

- 1.** The Coffey County Commission Chambers opened at 8:00 a.m. Monday, December 11, 2000, to individually review correspondence. Chairman Gene Merry called the meeting to order at 9:00 a.m. with members Tim Sipe, Bill Knapp, Johnnie Sleezer and Perry Powell present. Also present were County Clerk Vernon Birk, County Attorney Doug Witteman, Administrative Coordinator Mary Bloomer, 3rd District Commissioner-Elect Fred Rowley Jr. and 2nd District Commissioner-Elect Larry Crotts. WCNOC Representative Jenny Hageman and The Republican Editor Mark Petterson were present for part of the meeting.
- 2.** Sleezer moved to approve the minutes of December 4, 2000 as corrected. Seconded by Knapp. Motion carried 4 yes 0 no 1 abstention, Sipe. Corrections were: Monday December 4th, 2000, paragraph 6, after ‘consider’, add “some of the” in last sentence. Add at end of paragraph 8b “and will remain a part-time job.” Add at end of paragraph 11a, “which includes cash and property improvements consistent with the lease purchase agreement.” Paragraph 18, line 2, delete ‘Hotaling’, add “Strawder”; and after ‘mailing’ add “FTE”. Paragraph 19, delete ‘Emporia’, add “Manhattan”. Paragraph 21, at end of first sentence add “pertaining to a matter not involving Coffey County.” Paragraph 22, add after ‘present’ in second sentence, “Jon Hotaling”.
- 3.** Register of Deeds Linda Traylor and Register of Deeds-Elect Gwen Birk, met with the Board to discuss readvertising for the Assistant Deputy/Clerk position opening in the Register of Deeds office. Four (4) applications were received from the original ad, but none were qualified. The position will be readvertised with the minimum qualifications requirements lowered to a Clerk II level. The original advertisement was for Clerk IV or III level.
- 3a.** Knapp moved, upon the recommendation of the Register of Deeds, to approve the revised advertisement for an Assistant Deputy/Clerk for a part time position in the Register of Deeds Office. Seconded by Sleezer. Motion carried.
- 3b.** Once the applicant is selected, if a revised Table of Organization is required it will be submitted with a recommendation with the payroll notice.
- 4.** Sipe moved, upon the approval of the County Attorney, to waive the thirty (30) day waiting period for health insurance coverage for the incoming county commissioners, Larry Crotts and Fred Rowley, Jr., making availability of coverage effective February 1, 2001. Seconded by Merry. Motion carried 3 yes 2 no, Powell and Knapp.
- 5.** Coffey County Appraiser Elysa Lovelady met with the Board to discuss end of year budget items including two (2) additional digital cameras (\$900.00 each), one (1) printer (\$1,500.00) and funds to set aside for GIS and hardware upgrades for 2001. The Board will be looking at year-end transfers probably next Monday.
- 6.** Knapp moved to recess into Executive Session at 10:03 a.m. for ten (10) 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 Sleezer. Motion carried.

6a. The Board resumed regular session at 10:13 a.m.

7. **CONSENT AGENDA:**

- A. Move to approve the Legal Holidays for Coffey County Employees **as amended** for the year 2001.
- B. Move to approve the Notice of Coffey County Employee and Elected Officials designated pay periods for the year 2001.
- C. 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 December 2000.
- D. Move to reappoint Gary Haas (District #5) to a 3-year term on the Coffey County Fire District #1 Board of Trustees, effective January 1, 2001 and ending December 31, 2003.
- E. Upon the recommendation of the Economic Development Director, move to reappoint Phil Griffin to a 2-year appointment to the Coffey County Tourism and Visitors Board, effective January 1, 2001 and ending December 31, 2002.
- F. Move to authorize and direct the Chairman to sign six (6) Orders for Refund of Taxes in the amount of \$4,080.40.

No. 4428 payable to Oshkosh/McNeilus in the amount of \$3,429.70 for the year 1999.

Reason: A total of three (3) 1998 Kenworth trucks are listed on Concrete Supply – take off Oshkosh/McNeilus.

No. 4429 payable to David J. Williams in the amount of \$11.62 for the year 2000.

Reason: Exempted trailer, Doc.#7989-TX.

No. 4430 payable to Terrence Warner in the amount of \$229.94 for the year 2000.

Reason: Take off – moved to Franklin County September of 1999, assessed in Franklin County.

No. 4431 payable to Todd A. Newkirk in the amount of \$312.90 for the year 2000.

Reason: All personal property is located in Lincoln Township tax unit – take out of Lebo City.

No. 4432 VOID.

No. 4433 payable to Terry Garrett in the amount of \$22.02 for the year 2000.
Reason: Exempted Diamond flat bed trailer, Doc.#2000-8912-TX.

No. 4434 payable to William Fry in the amount of \$74.22 for the year 2000.
Reason: Clerical error – appraised pontoon trailer as pontoon boat.

7a. Sipe moved to approve the Consent Agenda as ~~submitted~~ amended. Seconded by Knapp. Motion carried 4 yes 1 no, Powell. Commissioner Powell's no vote was regarding Item C only.

8. Knapp moved to authorize and direct the Chairman to sign the Coffey County Payroll Notice for Jeremiah Szambecki, at a change in classification from LE-II-b(-) to LE-III-a(-), and a change in wages from \$9.18/hour to \$10.68/hour, effective December 18, 2000. This is a promotion for Szambecki and he will be changing positions from Jailer to Deputy/School Resource Officer. Seconded by Sleezer. Motion carried.

9. Jon Hotaling, Economic Development Director, presented and discussed the weekly report for the week of December 4 to December 8, 2000.

10. Item No. 95-9; Hotaling attended the Coffey County Strategic Planning Committee meeting at the Coffey County Hospital on Wednesday, December 6, 2000. The committee passed a motion to provide a letter of support for the City of Burlington's grant application to KDOT for walking/biking trails. Secretary Mark Petterson will compose the letter.

11. Item No. 95-10; Hotaling conferred with Leonard Jirak on the 2001 fishing regulations for Coffey County Lake. Changes will reduce the length limit on smallmouth bass down to 16" from 18" and two (2) walleye may be kept but one (1) must be over 18". This should increase the number of fish harvested and provide for more fish to be weighed in during the Governor's Classic Tournament. New Coffey County Lake brochures will be printed in the next three (3) to four (4) weeks.

12. Item No. 95-24; Hotaling attended supervisor training presented by Diana Gunlock and John Green. Some good training exercises and information on improving attitudes in the workplace.

13. Item No. 98-6; Hotaling attended the SEKRPC Executive Committee Meeting and Semi-Annual SEKRPC General Commission Meeting in Erie, Kansas. Dave Burnett, Executive Director of SEKRPC, resigned effective December 31, 2000 to accept the Executive Directors position with the Midwest City, Oklahoma Chamber of Commerce. A search committee was appointed to begin the search for a new director for SEKRPC.

14. Item No. 98-10; Hotaling attended the annual meeting and dinner for SEK, Inc. in Chanute. Lieutenant Governor Gary Sherrer was the dinner speaker. Hotaling presented

highlights for 2000 and turned the chairmanship over to Ann Charles, Editor of the Parsons Sun. About seventy (70) people were in attendance. Hotaling provided two (2) Coffey County promotional baskets for silent auction. Baskets were also furnished by Parsons, Chanute and Iola.

- 15.** Hotaling provided a letter of support to the City of Burlington for their grant application to KDOT for construction of some walking/bicycle trails.
- 16.** Hotaling sent information on SBA loans to a retail business prospect.
- 17.** Hotaling also discussed and explained the revolving and non-revolving loan fund reports for the month of November.
- 18.** Hotaling requested an Executive Session with the Board.
- 18a.** Powell moved to recess into Executive Session at 10:37 a.m. for ten (10) minutes to include each of the Commissioners, the County Attorney and the Economic Development Director, to discuss matters which would be considered privileged in the attorney/client relationship. Seconded by Sleezer. Motion carried.
- 19.** The Board returned to regular session at 10:47 a.m.
- 20.** Merry moved, upon approval of the County Attorney as to form, to accept the bid of Palmetto Holdings, L.L.C., opened and considered at the Board of Coffey County Commissioners' regular meeting held December 4, 2000, and to dispose of the property commonly known as Lot 1, Block 1, Burlington, Industrial Park #2, First Plat, pursuant to the terms of the 5-year lease purchase provisions contained therein. Seconded by Knapp. Motion carried.
- 21.** Sipe moved to adopt Resolution No. 639-A, A RESOLUTION TO PROVIDE ADDITIONAL FUNDING TO THE COFFEY COUNTY WATERSHED ASSISTANCE FUND. Seconded by Sleezer. Motion carried.
- 22.** Sleezer moved, upon the recommendation of the Technology Committee and Bill Bauer, Information Systems Administrator, and approval of the County Attorney as to form, to authorize the Chairman to sign the Contract for Services with Rossini Management Systems, Inc. to provide monthly support services and Internet Web Site Submittal Services, with funds to come from Economic Development, Special Expenditures Line. Seconded by Sipe. Motion carried.
- 23.** Powell moved, upon the recommendation of the County Clerk, to authorize and direct the Chairman to sign the Application (for approval) and Retail Dealer's License for the year 2001 for Cedar Valley Investments LLC Amoco Travel Center located at 2754 US Hwy NW, Lebo, KS. Seconded by Sleezer. Motion carried.

- 24.** Sleezer moved, upon the recommendation of the Sheriff and approval of County Attorney, that the bid submitted by Crow-Moddie Ford be approved as the best bid, and that two (2) 2001 Ford Crown Victoria Police Interceptors be purchased according to the terms of the bid, with funds to come from the Year 2001 Sheriff's Department budget. Seconded by Merry. Motion carried.
- 25.** Robert Reed, Road Supervisor, presented the weekly report dated December 11, 2000. John Zuern, Administrative Assistant was also present.
- 26.** Item No. 93-01; Road Permit Report: One (1) Road Permit was issued during the past week.
- 27.** Item No. 99-99; Zoning Permit/Applications Report: No Zoning Permits were issued during the past week.
- 28.** Item No. 2000-15; Courthouse Lighting – Project No. 2000-COURT: Zuern reported additional lighting fixtures were received today (12-11-2000) and Thweatt Electric will continue with installation this afternoon.
- 29.** Item No. 2000-29; 2000 Bridge Inspection: Summary of changes – Approve Resolution for Posting of Bridges.
- 30.** Sleezer moved, upon recommendation of the Coffey County Engineer, to approve Resolution No. 655A ESTABLISHING WEIGHT LIMITATIONS FOR CERTAIN BRIDGES IN COFFEY COUNTY, KANSAS. Seconded by Knapp. Motion carried.
- 31.** Item No. 2000-30; Salina Surveyors Conference: Request authorization to send Fred Walrod, John Truelove, Mike Mast and Hub Caspar to the Kansas Society of Land Surveyors Conference at Salina on January 11, 12, & 13, 2001. Registration is \$175.00 per person for members and \$275.00 for nonmembers. The request was approved by the Board.
- 32.** Knapp moved to recess into Executive Session at 11:15 a.m. for five (5) minutes to include each of the Commissioners, Robert Reed, and the County Attorney to discuss matters which would be deemed privileged in the attorney/client relationship. Seconded by Sleezer. Motion carried.
- 33.** The Board resumed regular session at 11:20 a.m.
- 34.** Commissioner Knapp requested a formalized schedule of events and a briefing each week regarding the progress of the new Subtitle D Coffey County Landfill. Commissioner Merry requested information regarding the County's contractual arrangements with Nelson Quarries.
- 35.** The Board discussed the letters received from those people interested in serving on the Coffey County Hospital Board.

36. The Emergency Preparedness Coordinator will be asked to meet with the Board next Monday to discuss emergency procedures.

37. Kenneth Vitt, 2075 Lynx Rd NW, Lebo, met with the Board regarding a fence issue. The County Attorney explained the procedure for getting a fence viewing by members of the Board. Mr. Vitt then left the meeting to get additional information.

38. The Administrative Coordinator reported no applications were received for the Coffey County Fire Board position being vacated.

39. Commissioner Merry reported on the progress of goals he had set for this year. Merry said they are on schedule.

40. The Board discussed contract employees and upcoming contract renewals and employee evaluations. Bloomer was directed to provide the Board with a listing of department heads/contract employees (non-elected) to discuss scheduling employee evaluations.

41. Mr. Vitt returned to the Commission room with a written request for a fence viewing.

41a. Knapp moved to appoint Perry Powell and Tim Sipe to be the Commission representatives as fence viewers upon the request of Kenneth Vitt. The subject fence will be viewed at a time subsequently established and notice thereof will be provided by the County Attorney. Seconded by Sleezer. Motion carried.

42. Sleezer moved to appoint Sandra Robinson, Eugene O'Mara and Steve Lightle each to 3-year terms to the Coffey County Hospital Board of Trustees, effective January 2, 2001 and ending January 1, 2004. Seconded by Powell. Motion carried.

43. Sleezer moved to adjourn the meeting at 12:25 p.m. Seconded by Powell. Motion carried.

CORRESPONDENCE

Response Required

1. Sandra Robinson - Letter regarding position on Hospital Board
2. Steve Lightle - Letter regarding position on Hospital Board
3. Cindy Makar - Letter regarding position on Hospital Board
4. Eugene O'Mara - Letter regarding position on Hospital Board

Response Optional

5. Hutinett, Schlotterbeck & Burns - Invitation to retirement party

Response Not Required

6. City of Burlington - Letter regarding the city's internet addresses
7. City of Burlington - Minutes – November 15, 2000
8. City of Waverly - Minutes – November 13, 2000
9. KDOCH- Newsletter – Winter 2000
10. Whitney Damron - Letter regarding Legislative Leadership Race Results
11. TowerSentry - Subscriber All Events Report
12. US Army Corps of Engineers - Monthly Public Notice
13. U.S. Nuclear Regulatory Commission - Letter regarding Midcycle Performance Review and Inspection Plan - Wolf Creek
14. Hutinett, Schlotterbeck & Burns - Council on Aging, Inc - Audit ended 12/31/99
15. James Bloomer - Letter regarding non-reappointment of his position on Coffey County Fire District #1 Board

Minutes, December 11, 2000

Signed:

Attest:

Chairman

County Clerk