

1. The Coffey County Commission Chambers opened at 1:00 p.m. Tuesday, November 12, 2002, to individually review correspondence. Vice Chairman Tim Sipe called the meeting to order at 1:00 p.m. with members Johnnie Sleezer and Fred Rowley, Jr. Gene Merry and Larry Crotts were absent due to County business. Also present were Vernon Birk, County Clerk, Doug Witteman, County Attorney, and Mary Bloomer, Administrative Coordinator. Susan Maycock, WCNOC, was also present.
2. Sleezer moved to approve the minutes of Monday, November 4th and Friday, November 8th, 2002 as corrected. Corrections were: Monday, November 4, 2002, add after 4a. "5. Sleezer moved, upon the approval of the County Attorney as to form, to approve the Lien Affidavit and Agreement and Termination of Lease Agreement related to the former Andrews property and to authorize and direct the Chairman to sign same, seconded by Rowley. Motion carried." Add after paragraph 17, "18. Crotts moved to authorize the solicitation of bids for an excavation project below the boat ramps at Coffey County Lake with funding for the project to come from the Economic Development Special Expenditures Fund and the Coffey County Lake Operations Fund, seconded by Merry. Motion carried." Add after paragraph 20, "21. Merry moved, upon the recommendation of the County Engineer and the approval of the County Attorney, to find that approximately 100 tons of bentonite is no longer required, or cannot prudently be used for public purposes of the county and to sell such property for \$100.00 per ton FOB, to any appropriate buyers of same and to publish notice of this intent to sell two times in the official county newspaper, seconded by Sleezer. Motion carried." Corrections for Friday, November 8, 2002, paragraph 8, change '9:00 a.m.' to "1:00 p.m.", seconded by Rowley. Motion carried.
3. Rowley moved, upon the recommendation of the Administrative Coordinator and approval of the County Attorney as to form, to authorize and direct the Vice Chairman to sign the Service Agreement with Kansas Association of Counties to provide the annual supervisor training, at a cost of \$1,000, seconded by Sleezer. Motion carried.
4. Sipe moved, upon the recommendation of the Administrative Coordinator, to approve Form PP-24.2, a revised Employee Questionnaire, seconded by Rowley. Motion carried.
5. Rowley moved, upon the recommendation of the Administrative Coordinator, to approve the revised Section 24.8, with regard to the Employee Questionnaire, of the Coffey County Policy & Procedures Manual, seconded by Sleezer. Motion carried.
6. Sleezer moved to authorize and direct the Vice Chairman to sign the Memorandum to all Coffey County Employees regarding the Employee Questionnaire, seconded by Rowley. Motion carried.
7. Commissioner Sleezer reported to the Board that he would be resigning from the Joint Engineer District Advisory Board.

8. Sleezer moved to accept the resignation of Commissioner Sleezer as Coffey County Board Representative to the Joint Engineer District Advisory Board, effective immediately, seconded by Sipe. Motion carried.
9. Susan Mueller, Coffey County Health Administrator, presented the monthly Prescription Drug Program (PDP) for the month of October showing a savings to the Medicare clients of \$15,007.70. Mueller also presented a draft of a Regional Bio-terrorism Service Agreement for a 7-County area. Lyon County has agreed to act as host county for the preparation of a regional bio-terrorism preparedness plan. Other counties involved are Chase, Greenwood, Coffey, Wabaunsee, Morris, and Osage. Grant money through KDHE has been appropriated for this project.
10. The County Election Officer advised the Board a recount has been requested for Commission District No. 1.
11. Hub Caspar, Coffey County Engineer, presented the weekly report dated November 12, 2002. John Zuern, Administrative Assistant, was also present.
12. Item No. 93-01; Road Permits Report: No Road Permits were issued during the past week.
13. Item No. 99-99; Zoning Permit/Applications Report: One Zoning Permit was issued during the past week.
14. Item No. 2002-09; Intersection Analysis: Review Intersection Analysis for 22nd and Fauna Roads. **[The County Attorney will prepare a resolution regarding the same for action by the Board on November 25th, 2002.]**
15. Jon Hotaling, Economic Development Director, introduced the 2002 Leadership Class and also presented the weekly report for the week of November 4 to November 8, 2002.
16. **Item No. 95-9;** Hotaling attended the Coffey County Strategic Planning Committee meeting held at the Coffey County Hospital on Wednesday, November 6th. Hotaling presented information on Oldcastle; SEK, Inc. Legislative Council Issues for 2003; SEK Inc. Economic Development Council Meeting held at the Coffey County Museum on November 1st; e-commerce seminars; Leadership Coffey County; and Kansas Assemblies, Inc.
17. **Item No. 95-10;** Hotaling reviewed information prepared by the Coffey County Engineer's Office for the boat ramp excavation project. Hotaling mailed a copy of bid specs to Leonard Jirak of Kansas Wildlife & Parks. An ad will be published soliciting bids for the project and specs are available in the County Engineer's Office.
18. **Item No. 95-18;** Hotaling reviewed New Eagle Communications amortization schedule with Coffey County Treasurer. Hotaling also reviewed schedule with

representatives from New Eagle Communications. The county auditor provided the schedule that will be used by both the treasurer and the company to finish out the loan payments in 2005.

19. Item No. 97-6; Hotaling completed and mailed out agendas for the Coffey County Manufacturer's Association meeting to be held on Wednesday, November 13th, at the Coffey County Hospital.

20. Item No. 97-7; Hotaling attended the Coffey County Chamber of Commerce After 5 reception held in conjunction with the Lyon-Coffey Electric & J.E.M. LP Gas open house and exhibition by the Budweiser Clydesdales.

21. Item No. 98-6; Hotaling attended the Southeast Kansas Regional Planning Committee Executive Board Meeting in Chanute. Hotaling was elected vice-chairperson for 2003, pending approval by the General Commission.

22. Item No. 02-2; Hotaling updated accounting and delivered checks to Kansas Assemblies, Inc. representative. All equipment is in and line should be ready to operate at nearly full capacity by next week. Hotaling will finalize inventory of collateral in the next few weeks.

23. Hotaling attended the Lebo City Council Meeting to provide information on county loan guidelines and to offer assistance with the recruitment process for Dream Homes' building.

24. Present to observe the Commission Meeting from the Leadership Class were: Mary Walker, Sid Meeker, Rhonda Davis, Bonnie Heath, Carol Knight, Ronda Gilbert, and Kim Bowers.

25. Todd Bemis, Noxious Weed Director, met with the Board to request permission to advertise for a chemical applicator position.

25a. Sleezer moved on the recommendation of the Noxious Weed Director to advertise for a chemical applicator to fill a vacant position, seconded by Rowley. Motion carried.

26. Bemis reported the new recycling baler will be arriving on November 19, 2002.

27. Bemis also requested replacing a sprayer truck for the Noxious Weed Department. Bemis was advised to meet with the Vehicle Committee before taking any action.

28. Rowley moved to adjourn until 8:00 p.m. Thursday, November 14, 2002, to convene as a Canvass Board to canvass the results of the recount of the 1st District Commission race, seconded by Sleezer. Motion carried.

CORRESPONDENCE:

Response Optional

1. Kerkham Michael – Letter regarding KAC Conference.

Response Not Required

2. Hawver's Capital Report – 11-02-02; 11-05-02; 11-06-02; 11-07-02; 11-11-02
3. City of Burlington – Minutes of October 16, 2002.
4. Fourth Judicial District – Newsletter, November 2002.
5. Anderson County – Minutes of Joint Engineer District Advisory Board.

Minutes, November 12, 2002

Signed:

Attest:

Chairman

County Clerk