

1. The Coffey County Commission Chambers opened at 8:00 a.m. Monday, April 18, 2005, to allow commissioners to individually review correspondence. Chairman Fred Rowley called the meeting to order at 9:00 a.m. with members Tim Sipe, R. Kraig Kirchner, Gene Merry and Larry Crotts present. Also present were Denise Humlicek, Payroll Clerk, Doug Witteman, Coffey County Attorney and Donna Berland, Administrative Assistant. Present for a portion of the meeting were Mark Petterson, Coffey County Republican Editor, and Jeannene Ryan, WCNOC Representative.

2. Merry moved to approve the minutes of April 11, 2005 as corrected, seconded by Sipe. Motion carried. Corrections were: Monday, April 11, 2005, Paragraph 5., after ‘ballots’ add “out of 30”. Paragraph 19., after ‘the’ add “Boy Scouts”.

3. Consent Agenda:

A. Move to authorize and direct the Chairman to sign the Coffey County Payroll Notice for Jim Dale, Lake Patrol Attendant, from a classification of LE-I-a(-) to LE-I-a, hourly rate from \$7.76 to \$8.03, effective April 1, 2005.

B. Move to authorize and direct the Chairman to sign the Coffey County Payroll Notice for Jeremy Lind, Officer, from a classification of LE-III-a(-) to LE-III-a, hourly rate from \$11.82 to \$12.70, effective May 1, 2005.

C. Move to authorize and direct the Chairman to sign the Coffey County Payroll Notice for Tanya Cathcard, Jailer, from a classification of LE-II-a(-) to LE-II-a, hourly rate from \$9.71 to \$10.05, effective May 1, 2005.

D. Move to authorize and direct the Chairman to sign the Coffey County Payroll Notice for Carl Humphrey, Jailer, from a classification of LE-II-a(-) to LE-II-a, hourly rate from \$9.71 to \$10.05, effective May 1, 2005.

E. Move to authorize and direct the Chairman to sign the Coffey County Payroll Notice for Scott Huddleston, Jailer, from a classification of LE-II-b(-) to LE-II-b, hourly rate from \$10.32 to \$10.68, effective May 1, 2005.

F. Move to pay the invoice to Integrated Solutions Group in the amount of \$1041.95 for the yearly anti-virus updates for workstations and servers.

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

4. Rowley moved, upon the recommendation of the Noxious Weed/Recycling Director, to approve the new job description of the Recycling Laborer, seconded by Sipe. Motion carried.

5. Crotts moved, upon the recommendation of the Noxious Weed Director, to approve the revised Table of Organization, seconded by Kirchner.

- 5a.** After brief discussion, Merry moved to table the motion, seconded by Sipe. Motion carried.
- 6.** Merry moved to authorize and direct the Chairman to sign the Maintenance Quote for \$8,100 for the ESRI maintenance and support of the GIS software, seconded by Crotts. Motion carried.
- 7.** Merry moved, upon the recommendation of the County Appraiser, to accept the low bid of \$7,365.00 from Mid-Kan Blueline of Salina, KS, for the purchase of a HP Q1252A Plotter for the Appraiser's office, with funds to come from the GIS Reserve Fund. The old plotter will be purchased by the County Engineer's office for the trade-in price of \$2,000.00, seconded by Kirchner. Motion carried.
- 8.** Coffey County Appraiser Elysa Lovelady informed the Board that the AS400 capacity is 86% full. Lovelady was inquiring about upgrading. The Board directed Lovelady to get 2 more bids before taking any action.
- 9.** Robert Reed, Road Supervisor, presented and discussed the weekly report dated April 18, 2005. John Zuern, Administrative Assistant, was also present.
- 10.** Item No. 93-01; Road Permits Report: Three 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.** Reed also presented the Construction Zone Report for the week ending April 18, 2005.
- 13.** Blue Cross Blue Shield Representative Donna Pashman met with the Board to present the Group Utilization Report and the Renewal for 2005. Pashman explained that the County is below the targeted claims ratio and therefore the County should be receiving a refund check in August. Pashman will also be sending information to be included in payroll envelopes that will explain costs and effectiveness of generic medications.
- 14.** Jon Hotaling, Economic Development Director, submitted the weekly report for the week of April 18, 2005.
- 15.** Item No. 95-25; Hotaling confirmed volunteer schedules for the booth at the Kansas Sampler Festival in Newton, Kansas on May 6th, 7th, & 8th. Hotaling will collect some highway construction props for the booth display area to coincide with the Southeast Kansas Tourism Region theme of 'Southeast Kansas Highways'.
- 16.** Item No. 95-29; Hotaling hosted the Leadership Coffey County Class for session VI, "Building Attitudes & Goals for Success" featuring Phil Coleman of Champion Seminars in Salina. The class was followed by a delicious dinner catered by the Cactus Shak and hosted by Deborah Kennamore and Jean Beaty of the Coffey County Museum. Phil Coleman gave a

motivational program and ended his presentation with handwriting analysis of some of those attending the dinner. Graduates were presented plaques and were photographed by Mark Petterson for an article in the Coffey County Republican.

17. Item No. 97-6; Hotaling attended the Coffey County Manufacturer's Association meeting held at the Coffey County Hospital on Wednesday, April 13th. Hotaling presented information on the Heartland Procurement Technical Assistance Center and on the MAMTC Lean Manufacturing seminars being held at various locations across the state over the next 4 weeks. Hotaling completed minutes for the meeting and will set up a tour for the next meeting on May 11th.

18. Hotaling delivered a copy of the Coffey County map to several printers in the area for quotes on reprinting.

19. Hotaling discussed the Mid-American Machine CDBG grant project and the RWD expansion in the area of Arnold's Greenhouse with LeRoy Mayor Bill Freeman.

20. Hotaling discussed financing options for a daycare center with a citizen of Coffey County. The Small Business Administration's LowDoc program may be the best option.

21. Hotaling spoke with Randall Allen, KAC Executive Director, about setting up a panel for a workshop on economic development financing, incentives, etc., for the Kansas County Commissioners Association conference to be held May 11th & 12th in Topeka.

22. Rowley moved to recess into Executive Session for 10 minutes at 10:49 a.m. to include each of the Commissioners, Economic Development Director Jon Hotaling, and the County Attorney to discuss personnel matters which would be deemed privileged in the attorney-client relationship, seconded by Merry. Motion carried.

23. The Board resumed regular session at 10:59 a.m.

24. The Board requested to meet with Noxious Weed/Recycling Director Todd Bemis. The Board discussed the changes deemed necessary to allow the flow of the Table of Organization to cover all areas of employment and job descriptions. Bemis will make the necessary changes to the Noxious Weed Table of Organization.

25. Rowley moved, upon the recommendation of the Sheriff, to waive the formal bidding process for good cause, said cause being that the vendor, Kansas Highway Patrol Partners Program, is a participant in the statewide bidding program and to approve the purchase of 9 laptop computers and 5 desktop computers for \$19,409.08 to replace the Sheriff's Department computers, with funds to come from the Sheriff's Department Capital Outlay line item, seconded by Kirchner. Motion carried.

26. Administrative Assistant Donna Berland informed the Board that Information Systems Administrator Bill Bauer would be willing to travel to Texas for Dell Certification along with completing annual certification renewals.

27. Rowley adjourned the meeting at 11:35 a.m.

CORRESPONDENCE:

Response Not Required

1. Sue Freeman - Thank you note
2. The Park & Rec Trades
3. Legislative Alerts
4. Mary Bloomer - Thank you note
5. NACo Legislative Bulletin
6. NACo Legislative Alert
7. Burlington City Council Regular Session
8. Austin Hills - Eagle Scout Court of Honor Invitation
9. Lake Region Resource Conservation and Development Council
10. Legislative Bulletin

Minutes, April 18, 2005

Signed:

Attest:

Chairman

County Clerk