

1. The Coffey County Commission Chambers opened at 8:00 a.m. Monday, July 2, 2001, to individually review correspondence. Chairman Gene Merry called the meeting to order at 9:00 a.m. with members Tim Sipe, Fred Rowley, Jr., Johnnie Sleezer and Larry Crotts present. Also present were County Clerk Vernon Birk, County Attorney Doug Witteman and Administrative Coordinator Mary Bloomer. WCNOC Representative Jeannene Ryan and The Coffey County Republican Editor Mark Petterson were present for part of the meeting.

2. Sleezer moved to approve the minutes of June 25, 2001 as written, seconded by Rowley. Motion carried.

3. Sleezer moved to approve the minutes of June 28, 2001 as amended, seconded by Merry. Motion carried, 4-yes, 1-abstained, Sipe. Amendments were: Insert new paragraph "3. Commissioner Sipe left the meeting at approximately 9:15 a.m."

4. **CONSENT AGENDA:**

A. Upon the recommendation of the Sanitarian, move to authorize and direct the Chairman to sign the Coffey County Health Department's Local Environmental Protection Plan Grant Agreement with the Kansas Department of Health and Environment, with the amount of base funding of \$8,385.00.

B. Move to conduct the annual review of the County Appraiser during the month of June of each year, beginning with June 2002, subject to criteria to be determined.

C. Move to authorize and direct the Chairman to sign the letters to Department Heads and the Subordinate Board regarding the joint auction.

D. Move to authorize and direct the County Clerk to sign the Specs for Auctioneer Services.

E. Move to authorize and direct the County Clerk to publish the Notice for Auctioneer Services.

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

5. Sipe moved, to appoint Bud Redding to fill the unexpired term of Donna Wallace to the Coffey County Housing Authority Board, effective immediately and ending October 26, 2002, seconded by Rowley. Motion carried.

6. A fence viewing is scheduled for 10:00 a.m. Friday, July 6th, at the request of David Hudson. Fence viewers are Commissioners Rowley and Sipe.

7. Becky Jewett, Emergency Preparedness Coordinator, presented and explained her monthly report for the month of June, 2001. Jewett also said she will be hosting an Exercise and Design and Evaluation Course on July 10th – 13th. The course is sponsored by the Kansas Division of Emergency Management (KDEM) and Coffey County. Jewett commented it will bring in approximately thirty (30) out-of-county people for the 4-day course.

8. Bill Walker, Coffey County Fire District No. 1 Administrator, submitted the Fire District 2002 budget request in the amount of \$725,000.00. This is the same budget as 2001. Walker also said he and his wife Mary made a good move when they decided to come to Coffey County. The Board commented that the Fire District is definitely running better since their arrival.

9. Steve Lightle, Coffey County Housing Authority Director, met with the Board to discuss a possible carryover in the 2001 budget. Lightle is proposing to establish a Coffey County Housing Revolving Fund to use toward the new house construction program. The Board agreed.

10. Jon Hotaling, Economic Development Director, presented his weekly report for the week of June 25th to June 29th, 2001.

11. Item No. 95-3; Hotaling met with a Bargain Center prospect. The prospect will meet with his banker about financing the purchase of the building and roof repairs. The prospect had previously arranged financing for inventory and other improvements and is not sure he will be able to obtain the financing for the additional funds needed to repair the roof and purchase the building up front in the process.

12. Hotaling spoke with the prospect interested in the Country Critters building. Due to the delay in the foreclosure process and the poor condition of the building, he is no longer interested in locating in the building. He is considering other options and locations.

13. Hotaling met with Martha Newkirk and Dan Allen to review flood plain and zoning concerning the Country Critters buildings. The buildings on the east and west end of the block are in the 100-year flood plain. The buildings in the center of the block are not in the 100-year flood plain. A new building could be constructed in the center of the block in the future. The block is zoned for "Light Industrial".

14. Item No. 95-4; Hotaling drafted a proposal for lease payments from Kansas Die Casting and Manufacturing, Inc. on the B&T Textron 600 Ton Die Cast Machine, model #390-03 that was previously sub-leased to AMPRO. Upon approval of the County Commission and the County Attorney, Hotaling will submit the proposal to Kansas Die Casting and Manufacturing, Inc. for further consideration and negotiation.

15. Item No. 97-6; Hotaling spoke with a citizen who was interested in the Basic Electronics Apprenticeship Program. Hotaling will be meeting with Vicky Vineyard of

the Coffey County Academy of Learning and Diana Gunlock of the Coffey County Employment Program to further review the program and develop methods to market the program to students and area manufacturers.

16. Item No. 97-7; Hotaling attended the Coffey County Chamber of Commerce Brochure Committee meeting. The committee is finalizing the photo selection and should have the design completed in a few weeks.

17. Item No. 98-8; Hotaling mailed the agenda, the draft budget and other pertinent information for the July 10th Tourism and Visitor's Board meeting to be held at the Coffey County Museum. Hotaling submitted the meeting notice to the Coffey County Republican for publication.

18. Item No. 00-2; Hotaling attended the 21st Century Community Learning Center Advisory Council (CCLC) meeting. Activities will be winding down as the summer program ends. Nearly 150 children enjoyed various summer activities through the CCLC this year. Activities included swimming, summer movies, pottery, gardening, artwork, Spanish and much more. Hotaling also attended the CCLC appreciation dinner Wednesday evening.

19. Hotaling submitted the Economic Development Department proposed budget for 2002 to the County Clerk. Expenditures for the proposed budget are the same as 2001 with a slight reduction in public support funds requested due to a small carryover projected from the 2001 budget.

20. Hotaling attended the Department Head meeting.

21. Hotaling prepared the questionnaires for the 4-H Ambassador's interviews to be conducted on July 2, 2001.

22. Hotaling sent information on the Enterprise Zone Sales Tax Exemption application to a local business considering expansion.

23. Hotaling also discussed a recycling grant program that may be available for starting a scrap metal service in Coffey County. Hotaling will get more information and bring it back to the Board.

24. Hub Caspar, Coffey County Engineer, presented and explained his weekly report dated July 2, 2001. Robert Reed, Road Supervisor, and John Zuern, Administrative Assistant, were also present.

25. Item No. 93-01; Road Permit Report: No Road Permits were issued during the past week.

26. Item No. 99-99; Zoning Permit/Applications Report: One Zoning Permit was issued during the past week.

- 27.** Item No. 2001-07; US 75 – Bridge North of Burlington: Bridge repair is now complete and weight restrictions have been removed as of June 27, 2001.
- 28.** Item No. 2001-09; County Engineer’s Office Hours: Attached to the Engineer’s report was a four (4) month log of telephone calls and visitors to the County Engineer’s office. This log is for the months of April, May, June and July, 1999 between the hours of 4:00 p.m. and 5:00 p.m. There is someone in the County Engineer’s office by 6:30 a.m. every working day. The County Engineer found this to be the time of day when the majority of telephone calls and several visitors begin to come in. Activity from these telephone calls and visitors usually increases beginning at 7:00 a.m. and there are times when office personnel present in the office at that time of day have difficulty handling the volume of calls and visitors. In order to better serve the public, the County Engineer requested that his office hours be changed to 7:00 a.m. to 4:00 p.m., Monday through Friday.
- 28 a.** Sleezer moved, based upon the recommendation of the County Engineer, to approve changing the office hours for the County Engineer’s office to 7:00 a.m. to 4:00 p.m., Monday through Friday, effective July 9th through October 1, 2001, seconded by Rowley. Motion carried, 4-yes, 1-no, Sipe.
- 29.** Item No. 2001-10; Concrete Forming Materials: Request authorization to solicit sealed bids for Concrete Forming components to supplement current Symons Forms.
- 29 a.** Sleezer moved to approve the County Engineer’s request to solicit sealed bids for concrete forming materials, seconded by Sipe. Motion carried.
- 30.** There was some discussion regarding an informal inspection of the construction of a KDHE permitted hog farming facility by qualified Coffey County personnel. The County Attorney will contact the owner’s legal counsel regarding the matter.
- 31.** The County Engineer distributed the Work Order Inquiry Report.
- 32.** Sleezer moved to recess into Executive Session at 11:40 a.m. for 5 minutes to include each of the Commissioners, the County Attorney, the County Engineer, and the Road Supervisor, to discuss personnel matters of non-elected personnel, seconded by Rowley. Motion carried.
- 33.** The Board resumed regular session at 11:45 a.m.
- 34.** Dan Andrews, Executive Director, and Paula White, Area Director, C.O.F. Training Services, presented the 2000 Annual Report for C.O.F. Training Services. Andrews said they have 41 full time employees at the Burlington site and an annual budget of \$1.8 million. Andrews said the needs are continually expanding and the services keep expanding. They also presented their 2002 budget request for Coffey County in the amount of \$157,000. Andrews said the expansion project is on schedule.

35. Sipe moved to adjourn the meeting at 12:05 p.m., seconded by Rowley. Motion carried.

CORRESPONDENCE:

Response Required

1. Kansas Supreme Court – Letter regarding non-lawyer member Fourth Judicial District.
2. Neill, Terrill & Embsee – Letter regarding Primestar/Time Warner Satellite Tax Exemption Application

Response Not Required

3. U.S. Department of Commerce – Brochure regarding the Count Question Resolution
4. Coffey County Housing Authority – Memo regarding State Grant Monitoring.
5. Whitney Damron – Letter regarding 2001 Interim Study Topics

Minutes, July 2, 2001

Signed:

Attest:

Chairman

County Clerk