

1. The Coffey County Commissioners Chambers opened at 8:00 a.m. Monday, October 4, 2004 to individually review correspondence. Chairman Gene Merry called the meeting to order at 9:00 a.m. with members R. Kraig Kirchner, Tim Sipe, Fred Rowley, Jr., and Larry Crotts present. Also present Vernon Birk, Coffey County Clerk, Doug Witteman, Coffey County Attorney, and Mary Bloomer, Administrative Coordinator. Present for part of the meeting was Mark Petterson, Coffey County Republican Editor, and Jeannene Ryan, WCNOC Representative.
2. Sipe moved to approve the minutes of Monday, September 27, 2004 as corrected, seconded by Crotts. Motion carried. Corrections were: Paragraph 3 B., after 'approve' add "designating the week of October 11 through October 16, 2004 as 'Clean-Up Week' in Coffey County and direct the County Clerk to publish approved". Paragraph 5., add last sentence "Chairman Merry presented Walker with a proclamation regarding Fire Prevention Week." Paragraph 26., last sentence, after 'request' add "in an amount not to exceed \$30,000" add last sentence, "The funds will come from Community Improvement Funds."
3. Rowley moved to approve the minutes of Tuesday, September 28, 2004 as written, seconded by Kirchner. Motion carried.
4. Becky Jewett, Emergency Preparedness Coordinator, presented and discussed the monthly report for September, 2004. Jewett noted in her report the 2005 Wolf Creek Exercise schedule and said the LEPC meeting has been changed from Monday, October 11, 2004 to Monday, October 25, 2004.
5. Hub Caspar, Coffey County Engineer, presented and discussed the weekly report dated October 4, 2004. Robert Reed, Road Supervisor, and John Zuern, Administrative Assistant were also present.
6. Item No. 93-01; Road Permits Report: One Road Permit was issued during the past week.
7. Item No. 99-99; Zoning Permit/Applications Report: No Zoning Permits were issued during the past week.
8. Item No. 2004-20; Hickory Creek West – Boat ramp – Update.
9. Reed reported the dirt crew is working on clearing the Ottumwa boat ramp. The silt and debris is being taken to a low area near the boat ramp.
10. F.Y.I. – Moving Permits: Oversize and Overweight loads. KDOT: Traffic counts in District 4 during next 4 weeks.
11. Caspar requested authorization to develop a detailed moving permit for using Coffey County roads for oversized and overweight loads. The Board asked that Caspar draft a policy and bring back for Board approval.

12. District 4, KDOT, will be doing several traffic counts on controlled access roads only, in the District during the next 4 weeks.
13. Caspar reported KDOT will have a pre-construction conference on Monday at 1:00 p.m. in the courthouse basement regarding the Neosho River Bridge north of Burlington on Highway 75.
14. Commissioner Rowley reported having concerns from constituents regarding a dangerous intersection located on Fauna Road approximately 4 miles south of Lebo. Caspar will look into it.
15. The Board discussed the right of way and need of seeding at Country Estates. Caspar was directed to accept the roadway subject to necessary seeding.
16. Jon Hotaling, Economic Development Director introduced Wayne Symmonds, President, and CEO of Eastern Kansas Economic Development Group, Inc. and Shane Southerland, Mid-American Machine & Equipment, LLC to discuss a Community Development Block Grant (CDBG). Symmonds explained the basics of the Grant with Coffey County being the applicant and Symmonds will be the Administrator. He said the County would be under no obligation whatsoever for repayment. The CDBG is a business finance for Mid-American Machines & Equipment, LLC in the amount of \$379,960.00, First National Bank of LeRoy \$250,000, total project funding \$629,960.
17. Crotts moved, at 11:45 a.m. to enter into a public hearing regarding the CDBG funding, seconded by Kirchner. Motion carried.
18. No questions or comments were made from the public.
19. Rowley moved to close the public hearing at 11:50 a.m., seconded by Sipe. Motion carried.
20. Crotts moved to approve Resolution No. 742; A RESOLUTION CERTIFYING LEGAL AUTHORITY TO APPLY FOR THE 2004 KANSAS SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM FROM THE KANSAS DEPARTMENT OF COMMERCE AND AUTHORIZING THE CHAIRMAN TO SIGN AND SUBMIT SUCH AN APPLICATION, seconded by Kirchner. Motion carried.
21. Hotaling discussed putting together a written policy on tax abatements for incentive purposes. He has talked to other counties about their policies and will draft something for the Board to look at.
22. Hotaling then submitted the weekly report for the week of October 4, 2004.
23. Item No. 95-9; Hotaling completed and mailed out the agendas and the minutes for the Strategic Planning Committee meeting to be held Wednesday, October 6<sup>th</sup>, at the Coffey County Hospital, at 12 noon.

- 24.** Item No. 95-29; Hotaling received applications from 10 residents for the 2004-2005 Leadership Coffey County program; 5 from Burlington, 2 from Waverly, 1 from LeRoy, 1 from Gridley and 1 from New Strawn. Hotaling finalized arrangements for 'get acquainted' class to be held on Thursday, October 14<sup>th</sup>, at 6 p.m.
- 25.** Item No. 96-3; Hotaling faxed information requested from Wayne Symmonds for CDBG application. Hotaling spoke with the business owner about subsidizing CDBG payments and a possible tax abatement instead of payment assistance. Hotaling spoke to Symmonds about corporate filing with the Secretary of State's Office.
- 26.** Item No. 00-2; Hotaling attended the 21<sup>st</sup> Century Community Learning Center Advisory Council meeting in Waverly on Tuesday, September 28<sup>th</sup>. Hotaling discussed the 'Lights on Afterschool' event to be held October 14<sup>th</sup>. The next meeting will be at the Burlington Elementary School on October 26<sup>th</sup>.
- 27.** Item No.04-3; Hotaling completed the tax abatement policy review for the four policies we have received. Hotaling will also review Geary County and Lyon County policies as recommended by Wayne Symmonds. Hotaling provided some basic information on rate, term, principal, guarantors, etc., to Mary Bloomer, Administrative Coordinator, for the Charloma loan and relocation grant documents. They need to close the loan and grant by late October or early November. A company, that considered locating in Coffey County a few years ago, uses manufactured plastic parts in their product and they wanted to get quotes from Charloma. Hotaling gave the CEO the number and the contact person at Charloma. Charloma representatives later thanked Hotaling for putting this company in touch with them. Charloma is working with the company and is optimistic about doing business with them.
- 28.** The County Clerk reported the new boiler will be here on Wednesday, October 6, 2004.
- 29.** The County Clerk and County Attorney reported on the roof research from the hail damage. The Board authorized the Clerk to reject the previous bids and re-bid the project for a roof replacement rather than repair.
- 30.** The Clerk reported the bid opening for the concrete replacement in the courtyard and parking areas will be Thursday, October 7 at 2:00 p.m.
- 31.** The County Attorney requested an Executive Session.
- 32.** Sipe moved to recess into executive session at 11:42 a.m. for 5 minutes, to include each of the Commissioners and the County Attorney, to discuss matters which would be deemed priveledged in the attorney-client relationship, seconded by Rowley. Motion carried
- 32a.** The Board resumed regular session at 11:47 a.m.
- 33.** Kirchner moved to adjourn the meeting at 11:48 a.m., seconded by Sipe. Motion carried.

**CORRESPONDENCE:**

Response Not Required

1. Hawver’s Capitol Report – Misc. dates
2. The Pipeline Group – Notice of dinner and training
3. KAC – Press release
4. Nationwide Risk Consulting – Letter regarding proposed recovery on workers compensation policies

Response Required

5. Bill Otto – Letter of resignation from Coffey County Fire District No. 1 Board of Trustees, effective 12-31-04.

Response Optional

6. Flint Hills National Wildlife Refuge - Invitation
7. KDOT – Letter regarding KDOT Southeast Kansas District April Meeting
8. University of Kansas – Notice of training

Minutes, October 11, 2004

Signed:

Attest:

Chairman

County Clerk