

1. The Coffey County Commission Chambers opened at 8:00 a.m. Wednesday, July 5, 2006, to allow commissioners to individually review correspondence. Chairman Rowley called the meeting to order at 9:00 a.m. with members R. Kraig Kirchner, Tim Sipe, Gene Merry and Larry Crotts present. Also present were Angie Kirchner, Coffey County Clerk, Doug Witteman, County Attorney, and Donna Berland, Administrative Assistant.
2. Crotts moved to approve the minutes of Monday, June 26, 2006, as submitted, seconded by Sipe. Motion carried 1-abstention Kirchner.
3. Kirchner moved to approve the minutes of Wednesday, June 28, 2006, as corrected, seconded by Sipe. Motion carried 1-abstention Merry. Paragraph 1., add at the end of the sentence, "Merry was attending the Kansas Energy Council meeting in Topeka, Kansas."
4. Rowley moved, upon the request of the Coffey County Housing Authority Board and the recommendation of the County Attorney, to authorize and direct the Chairman to sign the Real Estate Mortgage Release, acknowledging satisfaction in full debt secure by Verleen E. DeGraff. The east two hundred fifty (250) feet of Block Forty-seven (47), West Lebo, Addition to the townsite of Lebo, Kansas, except a tract commencing at a point beginning 135 feet east of the southwest corner of Block 47, thence north to north property line of Block 47; thence east 100 feet; thence south to south property line of said Block 47; thence west 100 feet to place of beginning in west Lebo Addition; and except a tract beginning at a point 135 feet east of the southwest corner of Block Forty-seven (47), thence north to north line thence west 85 feet, thence south to south property line, thence east to point of beginning. (Being located upon a part of the north Half (N1/2) of the northeast quarter (NE1/4) of section nine (9), in Township nineteen (19) south, of Range Fourteen (14), east of the Sixth Principal Meridian, seconded by Merry. Motion carried.
5. Merry moved to approve the Employment Agreement between Jon Hotaling, Coffey County Economic Development Director, and Coffey County, seconded by Rowley. Motion carried.
6. Emergency Preparedness Coordinator Becky Jewett met with the Board to present the monthly report for June 2006.
7. Merry moved to adopt the recommendations of the Wage and Salary Committee and to direct the affected Department Heads to prepare a Form CP-2, Coffey County Payroll Notice, for the affected employees, effective July 1, and the Administrative Assistant to prepare an amended CP-4, Position and Wage Classification chart, seconded by Kirchner. Motion carried.
8. Hub Caspar, County Engineer, presented and discussed the weekly report dated July 5, 2006. Robert Reed, Road Supervisor, and John Zuern, Administrative Assistant, were also present.
9. Item No. 93-01; Road Permits Report: Two 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. 2006 – 16; BRIDGE STEEL: Request authorization to solicit bids for B365 (K-7.3) Structural Steel. Bid opening July 29, 2006 @ 2:00 p.m. Review Bids - Make award.

**11a.** Crotts moved, based upon the recommendation of the County Engineer and approval of the County Attorney, to approve the bid of Krueger Shop for the Structural Steel for B365 for the sum of \$29, 437.29 to be paid from the Special Bridge Fund, seconded by Sipe. Motion carried. This motion reflects the purchase of 12 H-piles of steel which was less than the 36 original bid requests which was all that was available.

**12.** Item No. 2006 – 20; 2006 BRIDGE INSPECTION: Review proposals.

**12a.** Merry moved, based upon the recommendation of the County Engineer, to accept the proposal of Central Kansas Engineering Consultants for the 2006 Biennial Bridge Inspection, seconded by Sipe. Motion carried.

**13.** Rowley moved to recess into Executive Session for 10 minutes at 9:40 a.m. to include each of the Commissioners, Donna Berland, Hub Caspar, John Zuern, Robert Reed, the County Clerk and the County Attorney to discuss matters of non-elected personnel, seconded by Sipe. Motion carried.

**14.** The Board resumed regular session at 9:50 a.m.

**15.** Caspar also presented the Construction Zone report for the week of July 5, 2006.

**16.** Jon Hotaling, Economic Development Director, submitted the weekly report for the week of July 5, 2006.

**17.** Item No. 95-9; Hotaling mailed out the minutes of the June 7<sup>th</sup> Strategic Planning Committee meeting along with a reminder that the next scheduled meeting for the committee will be September 6<sup>th</sup>, at 12 noon, at the Coffey County Hospital.

**18.** Item No. 96-3; Hotaling completed information on the CDBG report form received from the Kansas Department of Commerce. An A-133 audit of federal financial assistance from all sources will be required if the County expended more than \$500,000 in the fiscal year. Hotaling gave this information to Donna Berland and she confirmed the auditor has a record of all federal assistance expenditures for 2005. The audit information form will need to be returned to the Kansas Department of Commerce.

**19.** Item No. 98-8; Hotaling chaired the meeting and public hearing for the Tourism & Visitors Board. The Board reviewed the draft budget for the 2007 expenditure of Transient Guest Tax revenues and also reviewed a summary of Transient Guest Tax revenues collected since August 1998 (\$136,445.01). The Board approved the 2007 Tourism & Convention Fund budget and submitted to the County Clerk on June 28<sup>th</sup>.

- 20.** Item No. 00-2; Hotaling attended the 21<sup>st</sup> Century Community Learning Center Council meeting in Gridley. Hotaling reviewed student counts for the regular school year. Burlington district served nearly 400 students, Lebo nearly 130, Waverly nearly 105, and LeRoy/Gridley nearly 100. Summer programs are in session and attendance has been good. The Coffey County Public Transportation System has been very helpful to the summer program.
- 21.** Item No. 04-3; Charloma's tax exemption application was submitted to the County Appraiser who forwarded it on to the State Board of Tax Appeals (BOTA). BOTA makes the final decision on whether the application is approved or not.
- 22.** Item No. 05-4; Hotaling wrote and mailed a letter to the purchasing agent for the Kansas Department of Administration expressing that Coffey County is receptive to providing information to any of the potential vendors for the new SRS Child Support Enforcement Program Call Center.
- 23.** Item No. 06-2; Hotaling spoke with a representative of Wheeler Lumber. The company is negotiating on a site and is working on the zoning change application to submit by July 20<sup>th</sup> for the August Zoning and Planning meeting.
- 24.** Item No. 06-3; Hotaling attended the Lebo City Council meeting on Monday, July 3<sup>rd</sup>, at 7 p.m., to provide any information requested by the City Council on the Kan Build project.
- 25.** Hotaling mailed information on the Coffey County Revolving Loan Fund and Tax Exemption Policy to a local business owner.
- 26.** Hotaling reviewed information on a company that expressed interest in expanding to Coffey County. The company is a prospect developed from the Business Recruitment Marketing Grant that the County received from the Kansas Department of Commerce.
- 27.** Coffey County Appraiser Connie Lawrence met with the Board to request the purchase of 2 vehicles with 2 trade-ins. The Board directed Lawrence to meet with the vehicle committee regarding her requests.
- 28.** Rowley moved to recess into Executive Session for 5 minutes at 10:26 a.m. to include each of the Commissioners, the County Clerk and the County Attorney to discuss personnel matters of non-elected personnel, seconded by Sipe. Motion carried.
- 29.** The Board resumed regular session at 10:30 a.m.
- 30.** Coffey County Fire Administrator Bill Walker met with the Board to discuss the possible construction of a Sub-station for the Coffey County Emergency Services Group at the northern part of the County near Beto Junction. No action was taken.
- 31.** Coffey County Airport Administrator Darren Isch met with the Board to present the 2007 Airport budget.

32. Rowley moved to recess into Executive Session for 5 minutes at 10:59 a.m. to discuss non-elected personnel, seconded by Crotts. Motion carried.
33. The Board resumed regular session at 11:04 a.m.
34. Rowley moved to authorize the County Clerk to hire an employee on a temporary basis for a Budgetary Accounting Specialist I position, seconded by Sipe. Motion carried.
35. The Board will have a budget work study on Monday, July 24, 2006, at 1:00 p.m.
36. The Board will sign checks and vouchers on Thursday, July 27, 2006, at 8:30 a.m. and will have a budget work session at 1:00 p.m. on Thursday, July 27, 2006.
37. Rowley adjourned the meeting at 11:35 a.m.

### **Meetings Attended**

1. Rowley attended the Wage & Salary Committee meeting
2. Rowley attended the Fiber Board meeting
3. Rowley, Kirchner, Sipe and Crotts attended the meeting to sign checks and vouchers
4. Merry attended KAC Platform Committee meeting
5. Merry attended a funeral for a former a KAC Board member and who was a current Harvey County Commissioner
6. Merry attended the Energy Council meeting

### **Correspondence**

#### No Response Required

1. Hawver's Capitol Flash - June 26, 28, 2006
2. Southeast KS Regional Planning Commission Newsletter - Spring/Fall 2006
3. WaterLog Newsletter - April, May, June 2006
4. The Kiplinger Letter - June 23, 2006
5. KDHE Operator News - July 2006
6. State of KS Board of Tax Appeals - Docket No. 2006-4726-TX

7. Kansas Association of Counties - 2006 Kansas County Officials Directory

Minutes, July 5, 2006

Signed:

Attest:

Chairman

County Clerk