

1. The Coffey County Commission Chambers opened at 8:00 a.m. Monday, April 5, 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. Rowley moved to approve the minutes of Monday, March 29, 2004, as corrected, seconded by Sipe. Motion carried. Corrections were: March 29, 2004, add new paragraph 13, "The Board again discussed time clocks and asked the County Attorney to research same issue".

3. Crotts moved to approve the minutes of Wednesday, March 31, 2004, as written, seconded by Kirchner. Motion carried.

4. Sipe moved to approve the minutes of Thursday, April 1, 2004, as corrected, seconded by Kirchner. Motion carried, 3-yes, 0-no, 2-abstained, Rowley/Merry. Corrections were: paragraph 2, after "p.m.", add "via telephone with Commissioner Sipe at the Topeka site".

5. Consent Agenda:

A. Upon the recommendation of the County Engineer, move to authorize and direct the Chairman to sign the Coffey County Payroll Notices for the following S.T. Temps, effective April 5, 2004, as follows:

<u>Employee</u>	<u>Position</u>	<u>Classification</u>	<u>Wage</u>
Chris Gifford	Light Equip. Operator	M-II-a (-)	\$8.32/hr.
Cale Gosney	Laborer Asphalt Crew	M-I-a(-)	\$7.51/hr.
Joshua Lucas	Laborer Asphalt Crew	M-I-a(-)	\$7.51/hr.

B. Move to approve insertion of the quarterly flyer from The Consortium in the April payroll envelopes.

C. Move to approve the proclamation proclaiming the month of April 2004 as Fair Housing month.

D. Move to authorize the Chairman to sign 1 abatement to the Treasurer's tax roll in the amount of \$590.92.

E. Upon the recommendation of the Sheriff and approval of the County Attorney as to form, move to approve the Cooperative Agreement with the United States of America for providing law enforcement services at John Redmond Reservoir for the period from March 19, 2004 through September 30, 2004.

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

6. Sipe moved to appoint Dawn Anliker to a 4-year term as a member of the Coffey County Library Board, effective May 1, 2004 and ending April 2008, seconded by Rowley. Motion carried.
7. 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 Mary I. Taylor, regarding Lot 4, Block 21 in the city of Burlington, seconded by Kirchner. Motion carried.
8. Merry moved to approve the letter of support for the grant application being submitted by the 21st Century Community Learning Center, seconded by Sipe. Motion carried.
9. Becky Jewett, Emergency Preparedness Coordinator, met with the Board and turned in monthly activity reports for February and March. The Wolf Creek drill held April 1st was discussed. Assignments and duties of County responders for drills and emergencies were talked about. Pagers, sirens and County addressing were also mentioned.
10. The County Engineer requested an Executive Session.
 - 10 a. Sipe moved to recess into Executive Session at 9:40 a.m. for 10 minutes, to include each of the Commissioners, the County Attorney, the County Engineer, the Road Supervisor, and Jim Hess, to discuss personnel matters of non-elected personnel, seconded by Rowley. Motion carried.
11. The Board resumed regular session at 9:50 a.m.
12. Hub Caspar, County Engineer, presented and discussed the weekly report dated April 5, 2004. Also present were Robert Reed, Road Supervisor, and John Zuern, Administrative Assistant.
13. Item No. 93-01; Road Permits Report: No Road Permits were issued during the past week.
14. Item No. 99-99; Zoning Permit/Applications Report: No Zoning Permits were issued during the past week.
15. Item No. 99-13; Landfill: Vertical Expansion – Aquaterra Proposal No. 0104079 – Vertical Expansion Closure, Second Phase Closure Activities. KDHE – CPI Grant Round 13 – Grinder Update. **The Board briefly discussed the Lake Region Grant Round 13 – Grinder Update.**
 - 15 a. Sipe moved, based upon the recommendation of the County Engineer and approval as to form by the County Attorney, to authorize and direct the Chairman to sign the Aquaterra Proposal No. 0104079 for Second Phase Closure Activities of the Vertical Expansion, in the amount not to exceed \$7,809.44, with funds to come from the General Fund, Landfill Capital Outlay Line, seconded by Kirchner. Motion carried.

16. Item No. 2004-05; City of Wichita – Request For Proposal No. FP400026: **All proposals are being reviewed this month.**
17. Item No. 2004-10; Microsurfacing: Bid opening April 28, 2004 at 2:00 p.m.
18. Item No. 2004-11; KDOT 5-Year Plan: Update – **Caspar updated the Board on the KDOT 5-year bridge plan. Also included with the report was a spreadsheet showing KDOT money spent over the past six years and that no funds are available at present to build KDOT funded bridges.**
19. Item No. 2004-12; B89: Preconstruction conference 4/5/04 at 2:00 p.m. **Shetland Bridge 89 is located at 12th Road and Shetland Rd.**
20. **Caspar also presented the Construction Zone Report for the week of April 5, 2004.**
21. Todd Bemis, Noxious Weed Director; Recycling Coordinator, Household Hazardous Waste Coordinator, brought several items for the Board to consider.
 - 21 a. Crotts moved, upon the recommendation of the Recycling Coordinator, to approve the minimum specifications for the electric forklift with 5000 lb. capacity, and to direct the Recycling Coordinator to solicit bids and report back to the Coffey County Commission with a recommendation for purchase, seconded by Kirchner. Motion carried.
 - 21 b. Rowley moved, upon the recommendation of the Noxious Weed Director, to advertise and employ 2 temporary laborers. Funds to come from the Noxious Weed budget, seconded by Merry. Motion carried.
22. Bemis reported having a request from Woodson County to do a Household Hazardous Waste (HHW) collection in Yates Center on a Saturday in May 2004. After discussion, the County Attorney was requested to check into the legalities and report back to the Board.
23. The Board and Bemis also discussed furnishing a cardboard cage at the Dollar General store for recycling with a 6-month trial basis; curbside pickup for recycling; and a kick-off breakfast for the recycling program with the Commissioners serving the breakfast.
24. Jon Hotaling, Economic Development Director, presented and discussed the weekly report for the week of March 29, 2004.
25. Item No. 95-9; Hotaling completed and mailed out agendas for the Coffey County Strategic Planning Committee meeting to be held April 7th at the Coffey County Hospital.
26. Item No. 95-10; Hotaling provided information on lodging, restaurants, etc. to the walleye tournament organizers for the event on April 4th. They are expecting 25 to 30 boats for the event.

- 27.** Item No. 95-21; Hotaling served as Coffey County PIO for WCNOE e-plan drill held in Topeka on April 1st. Operations went well and shift change was completed at 11:30 a.m.
- 28.** Item No. 95-29; Hotaling hosted the Leadership Coffey County Youth Program session #3 on March 29th. The session was entitled 'County and State Government'. Presenters included Becky Jewett, Emergency Preparedness Coordinator; Gene Merry, Coffey County Commission Chairman; Senator Derek Schmidt, State Senator from the 15th District; and Vernon Birk, Coffey County Clerk. Hotaling presented information on appointed boards, budgets, mill levy and property tax statements. The next session will be held April 12th and will include a tour of Countertop Trends in Gridley.
- 29.** Item No. 98-6; Hotaling chaired the Southeast Kansas Regional Planning Commission Executive Committee meeting in Chanute on April 1st. The committee reviewed information from the organization's attorney concerning a loan account that has ceased operations. Hotaling signed the Revolving Loan Fund Semi-Annual Report, approved bills, reviewed the loan report, signed the grant application to the Economic Development Administration and approved an intergovernmental review for the KDHE grant application for federal funding. The next meeting will be May 6th.
- 30.** Item No. 02-2; Hotaling received a copy of new marketing materials from Kansas Assemblies, Inc. from Carl Kelly. He attended a large trucking show in Louisville, Kentucky and has a web site up at www-kansasassemblies.com. Hotaling discussed operations and loan payment delinquency.
- 31.** Hotaling visited a business prospect with representatives from the airport and airport board. Hotaling inspected the company's operation and received financial statements for the past three years.
- 32.** Wayne Symmonds has reviewed the financial information on another company. Hotaling is waiting for the 2003 financial report. Symmonds feels that if 2003 financials show a slight improvement, CDBG funding for a majority of the project would be a good possibility.
- 33.** Rowley moved to recess into Executive Session at 11:18 a.m. for 10 minutes, to include each of the Commissioners, the County Attorney and the Economic Development Director, to discuss confidential data relating to financial affairs or trade secrets of a corporation, seconded by Sipe. Motion carried.
- 34.** The Board resumed regular session at 11:28 a.m.
- 35.** Roy Rogers, Neosho Township Clerk, met with the Board to request funds for approximately 3 loads of rock for the road in the cemetery. Rogers relayed that due to the mowing expense of Schlichter Cemetery and Big Creek Cemetery, they do not have funds for this type expenditure.

35 a. Kirchner moved to authorize and direct the County Engineer to furnish, level and grade approximately three loads of rock, in Big Creek Cemetery, due to an emergency cash shortfall, seconded by Merry. Motion carried.

36. Sipe moved to recess into Executive Session at 11:58 a.m. for 10 minutes, to include each of the Commissioners and the County Attorney, to discuss matters which would be deemed privileged in the attorney-client relationship, seconded by Crofts. Motion carried.

37. The Board resumed regular session at 12:08 p.m.

38. Commissioner Rowley left the meeting at 12:08 p.m.

39. Sipe moved to adjourn the meeting at 12:20 p.m., seconded by Crofts. Motion carried.

CORRESPONDENCE:

Response Not Required

1. NACo – Legislative Bulletin
2. John Randolph – Letter regarding 2003 call outs in Coffey County
3. Hawver’s Capital Report – Several dates
4. Whitney Damron – Legislative Update
5. KAC – Legislative Update

Response Required

6. Dale Free – Letter regarding position on the Library Board
7. Dawn Anliker – Application for position on the Library Board
8. Blue Cross Blue Shield – Letter regarding Customer ID numbers
9. P.S. Consulting – Letter requesting grant support letters

Response Optional

10. KDOC – Notice of Training
11. KDOT – Notice of Training

Minutes, April 5, 2004

Signed:

Attest:

Chairman

County Clerk