

1. The Coffey County Commission Chambers opened at 8:00 a.m. Tuesday, January 20, 2004, to individually review correspondence. Chairman Gene Merry called the meeting to order at 9:00 a.m. with members R. Kraig Kirchner, Tim Sipe, Fred Rowley, Jr. and Larry Crotts present. Also present were Vernon Birk, Coffey County Clerk, and Mary Bloomer, Administrative Coordinator. Present for part of the meeting were Mark Petterson, Coffey County Republican Editor, Jeannene Ryan, WCNOC Representative, Gene and Linda Traylor, Robert Baldwin, Ken Caudell and Carl Zscheile.

2. Kirchner moved to approve the minutes of Monday, January 12th, 2004, as written, seconded by Crotts. Motion carried.

3. Consent Agenda

A. Upon the recommendation of the Fiber Optic Control Board, move to approve the billing from Integrated Solutions through USD #244 for a Symantec AE Webnot V7.0, for a 1/6 shared portion in the amount of \$451.33, to be paid from the Fiber Optic System Construction Fund.

B. Move to authorize and direct the Chairman to sign the Coffey County Payroll Notice for CSA compensation for Darla Jones as Acting Department Head for the period of 12/18/03 through 1/19/04, in the amount of \$55.92.

C. Move to authorize the Chairman to sign 14 abatements to the Treasurer's tax roll in the amount of \$1,396.04.

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

4. Crotts moved, upon the request of the Coffey County Housing Authority Board and the recommendation of the County Attorney, to authorize and direct the Chairman to sign the Real Estate Mortgage Release acknowledging satisfaction in full debt secured by Jim E. Mann and Nina J. Mann, regarding the east 25 feet of Lot 10 and all of Lot 11, Block 31, in the City of Burlington, Coffey County, Kansas more commonly known as 612 Hudson Street, seconded by Rowley. Motion carried.

5. Rowley moved, upon the request of the Coffey County Housing Authority Board and the recommendation of the County Attorney, to authorize and direct the Chairman to sign the Real Estate Mortgage Release acknowledging satisfaction in full debt secured by Kimberly A. Manwaring formerly known as Fraker, regarding Lots 1 and 2, and Lot A, less the east 138 feet thereof, in Block 1 of Hillview Subdivision, Coffey County, Kansas, seconded by Sipe. Motion carried.

6. Sipe moved, upon the request of the Coffey County Housing Authority Board and the recommendation of the County Attorney, to authorize and direct the Chairman to sign the Real Estate Mortgage Release acknowledging satisfaction in full debt secured by Della I. Meyer,

regarding Lots 15 and 16, Block 7, City of Burlington, Kansas, seconded by Crofts. Motion carried.

7. Vernon Birk, Coffey County Clerk, presented information to the Board regarding consolidation of election polling places. Coffey County currently has 12 polling places. Due to the Help America Vote Act (HAVA), which was passed following the last Presidential election, many new rules and regulations were put in place concerning handicapped accessibility, A.D.A., etc. The State Elections Division is recommending the counties take a look at polling place consolidation. The Clerk was asked to do some additional research.

8. The Board discussed the County Administrator position. Several interested persons were in attendance. Commissioners Sipe, Kirchner, Crofts and Rowley each stated they did not think Coffey County needed to create a new position at this time. Commissioner Merry was in favor of adding the position.

9. Sheriff Randy Rogers met with the Board to discuss classification changes in his office.

9 a. Kirchner moved, upon the recommendation of the Sheriff, to approve the Payroll Notice for Troy Friend as Officer at a classification of LEIII-a and an hourly wage of \$11.57, effective January 1, 2004, seconded by Sipe. Motion carried.

9 b. Crofts moved, upon the recommendation of the Sheriff, to approve the Payroll Notice for Jim Hugunin as Process Server/Jailer, at a classification of LEII-f and an hourly wage of \$12.52. This is a change in position only and not in wages, effective January 1, 2004, seconded by Rowley. Motion carried. Sheriff Rogers also discussed local law enforcement issues and consolidation.

10. Jon Hotaling, Economic Development Director, presented and discussed the weekly report for the week of January 12, 2004.

11. Item No. 95-25; Hotaling completed the tour itinerary with Sid Meeker for the Kansas Lumberman's Association (KLA). KLA members arrived at the museum at about 11 a.m. on Friday, January 16th. They toured the museum, ate lunch, and heard presentations from WCNOG, Coffey County Chamber of Commerce and Coffey County Economic Development. They then toured the USD 244 Recreation Center, viewed the water plant construction site, Landfill, Recycling Center and Coffey County Lake.

12. Item No. 95-25; Hotaling completed the volunteer sign-up sheets, information packets and agendas for the volunteer informational meeting to be held Tuesday, February 10th, for the Kansas Sport, Boat and Travel Show in Wichita, February 18th – 22nd.

13. Item No. 96-5; Hotaling spent considerable time talking with prospects interested in the spec building. Hotaling provided the Lease and Assignment of Lease Information to the County Attorney for review.

- 14.** Item No. 97-6; Hotaling attended the Coffey County Manufacturer's Association (CCMA) meeting at the Indian Plains Golf Course on Wednesday, January 14th. After the business meeting and member updates on activities at their business or organization, the members toured New Eagle Communications and participated in a demonstration of bone conduction headsets. Hotaling completed the minutes from the meeting. The next meeting will be on Wednesday, February 11th. Lunch will be at the hospital followed by a tour of the COF facility.
- 15.** Hotaling completed the loan report.
- 16.** Hotaling checked back with the prospect for the AST building. The prospect is comparing costs of other options.
- 17.** Hotaling also presented and explained the Loan Fund Reports for December 2004.
- 18.** Hotaling requested a 10-minute Executive Session with the Board.
- 18 a.** Crotts moved to recess into Executive Session at 10:50 a.m. for 10 minutes, to include each of the Commissioners and the Economic Development Director, to discuss confidential data relating to financial affairs or trade secrets of a corporation, seconded by Sipe. Motion carried.
- 19.** The Board resumed regular session at 11:00 a.m.
- 20.** Hub Caspar, Coffey County Engineer, presented and discussed the weekly report dated January 20, 2004. Robert Reed, Road Supervisor, and John Zuern, Administrative Assistant, were also present.
- 21.** Item No. 93-01; Road Permits Reports: No Road Permits were issued during the past week.
- 22.** Item No. 99-99; Zoning Permit/Applications Report: No Zoning Permits were issued during the past week.
- 23.** Item No. 99-13; Landfill: The K.D.H.E. landfill permit will be delayed due to an oversight by K.D.H.E.
- 24.** Item No. 2004-01; Road Vacation Request: Public Hearing January 26, 2004 at 11:00 a.m.
- 25.** Kirchner moved, upon the recommendation of the County Engineer and approval of the County Attorney, to find that approximately one-hundred fifty (150) tons of scrap iron and metal appliances are no longer required and cannot prudently be used for public purposes of Coffey County and such shall be disposed of by sale to the best bidder based on high competitive bid per ton. Notice of disposal was published in the official County newspaper on January 9, 2004 and January 16, 2004, seconded by Rowley. Motion carried.

26. Item No. 2004-02; Equipment Purchase: Request authorization to solicit bids for one (1) Tractor with Boom Mower and dispose of by trade-in, one (1) 1996 Ford 7740SL Tractor (TR-014 –7000 hrs., SN030821B) and one 1996 Alamo Boom Mower (M-037, SN01044).

26 a. Crotts moved to approve the County Engineer’s request to solicit bids for one (1) Tractor with Boom Mower and dispose of by trade-in, one (1) 1996 Ford 7740SL Tractor (TR-014-7000 hrs., SN030821B) and one 1996 Alamo Boom Mower (M-037, SN01044), seconded by Rowley. Motion carried.

27. Caspar also presented the Construction Zone Report for the week of January 19, 2004.

28. Commissioner Sipe was administered and oath by the County Clerk as the non-lawyer member to the Fourth Judicial Nominating Commission.

29. Sipe moved to adjourn the meeting at 11:25 a.m., seconded by Kirchner. Motion carried.

CORRESPONDENCE:

Response Not Required

1. Corps of Engineers – Public Notices
2. Hawver’s Capitol Report
3. Secretary of Transportation – Letter regarding Joint Engineering District
4. City of Gridley – Minutes of January 5, 2004
5. CASA - Newsletter

Response Optional

6. State of Kansas – Notice of Meeting
7. KAC – Letter regarding 2004 County Government Day and 2004 Legislative Policy
8. KAC – E-mail regarding KAC Academy Training Sessions
9. KAC – Legislative Bulletin

Response Required

10. KAC – Letter regarding 2004 Membership Dues
11. Jim Lichty – E-mail regarding firm’s services
12. Kansas Department of Commerce – Letter regarding designation as non-metropolitan business region

Minutes, January 20, 2004

Signed:

Attest:

Chairman

County Clerk