

1. The Coffey County Commission Chambers opened at 8:00 a.m. Monday, October 13, 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, Doug Witteman, Coffey County Attorney, and Mary Bloomer, Administrative Coordinator.

2. Rowley moved to approve the minutes of Monday, October 6, 2003, as corrected, seconded by Sipe. Motion carried. Corrections were: Monday, October 6, 2003, paragraph 5, delete 'opened a public hearing at 9:30 a.m. on', replace with "called for the next item on the agenda which was regarding". Delete paragraph '5 a.'. Paragraph 23, last sentence, delete, 'there is nothing wrong with' and 'as it'.

3. Consent Agenda:

A. Move to authorize the Chairman to sign 1 abatement to the Treasurer's tax roll in the amount of \$3,001.22.

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

4. The Board further discussed revising Coffey County Landfill fees. Commissioner Sipe will present additional information next week.

5. Kirchner moved, upon the recommendation of the County Treasurer, to approve refund of interest on taxes, due to an exemption, in the amount of \$17.10 payable to New Strawn City, seconded by Merry. Motion carried.

6. Becky Jewett, Emergency Preparedness Coordinator, presented and discussed the monthly report of activities for September. Short deadline times required for several recent grants were discussed, in addition to some options relating to courthouse security.

7. Bradley Elder and Kim Goodlove, Elliott Insurance Group, and Gene Moyer, Professional Safety Resources, met with the Board to review the Risk Management Survey Plan. Some of the suggestions and management tools discussed were:

- Develop a formal and comprehensive risk management policy
- Adopt a policy guide for the purchase of office furniture – emphasis on ergonomics
- Department Managers will be responsible for hazard analysis of their operations
- Assign a risk management coordinator
- Develop a standard procedure for screening employee candidates
- Develop a procedure for assessing vehicle accidents
- Obtain annual driving record checks for employees that drive County vehicles
- Expand wellness program to include membership at the Recreation Center

8. Following the discussion, the Board asked about having a work session to prioritize issues to be addressed in the near future. Elder said they would gladly do that sometime soon.

9. JoAnn Raaf, Coffey County Treasurer, presented bids for a new printer for her office. Bids presented:

One IBM 4230 Model 211 – Dual Purpose Printer:

Infinitec	\$3,353.35	Plus Shipping and Handling
Inland Associates, Inc.	\$3,100.00	Includes Freight

9 a. Rowley moved, upon the recommendation of the Coffey County Treasurer, to approve the bid of \$3,100.00 for the dual purpose printer IBM 4230 model 211 from Inland Associates, Inc. of Olathe, Kansas, with funds to come from Equipment Reserve Fund, seconded by Kirchner. Motion carried.

10. Chairman Gene Merry left the meeting at 10:25 a.m. for a County related telephone call.

11. Jon Hotaling, Economic Development Director, presented and discussed the weekly report for the week of October 13, 2003.

12. Item No. 95-18; Hotaling met with stockholders of New Eagle Communications to review their annual report and to review upcoming projects and projections for 2004.

13. Item No. 95-24; Hotaling attended the Kansas Chamber of Commerce Executives (KCCE) and the Kansas Economic Development Association (KEDA) conference in Topeka. William Fruth and Policom provided information on the Kansas Economy and the impact of manufacturing, service businesses, agriculture, etc. on economies of several Kansas counties. Dr. Raffaele DeVito from Emporia State University provided information on the “Global Advantage”. This presentation highlighted the importance of exporting for many Kansas businesses. Kansas Businesses exported more than 5.8 billion dollars worth of products last year. Lieutenant Governor John Moore reviewed the State Economic Revitalization Plan.

14. Item No. 96-5; Hotaling provided information on the Spec building on the Old Castle building to the Kansas Department of Commerce Representative for the Chicago Area. All the Industrial Development representatives for KDOC will be visiting Southeast Kansas on November 17th and 18th. Hotaling will give them a tour of both buildings and show them available industrial sites.

15. Item No. 01-4; Hotaling received an invoice from Jim Stukey for the mural on the A&A Tax Service building. Hotaling will contact Mrs. Lawrence about setting a date for a formal dedication of the mural in the near future.

16. Chairman Merry returned to the meeting at 10:59 a.m.

17. Hotaling met with Robert Hyde of Western National Bank to review Burlington Cinemas escrow account. Jac Jensik with the State Bank of Kansas in Fredonia was to sign a release for escrow funds last week. Once the County provides a deed to the bank (Western National), the County will receive the funds held in escrow.

17 a. Crotts moved to approve the Warranty Deed between Coffey County, Kansas, and BBL, LLC regarding the property commonly known as the Burlington Cinema and to authorize and direct the Chairman to execute escrow release documents at Western National Bank, seconded by Sipe. Motion carried.

17 b. Rowley moved to approve placing the \$5,000.00 escrow funds into the Economic Development Fund, seconded by Sipe. Motion carried.

18. Robert Reed, Road Supervisor, presented and discussed the weekly report dated October 13, 2003. John Zuern, Administrative Assistant, and Jeff Beyer, Landfill Operator, were also present.

19. Item No. 93-01; Road Permits Report: No Road Permits were issued during the past week.

20. Item No. 99-99; Zoning Permit/Applications Report: No Zoning Permits were issued during the past week.

21. Item No. 99-13; Landfill: Reed presented free dump week totals as follows: (Tons) Solid Waste 93.01; Construction Debris 87.63; Trees 3.35; Metal 34.96; (Items) Appliances 19; Tires 474.

22. Item No. 2003-22; Equipment Purchase: Recommendation – see motion.

23. Bids presented:

	BERRY	MARTIN	MURPHY	REED CO.	V.L. PHILLIPS
Unit Cost	38,067.00	49,182.00	49,949.00	51,995.00	39,939.00
Govmt. Discount	0	7,000.00	9,124.00	10,399.00	0
Less Trailer	9,300.00	11,500.00	10,000.00	10,000.00	0
Less Surge Bin	6,900.00	8,000.00	3,500.00	9,500.00	0
Net Unit Cost	21,867.00	22,682.00	26,325.00	22,096.00	39,939.00

23 a. Sipe moved, upon the recommendation of the Coffey County Engineer and Road Supervisor and approval of the County Attorney, to find that one Trailing lowboy trailer, SN 1TKH046330LM115165 and one surge bin, SN 66143039590GRD, are no longer required or cannot prudently be used for public purposes of the County, and as such, should be disposed of by trade-in sale to Berry Tractor, notice of such publication was published in the Coffey County Republican on September 12 and September 19, 2003, seconded by Rowley. Motion carried.

23 b. Crotts moved, upon the recommendation of the County Engineer and Road Supervisor, to accept the bid of Berry Tractor as being the best bid for a Lowboy Trailer at a cost of \$21,867.00 after trade-in, with funds to come from Road and Bridge funds, seconded by Kirchner. Motion carried.

24. Item No. 2003-26; Equipment Purchase: Request authorization to solicit sealed bids for one (1) Motograder with the trade of one (1) Backhoe with the trade of one (1) existing Backhoe.

24 a. Sipe moved to approve the County Engineer's request to solicit sealed bids for one Motograder and one Backhoe with the trade-in of one existing Motograder and one existing Backhoe, seconded by Crotts. Motion carried.

25. The Board will sign warrants and vouchers beginning at 8:30 a.m. on Wednesday, October 29, 2003, for the month of October.

26. Kirchner moved to adjourn the meeting at 11:46 a.m., seconded by Sipe. Motion carried.

CORRESPONDENCE:

Response Not Required

1. Coffey County Historical Society and Museum – Newsletter
2. Gerald O'Neal Family – Thank you
3. City of Lebo – Minutes of 9-8-03
4. Army Corps of Engineers – Public Notices
5. First Gov website – Update Notice
6. Kansas Army National Guard - Newspaper

Response Optional

7. NACo – Legislative Alert and Legislative Bulletin
8. Coffey County Library – Calendar of Events – October 2003
9. University of Kansas – KUTC Newsletter
10. H. Edward Flentge – Letter regarding Mini MPA Class of 2004
11. City of Burlington – Minutes of 9-17-03
12. Midwest Assistance Program – Newsletter

Minutes, October 13, 2003

Signed:

Attest:

Chairman

County Clerk