

1. The Coffey County Commission Chambers opened at 8:00 a.m. Monday, November 5, 2001, to individually review correspondence. Chairman Gene Merry called the meeting to order at 9:00 a.m. with members Fred Rowley, Jr., Tim Sipe and Larry Crotts present. Johnnie Sleezer was absent due to another commitment. Also present were County Clerk Vernon Birk, Administrative Coordinator Mary Bloomer and County Attorney Doug Witteman. Mark Petterson, Coffey County Republican, and Jeannene Ryan, WCNOC Representative, were also present for part of the meeting.
2. Crotts moved to approve the minutes of Monday, October 29, 2001, as written, seconded by Sipe. Motion carried.
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 CSA compensation for Robert Reed as acting Department Head and John Zuern as Zoning Administrator for the month of November 2001.
  - B. Upon the recommendation of the County Engineer, move to authorize and direct the Chairman to sign the Coffey County Payroll Notice for Matthew Isch, New Hire Equipment Operator for the Paving Crew, at a classification of M-III-a(-) and an hourly wage of \$10.13.
  - C. Move to authorize and direct the Chairman to sign the Memorandum to Department Heads regarding Year-end Expenditures.
- 3 a. Sipe moved to approve the Consent Agenda as submitted, seconded by Rowley. Motion carried.
4. Commissioner Sleezer arrived at the meeting at 9:07 a.m.
5. Crotts moved to authorize and direct the Chairman to sign the Memorandum to all Coffey County Employees regarding the Employee Questionnaire, seconded by Sipe. Motion carried.
6. Sipe moved, upon the recommendation of the County Clerk, to waive the Coffey County Purchase Policy as to formal bidding requirements for good cause, said cause being that the contractor's past performance in performing maintenance on the courthouse HVAC System has been exemplary and to approve a three-year preventive maintenance service agreement with Chaney, Inc. beginning October 1, 2001 at a cost of \$5,750.00 per year, funds to come from Courthouse General, Contractual Service, and to authorize and direct the Chairman to sign same, seconded by Rowley. Motion carried.
7. The County Clerk reported he has had requests and inquiries about closing the courthouse on Monday, Christmas Eve, December 24, 2001.

- 8.** Crotts moved to close the Coffey County Courthouse at 12:00 noon on Monday, December 24, 2001 in observance of Christmas Eve, seconded by Sipe. Motion carried.
- 9.** Becky Jewett, Emergency Preparedness Coordinator, presented and discussed her monthly report for October. Jewett and the Board also discussed the pre-exercise held on Tuesday and Wednesday, October 30<sup>th</sup> and 31<sup>st</sup>, 2001. Jewett also invited the Board to a presentation on terrorism by Rory Shetler, Burlington Police Department, on Tuesday, November 6<sup>th</sup>.
- 10.** Sleezer moved to recess into Executive Session at 10:10 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.
- 11.** The Board resumed regular session at 10:15 a.m.
- 12.** Jon Hotaling, Economic Development Director, presented the weekly report for the week of October 29<sup>th</sup> to November 2<sup>nd</sup>, 2001.
- 13.** Item No. 95-9; Hotaling completed the agendas for the Strategic Planning Committee meeting to be held at the Coffey County Hospital on Wednesday, November 7<sup>th</sup>, and mailed them out to committee members.
- 14.** Item No. 95-21; Hotaling participated in the Emergency Plan Drill, serving as the Coffey County Public Information Officer, at the Information Clearing House in Topeka.
- 15.** Item No. 95-24; Hotaling attended the two-day 4-State Community Development Tourism Conference in Kimberling City, Missouri.
- 16.** Item No. 97-6; Hotaling mailed out information on the U.S. Small Business Administration seminar on Hub Zones to the Coffey County Manufacturer's Association members. The seminar will be held Tuesday, November 6<sup>th</sup>, in Garnett.
- 17.** Item No. 98-10; Hotaling prepared a list of donators to the 1<sup>st</sup> annual SEK, Inc. Golf Tournament Fundraiser and e-mailed it to Ann Charles, Chairperson of the SEK, Inc. Executive Committee.
- 18.** Hotaling also presented information on a U.S. Small Business Administration Seminar to be held Tuesday, November 6, 2001, at the Pioneer Restaurant in Garnett from 10:00 a.m. to 1:00 p.m.
- 19.** Hub Caspar, County Engineer, presented the weekly report dated November 5, 2001. Robert Reed, Road Supervisor, and John Zuern, Administrative Assistant, were also present.

20. Item No. 93-01; Road Permit Report: Six 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: Letter has been sent to KDHE requesting an extension for the old landfill until November 20, 2001. Update report.
23. Caspar also presented a letter from KDHE approving an extension of the vertical expansion landfill permit until December 1, 2001.
24. Coffey County Sheriff Randy Rogers and Undersheriff Kenny Roney were invited to attend this portion of the meeting.
25. Item No. 2001-06; Wolf Creek Request: Consider request by Wolf Creek for a gate across 16<sup>th</sup> Road just west of Oxen Lane. **This request is in regard to the access road to Stringtown Cemetery. It was later found that the request came from the Coffey County Sheriff and the Kansas National Guard.**
26. At the request of the Sheriff, Rowley moved to recess into Executive Session at 10:59 a.m. for 10 minutes to include each of the Commissioners, the County Attorney, the County Engineer, the County Sheriff, the County Undersheriff, the Highway Department Administrative Assistant, and the Road Supervisor to discuss matters relating to the security of a public building or facility, seconded by Sleezer. Motion carried.
27. The Board resumed regular session at 11:09 a.m.
28. Sipe moved to authorize and direct the County Engineer to place a gate to limit night time access to 16<sup>th</sup> Road immediately west of Planter Road, seconded by Rowley. Motion carried.
29. The Board discussed several other Road and Bridge matters.
30. The Board asked the County Engineer to look into some type of security measures for the patio area at the west lobby entrance of the courthouse.
31. Commissioner Sipe will be attending a Lake Region Authority Meeting tomorrow at Ottawa. Commissioners Sipe and Sleezer will be attending EAP training at the courthouse on Wednesday, November 7, 2001.
32. The County Courthouse will be closed next Monday, November 12, 2001, in observance of Veteran's Day. The regular Commission meeting will be held on Tuesday, November 13, 2001.

33. Sipe moved to adjourn the meeting at 11:55 a.m., seconded by Rowley. Motion carried.

**CORRESPONDENCE:**

Response Required

1. Coffey County Airport – Letter regarding airport closure.
2. Coffey County Historical Society – Invitation to Annual Covered Dish Dinner.

Response Optional

3. KDHE – Notice of Conference.

Response Not Required

4. KAC – Letter regarding KAC conference & Human Resource professionals.
5. KTECnology – Newsletter, November/December 2001.
6. Gene and Barbara Merry – Thank you.
7. LeRoy Cemetery Board – Thank you.
8. The Kiplinger Letter – Newsletter.
9. League of Kansas Municipalities – Newsletter.
10. State of Kansas - Kansas, Inc. – 2001 Annual Report

Minutes, November 5, 2001

Signed:

Attest:

Chairman

County Clerk