

1. The Coffey County Commission Chambers opened at 8:00 a.m. Monday, March 29, 2004, to individually review correspondence. Chairman Gene Merry called the meeting to order at 9:00 a.m. with members R. Kraig Kirchner, Larry Crotts, Tim Sipe and Fred Rowley, Jr. present. Also present were Vernon Birk, Coffey County Clerk, County Attorney Doug Witteman and Administrative Coordinator Mary Bloomer. Present for part of the meeting was Mark Petterson, Coffey County Republican Editor.
2. Sipe moved to approve the minutes of Monday, March 22nd, 2004, as corrected, seconded by Merry. Motion carried. Corrections were: March 22, 2004, paragraph 2, add after Board, “discussed a complaint by Norman Yoho and”, delete ‘flooding complaint’ replace with drainage water complaint”. Delete ‘paragraph 11’. Paragraph 14, change ‘Sipe’ to “Rowley”, add at end of paragraph, “seconded by Crotts. Motion carried.” Paragraph 16, delete ‘The County Engineer was directed to look at the feasibility of doing this and get back to the Board’, replace with “The Board discussed several options with Caspar and asked that he look at them and provide the Board with his recommendation.” Paragraph 17, in the last sentence, delete ‘We thank’, replace with “The Clerk thanked”. Paragraph 26, replace ‘department’ with “agency”.
3. The Clerk and the Board discussed the lawn mower trailer and suggested that the County Clerk contact different departments about a vehicle to pull it for the time being.
4. Becky Jewett, Emergency Preparedness Director, stopped in to remind the Board about the upcoming Wolf Creek drill to be held on Thursday, April 1, 2004. Kirchner, Sipe and Crotts will participate.
5. Hub Caspar, Coffey County Engineer, presented and discussed the weekly report dated March 29, 2004. Robert Reed, Road Supervisor, and John Zuern, Administrative Assistant, were also present.
6. Item No. 93-01; Road Permits Report: No Road Permits were issued during the past week.
7. Item No. 99-99; Zoning Permit was issued during the past week.
8. Item No. 99-13; Landfill: Vertical Expansion – Closure – Update. KDHE – CPI Grant Round 13 – Grinder.
- 8 a. Caspar will proceed to follow up with the grant application to KDHE along with Chris Paus, Lake Region Authority Coordinator, for the landfill grinder.**
9. Item No. 2004-10; Microsurfacing: Request authorization to solicit bids for Microsurfacing Project A2401-C (16th Road – Oxen Lane to Yearling Road).
- 9 a.** Merry moved to approve the County Engineer’s request to solicit sealed bids for Microsurfacing Project A2401-C (16th Road – Oxen Lane to Yearling Road), seconded by Sipe. Motion carried.

10. Silt removal at Coffey County Lake. Caspar received a public notice from the US Army Corps of Engineers with notice that Wolf Creek will be contracting to dredge silt from a certain area in Coffey County Lake.
11. The Board and Reed discussed using native grass for new seeding on right-of-ways instead of fescue. Reed said they are using native when it is requested.
12. Caspar also submitted the Construction Zone Report for the week of March 29, 2004.
13. The Board again discussed time clocks and asked the County Attorney to research some issues.
14. Susan Mueller, Coffey County Health Administrator, John Zuern, Administrative Assistant, and Bill Bauer, Information System Administrator, presented bids for two copier/printer/fax machines. Bids presented:

Bid Tabulation for Two Copier/Printer/Fax Machines

	VENDORS					
	Carlson Office Systems		Digital Connections, Inc.		Inland Associates, Inc.	
Make and Model	Sharp AR-M450		Gestetner 4532 SP		Lexmark X820e MFP	
Base Price	No Trade-In Each	With Trade	No Trade-In For Two	With Trade	No Trade-In Each	With Trade
	\$16,129.00	-	\$38,590.00	\$38,590.00	\$15,439.00	
Less Govt. Discount	- 7,390.50	-	- 19,958.00	- 19,958.00	-	
Less Trade-in 2 copiers	-	-	-	- 632.00	-	
Less Trade-in 1 printer	-	-		- 300.00	-	
TOTAL	\$8,738.50*	-	\$18,632.00 \$9,316.99	\$17,700.00 \$8,850.00	\$15,439.00	

14 a. Rowley moved, upon the recommendation of Susan Mueller, Health Administrator, and John Zuern, Administrative Assistant, Highway Department, and approval of the County Attorney, to find that two Panasonic Copiers, Model FP-D350, and one HP Laser Jet 5SIMX with envelope feeder 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 Digital Connections, Inc. for \$932.00. Notice of trade-in disposal was published in the official newspaper on February 17 and February 24, 2004, seconded by Kirchner. Motion carried.

14 b. Merry moved, upon the recommendation of Susan Mueller, Health Administrator, and John Zuern, Administrative Assistant Highway Department, and approval of the County Attorney, to accept the bid of Digital Connections, Inc., as being the best bid, and to purchase two Gestetner 4532SP copiers, at a total cost of \$17,700.00, after government discount and trade-in, with funds to be paid as follows: \$8,850.00 from Road and Bridge funds, \$3,000.00 from Economic Development, Capital Expenditures Line, and \$5,850.00 from Health Department Bioterrorism funds, seconded by Crotts. Motion carried.

- 15.** Jon Hotaling, Economic Development Director, presented and discussed the weekly report for the week of March 22, 2004.
- 16.** Item No. 95-29; Hotaling finalized arrangements for Leadership Coffey County graduation to be held at the Coffey County Museum on Monday, April 26, 2004. Phil Coleman, of Champion Seminars, will give a presentation to the students from 4 p.m. to 6 p.m. After a tour of the museum from 6:00 p.m. to 6:45 p.m., the dinner and graduation ceremony will be held.
- 17.** Item No. 99-4; Hotaling received annual review of the City of Waverly Economic Development Fund from City Clerk, Donna Williams. The City of Waverly was able to fund a new annual craft fair; complete industrial park maintenance and repair; purchase tables and chairs for the community building; support Ohio Days; and put a down payment on the city park building and bathrooms lease purchase for about \$2,300.00 less than annual receipts into the fund.
- 18.** Item No. 00-1; Hotaling completed an employee review and the CP-5 classification system salary budget impact analysis for the budget year 2004.
- 19.** Item No. 03-2; Hotaling finalized ads, tickets, raffles, etc. for the Hunter's Hope Foundation Benefit Turkey Hunt and Banquet. The Hunter's Hope committee met on Tuesday, March 23rd to review banquet sponsorships, raffle ticket sales, celebrity list, and logistics to be worked out prior to the next meeting on April 19th. Mark Glades, with the Outdoor Connection, met with former KC Chief and 61-KCSP radio host, Bill Mass, who is planning to attend and possibly do his radio show from Burlington on Monday, April 26th. Hotaling will finalize sponsorships, ticket outlets, etc. this week.
- 20.** Item No. 04-1; Hotaling completed ads for Artrain and Opothleyahoa Memorial Building dedication to run in the local and regional newspapers and in the tourism tabloid to be distributed in Osage County, Garnett and Iola.
- 21.** Hotaling reviewed financial information on a business prospect and mailed a copy of the information to Wayne Symmonds.
- 22.** Hotaling met with the Airport Board to discuss a possible business prospect to go into the AST building. Hotaling will be visiting the prospects facility out of the County on Tuesday, March 30th.
- 23.** Steve Allen, Dave Slead, Robert Bewley and Chris Withers, Coffey County Rural Water District No. 3, presented and discussed the annual report for 2003. They also discussed several projects that have been completed and several new projects to be completed this year. They thanked the Board for their continued support and submitted a request for 2004 Coffey County funds.
- 24.** The Board recessed for lunch at 12:00 noon.

25. Chairman Merry called the meeting back to order at 1:04 p.m.
26. The Board examined, questioned and signed warrants and vouchers for the month of March.
27. Rowley moved to adjourn the meeting at 2:16 p.m. until 8:30 a.m. Wednesday, March 31, 2004, for a work session on employees salaries and to attend to other County matters that may arise, seconded by Kirchner. Motion carried.

CORRESPONDENCE:

Response Not Required

1. National Guard – Accounting of funds
2. Hawver’s Capitol Report – Misc. dates
3. Debbie Noonon – Thank you
4. City of Burlington – Minutes of 3-3-04
5. Coffey County Library – Monthly Calendar
6. Center for the Study of Rural America - Newsletter
7. Cary Catchpole – Letter of Introduction
8. City of Waverly – Accounting of 2003 Infrastructure Funds and Park & Recreation Funds
9. League of Kansas Municipalities – Legislative Update
10. City of Gridley – Accounting of 2003 Infrastructure Funds
11. KAC – Legislative Bulletins
12. City of Waverly – Minutes 2-11-04

Response Required

13. Class of 2005 Lebo High School – Request for After-Prom funds

Response Optional

14. U.S. Bankruptcy Court – Notice of Case No. 04-40515
15. KAC – Notice of Training
16. City of New Strawn – Letter regarding possible revenue source

Minutes, March 29, 2004

Signed:

Attest:

Chairman

County Clerk