

1. The Coffey County Commission Chambers opened at 8:00 a.m. Monday, September 15, 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 Vernon Birk, Coffey County Clerk, and Mary Bloomer, Administrative Coordinator. Present for part of the meeting were Doug Witteman, Coffey County Attorney, and Mark Petterson, Coffey County Republican Editor.
2. Sipe moved to approve the minutes of Monday, September 8, 2003, as corrected, seconded by Rowley. Motion carried. Corrections were: September 8, 2003, paragraph 2, line 5, in front of 'Paragraph 5a' "at end of paragraph 3 add". Paragraph 2, add before last sentence "paragraph 21, line 4, after 'Narrative' add the FY 2004 SB 123 Supervision Funds Budget Summary and Budget Narrative". Add new paragraph 5, "Bloomer advised the Board the County has been approached by Community Blood Bank of Kansas City to conduct a County employee blood drive. The Board would approve with concurrence by the County Health Administrator." Paragraph 24, last sentence, after 'agreed', delete 'to', replace with "the County will", and after 'ditch', add "on the east side of Oxen Road".
3. Becky Jewett, Emergency Preparedness Coordinator, notified the Board she will be attending the Kansas Emergency Management Association annual conference this week in Manhattan, Monday through Friday. Teri Hoffay, Radiological Officer, will be joining her on Wednesday, which will leave no one in the office Wednesday, September 17<sup>th</sup>, through Friday, September 19<sup>th</sup>. The Board suggested Jewett leave a voice mail message indicating what to do in case of an emergency.
4. Jewett requested an Executive Session with the Board.
- 4 a. Rowley moved to recess into Executive Session at 9:09 a.m. for 5 minutes to include each of the Commissioners, the County Attorney, and the Emergency Preparedness Coordinator to discuss personnel matters of non-elected personnel, seconded by Kirchner. Motion carried.
5. The Board resumed regular session at 9:14 a.m.
6. Elaine Seaman and Yvonne Ryan, representing The Meadows, stopped in to invite the Board to lunch at the Meadows on Monday, September 29, 2003 at 12:00 noon. They also reported The Meadows is building a water garden thanks to a \$5,000.00 grant received by the 21<sup>st</sup> Century Program administered by Monique Burns.
7. **Consent Agenda:**
  - A. Move to approve a Registered User's Fee of \$200.00 for web modules for parcel, tax and deed information for the year 2004, with user's fees to be reviewed annually.
  - B. Move to authorize and direct the Chairman to sign the Coffey County Payroll Notice for CSA compensation for Robert Reed as Acting Department Head for the month of September 2003, in the amount of \$500.00.

- C. Move to authorize and direct the Chairman to sign the Coffey County Payroll Notice for CSA compensation for John Zuern as Zoning Administrator for the month of September 2003, in the amount of \$300.00.
- D. Upon the recommendation of the Sheriff, move to authorize and direct the Chairman to sign the Coffey County Payroll Notice for Jan Miles, Jail Supervisor, for authorized sick leave and vacation pay accumulated while a non-exempt employee, in the amount of \$3,822.11.

**7 a.** Rowley moved to approve the Consent Agenda as submitted, seconded by Sipe. Motion carried.

**8.** Crotts moved to recess into Executive Session at 9:21 a.m. for 5 minutes, to include each of the Commissioners and the County Attorney, to discuss matters which would be deemed privileged in the attorney/client relationship, seconded by Rowley. Motion carried.

**9.** The Board resumed regular session at 9:26 a.m.

**10.** Kirchner moved to authorize and direct the Chairman to sign the letter to Senator Barnett regarding the fire district's authority to install fire hydrants, seconded by Crotts. Motion carried.

**11.** Rowley moved to recess into Executive Session at 9:52 a.m. for 5 minutes, to include each of the Commissioners, to discuss personnel matters of non-elected personnel, seconded by Sipe. Motion carried.

**12.** The Board resumed regular session at 9:57 a.m.

**13.** Polly Epting and Connie Koenig, Main Street Realty, and Gwen Birk, Register of Deeds, met with the Board to voice the opposition to having people's signatures on line for public access. The concern stems from a program approved by the Board last week allowing appraisal data to be available on the Coffey County web site and would include sales questionnaires and deeds with signatures. Epting said the data base on line would be excellent, especially for getting the information after working hours, but there is no need to have signatures available for the whole world to see. Epting suggested getting a legal opinion on the issue. It was noted that deeds are public information, but the Board indicated they wouldn't have a problem with blocking out signatures if it is possible to do that. They will contact the County Attorney to look into it.

**14.** Jon Hotaling, Economic Development Director, presented and discussed the weekly report for the week of September 8<sup>th</sup>, 2003.

**15.** Item No. 97-6; Hotaling attended the Coffey County Manufacturer's Association meeting at the Coffey County Hospital on September 19<sup>th</sup>. The membership discussed touring the Flint Hills Technical College on November 19<sup>th</sup>. The membership also decided to change the October meeting date from October 8<sup>th</sup> to October 22<sup>nd</sup> due to conflicts with the October 8<sup>th</sup> date.

Hotaling completed minutes of the meeting and will contact a representative from Flint Hills Technical College to arrange a tour in November.

**16.** Item No. 98-6; Hotaling attended a special meeting of the SEKRPC to meet with a loan applicant. The Executive Committee reviewed the application with the business owner and discussed requirements of collateral, personal guaranty, etc. The company hopes to be adding 6 to 12 employees in the near future and is working with the military and Caterpillar on a new product. The loan will be used to purchase equipment necessary in the manufacture of this new product.

**17.** Hotaling met with a Coffey County business owner and his banker to review his loan application submitted to Coffey County Economic Development. Hotaling reviewed possible collateral and proposed plans to increase sales. Hotaling will have the business meet with the County Commission on 9-22-03.

**18.** Hotaling worked on figures and a computation table for the hearing in Federal Court on September 16, 2003. Hotaling faxed information to Larry Hendricks and provided copies of information to Coffey County Attorney Doug Witteman.

**19.** Hotaling reviewed the business plan and financing package of a business prospect who is interested in the Spec Building. Wayne Symmonds will develop some possible scenarios.

**20.** Hotaling prepared a possible financing scenario for a local business owner for an expansion to a larger facility in the County.

**21.** Hotaling requested an Executive Session with the Board.

**21 a.** Rowley moved to recess into Executive Session at 10:36 a.m. for 10 minutes, to include each of the Commissioners and the Economic Development Director, to discuss confidential data relating to financial affairs or trade secrets of a corporation, seconded by Kirchner. Motion carried.

**22.** The Board resumed regular session at 10:46 a.m.

**23.** Merry moved to recess into Executive Session at 10:53 a.m. for 5 minutes, to include each of the Commissioners and the County Clerk, to discuss personnel matters of non-elected personnel, seconded by Kirchner. Motion carried.

**24.** The Board resumed regular session at 10:58 a.m.

**25.** Robert Reed, Road Supervisor, presented the weekly report dated September 15, 2003. John Zuern, Administrative Assistant, was also present.

**26.** Item No. 93-01; Road Permits Report: Two 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: E-Scrap – F.Y.I. Newsletter. The E-Scrap Newsletter was attached to the weekly report.
29. Item No. 2003-24; Bridge 026 (26-J): Review and sign Agreement for utility relocation with Sprint.
- 29 a. Rowley moved, based upon the recommendation of the County Engineer, to sign the Agreement for utility relocation with Sprint for Bridge No. 026, seconded by Crotts. Motion carried.
30. Crotts moved, upon the recommendation of the Road Supervisor, to waive the Purchasing Policy, as to competitive bidding and advertisement, for good cause, for transmission repair parts on a John Deere blade, said cause being that the parts are from a single source supplies, and authorize the purchase of parts from Murphy Tractor, seconded by Kirchner. Motion carried.
31. Reed also presented the Construction Zone Report for the week of September 15, 2003.
32. The Board and County Attorney further discussed the appraisal data on the internet and the signature issue. The County Attorney said it is definitely public information, however, the public has no use for the actual signature, their interest is in the data. Witteman suggested someone should get more information about blocking out actual signatures.
33. The County Clerk presented bids for scraping and painting three areas on the courthouse; west side ramp ceiling; west side awning; and east side porch ceiling. Bids received:

Sharp Painting – Labor and Materials	\$1,415.00
Suburban Contracting – Labor only	\$ 670.00

The bid was awarded to Suburban Contracting in the amount of \$670.00.

34. Kirchner moved to adjourn the meeting at 11:37 a.m., seconded by Rowley. Motion carried.

## **CORRESPONDENCE:**

### Response Required

1. Professional Safety Resources – Results of Risk Management Survey
2. Arden Payer – Application for Coffey County Housing Board position

3. Steven Brosemer – Letter offering survey services

Response Optional

4. Transportation Safety Partners – Notice of Training
5. KDHE – Notice of Public Hearing
6. Kansas Consulting Engineers – Letter regarding County Public Improvement Awards
7. Kansas Department of Revenue – Notice regarding Tax Amnesty News Conference
8. NACo – Legislative Bulletin

Response Not Required

9. League of Kansas Municipalities – Notice of Conference
10. Coffey County Housing Authority – Minutes of 8-7-03
11. City of Burlington – Contact List
12. City of Burlington – Minutes of 8-20-03
13. Hawver’s Capital Report – 9-5-03; 9-8-03; 9-9-03; 9-11-03; 9-12-03
14. Kansas Emergency Management – Newsletter
15. Corps of Engineers – Public Notice
16. ESRI – Book, “Geography and GIS”

Minutes, September 15, 2003

Signed:

Attest:

Chairman

County Clerk