

1. The Coffey County Commission Chambers opened at 8:00 a.m. Monday, May 27, 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, Fred Rowley, Jr. and Larry Crotts present. Also present were Angie Kirchner, Budgetary Accounting Specialist I, and Mary Bloomer, Administrative Coordinator. County Attorney Doug Witteman and Sam Robinson, The Gleam, was present for a portion of the meeting. Vernon Birk, Coffey County Clerk, was attending an Election meeting.

2. Sipe moved to approved the corrected minutes of May 19, 2003, seconded by Crotts. Motion carried. Corrections were: Monday, May 19, 2003, paragraph 1, second to last sentence, lower case 'Flight Instructor'. Paragraph 6, pluralize 'repair'. Paragraph 12, first sentence, after 'Riley,' add ", L.C.". Paragraph 13, first sentence, pluralize 'Report'. Paragraph 20, third sentence, after 'the' add "proposed". Fourth sentence, after 'requested' delete 'a 10% reduction of the County portion as other Boards have done, replace with "consideration of a reduction of the County portion as has been incurred by other entities." Paragraph 22, add last sentence, "All commissioners will participate in the drill.". Add new "paragraph 24. The Board discussed a County auction this fall. A packet will be prepared for their review next week. The Board also discussed a tax sale." Re-number old paragraph 24, new "Paragraph 25." After 'adjourn,' add "at 11:58 a.m.".

3. Consent Agenda:

- A. Upon the recommendation of the Emergency Preparedness Coordinator, move to authorize and direct the Chairman to sign the Coffey County Payroll Notice for Gwenolyn Williamson, New Hire, Planner/Office Manager, at a classification of C-III-a and an hourly wage of \$10.25, effective May 27, 2003.
- B. Upon the recommendation of the Sheriff, move to authorize and direct the Chairman to sign the Coffey County Payroll Notice for Katrina White, S.T. Temp, Lake Gate Attendant, at a classification of LE-I-a(-) and an hourly wage of \$7.26, effective May 27, 2003.
- C. Upon the recommendation of the County Engineer, move to authorize and direct the Chairman to sign the Coffey County Payroll Notice for Keith Gifford, S.T. Temp Laborer, at a classification of M-I-a and an hourly wage of \$7.51, effective May 27, 2003.
- D. Upon the recommendation of the County Engineer, move to authorize and direct the Chairman to sign the Coffey County Payroll Notice for Travis Beyer, S. T. Temp Mowing Crew, at a classification of M-III-a(-) and an hourly wage of \$10.55, effective May 27, 2003.
- E. Upon the recommendation of the County Engineer, move to authorize and direct the Chairman to sign the Coffey County Payroll Notice for Dennis

Noonan II, S.T. Temp Asphalt Crew, at a classification of M-II-b and an hourly wage of \$8.82, effective May 27, 2003.

- F. Move to re-appoint Jerry Murray to the Coffey County Airport Board for a 3-year term effective 5-18-2003 and ending 5-18-2006.

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

4. Merry moved to adopt Resolution No. 426-B, **A RESOLUTION AUTHORIZING AND DIRECTING THE COUNTY ATTORNEY TO PROCEED TO SELL CERTAIN PROPERTIES DUE TO DELINQUENT TAXES**, seconded by Rowley. Motion carried.

5. Sipe moved, upon the recommendation of the Fiber Optic Control Board, to approve the purchase of a renewal/upgrade anti-virus program from Computech Service of KS, at a cost of \$1,019.57, with funds to come from the Fiber Optic System Construction Fund, seconded by Rowley. Motion carried.

6. Kirchner moved to authorize and direct the Chairman to sign the ESRI Quotation for annual maintenance at a total cost of \$8,000.00, with funds to come from the General Fund, Technology Training and Equipment Line, seconded by Crotts. Motion carried.

7. Rowley moved, upon the recommendation of Commissioner Merry, the Commission representative of the Fiber Optic Control Board, and approval of the County Attorney as to form, to authorize and direct the Chairman to sign the Services Agreement with Douglas VanderLinden, of Integrated Technology Consultants, Inc., for the period of July 1, 2003 through June 30, 2004, seconded by Kirchner. Motion carried.

8. Merry moved, upon the recommendation of the Fiber Optic Control Board, to approve the insertion of the brochure from the TerraWorld in the May payroll envelopes, seconded by Sipe. Motion carried.

9. Crotts moved to re-appoint Commissioner Gene L. Merry as the County's representative for an additional 2-year term on the Fiber Optic Control Board, effective July 1, 2003, seconded by Rowley. Motion carried,

10. Elysa Lovelady, Coffey County Appraiser, met with the Board to introduce Connie Lawrence, New Hire, to fill the position of Field Appraiser II. Lovelady also provided the Board with the Preliminary Valuation Comparison of 2002 to 2003. The figures are preliminary figures comparing the Clerk's June 2002 certification numbers to the Appraisers May 2003 certification. The Appraiser and Clerk have yet to balance on the 2003 figures. Real estate values increased in most all classes but agricultural land, which decreased 3% (\$205,638 assessed).

- 11.** Becky Jewett, Emergency Preparedness Coordinator, met with the Board to introduce Gwenolyn Williamson, New Hire, to fill the position of Planner/Office Manager. Jewett also gave a brief report of the FEMA Evaluated Wolf Creek Exercise held May 21, 2003. Jewett said the County received many compliments on their participation in the training.
- 12.** The Board reviewed and discussed the KAC Survey Questionnaire to complete and return to KAC.
- 13.** Sipe moved to authorize and direct the Chairman to sign the memorandum to All Coffey County Employees regarding the Holtz Community Foundation, seconded by Crotts. Motion carried.
- 14.** Kirchner moved to authorize and direct the Chairman to sign the letters to Department Heads and the Subordinate Board regarding the joint auction, seconded by Rowley. Motion carried.
- 15.** Crotts moved to authorize and direct the County Clerk to sign the Specs for Auctioneer Services, seconded by Sipe. Motion carried.
- 16.** Rowley moved to authorize and direct the County Clerk to publish the Notice for Auctioneer Services, seconded by Kirchner. Motion carried.
- 17.** Dennis George, Coffey County Hospital Administrator, met with the Board to present the 2004 budget request. George also provided detailed information on the current financial status of the Coffey County Hospital. George presented a list of equipment that will need to be replaced in the near future for the Board's viewing.
- 18.** Crotts moved to approve the year 2004 budget request of Coffey County Hospital in the amount of \$750,00.00 for public support, seconded by Kirchner. Motion carried.
- 19.** Dennis George scheduled an appointment with the Board for Monday, June 23rd, 2003 from 1 p.m. to 4:00 p.m. for a work session regarding the new equipment needed at the Coffey County Hospital.
- 20.** Jon Hotaling presented a Proclamation for the Kansas Business Appreciation Month being June 2003. A luncheon will be held for local business owners of Burlington and New Strawn cities, City Council members, and the Coffey County Commissioners, June 23, 2003 at Kelley Park to salute local business and their employees and to join in this important observance.
- 20a.** Kirchner moved to approve the Proclamation proclaiming June 2003 as Kansas Business Appreciation Month, seconded by Sipe. Motion carried.
- 21.** Jon Hotaling, Economic Development Director, presented his report for the week of May 19th, 2003.

- 22.** Item No. 95-21; Hotaling reviewed the information for the e-plan drill. Hotaling discussed the KI procedures and policy with Becky Jewett. Hotaling attended the drill in Topeka. Hotaling served as the public information officer with Vernon Birk at the Joint Information Clearinghouse. Hotaling attended the critique on the operation of the Joint Information Center and the critique on the overall drill.
- 23.** Item No. 95-25; Hotaling completed the checklist for the Governor's Classic event. Final ads for the golf tournament and fishing tournament were placed. Hotaling checked the t-box signboards and printed courtesy tickets. Hotaling will put up banners and finalize prizes from sponsors the week of May 27th.
- 24.** Item No. 95-29; Hotaling sent out information on the Leadership Coffey County Program to the Economic Development Director for Rice County.
- 25.** Item No. 96-5; Hotaling met with a business prospect and gave him a tour of the spec building. Hotaling reviewed the lease-purchase agreement presently in effect with Oldcastle.
- 26.** Item No. 97-6; Hotaling is working with Greg Bashaw of Overland Tool to set up an industrial tour in Neodesha for the Coffey County Manufacturer's Association meeting on June 11th.
- 27.** Item No. 00-3; Hotaling set up for the flight training scholarship presentation held in the courthouse lobby on May 19th.
- 28.** Item No. 02-1; Hotaling mailed information on small business facilitation seminars to a Washington County Commissioner. She had requested the information at the Kansas County Commissioners Association Conference in Wichita.
- 29.** Hotaling mailed out information on the Coffey County Economic Development loan program including application guidelines and checklist to an out-of-county business prospect.
- 30.** Hub Caspar, Coffey County Engineer, presented the weekly report dated May 27, 2003. Robert Reed, Road Supervisor, and John Zuern, Administrative Assistant, were also present.
- 31.** Item No. 93-01; Road Permits Report: No Road Permits were issued during the past week.
- 32.** Item No. 99-99; Zoning Permit/Applications Report: No Zoning Permits were issued during the past week.
- 33.** Item No. 99-13; Landfill: E-Scrap – Caspar provided an Industry Report regarding the recycling of Electronics. C&D Update – Caspar provided an updated construction zone report.

34. Caspar had the new dump truck outside for the Board to inspect.
35. The Board began signing warrants & vouchers at 11:30 a.m.
36. The Board took a lunch break at 12:05 p.m. Kirchner finished signing and left the meeting to attend to other business at 12:20 p.m.
37. The Board called the meeting back to order at 1:00 p.m. to finish signing warrants and vouchers.
38. Rowley moved to adjourn the meeting at 1:24 p.m., seconded by Sipe. Motion carried.

CORRESPONDENCE:

Response Not Required

1. Hawver's Capitol Report – 5-20-03; 5-21-03; 5-22-03; 5-23-03
2. American Institute of Architects – 2003 Handbook
3. City of Burlington – Minutes of May 7, 2003
4. Coffey County Museum – Notice of Exhibit
5. Corps of Engineers – Public Notice
6. KDHE – Notice to citizen regarding solid waste violation
7. David Lundstrum, Johnson County Commission – Letter of acknowledgement
8. Marshall County Commissioner - Apology
9. NACo – Notice regarding 2004 dues
10. Coffey County Library – June Calendar of Events
11. City of Waverly – Minutes of March 3, 2003 & March 17, 2003

Response Required

12. KAC – Survey
13. Jerry Murray – Letter regarding position on Airport Board

Response Optional

14. Conservation District – Letter regarding KDHE visit regarding an overview of the 319 grant process

15. KAC – Legislative Bulletin

Minutes, May 26, 2003

Signed:

Attest:

Chairman

County Clerk