

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

2. Rowley moved to approve the minutes of Monday, July 26, 2004 as corrected, seconded by Sipe. Motion carried. Corrections were Monday, July 26, 2004, paragraph 7, last sentence, after 'Committee' add "was", delete 'the Commissioners,' replace with "a Board representative", lower case 'Representatives' as "representatives". Paragraph 9, after 'services' add "used". Paragraph 16, add an "s" on 'inspection'. Paragraph 22, third sentence, change 'Hotaling' to "They". Paragraph 28, add last sentence, "The Board directed the Administrative Coordinator to draft a letter to the school districts regarding funding for the 21<sup>st</sup> Century Community Learning Centers." Paragraph 31, delete 'Oldcastle Precast' replace with "Kansas Assemblies". Correspondence, number 9, delete "minutes", add miscellaneous.

3. Crotts moved to approve the minutes of Wednesday, July 28, 2004 as corrected, seconded by Sipe. Motion carried. Corrections were Wednesday, July 28, 2004, add new "Paragraph 7aa. The Board expressed appreciation to the Administrative Coordinator for all of her hard work on the budget preparation."

#### 4. **Consent Agenda**

- A. Move to approve insertion of the quarterly flyer from The Consortium in the August payroll envelopes.
- B. Move to authorize and direct the Chairman to sign the Coffey County Payroll Notice for CSA compensation for the month of August, 2004, for John Zuern as Zoning Administrator.
- 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 Amy A. Gutierrez formally known as Amy A. Welch, regarding Lots 8 and 9, in Block 55, in the city of Burlington, Kansas.
- D. Approve the advertisement for a community member position on the Kansas Legal Services Advisory Board.
- E. Upon the recommendation of Mary Lou Ponder, move to authorize and direct the Chairman to sign the Buffer Partner Commitment to Protect Water Document for inclusion with her 2005 grant application.

4a. Merry moved to approve the Consent Agenda as submitted, seconded by Kirchner. Motion carried.

5. Rowley provided the Board with an update on the Jacobs Creek log jam
6. Emergency Preparedness Coordinator, Becky Jewett, presented her report for the month of July 2004. Jewett informed the Board that during Wolf Creeks' annual Quality Assurance Audit of Wolf Creek Emergency Preparedness, it was discovered that siren coverage maps that have been in use for many years in plans and procedures actually depict areas that would be covered at a 50-60 decibel sound level rather than the 70 decibel that is required. Using new siren coverage drawings, it appears that there are 202 residences in the Wolf Creek Emergency Planning Zone affected by this change. Areas in Jacobs Creek, Burlington and New Strawn are among these. 250 tone alert radios have been ordered to issue to these residents and are expected to arrive in about 2 weeks. These will be mailed out as soon as possible, but until they are issued, the County will be responsible for route alerting in those areas. Increasing siren coverage by adding more sirens and the use of other notification systems, such as Community Alert Network (CAN), are being explored.
7. Jewett also discussed concerns with temporary oil lines and disposal of oil and gas. County Engineer Hub Caspar brought up issuing temporary permits and suggested that Jewett contact the Kansas Communications Commission (KCC) to see what their recommendation would be. Jewett indicated the LEPC would be meeting today and they would follow up on the issues regarding homeland security grant funding.
8. Hub Caspar, County Engineer, presented and discussed the weekly report dated August 2, 2004. Robert Reed, Road Supervisor and John Zuern, Administrative Assistant, was also present.
9. Item No. 93-01; Road Permit Report: No road permits were 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 - Permit update. Caspar reported that KDHE advised Caspar that the Jacob's Creek lagoon was not set up for the disposal of leachate. The County will now have to haul the leachate to Yates Center, Kansas for disposal. Jeff Beyer, Landfill Supervisor was present for this discussion and to address questions by the Board.
12. Item No. 2004-13; Yoho Flooding Problem: Received a call from Wildlife & Parks. Written response will follow about mid August.
13. Item No. 2004-19; B57(18-Q.7): Review bids and make award for Structural Steel.
- 13a. Merry moved upon the recommendation of the County Engineer, that the bid submitted by Krueger Shop for the structural steel for B57 be approved as being the best bid and that award be made according to the terms of the bid at a cost of \$78,860.57 to be paid from the Special Bridge Fund, seconded by Rowley. Motion carried.
14. F.Y.I. – Lake Region Authority – New direction, need ideas – e-scrap

- 15.** Caspar presented the Construction Zone report for the week of August 2, 2004.
- 16.** Community Corrections Director Keith Clark presented the budget and comprehensive plan for fiscal year 2005.
- 17.** Jon Hotaling, Economic Development Director, presented the weekly report for the week of July 26, 2004.
- 18.** Item No. 95-29; Hotaling started preparing the curriculum and the schedule for the Leadership Coffey County 2004-2005 program. The first session will be in November after the get acquainted picnic in October.
- 19.** Item No. 01-5; Hotaling reviewed materials for the Kansas Leadership executive committee meeting to be held at 9 a.m. on August 4<sup>th</sup>. Hotaling provided a written summary of future activities and information on the upcoming KLF conference for the pre-conference newsletter. Hotaling received a written transcript of a Kansas Profile radio program about the Kansas Leadership Forum that will be aired around the state this week and attached a copy of the transcript to his report.
- 20.** Item No. 04-3; Hotaling toured the Burlington Charloma facility and spoke with Frank Mitchell who is in charge of setting up the Burlington plant. A large machine, that requires a 50' x 50' area, recently arrived and will be reassembled soon. Other machines are in the process of being set and wired. Hotaling also provided information to Charloma's Human Resource Director, Carolyn Sourk, for Charloma's application for a Kansas Industrial Training Grant. Hotaling provided information on Charloma's job descriptions to Diana Nichols of the Coffey County Employment Program.
- 21.** Hotaling met briefly with Mike Whitmore of COF to discuss the possibility of placing some COF consumers with Charloma. Hotaling provided Charloma contact information to Mike.
- 22.** Hotaling met with a local entrepreneur to discuss possible financing options and discuss building requirements for the business. He is working on a business plan.
- 23.** Hotaling composed and mailed a payment reminder letter to a loan account that will have their first payment coming due soon.
- 24.** Coffey County Attorney Doug Witteman discussed the insurance check the County received for the vehicles that were damaged from hail and the Board discussed the three vehicles that department heads were wanting repaired. The amount of the insurance check will be put in the courthouse general fund and when the vehicles are repaired the courthouse general fund is where the repairs will be paid from.
- 25.** The Board directed the Administrative Coordinator to draft a letter to EMC Insurance requesting a change of the annual renewal date for property casual, work comp, liability, inland

marine, and crime. A committee comprised of Bloomer and a representative from Elliott Insurance, will meet to review the vehicles covered under the auto policy and make a recommendation to the Board as to the appropriate coverage needed.

**26.** Crotts moved to adjourn the meeting at 11:00 a.m. until Monday, August 9, 2004 at 9:00 a.m for canvassing the election results and other county business that may arise, seconded by Sipe. Motion carried.

**CORRESPONDENCE:**

Response Optional

1. The Give a Phone Program – Letter regarding their program for unused cellular phones.

Response Required

2. EMC Insurance Companies – Letter regarding hail damage to County vehicles.
3. Mary Lou Ponder – Letter regarding grant application.

Response Not Required

4. Hawver’s Capital Report – Miscellaneous dates
5. Coffey County Library – Calendar of events

Minutes, August 2, 2004

Signed:

Attest:

Chairman

County Clerk