

1. The Coffey County Commission Chambers opened at 8:00 a.m. Monday, October 11, 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.

2. Crotts moved to approve the minutes of Monday, October 4, 2004 as corrected, seconded by Rowley. Motion carried. Corrections were: Paragraph 2., change ‘\$50,000’ to “\$30,000”.

3. The County Clerk presented bids for the concrete replacement – Bids presented:

BIDS FOR CONCRETE – 10-7-04	
SKILLMAN CONSTRUCTION	
10,725 Sq. ft.	59,801.00
BURLINGTON CONSTRUCTION, INC.	
11,591 Sq. ft.	53,612.00

3a. Merry moved, on the recommendation of the County Clerk, to accept the bid of Burlington Construction, Inc. as the best bid and award same to Burlington Construction, Inc. to remove and replace 11,591 Sq. ft. of concrete in the amount of \$53,912.00 at the Coffey County Courthouse, funds to come from courthouse capital outlay fund, seconded by Sipe. Motion carried. Commissioners added \$300.00 to the original bid for additional sidewalk/concrete work.

4. Consent Agenda

- A. Move to authorize and direct the Chairman to sign the Coffey County Payroll Notice for CSA compensation for the month of October 2004, for John Zuern as Zoning Administrator.
- B. Upon the recommendation of the Sheriff, move to authorize and direct the Chairman to sign the Coffey County Payroll Notice for Jim Dale, upon completion of IPP, at a classification of LE-I-a and an hourly wage of \$7.76, effective November 1, 2004.
- C. Upon the recommendation of the Sheriff, move to authorize and direct the Chairman to sign the Coffey County Payroll Notice for Evelyn Tolocka, upon completion of IPP, at a classification of LE-I-a and an hourly wage of \$7.76, effective October 1, 2004.

- 4a.** Sipe moved to approve the Consent Agenda as submitted, seconded by Kirchner. Motion carried.
- 5.** Rowley moved to approve the memorandum to employees regarding longevity pay, seconded by Kirchner. Motion carried.
- 6.** Crotts moved, upon the recommendation of the County Engineer and request of the Kansas Department of Transportation, and approval of the County Attorney as to form, to approve the County “Federal Aid Agreement” to let Five-Year Plan Projects, seconded by Sipe. Motion carried.
- 7.** Kirchner moved, upon the recommendation of SOS, Inc., to authorize and direct the Chairman to sign the proclamation proclaiming the month of October 2004 as Domestic Violence Awareness Month, seconded by Rowley. Motion carried.
- 8.** Health Department Administrator Susan Mueller, met with the Board to update them on the activities in the health office. Mueller discussed the flu vaccine program and advised the Board KDHE and CDC (Centers for Disease Control) requested the health department restrict the vaccine to the “high risk priority” population, and ask healthy persons to defer or forego vaccination. Mueller informed the commission that she was invited to participate in the Kansas Public Health Leadership Institute starting in November. The year long institute will meet quarterly in Wichita and will end with a project to be completed by Mueller. Mueller also informed the Board on the recent departure of Jerry Pittsenbarger, Coordinator of the East Central Kansas Public Health Coalition at Lyon County Health Department. The Coordinators position is currently advertised in the local newspapers.
- 9.** Hub Caspar, Coffey County Engineer, presented and discussed the weekly report dated October 11, 2004. Robert Reed, Road Supervisor, and John Zuern, Administrative Assistant were also present.
- 10.** Item No. 93-01; Road Permits Report: One Road Permit was issued during the past week.
- 11.** Item No. 99-99; Zoning Permit/Applications Report: No Zoning Permits were issued during the past week.
- 12.** Item No. 99-13; Landfill: C&D Leachate Disposal – Update on study
- 13.** Caspar reported that they received the Leachate Disposal report last week and they have not had to haul any for a while. Caspar also reported Aquaterra has a contract to do a study on leachate disposal which will involve wetlands and other options. KDHE wants the study as a pilot project and Caspar mentioned that if they want it then they should pay for it.
- 14.** Item No. 2004-20; Hickory Creek West – Boat ramp update
- 15.** Reed reported the cleanout of the Ottumwa boat ramp is completed.

16. Reed also reported the 22nd road project near Ottumwa will be finished by fall.
17. A pre-construction conference with KDOT will be held in the courthouse basement today at 1:30 p.m. regarding the north Neosho River Bridge.
18. Caspar also submitted the construction zone report for the week of October 11, 2004.
19. Rowley moved to recess into executive session at 10:18 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 Crotts. Motion carried.
20. The Board resumed regular session at 10:23 a.m.
21. Economic Development Director Jon Hotaling suggested developing a written Tax Abatement Policy as an incentive for attracting new businesses to Coffey County.
22. The Board directed Hotaling to work with the County Attorney to draft a tax abatement policy including a timeline for Board approval.
23. Hotaling also presented and discussed the weekly report for the week of October 4, 2004.
24. Item No. 95-9; Hotaling attended the Coffey County Strategic Planning Committee meeting at the Coffey County Hospital on Wednesday, October 6th. Hotaling presented information on manufacturing projects; Wichita Sport, Boat & Travel Show; HTC Conference; and Leadership Coffey County applications. Several mayors expressed how beneficial the Housing Authority demolition program has been for their communities along with the new home construction program.
25. Item No. 95-21; Hotaling discussed the upcoming WCNOG drill with Vernon Birk. The drill is scheduled for Monday, October 18th from 8:30 a.m. – 2:30 p.m. Vernon will work the early shift and Hotaling will meet with the Commission at 9:15 and then drive to Topeka for a shift change with Vernon at 11:30 a.m.
26. Item No. 95-29; Hotaling mailed out information on the first Leadership Coffey County class, to be held October 14th, to all leadership applicants. Hotaling is working on finalizing the presenters for the November 8th class. This class includes meeting with the County Commission at 2:00 p.m.
27. Item No. 97-6; Hotaling mailed out agendas to members for the next Coffey County Manufacturer's Association meeting to be held Wednesday, October 13th. Hotaling also sent out membership information and applications to several new businesses including Charloma. Hotaling sent renewal information to some former members who have not yet renewed for 2004-2005.

28. Item No.98-6; Hotaling attended and chaired the SEKRPC Executive Committee meeting held October 7th in Chanute. Phil Jarred presented the annual audit report. The audit was clean with no warnings or actions to be taken. The committee did pass a motion to provide the Chairman with a monthly backup disk of all transactions so, in case of fire or computer damage, the data would be available. Hotaling signed grant administration contracts for six community projects and reviewed loan fund accounts.

29. Item No.04-3; Hotaling mailed out basic information on loan and relocation loan (FTE, rate, term, guarantors, etc.) to Charloma.

30. Rowley moved to adjourn the meeting at 11:55 a.m. to attend a ribbon cutting ceremony at Eagle Park (east of the courthouse). The ceremony dedicated the gazebo to Eagle Park, built by Austin Hills and Boy Scout Troop No. 147 and many others, seconded by Sipe. Motion carried.

CORRESPONDENCE:

Response Not Required

1. Kansas Department of Commerce – CDBG Update for Kansas Communities
2. Waste Control and Recycling Coalition – Newsletter
3. Hawver’s Capitol Report – Misc. dates
4. S.O.S. Coffey County – Letter regarding 2005 budget
5. Coffey County Housing Authority – Minutes of 9-9-04
6. City of Burlington – Minutes of 9-15-04

Response Optional

7. S.O.S. Coffey County – Letter regarding Domestic Violence Awareness month
8. University of Kansas – Notice of training
9. KDHE – Public Notice regarding Kansas Permit No. C-MC57-0002
10. Minot Publishing – Survey regarding law enforcement

Minutes, October 11, 2004

Signed:

Attest:

Chairman

County Clerk