

1. The Coffey County Commission Chambers opened at 8:00 a.m. Monday, January 12, 2004, to individually review correspondence. Chairman Gene Merry called the meeting to order at 9:00 a.m. with members R. Kraig Kirchner, Tim Sipe, Fred Rowley, Jr. and Larry Crotts present. Also present were Vernon Birk, Coffey County Clerk, Doug Witteman, Coffey County Attorney, and Mary Bloomer, Administrative Coordinator. Present for part of the meeting were Mark Peterson, Coffey County Republican Editor, and Jeannene Ryan, WCNOC Representative.

2. Sipe moved to approve the minutes of Monday, January 5th, 2004, as corrected, seconded by Rowley. Motion carried. Corrections were: January 5th, 2004, paragraph 2, change 'Rowley' to "Crotts", insert after 'add' in last sentence, "new" in front of 'written' and add. Paragraph 7, in third sentence replace 'Rogers' with "County Attorney Doug Witteman", add "Rogers" after 'license and', delete "also a" study "of". Add at end of paragraph 8, "with funds to come from the General Fund, Community Improvements Line". Add at end of paragraph 30, "Commissioner Sipe will follow up with a call to his constituent." Add at end of paragraph 31, "and to prepare a RFP so as not to exclude any vendor".

3. Consent Agenda

- A. Move to authorize and direct the Chairman to sign the information sheet for Bridge plaques for Coffey County Bridge Project 16C-3779-01.
- B. Move to authorize and direct the Chairman to sign the revised Table of Organization for the Sheriff Department. The revision reflects an additional full time jailer position.
- C. Move to authorize and direct the Chairman to sign the Coffey County Payroll Notice for Kenneth Harred, New Hire Jailer, at a classification of LE-II-a and an hourly wage of \$9.46, effective January 12, 2004.
- D. Move to authorize and direct the Chairman to sign the Coffey County Payroll Notice for Jeremy Headley, New Hire Jailer, at a classification of LE-II-a and an hourly wage of \$9.46, effective January 6, 2004.
- E. Move to approve the distribution of Coffey County Culture and Recreation Funds for the year 2004 and further authorize and direct the Chairman to sign the letters to the cities regarding the same.
- F. Move to approve the City Infrastructure Distribution for the year 2004 and further authorize and direct the Chairman to sign the letters to the cities regarding the same.

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

4. Sipe moved, upon the recommendation of the Lake Region Solid Waste Authority Committee, to adopt Resolution No. 514-b, A RESOLUTION ADOPTING THE LAKE REGION SOLID WASTE MANAGEMENT PLAN, seconded by Crotts. Motion carried.

- 5.** Crotts moved, pursuant to K.S.A. 65-201 and upon the recommendation of the Health Department Administrator, to appoint Dr. John Shell as the County Health Officer and as the consultant to advise the County Health Administrator on program and related professional matters, seconded by Kirchner. Motion carried.
- 6.** Crotts moved to reappoint Gene Merry as Chairman of the Coffey County Board of Commissioners for the year 2004, seconded by Rowley. Motion carried.
- 7.** Sipe moved to reappoint Fred Rowley, Jr. as Vice-Chairman of the Coffey County Board of Commissioners for the year 2004, seconded by Kirchner. Motion carried, 4-yes, 1-abstained, Rowley.
- 8.** Coffey County Sheriff Randy Rogers met with the Board to request approval to purchase one full sized 4-door truck with the option to purchase a second truck.
- 8 a.** Sipe moved, upon the recommendation of the Sheriff, to approve the bid solicitation for one or two 2004 pickup trucks for the Sheriff Department, seconded by Kirchner. Motion carried.
- 9.** Steve Lightle, Coffey County Housing Director, presented and discussed the year-end financial statements. Lightle also discussed the demolition program for 2004 and requested a waiver of landfill fees.
- 9 a.** Merry moved to waive the landfill fees for the Coffey County Housing Authority for the demolition program (12 properties), provided the debris of the homes is pulverized and the metal frames and metal siding of the mobile homes are removed and put into the metal pile, seconded by Rowley. Motion carried.
- 10.** Jeff Beyer, Landfill Operator, was also present and submitted a list of guidelines from K.D.H.E. for C&D waste. Beyer said the C&D landfill would probably not be permitted until April or May this year. The C&D landfill cell is already built and Coffey County is just waiting on the permit. Lightle is expecting to have a lot of the demolition completed by May this year. Lightle also presented the Coffey County Housing Authority highlights of 2003.
- 11.** Jon Hotaling, Economic Development Director, presented and discussed the weekly report for the week of January 5th, 2004.
- 12.** Item No. 95-9; Hotaling attended the Coffey County Strategic Planning Committee meeting at the hospital on Wednesday, January 7th. Hotaling discussed the prison task force meeting and requested the organization to send a letter of support to the Yates Center prison task force. Hotaling drafted a letter for Chairman Darren Isch to review and sign. A lengthy discussion on health care and health care insurance was held. Hotaling discussed the need for a few volunteers for the Wichita Sport, Boat & Travel Show in February.

- 13.** Item No. 95-10; Hotaling spoke with Chuck Kreiser, the Country Haven Inn, and a WCNOC Representative about possibly changing the date of the Governor's Classic. The Governor may not be able to attend June 11th but could attend June 4th.
- 14.** Item No. 96-5; Hotaling provided information and a tour of the spec building to an out-of-town prospect. Hotaling reviewed the lease agreement and balance of the payments due. The prospect will contact David Shedd of Oldcastle to determine what it would take for Oldcastle to assign the lease.
- 15.** Item No. 97-6; Hotaling prepared and mailed out agendas for the Coffey County Manufacturer's Association meeting on January 14th. Since WCNOC is closed to tours, the group will tour New Eagle Communications in New Strawn.
- 16.** Item No. 98-6; The SEKRPC meeting to be held in Chanute on January 8th was cancelled due to illness of the Executive Director and the Executive Secretary.
- 17.** Item No. 98-10; Hotaling confirmed reservations for the SEK, Inc. annual meeting to be held in Chanute on Tuesday, January 20th. Hotaling also confirmed reservations to attend the Kansas Bankers Association's Economic and Rural Development Summit in Salina on January 21st.
- 18.** Item No. 01-5; Hotaling chaired the conference call for the Kansas Leadership Forum Executive Committee meeting. Progress is being made on the program for the 10th annual meeting to be held in El Dorado in September. The program is also nearly set for the April 23rd Leadership Development Round Table to be held at KSU.
- 19.** Item No. 03-01; Hotaling completed vouchers for funding of two requests for athletic economic incentive grants to the Burlington High Athletic Department. One grant is for a large wrestling tournament to be held this month and the other is for a basketball tournament to be held later this month.
- 20.** Hotaling sent information on SBA loans and "Guide to Starting a Business in Kansas" to a resident interested in starting a business.
- 21.** Hotaling also requested the Board be thinking about the upcoming Kansas Chamber of Commerce and Industry annual meeting on February 3, 2004 and let him know who wants to go.
- 22.** Robert Reed, Road Supervisor, presented the weekly report dated January 12, 2004. John Zuern, Administrative Assistant, was also present. County Engineer Hub Caspar was attending a reception in his honor at Anderson County.
- 23.** Item No. 93-01; Road Permits Report: No Road Permits were issued during the past week.
- 24.** Item No. 99-99; Zoning Permit/Applications Report: No Zoning Permits were issued during the past week.

25. Rowley moved to authorize and direct the Chairman to sign KDOT Attachment #1 appointing Hub Caspar as County Engineer, seconded by Merry. Motion carried.
26. Kirchner moved to adopt Resolution No. 653-a, a RESOLUTION AUTHORIZING AND AMENDING FEES FOR THE REVIEW OF SUBDIVISION PLATS AND PLATS OF SURVEY, seconded by Sipe. Motion carried.
27. Item No. 2004-01; Road Vacation Request.
- 27 a. Merry moved to adopt Resolution No. 618-ak, a RESOLUTION COMENCING PROCEEDINGS TO VACATE 13TH PLACE BETWEEN UNDERWOOD ROAD AND UNDERWOOD LANE AND GIVING NOTICE OF A PUBLIC HEARING THEREON, seconded by Sipe. Motion carried.
28. Reed also presented the Construction Zone Report for the week of January 12, 2004.
29. County Clerk Vernon Birk presented a listing of cemeteries in Coffey County including a map prepared by Sharon Schurle, Information Systems Support Specialist, showing the location. Birk also presented for the Board's information a 2004 budget summary for Township Cemetery, Watershed and Drainage Districts.
30. The Board will sign warrants and vouchers on Thursday, January 29, 2004, at 8:30 a.m.
31. Merry moved to appoint Timothy A. Sipe to a four-year term as the non-lawyer member to the Fourth District Judicial Nominating Commission, beginning March 1, 2004 and ending March 3, 2008, seconded by Rowley. Motion carried.
32. Crotts moved to adjourn the meeting at 11:45 a.m. until Tuesday, January 20th, 2004, for the regular meeting.

CORRESPONDENCE:

Response Not Required

1. Hawver's Capitol Report – Misc. Dates
2. City of Gridley – Minutes of 12-23-03
3. William Winter – Thank you
4. Lynn Jenkins – 2003 Kansas Municipalities Indebtedness Report
5. City of Waverly – Minutes – Misc. Dates

6. JoAnn Phillips – Thank you
7. Housing Authority – Minutes of 12-4-03
8. KDHE - Newsletter

Response Required

9. The Supreme Court of Kansas – Letter regarding appointment of non-lawyer member to the District Judicial Nominating Commission

Response Optional

10. William Darnell Mann – Letter regarding services
11. Commercial Insurance Services, Inc. – Letter regarding services

Minutes, January 12, 2004

Signed:

Attest:

Chairman

County Clerk