

1. The Coffey County Commission Chambers opened at 8:00 a.m. Tuesday, February 17, 2004, to individually review correspondence. Chairman Gene Merry called the meeting to order at 9:00 a.m. with members 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, and Jeannene Ryan, WCNOC Representative.

2. Rowley moved to approve the minutes of Monday, February 9th, 2004, as corrected, seconded by Crotts. Motion carried. Corrections were Monday, February 9th, 2004, delete paragraph 4, replace with, "The Budgetary Accounting Specialist presented additional information to the Board regarding billings from Sprint. Following presentation, the issue was further discussed, addressed and clarified by the Board, the Clerk and the Administrative Coordinator." Paragraph 15, replace 'The Board' with "Commissioner Crotts", add "with the County Clerk" after 'trailers'. Add new paragraph 31, "Hotaling provided the Board with the Revised Strategic Plan for Economic Development Action Strategies for 2004." Paragraph 32, add "at 8:30 a.m." after 2004.

3. Consent Agenda:

- A. Move to authorize the Chairman to sign 2 abatements to the Treasurer's tax roll in the amount of \$1,002.60.
- B. Upon the request of the Coffey County Housing Authority Board and the recommendation of the County Attorney, move to authorize and direct the Chairman to sign the Real Estate Mortgage Release acknowledging satisfaction in full debt secured by Virginia R. Hess, regarding Lots 11, 12, and 13 in Block 58 in the city of LeRoy.
- C. Upon the request of the Coffey County Housing Authority Board and the recommendation of the County Attorney, move to authorize and direct the Chairman to sign the Real Estate Mortgage Release acknowledging satisfaction in full debt secured by Rochelle Handley, regarding Lot 9 in Block 129 of the city of Burlington.
- D. Upon the request of the Coffey County Housing Authority Board and the recommendation of the County Attorney, move to authorize and direct the Chairman to sign the Real Estate Mortgage Release acknowledging satisfaction in full debt secured by Tony A. and Evelyn F. Hawkins, regarding Lots 1 and 2, in Cox's Addition to the city of Gridley, Coffey County, Kansas, commonly known at 818 1st Street, Gridley, Kansas.
- E. Upon the request of the Coffey County Housing Authority Board and the recommendation of the County Attorney, move to authorize and direct the Chairman to sign the Real Estate Mortgage Release acknowledging satisfaction in full debt secured by Kenneth Starkebaum, regarding Lots 4, 5 and 6, in Block 9, in Robinson's Addition to the city of LeRoy, Kansas.

- 3 a.** Sipe moved to approve the Consent Agenda as submitted, seconded by Crotts. Motion carried.
- 4.** Rowley moved to authorize and direct the Chairman to sign the letters to the Rural Water Districts regarding the 2004 application for assistance, seconded by Crotts. Motion carried.
- 5.** Rowley moved, upon the recommendation of the Register of Deeds, to accept the bid of American Micro Co., for a microfilm scanner and printer, at a cost of \$8,726.00, with funds to come from the Register of Deeds Technology Fund, seconded by Sipe. Motion carried.
- 6.** Steve Robb, Grants and Special Projects (GSP) Director, updated the Board on the Osage County Rural Water District No. 4 Grant Project in northern Coffey County.
- 6 a.** Rowley moved, upon the recommendation of Steve Robb, Grant Administrator, to authorize and direct the Chairman to sign the Request for Release of CDBG Funds regarding Project No. 03-PF-314, seconded by Sipe. Motion carried.
- 6 b.** Sipe moved, upon the recommendation of Steve Robb, Grant Administrator, to authorize and direct the Chairman to sign the Request for Drawdown of CDBG Funds regarding Project No. 03-PF-314, seconded by Rowley. Motion carried.
- 7.** Robb also apprised the Board of a potential Polyoil plant in Kansas. He said it is processed from soybeans and would help out the economy all across Kansas. Jon Hotaling, Economic Development Director, was also present and talked to Robb about a possible Grant project for installation of a water line between Burlington and LeRoy.
- 8.** Hub Caspar, County Engineer, presented and discussed the weekly report dated February 17, 2004. Robert Reed, Road Supervisor, was also present.
- 9.** Item No. 93-01; Road Permits Report: One Road Permit was issued during the past week.
- 10.** Item No. 99-99; Zoning Permit/Applications Report: No Zoning Permits were issued during the past week.
- 11.** Item No. 99-13; Landfill: C&D Update – Proposed fees, 10-year plan – preliminary discussion.
- 12.** Caspar asked the Board to review the proposed landfill fee schedule attached to the report for possible action next week. Caspar also reported that he and the landfill operator are working on a 10-year Solid Waste Plan. Caspar also reported that asbestos (broken shingles for example) cannot be placed in the C&D Landfill.
- 13.** Also attached to the report was the Construction Zone Report for the week of February 16, 2004.

- 14.** Commissioner Crofts asked Reed to look at a road south of the M.O. Beard residence that may need some work.
- 15.** Merry moved to recess into Executive Session at 9:55 a.m. for 15 minutes, to include each of the Commissioners and Hub Caspar, to discuss personnel matters of non-elected personnel, seconded by Sipe. Motion carried.
- 15 a.** The Board resumed regular session at 10:10 a.m.
- 16.** The Board discussed pay increases, primarily whether to use percent or dollar amount. A draft of the Position and Wage Classifications grid will be prepared for further discussion.
- 17.** Jon Hotaling, Economic Development Director, presented and discussed the weekly report for the week of February 9, 2004.
- 18.** Item No. 95-10; Hotaling received requests from several anglers who heard the lake was reopening, for maps, lake regulations, etc. Hotaling mailed out information on the lake and the County.
- 19.** Item No. 95-18; Hotaling reviewed total loan payments received from New Eagle Communications with Coffey County Treasurer JoAnn Raaf.
- 20.** Item No. 95-25; Hotaling met with Kansas Sports, Boat & Travel Show volunteers to review show regulations, parking, show badges, work schedule, motel, food, mileage, and other expense receipts, Artrain dates, Governor's Classic dates, etc. Hotaling will be receiving the Governor's Classic brochures for the show from Kansas Wildscape. Hotaling will be printing Artrain flyers.
- 21.** Item No. 95-29; The first session for the Leadership Coffey County Youth Program was held Monday, February 9th, from 4 p.m. – 8 p.m. in the courthouse basement. Gayle Price, Southeast Kansas Area Extension Specialist, Family & Consumer Sciences, presented information on 'resolving conflict and leadership styles'. Janet Reppert, USD 244 Gifted Student Program Coordinator, presented a seminar on 'listening'.
- 22.** Item No. 97-6; Hotaling attended Coffey County Manufacturer's Association luncheon meeting on February 11th at the hospital. Members of CCMA toured COF after the meeting. Hotaling compiled minutes from the meeting and finalized the brochure and renewal the application for 2004 memberships.
- 23.** Item No. 98-6; Hotaling attended the SEKRPC Executive Committee meeting in Chanute. The committee approved loans for a day-care center and a popcorn value added processing operation. Hotaling reviewed the snow policy and maternity leave policy for employees of SEKRPC. Hotaling presented information from the Revolving Loan Fund committee.
- 24.** Hotaling inspected the BCCI building with representatives from the Emporia State Bank.

25. Hotaling reported the sale of the spec building will be delayed to allow the title company to complete the title work.
26. Hotaling was granted approval to provide \$200.00 to help sponsor a basketball tournament at USD 244 Recreation Center.
27. Hotaling was also granted approval to purchase 4 season tickets to the Music Box for County employees who sign up for them.
28. Crotts moved to recess into Executive Session at 10:50 a.m. for 5 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.
29. The Board resumed regular session at 10:55 a.m.
30. Sipe moved, upon the receipt of a final payment to approve pay-off of the Economic Development loan of \$200,000.00 made to New Eagle Communications, Inc. of New Strawn, Kansas on March 15, 1993, seconded by Crotts. Motion carried.
- 30 a. This amount repays the remaining principal balance in full with a discount on interest remaining earned by full time equivalent employees.
- 30 b. The nine-year payroll exceeded \$2,500,000.00. The guarantors of the loan will be notified in writing by the Coffey County Attorney that all liens have been released and that the loan has been paid in full.
31. Hotaling presented and discussed the loan fund reports for January 2004.
32. Rowley moved to recess into Executive Session at 11:08 a.m. for 15 minutes, to include each of the Commissioners and the Administrative Coordinator, to discuss personnel matters of non-elected personnel, seconded by Sipe. Motion carried.
33. The Board resumed regular session at 11:23 a.m.
34. Randy Rogers, Coffey County Sheriff, presented bids for 2 -½ ton full size 4-door pickups. Bids presented:

	Crow-Moddie Ford	Burlington Motors	Beyer Motor Company
Vehicle base bid price	\$35,860.00	\$32,558.51	\$32,250.00
Trade-in allowance	\$13,000.00	\$14,300.00	\$10,750.00
Gov't Discount	\$9,362.00	\$3,000.00	\$2,500.00
Total Price For 1st Unit	\$13,498.00	\$14,570.02	\$19,000.00
2nd Unit Net Price	\$26,498.00	\$29,558.51	\$29,750.00

Total Price for 2 Units	\$39,996.00	\$44,128.53	\$48,750.00
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34 a. Merry moved, upon the recommendation of the County Sheriff and approval of the County Attorney, to find that (1) one 1998 Dodge Quad Cab 4x4 and (1) one 1997 Ford Range Extended Cab and (1) one 1997 Toyota King Cab 4x4 are no longer required and cannot prudently be used for public purposes of the County and should be disposed of by trade-in sale to Crow Moddie Ford for \$4,500.00, \$3,200, and \$5,300 respectively, seconded by Rowley. Motion carried. Notice of trade-in disposal was published in the official County newspaper on January 16th and January 23rd.

34 b. The Toyota vehicle was obtained through drug forfeiture proceedings.

34 c. Crotts moved, upon recommendation of the Sheriff and approval of the County Attorney as to form, to accept the bid of Crow-Moddie Ford for 2 full size pickup trucks as the best bid and to purchase 2 full size pickup trucks from Crow-Moddie Ford for \$39,996.00 after trade-in of 3 used trucks, seconded by Sipe. Motion carried.

35. The Board and Clerk briefly discussed voter polling places in Burlington. County Clerk/Election Officer Vernon Birk is, by statute, responsible for assigning polling places.

36. Sipe moved to authorize and direct the Chairman to sign the payroll notice for Roxann Favors effective February 17, 2004, seconded by Crotts. Motion carried.

37. Rowley moved to adjourn the meeting at 12:10 p.m., seconded by Sipe. Motion carried.

CORRESPONDENCE:

Response Not Required

1. KAC – Legislative Bulletin, 2-13-04
2. Hawver’s Capitol Report – Misc. dates
3. Housing Authority – Minutes, 1-8-04
4. Corps of Engineers – Public Notice
5. Kansas Preservation – Newsletter
6. NACo – Letter regarding 2 programs for rural communities
7. City of New Strawn – Accounting of 2003 Infrastructure Funds and Accounting of 2003 Park and Recreation Funds.

Response Optional

8. KAC – Notice of Training
9. KDOT – Notice of Training
10. Center for Management Development – Notice of Training
11. University of Kansas – Notice of Training

Response Required

12. LeRoy – Gridley – USD #245 – Request for “After Prom” funds

Minutes, February 17, 2004

Signed:

Attest:

Chairman

County Clerk