

1. The Coffey County Commission Chambers opened at 8:00 a.m. Monday, March 17, 2003, to individually review correspondence. Chairman Gene Merry called the meeting to order at 9:00 a.m. with members Tim Sipe, R. Kraig Kirchner, and Fred Rowley, Jr. present. Also present were Vernon Birk, Coffey County Clerk, Doug Witteman, County Attorney, and Mary Bloomer, Administrative Coordinator. Present for a portion of the meeting were Mark Petterson, The Coffey County Republican and Sam Robinson, The Gleam/KSNP.

2. Sipe moved to approve the minutes of Monday, March 10, 2003, as corrected, seconded by Rowley. Motion carried. Corrections were: March 10, 2003, paragraph 2, add, "4-yes, 0-no, 1-abstention-Merry." Paragraph 7, at the end of the 2nd sentence add, "and the way they handle information." Add new paragraph, "8. Merry provided an overview of the NACo Conference he recently attended." Re-number the rest of the paragraphs correctly beginning with old paragraph 8 becoming new paragraph 9, etc. Old paragraph 9, new paragraph 10, after 'Financial', add, "Services, Inc.", and after, 'Fire', add, "District". Old paragraph 10, new paragraph 11, after, 'property', add, "in Waverly", last sentence after, 'on' add, "or before". Old paragraph 13, new paragraph 14, after, 'Under' delete "-" before sheriff. Paragraph 16, last sentence, delete, "Gridley", capitalize "The" before 'Gleam'. Old paragraph 29a should be combined with old paragraph 31, new paragraph 32, at the end of the sentence. Old paragraph 30a, new paragraph 31a, add last sentence, "The Board approved Caspar submitting the grant application." Old paragraph 31, new paragraph 32, now reads, "Aquaterra Proposal No. 0103018 – C & D Landfill Design Permit. Caspar presented a written detailed cost estimate for Engineering Services for the Construction and Demolition Landfill design in the amount of \$11, 569.74." Old paragraph 33, new paragraph 34, after price of, '\$ 9,325.00' add to the right, "(includes deduction of \$ 275.00 for freight)", after price of, '\$ 9,444.37', add to the right, "(plus freight)", and after price of, '\$10,177.50', add to the right, "(plus freight)".

3. Consent Agenda:

A. Move to authorize the Chairman to sign 1 abatement to the Treasurer's tax roll in the amount of \$12.00.

4. Merry moved to approve the Consent Agenda as submitted, seconded by Kirchner. Motion carried 3-yes, 0-no, 1-abstention-Rowley.

5. Rowley moved to appoint Gene Merry and Tim Sipe as fence viewers, seconded by Kirchner. Motion carried.

6. Sipe moved to approve the letters to legislators regarding school funding, seconded by Rowley. Motion carried.

7. Coffey County Attorney Doug Witteman reported that he would have information available next Monday on the feasibility of the refunding of any Coffey County Bonds.

8. Emergency Preparedness Coordinator Becky Jewett, presented a revised Table of Organization, revised job descriptions, advertisement authorization, etc., for the Emergency Preparedness Department.

- 8a.** Rowley moved to approve the revised Table of Organization for the Emergency Preparedness Department. The change is the deletion of Office Assistant III and addition of a Planner/Office Manager, seconded by Sipe. Motion carried.
- 8b.** Merry moved to approve the new job description for Planner/Office Manager for the Emergency Preparedness Department, seconded by Sipe. Motion carried.
- 8c.** Rowley moved to approve placement of the Planner/Office Manager in the C-III category of the Coffey County Wage and Classification Grid, seconded by Kirchner. Motion carried.
- 8d.** Merry moved to approve the revised job description for the Radiological Officer/Assistant Emergency Preparedness Coordinator, seconded by Rowley. Motion carried.
- 8e.** Sipe moved to approve distribution of the advertisement for the Planner/Office Manager position, in-house only, for the week of March 17th, as allowed by Section 3.2 of the Policy and Procedures Manual. If suitable applicants are not received, approve advertisement in the official newspaper for the next 2 weeks, seconded by Rowley. Motion carried.
- 9.** Commissioner Rowley reported having been asked by a Jacob's Creek citizen about the possibility of installing a siren at Jacob's Creek for fire & Wolf Creek notification purposes. The Board will discuss it at the joint Coffey County Commission/Fire District meeting scheduled for 7:00 p.m. today March 17, 2003.
- 10.** Coffey County Sheriff Randy Rogers met with the Board to request funds for the completion of the Mobile Command Vehicle. Rogers said there are several items that have been completed and not paid for. The recent budget cuts have made it impossible to complete the project. The Board will view the Command Vehicle at the Joint Fire District meeting later this evening.
- 11.** Merry moved to commit \$5000.00 to the Mobile Command Vehicle to cover the County's shared costs along with Coffey County E.M.S., Coffey County Fire, and City of Burlington Police in-kind contribution, with funds to come from Equipment Reserve Fund, seconded by Kirchner. Motion carried.
- 12.** The County Attorney reported on his discussion with Dottie Riley regarding her analysis of county indebtedness.
- 13.** Jon Hotaling, Economic Development Director, presented and discussed the weekly report for the week of March 10, 2003.
- 14.** Item No. 95-10; Hotaling attended the Governor's Classic committee meeting. Most activities and plans are nearly finalized. Hotaling ordered plaques for the Governor's Classic golf tournament. Hotaling will be getting out application forms to the Chamber of Commerce and civic organizations.

- 15.** Item No. 95-21; Hotaling attended the E-Plan tabletop drill at the WCNOC Eisenhower Learning Center on Thursday, March 13th. Hotaling reviewed the video of the news conference from the last drill. Hotaling reviewed the public information organization activation checklist and the information control reports. Hotaling discussed issues that came up during the March 6th drill.
- 16.** Item No. 95-24; Hotaling attended Section 125 benefits package presentation by Leasa Huffman of OFG Financial Services, Inc.
- 17.** Item No. 97-6; Hotaling attended the Coffey County Manufacturer's Association meeting in Gridley on Wednesday, March 12th. Members toured the Countertop Trends, L.L.C. facility and the Overland Tool facility in Gridley. The luncheon meeting was held at the Mainstreet Café in Gridley.
- 18.** Item No. 97-7; Hotaling wrote an article on the Coffey County Economic Development Office operations for the Chamber member article to come out this week in the "Coffey Shop" newspaper.
- 19.** Item No. 00-3; Hotaling sent out letters to flight training scholarship recipients congratulating them on their selection and inviting them to the scholarship proclamation reception at the courthouse on Monday, May 19th. Scholarship recipients are: USD 243 – Douglas R. Williams; USD 244 – Troy Koenig; and USD 245 – Julie Hoyt.
- 20.** Item No. 01-1; Hotaling provided information on a die cast machine to Carl Kelly of Kansas Die Casting, Inc. Hotaling reviewed information on the equipment lease / purchase agreement with Robert Hyde of Western National Bank.
- 21.** Item No. 03-1; Hotaling mailed out letter and grant application forms to the USD's for the Athletic Event Economic Incentive Grants. Hotaling received a completed application form on Friday, March 14th, for facility rental funds from Lebo for a junior high school track meet with five (5) teams to be held at the Burlington High School track on Tuesday, May 13th.
- 22.** Hotaling also presented and discussed the loan fund reports for February.
- 23.** The Board will sign warrants and vouchers at 8:30 a.m. Friday, March 28, 2003.
- 24.** The Board scheduled a salary workshop for Tuesday, April 1, 2003 at 8:30 a.m.
- 25.** Hub Caspar, Coffey County Engineer, presented the weekly report dated March 17, 2003. Robert Reed, Road Supervisor, and John Zuern, Administrative Assistant, were also present.
- 26.** Item No. 93-01; Road Permits Report: No Road Permits were issued during the past week.
- 27.** Item No. 99-99; Zoning Permit/Applications Report: No Zoning Permits were issued during the past week.

28. Item No. 99-13; Landfill: Grinder Update. Caspar reported the grant request letter for the grinder has been submitted. The Board asked Caspar to check into lease agreements for a grinder, as well.

29. Item No. 2003-12; Rock Purchase for 2003: Review attached quotation summary and approve purchase.

29a. 2003 Rock Quotation Summary

ROCK TYPE	HUNT MIDWEST	HARSHMAN	NELSON
AB-3	\$4.40	\$4.25	\$4.30
6" D-50	\$8.00	\$5.25	N/A
CHIPS	N/A	\$7.00	\$5.60
SHOT ROCK	\$4.95	\$3.50	\$3.00
ROAD ROCK	\$4.60	\$4.25	\$4.30
3" CLEAN	N/A	\$5.00	N/A
3" MINUS	N/A	\$4.25	N/A

30. Rowley moved upon the recommendation of the County Engineer, the Road Supervisor, and approval of the County Attorney, to waive the Purchasing Policy, as to advertising, for good cause, said cause being that informal quotes were obtained from all local active rock quarries, and to approve the purchase of rock as needed for 2003, from the following quarries: Hunt Midwest, Harshman, and Nelson, respectively, depending on the location the rock is to be used, seconded by Sipe. Motion carried.

31. Caspar also presented the construction zone report for the week of March 17, 2003.

32. Commissioners Merry and Sipe, the County Engineer, Robert Reed, and John Zuern will be attending the Association of County Commissioners and Highway Officials of Southeast Kansas Annual meeting on Tuesday, April 8, 2003 in Chanute, Kansas.

33. Kirchner moved to adjourn the meeting at 11:30 a.m. until 7:00 p.m. for a Joint meeting with the Coffey County Fire District, and other County business that may arise, at the Coffey County Fire District No. 1 Fire Station No. 3 in Burlington, seconded by Merry. Motion carried.

CORRESPONDENCE:

Response Not Required

1. Adopt-a-Highway – Letter regarding sponsorship of a highway
2. Hawver’s Capitol Report – 03-11-03; 03-12-03; 03-13-03; 03-14-03; 03-16-03
3. City of Waverly – Minutes of 02-3-03
4. Kansas Highway Patrol – Letter regarding purchasing requirements for U.S. Department of Justice, State Domestic Preparedness Equipment Support Program

5. Commercial Insurance Services, Inc. – Letter regarding services
6. KAC Legislative Bulletin of 03-14-03
7. Kansas Juvenile Justice Authority – Letter regarding FFY 2002 Juvenile Accountability Incentive Block Grant
8. Coffey County Fire District #1 – Agenda for 3-17-03 and minutes of 2-17-03
9. Coffey County Historical Society and Museum – Newsletter
10. NRC – Notification of Meeting
11. City of Gridley – 03-03-03
12. League of Kansas Municipalities – Legislative Bulletin
13. KDOCH – Notice regarding 2000 Census & Surveys
14. Kenton and Kathleen Bailey – Thank You

Response Required

8. KDOCH – Letter regarding Kansas Enterprise Zone Designator
16. Arden Payer – Letter requesting fence viewing

Minutes, March 17, 2003

Signed:

Attest:

Chairman

County Clerk