a.m. appointment.
- 9.** Jon Hotaling, Economic Development Director, presented and discussed his weekly report for the week of August 20<sup>th</sup> to August 24<sup>th</sup>, 2001.
- 10.** Item No. 95-9; Hotaling discussed the agenda for the next Strategic Planning Committee meeting with the chairperson of the organization, Jane Hatch. The committee also needs a representative from the Gridley area and a replacement for Jackson George who served as the Lebo representative. Hotaling finalized the agenda for the upcoming September 5<sup>th</sup> meeting. The main topic will be on how the organization can assist the cities and the Housing Authority in the development of multi-family housing.
- 11.** Item No. 95-10; Hotaling received reimbursement from the Kansas Department of Wildlife and Parks City Lake Assistance Program to pay for nearly 50% of the cost of the steps and railings installed along the shoreline fishing area at Coffey County Lake.
- 12.** Item No. 95-29; Hotaling set up the meeting for the Leadership Coffey County Youth Program volunteers. The group will meet later this week in the courthouse basement to lay out curriculum for the first Leadership Coffey County Youth Program.
- 13.** Item No. 97-6; Hotaling completed the agendas for the Coffey County Manufacturer's Association meeting to be held at the hospital on September 12<sup>th</sup>. Hotaling invited representatives from several organizations to present information on job training programs including the new basic electronics apprenticeship program.
- 14.** Item No. 97-7; Hotaling met with the Chamber Brochure Committee to finalize the brochure. All corrections were made and the final draft will be sent to the printer. Hotaling provided the information on the Heartland 4-State Tourism Conference to the Chamber Director.
- 15.** Item No. 98-10; Hotaling worked with several SEK, Inc. members on the 1<sup>st</sup> annual SEK, Inc. golf tournament to be held as a fundraiser for SEK, Inc., on October 26<sup>th</sup>, at the Pittsburg Country Club. Hotaling also contacted several businesses about becoming sponsors for the golf tournament and the Sirolli Institute's Entrepreneur Facilitation training course to be held in November. Hotaling also is working with the Executive Committee and Director, Mike Mabrey, to explore a group insurance plan for SEK manufacturers.

- 16.** Item 00-2; Hotaling talked to the Coffey County Flight Instructor, Dan Dewald, about setting up a ground school scholarship program in conjunction with the 21<sup>st</sup> Century Community Learning Center.
- 17.** Hotaling met with a business prospect that is considering opening a retail business in Coffey County.
- 18.** Hotaling reviewed the loan application received from a local business owner.
- 19.** Hotaling requested a 10-minute Executive Session with the Board.
  - 19 a.** Sipe moved to recess into Executive Session at 10:36 a.m. for 10 minutes to include each of the Commissioners, the County Attorney, and the Economic Development Director to discuss confidential data relating to financial affairs or trade secrets of corporations, partnerships, trusts, and individual proprietorships, seconded by Sleezer. Motion carried.
- 20.** The Board resumed regular session at 10:46 a.m.
- 21.** Hub Caspar, Coffey County Engineer, presented the weekly report dated August 27, 2001. John Zuern, Administrative Assistant, was also present.
- 22.** Item No. 93-01; Road Permit Report: Three Road Permits were issued during the past week.
- 23.** Item No. 99-99; Zoning Permit/Applications Report: One Zoning Permit was issued during the past week.
- 24.** Item No. 99-13; Landfill: Dave Burke, with American Disposal, is requesting permission to haul solid waste from the City of Madison to the Coffey County Landfill after October 9, 2001 when Greenwood County will close their landfill.
  - 24 a.** In regard to the request, Caspar said Coffey County Landfill could receive an additional 10,000 tons/year of waste over what is produced in-County. The Board discussed tipping fees for Coffey County and surrounding counties. Coffey County is currently at \$15.00 per ton. Caspar will get back with Burke to get more information. Caspar reported an additional employee may be needed at the landfill after the 1<sup>st</sup> of the year.
- 25.** Caspar reported a broken frame on a 1994 scraper. He is looking into the cost to repair the scraper. Road and Bridge crews are currently installing the clay liner and the flexible membrane liner is scheduled to be installed next week.
- 26.** Sleezer moved, based upon the recommendation of the County Engineer and approval as to form by the County Attorney, to authorize and direct the Chairman to sign

the contract for Project No. LL2101-C – Landfill Liner, with Manhattan Environmental, Inc., seconded by Rowley. Motion carried.

**27.** The Lake Region Authority meeting is here in Burlington on September 18, 2001 at 9:00 a.m. After the meeting there will be a tour of the landfill construction site.

**28.** Item No. 2001-06; Mircrosurfacing – Project No. A2101-C: Contractor finished August 22, 2001.

**29.** Coffey County Clerk Vernon Birk reported having contacted Emporia Roofing Co. to do an inspection of the courthouse roof. They found it needed some maintenance work and will send a proposal.

**30.** Birk also reported Strawders and Daughters will be starting the process of reseeding the east and north portion of the courthouse lawn this week.

**31.** Administrative Coordinator Mary Bloomer reported on the progress of the security project proposals and also submitted a detail of the landfill costs to date.

**32.** Some of the Commissioners will be attending a town meeting at Waverly tonight at 7:30 p.m. to discuss housing issues.

**33.** The Board will sign warrants and vouchers Wednesday, August 29<sup>th</sup>, at 8:00 a.m., rather than 8:30 a.m. as previously published, in order to attend the funeral of Richard Ratzlaff at 11:00 a.m.

**34.** Sleezer moved to adjourn the meeting at 12:00 noon until 8:00 a.m. Wednesday, August 29<sup>th</sup>, to sign warrants and vouchers and to attend to any other County business that may arise, seconded by Rowley. Motion carried.

### **CORRESPONDENCE:**

#### Response Required

1. Coffey County Historical Society – Notice of Annual Meeting

#### Response Optional

2. University of Kansas – Notice of Seminar – Successful Supervision Skills for Road and Street Crew Leaders
3. University of Kansas – Notice of Seminar – 2001 Snow & Ice Control Workshop

#### Response Not Required

4. Coffey County Housing Authority – Minutes, July 5, 2001

5. Kerr Center for Sustainable Agriculture – Notice of World Food Day
6. Kansas Emergency Management – Newsletter, Summer 2001
7. USDA – Fact Sheet – West Nile Virus: Questions and Answers
8. KDOT – Letter and maps showing “Traffic on County Major Collector Roads Adjusted to 2001 Average Daily Volumes” for District 4.

Minutes, August 27, 2001

Signed:

Attest:

Chairman

County Clerk