

1. The Coffey County Commission Chambers opened at 8:00 a.m. Monday, January 31, 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 Angie Kirchner, Coffey County Clerk, Doug Witteman, Coffey County Attorney, and Mary Bloomer, Administrative Coordinator. Present for a portion of the meeting was Mark Petterson, Coffey County Republican Editor.
2. Crotts moved to approve the minutes of January 24<sup>th</sup>, 2005 as corrected, seconded by Merry. Motion carried. Corrections were: Monday, January 24<sup>th</sup>, 2005, Paragraph 6., delete 'sick leave'. Add new "Paragraph 8. After additional discussion, the Board directed the County Attorney to research the matter and draft a letter for the Chairman to sign on behalf of the Board." Re-number all paragraphs accordingly. Paragraph 9., delete 'suggested'. Add new "Paragraph 10. The Board discussed monies held by the senior centers." Paragraph 16, after 'a' insert "possible" after 'letter' delete 'received' replace with "may receive". Paragraph 29, delete 'requested' replace with "recommended approval of the Board."
3. Sipe moved to approve the minutes of January 28<sup>th</sup>, 2005 as written, seconded by Kirchner. Motion carried.
4. The Board directed the County Clerk to notify the Council on Aging that the Board had received their packet and would not need to meet with the Council on Aging.
5. **Consent Agenda:**
  - A. Move to approve payment of 2005 Kansas County Commissioners Association membership dues, at a cost of \$280.80, with funds to come from the General Fund, Commissioner, Contract Services Line.
  - B. Move to authorize and direct the Chairman to sign the Coffey County Payroll Notice for Cindy Joy, changing her from 4/5 time to full time, effective February 1, 2005.
4. Kirchner moved to approve the Consent Agenda as submitted, seconded by Sipe. Motion carried.
5. The Board directed Coffey County Health Administrator Susan Mueller to advertise for the vacant part time position in the Health Department.
6. Merry moved to approve the proclamation declaring the week of February 13, 2005 through February 19, 2005 as FBLA-PBL in Coffey County, seconded by Rowley. Motion carried.
7. Hub Caspar, County Engineer, presented and discussed the weekly report dated January 31, 2005. Robert Reed, Road Supervisor, and John Zuern, Administrative Assistant, were also present.

- 8.** Item No. 93-01; Road Permits Report: One Road Permit was issued during the past week.
- 9.** Item No. 99-99; Zoning Permit/Applications Report: No Zoning Permits were issued during the past week.
- 10.** Item No. 99-13; LANDFILL: 9 a.m. March 22 – Coffey County will host the Lake Region Authority meeting. A presentation will be made by an E-Scrap recycler.
- 11.** Caspar also presented the Construction Zone Report for the week ending January 31<sup>st</sup>.
- 12.** Elizabeth Maxwell, East Central Council on Aging, cancelled her appointment with the Board
- 13.** Jon Hotaling, Economic Development Director, submitted the weekly report for the week of January 31<sup>st</sup>, 2005.
- 14.** Item No. 95-9; Hotaling completed and mailed out the agendas for the Strategic Planning Committee meeting to be held Wednesday, February 2<sup>nd</sup>, at noon, at the Coffey County Hospital.
- 15.** Item No. 95-10; Hotaling met with Mike Hawkins, of Crappie Busters, to review a topographical map he has designed for Coffey County Lake. The map has space for advertisers and can be sold at a low price that will pay for printing of additional copies. Hotaling ordered some for the Wichita Sport, Boat & Travel Show and will see how well they sell there.
- 16.** Item No. 95-29; Hotaling composed and mailed out thank you letters to presenters for the Leadership Coffey County Class #3, held on January 13<sup>th</sup>. Hotaling finalized the agenda for Class #4, ‘Business, Industry, Agriculture, & Finance’ to be held Thursday, February 10<sup>th</sup>. Hotaling also confirmed Phil Coleman, of Champion Seminars, for the final class and graduation dinner on April 14<sup>th</sup>, at the Coffey County Museum.
- 17.** Item No. 96-3; Hotaling reviewed information and forms from the CDBG Administrator for the Mid-American Machine project. Hotaling discussed and reviewed the signature page, bank deposit forms, fair housing resolution, code of conduct/ethics, etc., with the County Treasurer and the Administrative Coordinator. Originals will be sent to the Kansas Department of Commerce with copies being retained by the Grant Administrator and Coffey County.
- 18.** Item No. 98-06; Hotaling finalized the annual Kansas Department of Commerce enterprise zone report, which will be forwarded to the SEKRPC for filing.
- 19.** Item No. 00-2; Hotaling attended the 21<sup>st</sup> Century Community Learning Center Advisory Council meeting in Lebo, on Tuesday, January 25<sup>th</sup>. Hotaling reviewed improvement rubric to be submitted to the state. While in the Lebo area, Hotaling viewed a possible industrial site and discussed tax exemption forms and Lebo Lake brochures with the Lebo City Clerk.

20. Item No. 03-1; Hotaling received requests for athletic economic incentive grants from the Waverly High School for four events to be held in 2005.
21. Hotaling assisted, with the Coffey County Historical Museum, the Pioneer Days Celebration.
22. Hotaling again reminded the Board for the need of volunteers for the Kansas Sports, Boat and Travel Show in Wichita, KS on February 16<sup>th</sup> through the 20<sup>th</sup>.
23. Kirchner moved, upon the recommendation of the Economic Development Director and approval of the County Attorney as to form, to adopt the Civil Rights/Fair Housing Policy, effective this date, and further authorize and direct the Chairman to sign the policy, seconded by Merry. Motion carried.
24. Hotaling informed the Board that a new company would be operating out of the old BCCI building called Fittings Export, LLC.
25. Sipe moved to recess into Executive Session at 10:17 a.m. for 10 minutes, to include each of the Commissioners and the County Counselor to discuss matters of non-elected personnel, seconded by Merry. Motion carried.
26. The Board resumed regular session at 10:27 a.m.
27. Rowley adjourned the meeting at 10:30 a.m.

## **CORRESPONDENCE:**

### Response Not Required

1. Governor Sebelius - Letter regarding wind energy resources
2. Hawvers Capitol Report - Misc. dates
3. Corps of Engineers - Public Notice
4. Coffey County Fire District No. 1 - Minutes of 12-20-04
5. State of Kansas - Directory of Public Officials
6. NACo - Letter regarding grant program that supports environmental restoration and stewardship
7. Coffey County Library - Calendar of Events
8. Whitney Damron - Legislative Updates

Minutes, January 31, 2005

Signed:

Attest:

Chairman

County Clerk