

1. The Coffey County Commission Chambers opened at 8:00 a.m. Monday, March 8, 2004, to individually review correspondence. Chairman Gene Merry called the meeting to order at 9:00 a.m. with members R. Kraig Kirchner and Fred Rowley, Jr. present. Larry Crotts and Tim Sipe were absent. Also present were Vernon Birk, Coffey County Clerk, County Attorney Doug Witteman and Administrative Coordinator Mary Bloomer. Present for part of the meeting were Mark Petterson, Coffey County Republican Editor, and Jeanenne Ryan, WCNOC Representative.

2. Rowley moved to approve the minutes of Monday, March 1st, 2004, as corrected, seconded by Kirchner. Motion carried. Corrections were: Monday, March 1st, 2004, paragraph 5, add "Vice" before 'Chairman'. Paragraph 6, replace 'Coordinator' with "Assistant".

3. Consent Agenda:

A. Move to authorize the Chairman to sign 1 abatement to the Treasurer's tax roll in the amount of \$14.94.

B. Move to approve the contribution of \$500.00 to the Burlington After-Prom Committee, with funds to come from the Special Parks and Recreation Fund.

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 Joan J. Fischer, regarding Lots 4, 5, 6, 7 and 8 in Block 1 of the original town of Waverly, Kansas.

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 Belva Powell, regarding a tract of land commencing 22 feet south of the northwest corner of Lot 7 of Block 38 in the city of Burlington, Kansas, thence east 92 feet, thence south 38 feet, thence west 92 feet, thence north 38 feet to the place of beginning, being located upon a part of the west half of the northwest quarter of Section 26, Township 21 South of Range 15, east of the Sixth Principal Meridian in Coffey County.

E. Move to approve the contribution of the following amounts:
\$250.00 to the Burlington After-Prom Committee
\$250.00 to the Lebo After-Prom Committee
\$250.00 to the Waverly After-Prom Committee
\$500.00 to the Southern Coffey County After-Prom Committee, with funds to come from the Special Law Enforcement Fund (\$750.00) and the Diversion Fund (\$500.00).

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

4. Rowley moved, upon the request of the Coffey County Conservation District, to appoint Gene Merry as a Coffey County Board of Commissioner's Representative Member of the Local Water Quality Improvement Advisory Group, seconded by Kirchner. Motion carried.

5. The County Attorney discussed several legal issues with the Board.

6. Chairman Merry reported on the recent NACo meeting he attended in Washington D.C. Merry said he would provide a written report for the Board.

7. Susan Mueller, Coffey County Health Administrator, introduced Travis Smith and Katie Winser from Washburn University who are doing student training in Mueller's department. Mueller also presented a grant application for approval.

7 a. Rowley moved, upon the recommendation of the Health Department Administrator, to authorize and direct the Vice Chairman to sign the KDHE Application for Grant Funds for the period of July 1, 2004 – June 30, 2005, seconded by Kirchner. Motion carried.

7 b. Total funds requested for the grant was \$28,689.00.

8. Chairman Merry presented a Certificate of Recognition to Jeanie Friend for outstanding service in achieving 96% completion of the primary series of childhood immunization in the Coffey County Health Department. Mueller said she was very proud of that achievement.

9. Hub Caspar, Coffey County Engineer, presented and discussed the weekly report dated March 8, 2004. Also present were Robert Reed, Road Supervisor and John Zuern, Administrative Assistant.

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

11. Item No. 99-99; Zoning Permit/Applications Report: No Zoning Permits were issued during the past week.

12. Item No. 99-13; Landfill: Spring Clean Up Week – Suggest April 26 – May 1. No Free Tires.

13. Rowley moved, upon the recommendation of the County Engineer, to approve designating the week of April 26, 2004 through May 1, 2004, as "Clean-Up Week" in Coffey County and direct the County Clerk to publish approved notices in the local papers, seconded by Kirchner. Motion carried.

13 a. Merry moved to approve Resolution No. 498d, A RESOLUTION REVISING LANDFILL FEES, seconded by Rowley. Motion carried.

- 14.** Item No. 2004-04; KDOT REQUEST FOR SALT STORAGE – Request from KDOT area office at Garnett to place a 60’ x 40’ Concrete Block Bunker, with a canvas top and a 18’ x 36’ Concrete Block Loader Building with a canvas top in the road side park at Old Highway 50 and Highway US75. This installation would be similar to the one on KDOT’s mixing strip on Highway K57 just east of Highway US75.
- 14 a.** These structures would be used to store a loader and ice and snow control materials.
- 14 b.** Response time to treat Highway US75 would be reduced.
- 14 c.** Caspar will contact KDOT for further information.
- 15.** Item No. 2004-04; City of Wichita – Request for Proposal No. FP400026
- 15 a.** Merry moved to allow the County Engineer to bid the contract with the City of Wichita for 2400 pounds of solid waste, provided the City of Wichita does appropriate testing, seconded by Rowley. Motion carried.
- 16.** Steve Yoho and Amy F. Combs were in to report a basement flooding problem due to the recent rain, which they said was caused by not enough box culverts put in when doing a road construction project. Yoho said his basement has flooded twice since a low water bridge was replaced with two box culverts. The Road & Bridge Department will survey the area to see what can be done to fix the problem.
- 17.** Reed reported minor water damage across the County mostly in southeast Coffey County.
- 18.** Gary Meats was in to report a flooding problem west of the Jim Salava property which he farms. Meats said the flooding is caused from raising the road level. He said in this area the road should be at ground level. The County Engineer will look into it.
- 19.** Kirchner moved, on the recommendation of the County Engineer, to approve the Coffey County Highway Department Fencing Policy Statement, effective March 1, 2004, seconded by Rowley. Motion carried.
- 20.** Kirchner moved to recess into Executive Session at 10:13 a.m. for 15 minutes, to include each of the Commissioners and Susan Mueller, to discuss matters of non-elected personnel, seconded by Rowley. Motion carried.
- 21.** The Board resumed regular session at 10:28 a.m.
- 22.** Jon Hotaling, Economic Development Director, presented and discussed the weekly report for the week of March 4th, 2004.
- 23.** Item No. 95-9; Hotaling attended the Coffey County Strategic Planning Committee meeting held at the Coffey County Hospital at noon on March 3rd. Hotaling discussed the new date for the Hunters Hope Celebrity Turkey Hunt banquet. Hotaling reported on the Kansas

Sports, Boat & Travel Show. Hotaling announced the date of the annual Elected Officials Breakfast, April 20th, at the Coffey County Hospital. The committee voiced support of Commissioner Merry's editorial on local entrepreneurs and discussed the importance of supporting local entrepreneurs.

24. Item No. 95-29; Hotaling finalized the agenda for the Leadership Coffey County class #4 to be held April 12th. The class will meet at 2 p.m. and activities will include a tour of Countertop Trends, L.L.C. in Gridley and a tour or video of operations at Luther's Smokehouse in LeRoy. Class #3 is also set, pending scheduling with Senator Schmidt.

25. Item No. 97-6; Hotaling finalized arrangements for a tour of Luther's Smokehouse for the Coffey County Manufacturer's Association meeting to be held on Wednesday, March 10th. The luncheon meeting will be held at Luther's Restaurant prior to the tour. Agendas for the meeting were completed and mailed out to the membership. Membership billing for 2004 and a promotional brochure on the organization were also mailed out with the agendas.

26. Item No. 98-6; Hotaling attended and chaired the SEKRPC executive committee meeting in Chanute on March 4th. The committee authorized and directed Hotaling to approve and sign the administration contracts with the City of Neodesha. Hotaling also approved and signed the EDA planning grant application. The executive committee also approved a loan to Burkast Manufacturing in Yates Center.

27. Item No. 00-1; Hotaling completed the employee performance evaluation form for March 8th review. Hotaling reviewed last year's action strategies and updated 2004 strategies.

28. Item No. 00-3; Hotaling sent out information, application forms, etc. for the Flight Training Scholarship Program to the guidance counselors at all three USD's. Hotaling sent copies of the cover letter, included in the package to the Superintendent's at each district, and also mailed information out to a parent of a student possibly interested in the Flight Training Scholarship Program. The presentation of the scholarship proclamation to the recipients by the County Commission and County Airport Board will be held May 17th at 9 a.m. in the courthouse lobby.

29. Item No. 01-5; Hotaling chaired and called to order the monthly Kansas Leadership Executive Committee conference call. The committee discussed the Kansas Leadership Forum roundtable to be held at KSU on April 23rd. The roundtable will follow the K-State leadership seminar featuring Dr. Margaret Wheatley. The committee also discussed plans for the annual conference in September at El Dorado. Governor Sebelius has been invited to attend the annual conference.

30. Hotaling completed and presented the loan report for the period of February 1st – 29th.

31. Hotaling also presented a flyer that has been distributed to the Coffey County schools advertising the Coffey County Flight Training Scholarship Program. Hotaling also invited the Board to the Ag Appreciation dinner on Wednesday, March 10th, at the Burlington High School Commons area at 6:30 p.m.

32. Merry moved to recess into Executive Session at 11:04 a.m. for 15 minutes, to include each of the Commissioners and Jon Hotaling, to discuss personnel matters of non-elected personnel, seconded by Kirchner. Motion carried.

32 a. The Board resumed regular session at 11:19 a.m.

33. The County Clerk reported having been notified by HVAC professionals that the two condensers on the south side of the courthouse are getting old and should be replaced in the near future.

34. Kirchner moved, on the recommendation of the County Clerk, to advertise for and accept sealed bids to provide and install one (1) 15-ton condenser and one (1) 30-ton condenser for the Coffey County Courthouse, seconded by Rowley. Motion carried.

35. Merry moved to approve landscaping improvement, as proposed by the County Clerk, at a cost not to exceed \$2,018.52, funds to come from the General Fund Courthouse General Contract Services, seconded by Rowley. Motion carried.

36. The Board discussed electrical usage of the courthouse following installation of the lighting system. The Board asked the Clerk to check if there was a late charge between 1999 and 2003.

37. Rowley moved to recess into executive session at 11:35 a.m. for 20 minutes, to include each of the Commissioners and the County Engineer, to discuss personnel matters of non-elected personnel, seconded by Kirchner. Motion carried.

38. The Board resumed regular session at 11:55 a.m.

39. Rita Dawson, County Extension Agent, Family and Consumer Sciences, updated the Board on the search for a County Agricultural Agent. Dawson said out of 24 applications they will be interviewing four applicants on Tuesday evening, March 9th, 2004. She also said the Extension Office is interested in getting on the County Computer Network.

40. Rowley moved to adjourn the meeting at 12:18 p.m., seconded by Kirchner. Motion carried.

CORRESPONDENCE:

Response Not Required

1. Coffey County Housing Authority – Minutes 2-12-04
2. Hawver's Capitol Report – Misc. dates
3. KAC – Legislative Bulletins

4. Corps of Engineers – Public Notice
5. KAC – Notice regarding 2004 Wage & Benefit Survey
6. KDOT – Letter regarding Traffic Engineering Assistance Program
7. Whitney Damron – Letter regarding Legislative Directory
8. City of Burlington – Letters regarding 2003 Park & Recreation grant funds & 2003 Infrastructure funds
9. Coffey County Library – Calendar of Events
10. City of Wichita – Notice of Conference
11. City of Lebo – Minutes of 1-5-04; 12-29-03; 12-19-03; 12-1-03

Response Required

12. City of Lebo – Letter regarding County-wide clean-up.
13. Barbara Merry – Request for After Prom funds
14. Coffey County Conservation District – Letter regarding water quality improvement group

Response Optional

15. Kansas Housing Resources Corp. – Letter regarding Fair Housing minutes
16. KAC – Notice of Seminar
17. Pottawatomie Board of Commissioners – Letter regarding Streamlined Sales Tax law
18. University of Kansas – Notice of Training
19. KDOT – Letter regarding Five-Year Plan

Minutes, March 8, 2004

Signed:

Attest:

Chairman

County Clerk