

1. The Coffey County Commission Chambers opened at 8:00 a.m. Monday, March 14, 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 were Mark Petterson, Coffey County Republican Editor, and Jeannene Ryan, WCNOC Representative.

2. Sipe moved to approve the minutes of March 7<sup>th</sup>, 2005 as corrected, seconded by Crotts. Motion carried 4-yes, 0-no, 1-abstained, Merry. Corrections were: Monday, March 7<sup>th</sup>, 2005, Paragraph 1., delete 'Gene Merry', after 'Crotts present.', add "Commissioner Merry was absent attending the NACo Conference on behalf of the County". Add new "Paragraph 5a. The Board of canvassers canvassed the records of the March 1, 2005 Primary Election." Re-number paragraphs accordingly. Paragraph 6., add at the end of the paragraph "Undersheriff Kenny Roney was present for this hearing". Paragraph 8., delete 'if Sheriff Randy Rogers had', replace with "about the status of", delete 'completed'. Paragraph 9., add "Alice Archer" in front of 'A Coffey County citizen', at the end of paragraph add "Recommendations were given to her by the Board to pursue the appeals process." Add new Paragraph 32., "Rowley provided an update regarding the Jacobs Creek log jam matter." Re-number all paragraphs accordingly. Paragraph 33., delete 'approved the purchase of 2 additional phones in the amount of \$611.20 for replacement phones and \$8.00 a piece per phone per year for support.', replace with "suggested only 2 additional phones be purchased." Paragraph 34., delete 'add', delete 'in the amount', replace with "and annual maintenance at a cost of", delete 'for replacement phones plus \$8.00 a piece for annual maintenance'.

### 3. Consent Agenda

- A. Move to authorize the Chairman to sign 2 abatements to the Treasurer's tax roll in the amount of \$56.64.
- B. Move to authorize and direct the Chairman to sign the Coffey County Payroll Notice for CSA compensation for the month of March 2005, for John Zuern as Zoning Administrator.
- C. Move to approve the insertion of the quarterly flyer from The Consortium in the March Payroll envelopes.

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

4. Merry updated the Board about the NACo meeting he attended last week in Washington, D.C. and future plans of the NACo.

5. Rowley updated the Board that there has been no response to date on a letter to the U.S. Corps of Engineers that he requested the Administrative Coordinator send regarding the Jacob's Creek Log jam.

- 6.** The Board briefly discussed the concrete work that has begun on the west side of the jail. The Board decided to remove two light fixtures at the west end of the parking lot that have not been used for several years instead of installing new conduit to repair the two lights.
- 7.** Susan Mueller, Health Administrator, met with the Board to discuss the grants she will be receiving and to introduce two nursing students from Washburn University, Danelle Finan and Anne Hochard.
- 7a.** Merry moved, upon the recommendation of the County Health Administrator and approval of the County Attorney as to form, to authorize and direct Mueller to sign the Service Agreement between the Coffey County Health Department and the Flint Hills Community Health Center, seconded by Crotts. Motion carried.
- 7b.** Merry moved, upon the recommendation of the Health Department Administrator, to authorize and direct the Chairman to sign the KDHE Application for Grant Funds for the period of July 1, 2005 – June 30, 2006, seconded by Kirchner. Motion carried.
- 8.** Hub Caspar, County Engineer, presented and discussed the weekly report dated March 14<sup>th</sup>, 2005. Robert Reed, Road Supervisor, and John Zuern, Administrative Assistant, were also present.
- 9.** Item No. 93-01; Road Permits 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: Lake Region Authority meeting – March 15<sup>th</sup>. Lysimeter reading for February 28, 2005. Request to advertise for one summer help position.
- 11a.** Merry moved to approve the County Engineer’s request to advertise for one summer help position at the Landfill, seconded by Sipe. Motion carried.
- 12.** Item No. 2005-02; Watershed Dam Breach Inundation Area Protection: Information Packet.
- 13.** Casper will be meeting with KDOT – March 21 at 1:00 p.m. to discuss US 75 – Beto to Old Hwy 50.
- 14.** Casper viewed the Museum parking lot and suggested completely restructuring the entire parking lot by removing the trees, all the asphalt and dirt, and regrading. Casper also reviewed the bids that Museum Director Deborah Kennamore had received.
- 15.** Casper also presented the Construction Zone report for the week March 14<sup>th</sup>, 2005.
- 16.** Undersheriff Kenny Roney presented a bid from Chaney, Inc. to the Board for a set of scale “as built” ductwork drawings. Chaney, Inc. will use an existing set of blue prints to locate

T-Stat and ductwork and scale an “as built” set of ductwork drawings on the existing set of blue prints.

**16a.** Sipe moved, upon the recommendation of the Sheriff, to approve the bid of Chaney, Inc., in an amount not to exceed \$3,060, with costs to come from the General Fund, Courthouse General – Contractual Services, for (1) the cost to locate which T-Stat and set of duct work takes care of certain areas throughout the jail side of the courthouse, and (2) preparation of scale “as built” drawings, seconded by Merry. Motion carried.

**17.** 21<sup>st</sup> Century LLC Director Monique Burns met with the Board to discuss the 21<sup>st</sup> Century program and the Executive Summary. Also present were Jam Guevel and Deena Hedges. Burns expressed the extended services provide a safe environment for children and prevents the increase of juvenile offenders. Burns discussed funding and explained that next year is fully funded, but the next two years the funds will begin to diminish and the after school program will need extra funding. No action was taken. The Board indicated they did not want to be a major player but would participate in a minor role. They would also make a commitment if 21 CLLC ha commitment from USD 245.

**18.** Jon Hotaling, Economic Development Director, submitted the weekly report for the week of March 14, 2005.

**19.** Item No. 95-21; Hotaling received updates for the E-Plan PIO manuals from WCNOC. Hotaling replaced previous information with new updates and mailed a verification of receipt back to WCNOC.

**20.** Item No. 95-29; Hotaling hosted a Leadership Coffey County Class V, “Leadership Theory & Techniques” on March 10<sup>th</sup>. Toni Boyles from “A Place in Time” was the presenter. The next class, “Building Attitudes & Goals for Success” featuring Phil Coleman that will be held April 14<sup>th</sup> from 2 p.m. – 5:30 p.m. The graduation dinner will follow at 6:30 p.m. at the museum.

**21.** Item No. 96-3; Hotaling reviewed the required documents for Mid-American Machine CDBG loan from the State of Kansas with Administrative Coordinator, Mary Bloomer. Hotaling confirmed an appointment with Wayne Symmonds for March 16<sup>th</sup> to finalize the loan documents with Shane Sutherland. Hotaling mailed the completed CDBG documents to the Eastern Kansas Economic Development Group representative.

**22.** Item No. 97-6; Hotaling attended the CCMA meeting March 9<sup>th</sup> at the Coffey County Hospital. After the meeting, the members took a tour of Charloma’s Burlington plant with four of the Coffey County Commissioners. The next CCMA meeting will be April 13<sup>th</sup>.

**23.** Item No. 97-7; Hotaling met with Mary Walker, Coffey County Chamber Director, and representatives from Cable One to discuss a cable TV ad campaign to promote entertainment, recreational opportunities, and events (Coffey County Fair).

**24.** Item No. 98-6; Hotaling attended the SEKRPC, Comprehensive Economic Development Strategy (CEDS) Review Committee meeting. The revisions were made and the final draft was

prepared. Hotaling provided resolutions for adoption of CEDS to Bloomer for submission to the County Commission.

**25.** Item No. 03-1; Hotaling received a request for an athletic event Economic Incentive Grant from SCC High School for April 21<sup>st</sup> track meet at the BHS field. Hotaling submitted the funding request to the Clerk's office for payment. Seven grants totaling \$1,400 have been approved in 2005.

**26.** Item No. 03-2; Hotaling received information from Tricia Cavalier with [www.jimkelly.com](http://www.jimkelly.com) stating that Jim Kelly will not be able to make it to Kansas this year thus canceling the Hunter's Hope event for 2005.

**27.** Item No. 04-3; Hotaling completed the FTE review of Charloma for the period 12-1-04 to 3-1-05. They were required to have 20 FTE for a discount on loan payments and the plant hours were equivalent to 20.5 FTE. There was a discount earned for January, February & March payments already received, along with reduction earned and will make the April & May payments \$0. From June 2005 to November 2005, Charloma will make a monthly payment of \$1,060.04.

**28.** Item No. 04-4; Hotaling reviewed tax exemption policies and presented information on policies to the Waverly City Council on March 9<sup>th</sup> at 7:30 p.m. Hotaling provided a disk with the information to the Waverly City Clerk and had the disk delivered to Lebo City Clerk

**29.** Hotaling attended the telephone system training.

**30.** Kirchner moved upon the approval of the County Attorney as to form, to adopt the Coffey County Conflict of Interest Policy as it relates to Mid-American Machine, LLC, and CDBG Grant Project No. 04-BF-R08 and further authorize and direct the Chairman to sign the same, seconded by Rowley. Motion carried.

**30a.** Witteman stated that these Conflict of Interest Policies pertain directly to Mid-American Machine, LLC and CDBG Grant Project No. 04-BF-R08.

**31.** Crotts moved, upon the approval of the County Attorney as to form, to approve the certification regarding government-wide restriction on lobbying (for contract over \$100,000) as it relates to Mid-American Machine, LLC, and CDBG Grant Project No. 04-BF-R08 and further authorize and direct the Chairman to sign the same, seconded by Sipe. Motion carried.

**32.** Merry moved, upon the approval of the County Attorney as to form, to approve the Job Creation/Retention Agreement as it relates to Mid-American Machine, LLC, and CDBG Grant Project No. 04-BF-R08 and further authorize and direct the Chairman to sign the same, seconded by Crotts. Motion carried.

**33.** Merry moved to adopt Resolution No. 745, A RESOLUTION ADOPTING THE 2004 COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY OF THE SOUTHEAST KANSAS ECONOMIC DEVELOPMENT DISTRICT, ALSO KNOWN AS THE SOUTHEAST

KANSAS REGIONAL PLANNING COMMISSION (SEKRPC), seconded by Sipe. Motion carried.

34. The Board reviewed County employee salaries at the salary workshop. The Board will discuss the Appraiser's salary at contract review.

35. Rowley adjourned the meeting until 6:00 p.m. for the purpose of interviewing for the position of the Administrative Assistant.

**CORRESPONDENCE:**

Response Not Required

1. Hawver's Capitol Report - Misc. dates
2. Corps of Engineers - Public Notice
3. Coffey County Housing Authority Board - Minutes of February 3, 2005
4. League of Kansas Municipalities - Legislative Update
5. KAC - Legislative Update
6. Whitney Damron - Legislative Update
7. City of Burlington - Minutes of February 16, 2005

Response Required

8. After Prom Committee - USD 243 - Request for Donation
9. After Prom Committee - USD#243

Minutes, March 14, 2003

Signed:

Attest:

Chairman

County Clerk