

1. The Coffey County Commission Chambers opened at 8:00 a.m. Monday, January 23, 2006, to allow commissioners to individually review correspondence. Chairman Fred Rowley, Jr. called the meeting to order at 9:00 a.m. with members R. Kraig Kirchner, Tim Sipe, Gene Merry and Larry Crotts present. Also present were Denise Humlicek, Payroll Clerk, Doug Witteman, Coffey County Attorney, and Donna Berland, Administrative Assistant. Mark Petterson, Editor of the Coffey County Republican, was present for a portion of the meeting.
2. Sipe moved to approve the minutes of Tuesday, January 17, 2006, as corrected, seconded by Merry. Motion carried. Corrections were: Paragraph 1, delete 'Doug Witteman, Coffey County Attorney'. Correspondence, before 'Bankruptcy' add "Tucker".
3. **Consent Agenda**
 - A. Move to authorize and direct the Chairman to sign five (5) tax abatements to the Treasurer's tax roll in the amount of \$853.07.
 - B. Move to authorize and direct the Chairman to sign the Coffey County Payroll Notice for Troy Rogers, Officer, Sheriff's Office, Classification LE-III-c, \$13.96, effective 1/1/06.
- 3a. Merry moved to approve the Consent Agenda as submitted, seconded by Crotts. Motion carried.
4. Merry moved to reappoint Jon Hotaling, as Coffey County Representative, to a 2-year term on the Coffey County Tourism and Visitors Board, effective January 1, 2006 and ending December 31, 2007, and to reappoint Mary Walker, as the Chamber of Commerce Representative, to a 2-year term on the Coffey County Tourism and Visitors Board, effective January 1, 2006 and ending December 31, 2007, seconded by Rowley. Motion carried.
5. Merry moved to authorize and direct the Chairman to sign the letters regarding 2006 City Infrastructure Grant Funds, seconded by Sipe. Motion carried.
6. Kirchner moved, upon the recommendation of the County Attorney, to accept the final insurance payment of \$54,356.15 for hail damage caused by the May 2004 storm and authorize and direct the Chairman to sign the Proof of Loss Statement related thereto, with funds to be deposited in the General fund, seconded by Merry. Motion carried.
7. Emergency Preparedness Coordinator Becky Jewett met with the Board regarding hiring for another position in the Emergency Preparedness Department. Jewett presented a new job description for an Office Assistant I and a revised Table of Organization reflecting the new position.
- 7a. Merry moved to approve the new job description for an Office Assistant I and the revised Table of Organization reflecting the new position, seconded by Rowley. Motion carried.

- 7b.** Merry moved to approve the new language that every Emergency Preparedness employee will hold a position in the Emergency Response Organization, seconded by Rowley. Motion carried.
- 7c.** Crotts moved to approve advertising for an Emergency Preparedness Office Assistant I position, seconded by Sipe. Motion carried.
- 8.** Coffey County Engineer Hub Caspar and Information Technology Director Bill Bauer met with the Board to request the purchase of a color plotter for the Engineer's office that is identical to the one in the Appraiser's office.
- 8a.** Merry moved to authorize the Information Technology Director to solicit bids for a color plotter and to waive the formal bidding and publication requirement in favor of soliciting three bids by the informal bid process, seconded by Sipe. Motion carried.
- 9.** Hub Caspar, Coffey County Engineer, presented and discussed the weekly report dated January 23, 2006. Robert Reed, Road Supervisor, and John Zuern, Administrative Assistant, were also present.
- 10.** Item No. 93-01; Road Permits Report: No 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.** Item No. 2006-01; Equipment Purchase: Request authorization to solicit bids for one (1) Motor grader and two (2) Dump Trucks. Bid opening – January 25, 2006 @ 2:00 and 2:15 p.m.
- 13.** Item No. 2006-02; Request authorization to solicit bids for Structural Steel for project B363 (U – 9.2). Bid opening – January 31, 2006 @ 2:00 p.m.
- 14.** Caspar also presented the Construction Zone Report for the week of January 23, 2006.
- 15.** The Board discussed the drainage problem east of Burlington. The Board directed Caspar to go ahead and replace the rusted out culvert now with a concrete pipe and lower the pipe one foot. In addition to the above structures, the County intends to replace the four 48" cross roads pipes located further east on 11th Road with a single span bridge. This project will be placed into the Coffey County Road Plan for work and completion in 2007.
- 16.** Jon Hotaling, Economic Development Director, submitted the weekly report for the week of January 23, 2006.
- 17.** Item No. 95-10; Hotaling completed and faxed forms for booth furnishings and booth volunteer badges for the Kansas Sports, Boat & Travel Show in Wichita, February 16th – 19th. Hotaling will have a meeting to review schedules, policies, etc. for show volunteers in two weeks.

- 18.** Item No. 95-29; Hotaling completed and mailed out the agendas for session #1 of the Coffey County Youth Leadership Program to the class members. Hotaling received an application from one additional student giving a total of eight registered for the program. The first class will be held Monday, January 23rd.
- 19.** Item No. 96-3; Hotaling received a copy of a letter from Terry Marlin, of the Kansas Department of Commerce, concerning review of the Mid-American Machine CDBG loan. Hotaling is still waiting for a certified employment report from the company. All other required documentation has been completed.
- 20.** Item No. 97-7; Hotaling attended the Coffey County Chamber of Commerce 'After 5' Social and Program held at the Burlington Fire Station at 5 p.m. on Wednesday, January 18th. Kim Bowers, Coffey County Coordinator for the SOS (Services Offering Safety) program, gave a presentation on domestic violence and services available through SOS.
- 21.** Item No. 98-7; Hotaling attended the bi-monthly meeting of the Southeast Kansas Tourism Region (SEKTR) in Fredonia. The members discussed the Kansas Sampler Festival and the 2006 Getaway Guide advertising package. Hotaling discussed membership to the Kansas Motorcoach Alliance and the Travel Industry Association of Kansas. The new website for SEKTR is located at www.sekinc.org. Hotaling will email the Coffey County calendar of events in order to be added to the website. The next meeting will be held March 16th at the Coffey County Museum and will feature representatives from the Kansas Travel & Tourism Division of the Kansas Department of Commerce.
- 22.** Item No. 04-3; Hotaling sent an example of the FTE report from another loan account to Charloma. It includes a weekly breakdown of hours with a total divided by 2080 for full-time equivalent employees every 6 months.
- 23.** Item No. 05-1; Hotaling attended the SEK, Inc. annual meeting and dinner at the Chanute Country Club on Tuesday, January 17th. The SEK, Inc. advisory councils gave annual reports of activities and 2006 officers were elected. Governor Sebelius was the keynote speaker.
- 24.** Item No. 05-3; Hotaling attended the SEK Prosperity Foundation meeting in Chanute on Tuesday, January 17th, prior to the SEK, Inc. annual meeting. Hotaling discussed 501c3 status and 2005 tax credits.
- 25.** Hotaling reported that Wayne Symmonds is working with a possible prospect for a manufacturing operation in the Dream Homes building.
- 26.** Rowley moved to enter Executive Session at 10:29 a.m. for 10 minutes to include each of the Commissioners, Economic Development Director Jon Hotaling, and the County Attorney, to discuss matters which would be deemed privileged in the attorney-client relationship, seconded by Merry. Motion carried.
- 27.** Lake Region RC&D Director Rick Porter met with the Board to present the 2005 annual report.

28. Don Meats, resident in Coffey County Rural Water District #2, met with the Board to give an update on the rural water project in the southeast corner of the County and northeast corner of Woodson County. The total cost of the project is estimated at \$235,000. Meats explained that in order to go forward with the project an additional \$40,000 is needed. Sipe stated that the Rural Water District #2 Board could use some of their allocated funds. Meats will be meeting with the Board in two weeks to request use of some of their allocated County funds.

29. Coffey County Engineer Hub Caspar informed the Board that Earl Devore will have the plans for the call center, the contract and references ready for next Monday.

30. Rowley adjourned the meeting at 11:45 a.m. until Friday, January 27, 2006, at 8:30 a.m. to sign checks and vouchers and to address any other County business that may arise.

CORRESPONDENCE:

Response Not Required

1. City of Gridley - January 3, 2006 Minutes
2. Legislative Bulletin - January 20, 2006
3. Kansas Department of Commerce – Monitoring of Grant
4. KAC - Methamphetamine Education Tools
5. Chris Paus - Lake Region Solid Waste Authority Board Meeting Agenda
6. Coffey County Fire District #1 Board Meeting - January 17, 2006
7. Work & Life Health Issue - Volume 16, Issue 1
8. State of Kansas Board of Tax Appeals - City of Burlington
9. Hawver's Capitol Flash - January 17, 18, 19, 20, 23, 2006

Minutes, January 23, 2006

Signed:

Attest:

Chairman

County Clerk