

1. The Coffey County Commission Chambers opened at 8:00 a.m. Monday, March 21, 2005, to allow commissioners to individually review correspondence. Chairman Fred Rowley called the meeting to order at 9:00 a.m. with members R. Kraig Kirchner, Gene Merry and Larry Crotts present. Also present were Angie Kirchner, Coffey County Clerk, Doug Witteman, Coffey County Attorney, Donna Berland, Administrative Assistant, and Mary Bloomer, Administrative Coordinator. Present for a portion of the meeting was Mark Petterson, Coffey County Republican Editor, Tim East WCNOC Representative and Jeannene Ryan, WCNOC Representative.
2. Kirchner moved to approve the minutes of March 9th, 2005 as written, seconded by Crotts. Motion carried.
3. Crotts moved to approve the minutes of March 14th, 2005 evening meeting as written, seconded by Kirchner. Motion carried.
4. Merry moved to approve minutes of March 14th as corrected, seconded by Rowley. Motion carried. Corrections were Monday March 14th, 2005: Paragraph 1., change 'Jeanenne' to "Jeannene". Paragraph 6. lowercase 'West' to "west". Paragraph 7., after 'Washburn' delete 'State'. Paragraph 17., add new second sentence "Also present were Jan Guevel and Deena Hedges." Add last sentences, "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 had a commitment from USD 245."
5. **Consent Agenda:**
 - A. Move to approve the advertisement to fill a position being vacated on the Coffey County Library Board.
 - B. Move to authorize the Chairman to sign 1 abatement to the Treasurer's tax roll in the amount of \$23.86.
6. Merry moved to approve the Consent Agenda as submitted, seconded by Crotts. Motion carried.
7. Kirchner moved to appoint Kenny Roney as Primary Drug and Alcohol Contact Person for the Coffey County Drug and Alcohol Program. Special Compensation shall be offered for this position on an as performed rate. During the hours of 8:00 a.m. – 5:00 p.m. the additional rate of pay shall be \$9.46. After regular working hours, the rate of pay shall be \$18.93, seconded by Merry. Motion carried. The Special Compensation pay for this position shall come from General Fund, Courthouse General, CSA line.
8. Rowley moved pursuant to the revised job description to appoint Donna Berland as the Alternate Drug and Alcohol Contact Person for the Coffey County Drug and Alcohol Program, seconded by Merry. Motion carried.
9. Merry moved, upon the request and recommendation of Deborah Kennamore, Coffey County Museum and Historical Society, as well as the recommendation of the County Engineer,

to approve the grant of funds to the Coffey County Museum and Historical Society, for improvements to their parking lot, in an amount not to exceed \$17,790.00, with funds to come from the General Fund Community Improvement Line. Payment of funds will be upon receipt of paid invoices by the Coffey County Museum and Historical Society, seconded by Crotts. Motion carried.

10. Rowley moved to authorize and direct the Chairman to sign the revised job descriptions of Administrative Assistant to the Board of County Commissioners, seconded by Merry. Motion carried. The revision is the addition of the duties as Alternate Contact Person for the County Drug and Alcohol Program.

11. Crotts moved to authorize and direct the Chairman to sign the Coffey County Payroll Notice for Donna Berland, effective March 18, 2005, new hire, at a classification of TP-III-c(-), and an hourly rate \$15.82, seconded by Merry. Motion carried, 3-yes, 1-no, Kirchner.

12. Merry moved to authorize and direct the Chairman to sign the memorandum to department heads regarding the Administrative Assistant, seconded by Kirchner. Motion carried.

13. The Board will sign warrants and vouchers on Monday, March 28, 2005 at 1:00pm.

14. Emergency Preparedness Coordinator Becky Jewett met with the Board to request a merit increase for Radiological Officer Terri Hoffay and Jewett, herself due to changes to their job descriptions. Jewett explained the CERT grant programs have increased the workload tremendously. The Board requested her to change the job descriptions, add additional duties and specialized training to the job descriptions for the Board's consideration. The Board preferred Jewett list recurring duties not occasional duties.

15. The Board will canvass the election results from the April 5th General Election on Monday, April 11th, beginning at 9 a.m.

16. Rowley moved to recess into Executive session for 10 minutes at 9:23 a.m. to include each of the County Commissioners and the County attorney to discuss personnel matters of non-elected personnel, seconded by Merry. Motion carried.

17. The Board resumed regular session at 9:33 a.m.

18. Hub Caspar, County Engineer, presented and discussed the weekly report dated March 21, 2005. Robert Reed, Road Supervisor, and John Zuern, Administrative Assistant, were also present.

19. Item No. 93-01; Road Permits Report: No Road Permits were issued during the past week.

20. Item No. 99-99; Zoning Permit/Applications Report: One Zoning Permit was issued during the past week.

- 21.** Item No. 99-13; Lake Region Authority Annual Meeting – May 24th at Miami County. Andy Niles will give a presentation on E-Scrap.
- 22.** Kirchner moved to accept the resignation of Tim Williams as of March 31, 2005 being Williams last day, seconded by Merry. Motion carried.
- 23.** Merry moved to approve the County Engineer’s request to advertise for one Equipment Operator at the Landfill due to a resignation effective March 31, 2005, seconded by Crotts. Motion carried.
- 24.** Crotts moved to approve the County Engineer’s request to solicit sealed bids for one Compactor for the Landfill with trade-in of the existing Caterpillar Pneumatic Compactor (Model 816B-SN 15200267), seconded by Rowley. Motion carried.
- 25.** KDOT will meet in the basement at 1:00 p.m. to answer any questions the Board may have regarding US75 – Beto to Old Hwy 50.
- 26.** Caspar also presented the Construction Zone Report for the week ending March 21, 2005.
- 27.** Board members of Coffey County RWD #3 Robert Gleue, Chris Withers, Dave Slead, Donald Voorhees and Dan Mueller met with the Board to discuss their plans for building a new water tower and to discuss the supplier that RWD #3 will be using. RWD #3 Board also requested additional funding to construct the water tower and additional line hookup to their supplier. The Board reviewed the RWD #3 financial highlights and the utilization of funds. The Board will further review the documents provided by RWD #3 and make a decision regarding additional funding at a later date.
- 28.** Crotts moved to advertise in the Kansas Press Association and the Coffey County Republican regarding an opening of the County Appraiser’s position effective July 1, 2005. The present County Appraiser is welcome to reapply, seconded by Rowley. Motion carried.
- 29.** The Board directed the County Attorney to properly word the press release that will be published in the Kansas Press Association and the Coffey County Republican.
- 30.** The County Attorney presented the Board with a model resolution that was drafted approximately 5 years ago, as a recommendation regarding property owners burning native grasslands. The Board discussed several issues from establishing a permit system to establishing an administrative fine schedule for any person in violation of any terms of the resolution regarding improper burning based on K.S.A. 65-3011. The Board will visit with the Fire Board at the District meeting at 7 p.m. Monday evening regarding the model resolution.
- 31.** Jon Hotaling, Economic Development Director, submitted the weekly report for the week of March 21, 2005.
- 32.** Item No. 95-9; Hotaling completed a News Release, Invitations, and an Agenda for the tenth annual Coffey County Elected Officials Breakfast to be held at the Coffey County Hospital

at 7:30 a.m. - 9:00 a.m. on Tuesday, April 26, 2005. The annual breakfast is a strategy identified in the Coffey County Strategic Plan for Economic Development to improve communication, coordination, and cooperation among elected officials.

33. Item No. 95-29; Hotaling completed invitations, and an agenda for the Leadership Coffey County graduation dinner to be held at the Coffey County Museum beginning at 6:30 p.m. on Tuesday, April 14, 2005. Hotaling finalized the meal arrangements with a local caterer.

34. Item No. 96-3; Hotaling met with Wayne Symmonds of the Eastern Kansas Economic Development Group and Shane Sutherland of Mid-American Machine and Equipment, LLC to review documents for the loan provided to the company by the Kansas Department of Commerce from Community Development Block Grant funds. The principals of the company will sign the documents and Coffey County Attorney Doug Witteman will review the documents for final signing and closing at the March 28th County Commission meeting.

35. Item No. 02-2; Hotaling reviewed the Kansas Assemblies, Inc. documents for deposition scheduled for March 17th, 2005. Larry Hendricks informed Hotaling on March 16, 2005, that the deposition was postponed to a later date. Hotaling faxed additional information from the file to Hendricks.

36. Item No. 04-3; Hotaling met with the Kansas Department of Commerce Southeast Kansas Business Development Representative, Craig VanWey, at the Charloma Burlington plant for a tour and photographs. Hotaling provided information that will be included in the Kansas Department of Commerce newsletter, "Developing Kansas", an article on the Charloma expansion into the Burlington plant. The article will most likely be printed in the summer edition of the newsletter.

37. Hotaling informed the Board that Ken Morris, of the Dept. of Commerce Emporia Workforce Center, is interested in using Diana Gunlock's office, within the Economic Development office, once a month to meet with people needing to file for unemployment and to assist with unemployment reporting. Morris would be here every third Wednesday of the month from 8:30 a.m. to noon. The Board directed Hotaling to allow Morris the use of Gunlock's office monthly.

38. Hotaling received an email from Dave Woogie, owner of the Music Box, inquiring if Coffey County would be interested in purchasing tickets to use as an incentive for employees as the County has provided in the past. Hotaling informed the Board that the County would not enter into an annual purchase, but Hotaling would consider a quarterly purchase of \$352.00 in support of the local business. The Board directed Hotaling to announce in the newsletter that the County will have tickets available on a rotating basis.

39. Osage Rural Water District #4 Board members Dean Stark and Kenneth Combes met with the Board to thank each Commissioner for their support and to request assistance to enable RWD #4 to run a 4-inch line along Old Hwy 50 to allow for extra pressure and continue providing service to new customers. The customer base is increasing in the area due to new

construction. RWD #4 also expressed that the grant program has helped tremendously in providing assistance to all of the RWDs.

40. Neosho River Water Festival Buffer Coordinator Mary Lou Ponder met with the Board along with Marilyn Eccles and Hub Casper in support of the Neosho River Water Festival. Ponder provided a letter inviting the Board to participate in the Festival at Black Bear Bosin to be held in the afternoon of June 8, 2005 from 12:00 p.m. to 3:30 p.m. Ponder stated that 220 children had participated in the activities held last year. Ponder will again be coordinating the Festival for this year. The Neosho River Water Festival is expected to draw, from within a five (5) county area, approximately 150 children to participate in this year's activities. Monique Burns of the 21st CCLC is interested in participating in the festival as a summer activity as well as the Burlington Recreational Center. The Recreational Center will be including information about the water festival in their summer brochure.

41. Coffey County Clerk Angie Kirchner requested a change in job description for the Election Officer to Election Officer/Deputy Clerk at a proposed step increase to C-III-c which includes a \$0.33 pay increase per hour. At this time, the County Clerk has not filled an open position in the Clerk's office. The new job description would absorb the duties of the vacated position, which in turn would save the County money not only in hourly wages but benefits as well.

41a. The Board will review the proposal and make a decision at the same time that a decision is made for the Emergency Preparedness staff members' request for a merit increase.

42. The Board recessed at 11:52 a.m. until 1:00 p.m. to meet with KDOT.

43. The Board met in adjourned session at 1:00 p.m. in the basement meeting rooms A & B for the KDOT meeting.

44. Kris Norton, Rex Fleming, Gary Plumb, Sue Riley, and Priscilla Peterson of KDOT met with the Board and the public to present the aerial photos and preliminary concept plans for widening a portion of US 75 highway south of Interstate I-35 to Old Highway 50. Norton stressed that four (4) lanes will not be built at this time rather KDOT will only be widening US 75, which would allow for (4) lanes at a later time, and building reasonable access roads and frontage roads for property owners in the area.

45. The Board recessed at 2:30 p.m.

46. The Board of Commissioners reconvened at 7:00 p.m. at the Coffey County Fire District No. 1 Annual Board meeting, held at the Burlington station, with Chairman Fred Rowley, Jr., members Larry Crotts, R. Kraig Kirchner, and Gene Merry present. Also present was Coffey County Clerk Angie Kirchner.

47. The Fire District and the Commissioners discussed establishing a resolution regarding property owners burning native grass lands in Coffey County.

48. Rowley adjourned the meeting at 7:40 p.m.

CORRESPONDENCE:

Response Required

1. Rural Water District No. 4 Osage County
2. Coffey County Museum & Historical Society

Response Not Required

3. Community Council on Homeless Advocacy
4. S.O.S. Signals
5. KSU - An Informal Report to the Kansas Legislature-Jan. 2005
6. Army Corp of Engineers-Public Notice
7. Coffey County Fire District #1 - District Board Meeting
8. KAC - Legislative Bulletins
9. KS Department of Health and Environment - Permit Renewal
10. Burlington USD #244 - Thank you
11. League News
12. Insights

Minutes, March 21, 2005

Sign:

Attest:

Chairman

County Clerk