

1. The Coffey County Commission Chambers opened at 8:00 a.m. Monday, April 4, 2005, to allow commissioners to individually review correspondence. Vice Chairman Tim Sipe called the meeting to order at 9:00 a.m. with members R. Kraig Kirchner and Gene Merry present. Also present were, Doug Witteman, Coffey County Attorney, Donna Berland, Administrative Assistant. Present for a portion of the meeting were Angie Kirchner, Coffey County Clerk, and Denise Humlicek, Payroll Clerk.

2. Merry moved to approve the minutes of March 28, 2005 as corrected, seconded by Kirchner. Motion carried. Corrections were: Monday, March 28, 2005, Paragraph 31., delete 'a building that is on'. Delete 'that the business already owns', after property add "owned by the City of Waverly". Paragraph 32., lowercase 'Power Point' after 'presentation' add "handout", lower case 'Classification Change'. Paragraph 33., delete 'The revisions have been highlighted in blue.'" Paragraph 34., delete 'The revisions have been highlighted in blue.'" Delete entire Paragraph 35. Re-number all paragraphs accordingly. Paragraph 35., delete '1%' insert "merit increase of \$275.02" Add new Paragraph 39. Kirchner, after signing vouchers, left the meeting at 12:55 p.m."

**3. Consent Agenda:**

- A. Move to authorize and direct the Chairman to sign the Coffey County Payroll Notice for Mark Griffith, with employment effective April 4, 2005, upon successful screening, Highway Department.
- B. Move to authorize and direct the Chairman to sign the Coffey County Payroll Notice for Kenneth Hoskins, with employment effective April 1, 2005, upon successful screening, Sheriff's Office.
- C. Move to authorize and direct the Chairman to sing the Coffey County Payroll Notice for CSA compensation for the month of April 2005, for John Zuern as Zoning Administrator.
- D. Move to authorize and direct the Chairman to sign the Coffey County Payroll Notice for Jackie Hawley, effective April 1, 2005, with a change in classification from C-II-f to C-III-c.

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

4. Merry moved to approve the revised County Clerk Table of Organization, seconded by Kirchner. Motion carried.

5. Kirchner moved to authorize and direct the Chairman to sign the proclamation proclaiming the month of April as the month of CHILD ABUSE AND NEGLECT PREVENTION MONTH and SEXUAL ASSAULT AWARENESS MONTH, seconded by Merry. Motion carried.

- 6.** Kirchner moved, upon the request of the City of Gridley, to approve the request to vacate a portion of 5<sup>th</sup> Street between Main and Atherly Streets as an adjacent landowner and to authorize and direct the Chairman to sign a petition for vacation of said street, seconded by Merry. Motion carried.
- 7.** Merry moved upon the recommendation of the County Clerk, to approve Resolution No. 747, A RESOLUTION DESIGNATING CERTAIN BANKS AS DEPOSITORIES OF FUNDS OF COFFEY COUNTY, KANSAS, seconded by Kirchner. Motion carried.
- 8.** 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.
- 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. 2005-03; KDOT request for construction project B90 and B93.
- 12.** Merry moved, based upon the recommendation of the County Engineer, to sign KDOT Form 1302, Request for Construction Project, for Bridges 90 and 93, seconded by Sipe. Motion carried.
- 13.** Caspar also presented the Construction Zone Report for the week ending April 4, 2005.
- 14.** Deborah Kennamore, Coffey County Museum Director, met with the Board and Casper to discuss a revision in the funding needed to complete the museum parking lot project and to review the bid. The original bid was misinterpreted and additional funds are needed.
- 15.** Merry moved, based upon the recommendation of the County Attorney, to approve funding for Option 2 in the amount of \$10,270.00 from the General fund, seconded by Sipe. Motion carried.
- 16.** Bill Winter and Leona Winter of Ottumwa and Chamber of Commerce Director Mary Walker met with the Board to receive a Proclamation proclaiming the year of 2005 as the Ottumwa, Kansas Sesquicentennial.
- 17.** The Board recessed to the Courthouse Lobby to present a Proclamation to Bill Winter for the upcoming Ottumwa 150<sup>th</sup> year sesquicentennial and a photo opportunity.
- 18.** The Board resumed regular session at 10:04 a.m.

- 19.** Administrative Assistant Donna Berland requested approval to solicit bids for a 17” flat panel computer monitor. The Board instructed Berland to meet with Information Systems Administrator Bill Bauer regarding this.
- 20.** Jon Hotaling, Economic Development Director, submitted the weekly report for the week of April 4, 2005.
- 21.** Item No. 95-9; Hotaling completed and mailed out agendas for the Coffey County Strategic Planning Committee meeting to be held at the Coffey County Hospital, at noon, on Wednesday, April 6<sup>th</sup>.
- 22.** Item No. 95-25; Hotaling met with Coffey County Hospital Administrator Dennis George to review the information on Coffey Health Systems. Hotaling completed and submitted a nomination for Coffey Health Systems in the Kansas Department of Commerce Business Appreciation Month Awards Program. The Southeast Kansas awards luncheon will be held in Iola, at noon, on Thursday, June 9<sup>th</sup>.
- 23.** Item No. 96-3; Hotaling met with Shane Sutherland of Mid-American Machine, LLC and Wayne Symmonds of Eastern Kansas Economic Development Group to review a grant agreement with the Kansas Department of Commerce. The County Commission approved signing the Grant Agreement with the Kansas Department of Commerce. The Community Development Block Grant in the amount of \$379,000 will enable Mid-American Machine, LLC to consolidate its operations in LeRoy and to purchase additional manufacturing equipment. The project will employ up to 20 workers in the former AMPRO building. With the assistance of the Eastern Kansas Economic Development Group, the Coffey County Economic Development Department has received CDBG funding in the amount of \$879,000 and other Kansas Department of Commerce funding in the amount of \$200,000 for a total of \$1,079,000 over the past 12 years.
- 24.** Item No. 98-6; Hotaling reviewed SEKRPC committee appointments with Mary Walker, Executive Director of the Coffey County Chamber of Commerce. Hotaling completed a list of 2005 SEKRPC appointees to submit to the County Commission.
- 25.** Item No. 00-3; Hotaling received a Flight Training Scholarship Application from Lebo High School, USD #243. There is now a student from each district for the 2005 program.
- 26.** Hotaling met with Terri Bennett of the Heartland Procurement Technical Assistance Center (PTAC) and Linn County Economic Development Director Dennis Arnold in Garnett. Hotaling discussed organizing a procurement conference in this area in August or October. PTAC counselors assist businesses in winning government contracts through bid preparation assistance, specifications and standards assistance, and registration assistance.
- 27.** Fire Chief Administrator Bill Walker updated the Board on the progress of establishing a burning Resolution, including but not limited to a public meeting for the fire administration to review and refine the actual adopting of a resolution by the Commission at a later date.

28. Kirchner moved to adjourn the meeting at 11:32 a.m., seconded by Merry. Motion carried.

**CORRESPONDENCE:**

Response Required

1. Randall Allen, KAC Executive Director-Invitation to "Sharing Approaches that Work" Forum

Response Not Required

- 2. League News
- 3. Farm Bureau-Thank you, advertisement for Coffey County Royal Purple Show Pig Sale
- 4. Federal Emergency Management Agency
- 5. KDOT - Minutes from meeting with Coffey County
- 6. Coffey County Fire District #1 - Minutes
- 7. Legislative Bulletin
- 8. Hawver's Capitol Report Bulletin
- 9. League News

Minutes, April 4, 2005

Signed:

Attest:

Chairman

County Clerk