

1. The Coffey County Commission Chambers opened at 8:00 a.m. Monday, November 8, 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. Vernon Birk, Coffey County Clerk, Doug Witteman, Coffey County Attorney, and Mary Bloomer, Administrative Coordinator were also present. Mark Petterson, Coffey County Republican Editor, Debbie Noonan, Angie Kirchner, Sharon Wheeler, Kathy Payne, Irma Griffin, Beverly Birk, Linda Brossard, and Becky Jewett were present for the canvassing of the Provisional Ballots. Bill Parker, Ginger Kraft, Robert Reed, Lindsay Stultz, Mary Markwatter, Cindy Stohs, Teresa Calia and Kimberly Robrahn.
2. Sipe moved to convene as a Board of Canvassers to canvass the results of the November 2, 2004 General Election (Presidential), seconded by Crotts. Motion carried.
3. Commissioner Kirchner excused himself from the canvassing board.
4. Merry moved to appoint Doug Witteman as a member of the Canvassing Board to canvass the November 2, 2004 General Election, seconded by Rowley. Motion carried.
5. County Election Officer, Vernon Birk, and Deputy Election Officer, Jackie Hawley presented the original returns together with all other records of the election to the County Board of Canvassers for the purpose of canvassing the records.
6. The County Election Officer, with the approval of the County Attorney, presented 98 provisional ballots and recommended that 65 ballots be counted and 33 ballots rejected.
7. Merry moved, upon the recommendation of the County Election Officer, to accept 65 provisional ballots, and reject 33 provisional ballots, consistent with state statutes, and the provisional vote totals will be added to the appropriate races, seconded by Crotts. Motion carried.
8. The County Election Officer also presented four "Presidential Only" ballots which will be added to the totals.
9. A three (3) member Counting Board consisting of Irma Griffin, Kathy Payne, and Debbie Noonan were selected to count the Provisional votes.
10. Birk then presented the poll books and tally sheets for the advance votes recording the votes of 700 advance ballots, in-house 377, mail-out 323.
11. The Board did a thorough review of the tally sheets and poll books for the write-in votes.
12. Witteman moved to add one (1) write-in vote designated "Mark Barrett" and two (2) write-in votes designated "Mike Barrett" in the County Clerk race as reflecting the voter's intention to vote for Matt Barrett in the County Clerk race and to add those three (3) votes to Matt Barrett's totals in the county Clerk race. The names also voted to reject, Tim Barrett, Ottumwa, Jim Barnett, Rock Creek, seconded by Merry. Motion carried.

**13.** The Counting Board returned with the results of the provisional ballots for the County Clerk race, Kirchner 31, Barrett 21, and Jewett 10.

**14.** Upon finding all results in order, Crotts moved to certify the results of the Canvass Board, seconded by Sipe. Motion carried.

**15.** Rowley moved to adjourn the Canvass Board at 11:55 a.m., recess for lunch and reconvene as a Board of County Commissioners at 1:00 p.m., seconded by Sipe. Motion carried.

**16.** Chairman Merry called the meeting back to order at 1:00 p.m. All Commissioners were present. Also present was Vernon Birk, Mary Bloomer and Doug Witteman. Present for part of the meeting was Mark Petterson, Coffey County Republican Editor.

**17.** Rowley moved to approve the minutes of Monday, November 1, 2004 as corrected. Seconded by Sipe. Motion carried. Corrections were: Monday, November 1, 2004 paragraph 1 change November "2" to November "1", 2004. Paragraph 3 change "4-1-D" to "4-0-1". Paragraph 16 change "Rowley" to "Crotts". Paragraph 18, delete "attached".

**18. Consent Agenda**

A. Upon the recommendation of the Sheriff, move to authorize and direct the Chairman to sign the Coffey County Payroll Notice for Jeremy Lind, Officer, at a classification of LE-III-a (-) and an hourly wage of \$11.82, effective November 1, 2004. Lind is moving from a jailer position to fill a vacating officer position.

B. Upon the recommendation of the Sheriff, move to authorize and direct the Chairman to sign the Coffey County Payroll Notice for Kenneth Harred, Dispatcher, at a classification of T/P II a(-) and an hourly wage of \$11.21, effective November 1, 2004. Harred is moving from a jailer position to fill a vacant dispatcher position.

**18a.** Kirchner moved to approve the consent agenda as submitted, seconded by Crotts. Motion carried.

**19.** Rowley moved, upon the recommendation of Marry Bloomer, Coffey County Designated Employee Representative, and approval of the County Attorney as to form, to authorize and direct the Chairman to sign the Alcohol Testing and Support Line Agreement with The Consortium, seconded by Merry. Motion carried.

**20.** Sipe moved to authorize and direct the Chairman to sign the Memorandum to all Coffey County Employees regarding the Employee Questionnaire, seconded by Rowley. Motion carried.

- 21.** Crotts moved, upon the request of the Coffey County Housing Authority Board and the recommendation of the County Attorney, to authorize and direct the Chairman to sign the Real Estate Mortgage Release acknowledging satisfaction in full debt secured by Loren Elizabeth Hill, regarding all of Lot 1 and the East 15 feet of Lot 2, in Block 136, in the city of Burlington, Kansas, seconded by Kirchner. Motion carried.
- 22.** Merry moved to appoint Cindy Maker to the Coffey County Hospital board of Trustees to fill the unexpired term of Sam Robinson, effective immediately and which term expires December 31, 2006, seconded by Sipe. Motion carried.
- 23.** The Board discussed an exit letter from the auditor with suggestions on how Coffey County could improve our system of internal control, and the Board should designate someone to maintain a control sheet of fee reports. Also a letter from Administrative Coordinator, Mary Bloomer recommending that the Clerk, Treasurer, and Administrative Coordinator sign off on all voucher forms and maintain a fee control sheet. This will be included in the consent agenda for next week.
- 24.** Susan Mueller, Coffey County Health Department Administrator, updated the commission on health department activities. Mueller reported on the courthouse Thanksgiving dinner and requested to send a memo to invite employees to bring a canned good to share with a local food bank. Mueller also reported on an upcoming meeting on Risk Communication in Emporia November 19. County teams consisting of health department leaders, county public information officers, county commissioners, county clerks, sheriff's officers, fire department representatives, and emergency managers, will work together to practice media relations and communication skills. Other meetings discussed were the Medicare Prescription Card being presented November 9, at the Lebo Library by Sallee Hess and Rosemary Rich. Peter Allegre will also be available to answer questions. The Area Agency on Aging of East Central Kansas has provided a grant for this program. Rosemary Rich, R.D., L.D., is also presenting two classes geared to the holidays December 1 on managing diabetes through the holidays, and December 8 on recipe modification...lighten up for the holidays. Mueller reported that Health Fair blood tests are being done in the satellite communities during November, and over 100 tests have been done to date. Latest correspondence from KDHE in regards to flu vaccine, indicates limited redistribution is occurring in several counties around Coffey County, and Mueller will be advised of any vaccine shipments in the next 2 months.
- 25.** Jon Hotaling, Economic Development Director, introduced the 2004-05 Leadership class. Those attending were Teresa Calia, Burlington, Ginger Kraft, Gridley, Mary Markwalter, Burlington, Bruce Murray, Burlington, Bill Parker, New Strawn, Robert Reed, Waverly, Yvonne Ryan, Burlington, Kimberly Robrahn, Burlington, Cindy Stohs, LeRoy, and Linda Stultz, Waverly. The class observed approximately one hour of the Commission meeting. Hotaling also presented the weekly report for the week of November 1, 2004.
- 26.** Item No. 95-9; Hotaling attended the Coffey County Strategic Planning Committee meeting held at the Coffey County Hospital on Wednesday, November 3<sup>rd</sup>. Hotaling updated the

committee on manufacturing projects; tax exemption policy; renewable energy conference; HTC conference in Wamego; SEK, Inc. legislative issues; etc.

**27.** Item No. 96-3; Hotaling published a notice for an environmental review pertaining to Mid-American Machine. Hotaling mailed an affidavit of publication to Wayne Symmonds, Eastern Kansas Economic Development Group. Hotaling received public life on environmental review from Wayne Symmonds, which is available to the public for review.

**28.** Item No. 97-6; Hotaling mailed out notices for the December 8<sup>th</sup> Coffey County Manufacturer's Association dinner and meeting. Hotaling discussed a possible tour of the Charloma facility in Cherryvale for the January CCMA meeting.

**29.** Item 97-7; Hotaling met with Chamber Director Mary Walker. Hotaling discussed the transient guest tax voucher for July, August and September guest tax revenues. Total collected during this period was \$4,593.31. Hotaling also discussed an advertisement promoting the 125<sup>th</sup> anniversary of the Coffey County Fair in the Kansas Sampler Festival program book.

**30.** Hotaling attended the SEKRPC Executive Committee meeting in Chanute on Thursday, November 4<sup>th</sup>. Hotaling has a report from Dennis Arnold on the Linn County loan account. Hotaling approved an administration contract for a wastewater treatment grant with the City of Kincaid. Lonnie Addis and Dick Works were appointed to serve as the nominating committee for elections to be held at the annual meeting on December 2<sup>nd</sup>.

**31.** Item No. 04-4; Hotaling attended the city council meetings in LeRoy and Burlington where the councils unanimously approved the adoption of tax exemption incentive policies. Hotaling submitted information on policies for publication.

**32.** Hotaling completed the loan report for the period of October 1<sup>st</sup> to October 31<sup>st</sup>.

**33.** The County Attorney in conjunction with the Economic Development Director presented loan documents regarding Charloma, Inc. for the Board to review this week.

**34.** Kirchner moved, upon the recommendation of the Economic Development Director, to authorize and direct the Chairman to sign the request for Release of Funds regarding Mid-American Machine and Equipment, L.L.C., seconded by Crotts. Motion carried.

**35.** Hub Caspar, County Engineer, presented & discussed the weekly report dated November 8, 2004. Robert Reed, Road Supervisor, John Zuern, Adm. Asst., and Jeff Beyer, Landfill Operator, were also present.

**36.** Item No. 93-01; Road permits report. One road permit was issued during the past week.

**37.** Item No. 99-99; Zoning Permit/Applications Report: No zoning permits were issued during the past week.

**38.** Item No. 99-13; Landfill; September 28, 2004 Inspection – Update on corrective actions.

Caspar's report included a corrective action report regarding the suggestions from the Bureau of Waste Management. Beyer apprised the Board of certain slopes at the landfill that will need corrective action to stabilize the slope.

**39.** Item No. 2004-13; Yoho Flooding Problem – letter from Corps of Engineers-Summary by County Engineer.

**40.** Caspar's summary included the Division of Water Resources saying Coffey County could apply for a permit, but would not receive approval. The Kansas Department of Wildlife and Parks said this area was an eagle habitat and no clearing would be allowed. The Corps of Engineers has a list of qualified consultants they will accept, but Coffey County is not qualified to do the project.

**41. Public Improvement Award Correspondence** - Caspar reported Coffey County will be receiving the award for first place in the under 10,000 population category. The project involved was "alternative cover for the closure of the vertical expansion of the Coffey County Landfill". The award will be presented by the American Council of Engineering Companies of Kansas at the upcoming KAC Conference in Overland Park, Kansas.

**42.** The County Clerk apprised the Board of a RWD #2 meeting regarding Arnold's Greenhouse. The meeting will be held at the Courthouse Meeting Room C on Monday, November 22, 2004 at 1:30 p.m.

**43.** The Board has scheduled a road trip for 8:30 a.m. Friday, November 12, 2004.

**44.** Sipe moved to adjourn the meeting at 3:23 p.m., seconded by Crotts. Motion carried.

#### **CORRESPONDENCE:**

##### Response Not Required

1. Hawvers Capital Report – Misc. Dates
2. Corps of Engineers – Public Notices
3. Whitney Damron – Articles on Election & Commentary
4. City of Burlington – Minutes of October 6, 2004
5. KAC – Summary of General Election Ballot questions in Kansas
6. Coffey County Council on Aging – minutes of September 1, 2004

##### Response Optional

1. B G Consultants - Invitation

Response Required

1. David Houston – Letter regarding appointment to Coffey County Fire District No. 1 Board.
2. Hutinett, Schlotterbeck & Burns – Comment Letter.

Minutes, November 8, 2004

Signed:

Attest:

Chairman

County Clerk