

1. The Coffey County Commission Chambers opened at 8:00 a.m. Monday, December 16, 2002, to individually review correspondence. Chairman Gene Merry called the meeting to order at 9:00 a.m. with members Tim Sipe, Johnnie Sleezer, Larry Crotts and Fred Rowley, Jr. present. Also present were Vernon Birk, Coffey County Clerk, Doug Witteman, Coffey County Attorney, and Mary Bloomer, Administrative Coordinator. Present for a portion of the meeting were Commissioner-elect Kraig Kirchner, WCNO Representative Jeannene Ryan, and Coffey County Republican Editor Mark Petterson.

2. Rowley moved to approve the minutes of December 9, 2002 as written, seconded by Crotts. Motion carried.

3. Sipe moved to approve the minutes of December 13, 2002 as corrected, seconded by Sleezer. Motion carried, 4-yes, 0-no, 1-abstained, Merry. Corrections were: December 13, 2002, change 'November' to "December"; add at end of paragraph, "Chairman Merry was attending to other County business."

4. Consent Agenda:

- A. Move to authorize the County Clerk to sign the Annual Township Reports for Ottumwa and Star Townships.
- B. Upon the recommendation of the Sheriff, move to authorize and direct the Chairman to sign the Coffey County Payroll Notice for Kenny Hoskins, New Hire Jailer, at a classification of LE-II-b and an hourly wage of \$9.87.
- C. Move to approve the Notice to Coffey County Employees and Elected Officials regarding designated pay periods for 2003.
- D. Move to approve the Legal Holidays for Coffey County Employees during the calendar year 2003 and New Years Day 2004.
- E. Move to approve payment of 2003 membership fee of \$35.00 for John Zuern, Zoning Administrator, to the Kansas Association of County Zoning and Planning Officials, with funds to come from Courthouse General, Contractual Services Line.
- F. Move to authorize the Chairman to sign 2 abatements to the Treasurer's tax roll in the amount of \$137.66.

4a. Sipe moved to approve the Consent Agenda as submitted, seconded by Merry. Motion carried.

5. Crotts moved to authorize and direct the Chairman to sign the letter to a former employee regarding a health insurance refund, seconded by Rowley. Motion carried.

6. Sleezer moved to authorize and direct the Chairman to sign the letter regarding a wage grievance, seconded by Merry. Motion carried.

7. Rowley moved to authorize and direct the Chairman to sign the Cereal Malt Beverage License for Cedar Valley Investments, LLC, dba Amoco Travel Center, seconded by Sipe. Motion carried.
8. Rowley moved to authorize and direct the Chairman to sign the application and Notice to Lincoln Township Board for a Cereal Malt Beverage license for S&S Oil and Propane Co., dba S&S Lebo Plaza, seconded by Crotts. Motion carried.
9. Steve Lightle, Coffey County Housing Authority Director, updated the Board on the revenue and expenses for the year 2002 through November. Lightle also submitted a list of 18 homes that had qualified for grant funds for some type of rehabilitation when the Housing Authority was notified the state was ceasing Coffey County funding. Lightle said to help with the loss of grant funds, the Housing Authority is attempting to have those homeowners cost share a portion of the rehabilitation.
10. Sleezer moved to recess into Executive Session at 9:32 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 Sipe. Motion carried.
11. The Board returned to regular session at 9:37 a.m.
12. Jane Hatch, Coffey County Library Administrator, met with the Board to discuss ways the library could assist the County in response to the Governor's action to withhold demand transfer funds to counties and cities. The automated library management system that offers a unified card catalog for all Coffey County library branches and the USD 244 libraries was scheduled for upgrade in 2004. Library representatives from Kansas, Oklahoma and Missouri met in Kansas City last Friday with the new CEO of the automation system vendor. Based upon that discussion, it appears that the present version of the system will be supported beyond 2005. A new product is in development but current Dynix software users will not see significant enhancements until 2005. The library and USD 244 agreed to relieve the County from a scheduled transfer to the Library Computer Automation Fund for 2002. The outlook for valuation of state assessed property and several expenditures in which the library participates with the County were discussed. The County Health Nurse uses branch meeting rooms in several branches monthly for health screenings. Discussion of additional methods to use library facilities and services to contain costs were explored. The Board asked Hatch to review existing programs and also asked that no new programs be added in 2003. Jackie Clarkson, Financial Resource Specialist, and Mary Leigh Dyck, Information Services Specialist, were also present.
13. Elysa Lovelady, Coffey County Appraiser, reported she has been in contact with Joe Rolf, Rossville, Kansas, who has appraisal experience and would be available for contract work in January 2003. Lovelady will work out the details. Also discussed was a new change order program implemented by Infinitec. The program involves the Appraiser, Treasurer and Clerk's offices. JoAnn Raaf, County Treasurer, and Rose Yoho, Head Deputy Clerk, were also present for the discussion.
14. Lovelady requested an Executive Session with the Board.

- 14 a.** Sipe moved to recess into Executive Session at 10:25 a.m. for 5 minutes to include each of the Commissioners, the County Attorney and the County Appraiser to discuss personnel matters of non-elected personnel, seconded by Sleezer. Motion carried.
- 15.** The Board resumed regular session at 10:30 a.m.
- 16.** Jon Hotaling, Economic Development Director, presented the weekly report for the week of December 9th to December 13th, 2002.
- 17.** Hotaling presented the bids for the Coffey County Lake Boat Ramp Approved Excavation project. Hotaling reported only one bid was received from Skillman Construction in the amount of \$27,000.00. Randy Rogers, Coffey County Sheriff, was also present for the discussion.
- 17 a.** Merry moved, upon the recommendation of the Economic Development Director and approval of the Sheriff and the County Attorney, to approve the bid of Skillman Construction in the amount of \$27,000.00 for the Coffey County Lake Boat Ramp Approach Excavation project as the best bid and award the project to Skillman Construction, funds to come from the Lake Maintenance and Operation Fund, seconded by Crotts. Motion carried.
- 17 b.** Lake Maintenance Operation Funds are not generated from ad-valorem tax dollars.
- 18.** Item No. 95-10; Hotaling attended the bid opening for Coffey County Lake Boat Ramp Excavation project. Hotaling only received one bid (Skillman Construction) in the amount of \$27,000.00. The project would be completed in 20 days. Hopefully the Sheriff's Department would have 50% of the funds available from the Lake Maintenance and Operation Fund. Fifty percent (50%) could come from the Economic Development Special Expenditures. With over 4,000 visitors last year and the annual Governors Classic event, the lake still provides a major positive economic impact for the County.
- 19.** Item No. 95-21; Hotaling attended WCNO Media Day at the Eisenhower Learning Center. Hotaling reviewed the plant operation and an extensive presentation on the plant security. Some of the changes put in place after 9-11 were highlighted.
- 20.** Item No. 95-25; Hotaling gathered data on the local economy and on various County Economic Development programs for the radio program on KSNP, Saturday, December 14, 2002.
- 21.** Item No. 95-29; Hotaling discussed Kansas Health Foundation's leadership training program with Rita Dawson and Martha Newkirk (lead volunteers). Dawson could probably commit to attending all sessions. After Hotaling gets additional information on the cost of implementing the program, a final decision will be made.

- 22.** Item No. 02-3; Hotaling met with Martha Newkirk to get sale prices of vacant land sold by the City over the past 10 years. Most of the land was Highway 75 frontage and sold for an average of \$3,075.00 per acre.
- 23.** Hotaling mentioned he is working on a booklet entitled 'Discover Coffey County'. This project is in conjunction with the Coffey County Museum and Historical Society.
- 24.** Crotts moved to enter into a budget hearing for the purpose of hearing and answering any objections of taxpayers, relating to an amendment of the Solid Waste Fund within the Coffey County year 2002 budget and the amount of proposed 2002 expenditures for that fund, seconded by Merry. Motion carried.
- 24 a.** Hub Caspar, County Engineer, explained the Solid Waste Fund was an enterprise fund and there were no taxes levied. The difference of \$60,000.00 expenditures was due to the purchase of a new trackloader for the landfill and maintenance on current equipment.
- 24 b.** Sipe moved to close this budget public hearing, seconded by Rowley. Motion carried.
- 24 c.** Merry moved to approve the amendment of the Solid Waste Fund within the year 2002 Coffey County budget. The amendment approves an increase in expenditures from \$145,000.00 to \$205,200.00, seconded by Rowley. Motion carried.
- 25.** Hub Caspar, Coffey County Engineer, presented the weekly report dated December 16, 2002.
- 26.** Item No. 93-01; Road Permits Report: Two (2) Road Permits were 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. 99-13; Landfill: Caspar presented the landfill report for December 5, 2001 to December 5, 2002.
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| Solid Waste | 6322.12 tons |
| Construction Debris | 1741.65 tons |
| Industrial Waste | 115.89 tons |
| Tire Bales | 185 tons |
| Total to Cell | 8364.66 tons |
- 29.** The heavy dump truck bids are scheduled to be opened at 2:00 p.m. Wednesday, December 18, 2002. After discussion, it was decided the bid specs will remain as presented to the bidders.
- 30.** Several other minor Road and Bridge matters were discussed.

- 31. Chairman Merry reported on a recent Kansas Association of Counties meeting.
- 32. A staff meeting luncheon is scheduled for noon today and one of the topics will be departmental budget restraints for the year 2003.
- 33. The Board recessed to the basement for the lunch at 11:52 a.m.
- 34. Commissioners Merry, Sipe and Crofts returned to the Commission room at approximately 1:35 p.m.
- 35. Commissioner Sipe will be in Mound City for Lake Region Authority on Tuesday. Commissioners Merry, Sipe, Rowley and Crofts will attend a reception and luncheon at the hospital on Wednesday.
- 36. Sipe moved to adjourn the meeting at 1:42 p.m., seconded by Crofts. Motion carried.

CORRESPONDENCE:

Response Required

- 1. KDOC & H – Letter regarding designation as a non-metropolitan region.

Response Not Required

- 2. James Haines – Thank you.
- 3. City of Gridley – Minutes of 12-2-02
- 4. Coffey County Airport – Minutes of 11-13-02
- 5. Hawver’s Capital Report – 12-9-02; 12-10-02; 12-12-02
- 6. Fourth Judicial District – Newsletter
- 7. Lake Region RC&D – 2002 Annual Report

Minutes, December 16, 2002

Signed:

Attest:

Chairman

County Clerk