

1. The Coffey County Commission Chambers opened at 8:00 a.m. Monday, October 31, 2005, to allow commissioners to individually review correspondence. Chairman Fred Rowley, Jr. called the meeting to order at 9:00 a.m. with members R. Kraig Kirchner, Tim Sipe, and Larry Crofts present. Commissioner Merry was attending the Kansas Electric Transmission Summit in Lawrence, Kansas. Also present were Denise Humlicek, Payroll Clerk, Doug Witteman, Coffey County Attorney, Donna Berland, Administrative Assistant, and Mark Petterson, Coffey County Republican Editor.
2. Sipe moved to approve the minutes of Monday, October 24, 2005, as written, seconded by Crofts. Motion carried.
3. **Consent Agenda**
  - A. Move to authorize and direct the Chairman to sign the Coffey County Payroll Notice for Tom Hoag, Landfill Operator, Landfill, from Classification M-III-a(-) to M-III-a, from \$11.19 to \$11.44, effective 11/1/05.
- 3a. Rowley moved to approve the Consent Agenda as submitted, seconded by Kirchner. Motion carried.
4. Crofts moved to approve the minutes of Monday, October 28, 2005, as written, seconded by Kirchner. Motion carried.
5. Information Systems Administrator Bill Bauer met with the Board to request to purchase storage racks for \$250.00 each or two for \$400.00 from Central Computer Distribution. Bauer explained that the racks would be used to hold expanding servers and that there was enough budget authority available. The Board approved the purchase.
6. Forrest Robrahan of Burlington met with the Board regarding statutes on littering. Robrahan has been having problems with people dumping trash and electronics on his property. Robrahan was concerned about people hauling trash in vehicles that are not properly tarped. Robrahan requested that signs be posted regarding littering and fines enforced for violators. The Board was in favor of posting "Do Not Litter" signs and enforcing fines. Coffey County Attorney Doug Witteman will contact Sheriff Randy Rogers regarding the issue.
7. Hub Caspar, Coffey County Engineer, presented and discussed the weekly report dated October 31, 2005. Robert Reed, Road Supervisor, and John Zuern, Administrative Assistant, were also present.
8. Item No. 93-01; Road Permits Report: No Road Permits were issued during the past week.
9. Item No. 99-99; Zoning Permit/Applications Report: No Zoning Permits were issued during the past week.
10. Caspar also presented the Construction Zone Report for the week ending October 31, 2005.

**11.** Elliot Insurance Representative Brad Elder met with the Board to give an update on the status of the County's current insurance policy and presented a summary of a five-year Commercial Experience Report. Elder also discussed the reasons for not allowing one of the sheriff's deputies to fly a non-owned aircraft and the liability exposures involved. Elder suggested that the deputy acquire additional pilot hours and that a letter be sent to the Airport Authority Board requesting to add the County as an additional insured. Elder also discussed the progress of the separate policy for the Coffey County Transportation. There was discussion about other insurance agencies requesting insurance information and their interest in submitting bids for the County's insurance. At this time, a formal request for bids has not been published and the County does not have a formal bid packet in place. Sipe inquired about the amount of time that should be given to work up a formal bid packet. Elder explained that giving a good six months is about normal for this County's size of policy. The Board felt that bidding the insurance out every 3 years should be routine. The Board is leaning toward bidding the County's insurance as a goal for 2006. Chairman Rowley expressed the Board and County's satisfaction with Elliot Insurance, the current insurance broker.

**12.** Jon Hotaling, Economic Development Director, submitted the weekly report for the week of October 31, 2005.

**13.** Item No. 95-9; Hotaling completed and mailed out agendas for the next Strategic Planning Committee meeting to be held on Wednesday, November 2<sup>nd</sup>, at 12 noon, at the Coffey County Hospital. The committee will discuss upcoming community activities and events. Reports will be given by task force members and representatives from the County and cities. Hotaling also discussed the need and feasibility of some type of "Welcome Wagon" service.

**14.** Item No. 95-21; Hotaling served as Coffey County Alternate PIO for the Wolf Creek ERO pre-exercise in Topeka on Wednesday, October 26<sup>th</sup>, from 9 a.m. – 4 p.m. Hotaling met with Teri Hoffay to review procedure for reading and logging docimetry.

**15.** Item No. 95-29; Hotaling wrote new radio commercials to highlight the November 19<sup>th</sup> craft show and the 2006 Youth Leadership Program. Hotaling placed ads with KSNP and 99.5 FM to run through November 8<sup>th</sup>.

**16.** Item No. 00-2; Hotaling attended the 21<sup>st</sup> Century Community Learning Center Advisory Council meeting on Tuesday, October 25<sup>th</sup>. The report on the Burlington 'Lights On After School' event indicated that this was the largest of such an event and organizers were pleased to have Senator Derek Schmidt in attendance. It was also reported that some of the learning center activities are nearly self-sustaining. The next meeting will be November 22<sup>nd</sup>, at the LeRoy Library.

**17.** Item No. 02-1; Hotaling enrolled with NetWork Kansas as a service provider for small business and entrepreneurial facilitation. Hotaling provided a narrative of services with the address for the Coffey County web site. This information will be available through the NetWork Kansas web site and telephone referral system when the network is up and operating in the next 30 to 60 days.

**18.** Item No. 05-3; Hotaling provided a list of Coffey County financial planners, tax preparers, attorneys, accountants, etc., to the SEK Prosperity Foundation. The foundation will be mailing out introduction letters and informational brochures in the next 2 to 3 weeks on the tax

credits available to companies or persons who donate funds to the foundation. The foundation received two \$500 donations last week.

**19.** Item No. 05-4; Hotaling had set up appointments for the call center prospect to meet with a builder/developer and to tour four buildings on Thursday, November 3<sup>rd</sup>.

**20.** The Board requested to visit with Sheriff Randy Rogers regarding the sheriff's deputy piloting airplanes for official duties. The County's current insurance policy does not cover liability insurance for non-owned aircraft. The Board expressed that at this time having a deputy fly for the Sheriff's office is not a necessity, but is an exposure to the County's insurance policy. The Board requested that Sheriff Rogers hire a contract pilot to fly any small planes for the Sheriff Department's official duties.

**20a.** Rowley moved to request that the Sheriff obtain a contract pilot to fly any small planes necessary for the Sheriff Department's work, pending resolution of liability insurance issues related to non-county owned aircraft, seconded by Kirchner. Motion carried.

**21.** Coffey County Clerk and Election Officer Angie Kirchner presented a draft article that will be published in the Coffey County Republican regarding Coffey County moving toward electronic voting equipment for the Board's review.

**22.** Coffey County Health Department Administrator Susan Mueller met with the Board to provide flu shots and to issue an invitation to a 1:00 p.m. reception in the courthouse basement for Lorna Stoh's 30 years of service.

**23.** Rowley adjourned the meeting at 11:26 a.m.

## **CORRESPONDENCE:**

### Response Not Required

1. U.S. District Court summons in a civil case
2. The Kiplinger Tax Letter - Oct. 21, 2005
3. Coffey County Library - Calendar of Events
4. Board of Tax Appeals of the State of Kansas
5. Stumbo, Hanson & Hendricks, LLP
6. WaterLog - Midwest Assistance Program
7. The Kiplinger Letter - Oct. 21, 2005
8. Burlington City Council Regular Session - Oct. 5, 2005

Minutes, October 31, 2005

Signed:

Attest:

Chairman

County Clerk