

1. The Coffey County Commission Chambers opened at 8:00 a.m. Monday, December 1, 2003, 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 were Angie Kirchner, Budgetary Accounting Specialist I, Doug Witteman, Coffey County Attorney, and Mary Bloomer, Administrative Coordinator. Present for part of the meeting were Mark Peterson, Coffey County Republican Editor, and Jeannene Ryan, WCNO Representative. Vernon Birk, Coffey County Clerk, was absent.

2. Rowley moved to approve the minutes of Friday, November 21, 2003 as corrected, seconded by Sipe. Motion carried. Corrections were: Friday, November 21, 2003, paragraph 6, delete 'Crotts', replace with "Kirchner", delete 'Rowley', replace with "Crotts". Paragraph 7, delete 'a.m.' replace with "p.m."

3. Consent Agenda:

- A. Upon the recommendation of the Road Supervisor, move to again approve the extension of time for Clinton Sowder, as S.T. Temp., Equipment Operator, through the end of December, 2003 as long as the weather is good. Sowder operates a roller on the dirt crew.
- B. Upon the recommendation of the County Engineer, move to approve the Coffey County Payroll Notice for Matthew Drumm as a U.T. Temp Laborer, at the Landfill, at a classification of M-I-b and an hourly wage of \$7.79, effective December 1, 2003.

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

4. Kirchner moved, upon approval of the County Attorney as to form, to authorize and direct the Chairman to sign the Bid for Solicitation for two Sheriff patrol cars for 2004, with funds to come from 2004 funds of the Sheriff Department, seconded by Merry. Motion carried.

5. Rowley moved to authorize and direct the Chairman to sign the 2004 cereal malt beverage license for S&S Oil & Propane Co. dba S&S Lebo Plaza, seconded by Crotts. Motion carried.

6. Rowley moved to approve \$4,000.00 for Household Hazardous Waste disposal (as required by state statute. This action is in response to a memo by the Board regarding \$500.00.), seconded by Sipe. Motion carried.

7. Emergency Preparedness Coordinator Becky Jewett presented her monthly report to the Board for the month of November 2003.

8. Housing Authority Director Steve Lightle discussed the current housing operations that are in place and future plans for the Housing Authority. The Board discussed the letter they received from Tom Hastert regarding the 2001 HOME Program and directed the County Attorney to prepare a draft letter for review next week. Robert Hyde, Chairman, Coffey County

Housing Authority, was present for the discussion. Lightle and the Board also discussed implementing a program to build housing in each of the incorporated cities. A survey will be prepared to distribute to each of the referenced cities.

- 9.** Jon Hotaling, Economic Development Director, presented and discussed the weekly report for the week of November 17, 2003.
- 10.** Item No. 95-10; Hotaling received word from Hank Booth, Executive Director of Kansas Wildscape, that the Governor's Classic will be held at Coffey County Lake on June 11th with a golf tournament, celebrity auction and other events to be held on June 10th.
- 11.** Item No. 95-18; Hotaling met with Chuck Trimble, of New Eagle Communications, Inc., to discuss the status of the county loan and to set up a meeting with the Coffey County Commission in the future to discuss payment options.
- 12.** Item No. 96-5; Hotaling gave representatives of the Kansas Department of Commerce Business Development Division Offices a tour of the spec building.
- 13.** Item No. 97-6; Hotaling attended the Coffey County Manufacturer's Association meeting at Country Pride Restaurant / BETO Jct. After lunch and the membership meeting, the group drove to Emporia and toured the Flint Hills Technical College. Jodi Heerman, Director of Development and Business Partnerships, welcomed CCMA members and played a video on FHTC. Jack Smith, Transportation Instructor, provided information on the truck driver training program. CCMA members then toured the on-campus facilities and the 12th Avenue facility. After the meeting and the tour, Hotaling completed the minutes of the meeting.
- 14.** Item No. 98-7; Hotaling attended the annual Southeast Kansas Tourism Region (SEKTR) meeting in Humboldt. Sid Meeker, of the Coffey County Chamber of Commerce, was elected vice-president for 2004. Senator Derek Schmidt presented information on bills proposed to enhance tourism. Shelley Keith Black, of the Newton Area Chamber of Commerce, presented information on the 2004 Kansas Sampler Festival, May 1 & 2, 2004.
- 15.** Item No. 98-10; Hotaling attended a reception and dinner at the Parsons Country Club for the Kansas Department of Commerce representatives touring Southeast Kansas. Hotaling met up with the tour group after their Iola tour and took them through the available buildings in Industrial Park #2. Hotaling also showed them sites available in Industrial Park #3. Hotaling reviewed other Coffey County buildings in their packets. After the tour, Hotaling sent each representative a thank you letter.
- 16.** Jon Hotaling, Economic Development Director, also presented and discussed the weekly report for the week of November 24, 2003.
- 17.** Item No. 95-9; Hotaling completed and mailed the Strategic Planning Committee meeting agendas for the December 3, 2003 meeting to be held at the Coffey County Hospital.

- 18.** Item No. 98-7; Hotaling completed the Exhibitor's Application form for the Kansas Sampler Festival. Coffey County will be in the Southeast Kansas Tourism Region (SEKTR) tent. The exhibitor's form requires signature for liability insurance coverage. The Sampler Festival will be held in Newton, KS on May 1st & 2nd.
- 19.** Item No. 98-10; As a member of the nominating committee for the SEK, Inc. Board of Directors, Hotaling participated in a conference call with other nominating committee members. Nominees for officers include Marsha Wallace, President; Brett Sayer, Vice-President; and Richard Oler, Treasurer. Gwen Martin from Yates Center will be a nominee to serve on the SEK, Inc. Board.
- 20.** Item No. 00-2; Hotaling attended the 21st Century Learning Center Advisory Council meeting at Burlington Elementary School. Mim Wilkey from the State Department of Education was the guest speaker. Hotaling reviewed the final report for the 1st grant received for the 21st Century Learning Center. Hotaling reviewed the site attendance policy.
- 21.** Item No. 02-2; Hotaling spoke to Carl Kelley about operations at Kansas Assemblies, Inc. and Kansas Die Casting, Inc. The die casting business is beginning to grow.
- 22.** Item No. 02-3; Hotaling spoke with a prospect for the Oldcastle building from the Kansas City area. Hotaling referred him on to Rick Bywater of the Hart Corporation.
- 23.** Sipe moved to recess into Executive Session at 10:45 a.m. for 10 minutes, to include each of the Commissioners, the County Attorney, and the Economic Development Director to discuss confidential data relating to financial affairs or trade secrets of a corporation, seconded by Merry. Motion carried.
- 24.** The Board resumed regular session at 10:55 a.m.
- 25.** Hub Caspar, Coffey County Engineer, presented and discussed the weekly report dated December 1, 2003. Robert Reed, Road Supervisor, and John Zuern, Administrative Assistant, were also present.
- 26.** Item No. 93-01; Road Permits Report: Seven Road Permits were issued during the past week.
- 27.** Item No. 99-99; Zoning Permit/Applications Report: No Zoning Permits were issued during the past week.
- 28.** Item No. 99-13; Landfill: Review and sign Aquaterra Proposal for Installation of Landfill Gas Vents.
- 28a.** Rowley moved, upon the recommendation of the County Engineer and approval as to form by the County attorney, to authorize and direct the Chairman to sign Aquaterra Proposal No. 0103101 for the installation of Landfill Gas Vents at the Coffey County Sanitary Landfill

Vertical Expansion, for a cost not to exceed \$32,500.00 with funds to come from the General Fund, Landfill Capital Outlay Line.

29. Item No. 2003-26; Equipment Purchase: Bid opening – Make award for Backhoe purchase.

Bids Presented:

	Berry Tractor	Murphy Tractor	Martin Tractor	Victor L. Phillips
Make	Komatsu	John Deere	CAT	Case
Model	WB140-2	310 SG	420 D	580 SM
Year	2004	2004	2004	2004
Base Price	\$49,682.00	\$98,444.00	\$86,568.00	\$102,716.00
Government Discount	----	\$38,798.00	\$23,208.00	\$41,732.00
Trade-in Allowance	\$7,500.00	\$6,000.00	\$9,000.00	\$5,500.00
Delivery w/Warranty #1	\$42,182.00	\$53,646.00	\$54,360.00	\$55,484.00
Delivery w/Warranty #2	\$46,468.00	\$57,248.00	----	\$59,455.00
Delivery w/Warranty #3	\$46,468.00	\$61,226.00	\$59,756.00	\$61,842.00
Pilot Control		\$1,027.00		

29a. Crotts moved, upon the recommendation of the County Engineer and approval of the County Attorney, to find that a 1981 Case 580C Backhoe Loader (SN9006942) is no longer required or cannot prudently be used for public purposes of the County and should be disposed of by trade-in sale to Murphy Tractor for \$6,000.00. Notice of trade-in disposal was published in the official County newspaper on October 17th and 24th, seconded by Merry. Motion carried 4-yes, 1-no Kirchner.

30. Merry moved, upon the recommendation of the County Engineer, to accept the bid submitted by Murphy Tractor as being the best bid, and to purchase one (1) new Backhoe Loader for \$57,248.00, including warranty #2 and trade-in of L-002, a 1981 Case 580C Backhoe Loader (SN 9006942), plus optional pilot controls for a net cost of \$58,275.00, to be paid from Special Bridge Fund, seconded by Rowley. Motion carried 4-yes, 1-no Kirchner. Kirchner questioned why Coffey County was not taking the lowest bid that met the same specs.

31. Item 2003-27; B026 (26-J) KDOT Project No. 16c-3952-01; Review and sign KDOT Forms 1303 and 1303A relative to Right of Way Clearance and Acquisition.

31a. Sipe moved, upon the recommendation of the County Engineer, to sign KDOT Forms 1303 and 1303A relative to right of Way Clearance and acquisition procedures for B026 (KDOT Project No. 16C-3952-01), seconded by Kirchner. Motion carried.

32.

The Board and Caspar discussed several bridge projects and the proposed Resolution to dissolve the Joint Engineer District.

33. Commissioner Merry mentioned a citizen was working on a book regarding the Coffey County Fair, the oldest continuous fair in Kansas. The citizen may be looking for financial assistance from the County. The Board would need more information prior to any commitment.

34. Sipe moved to adjourn the meeting at 11:45 a.m., seconded by Rowley. Motion carried.

CORRESPONDENCE:

Response Not Required

1. Hawver’s Capitol Report – 11-18-03; 11-19-03; 11-20-03; 11-21-03; 11-24-03; 11-25-03; 11-26-03
2. Arthur J. Gallagher & Company – Letter regarding premium refund
3. KDHE – Letter regarding Kansas Public Notice No. KS-03-177
4. City of Burlington – Minutes of 11-5-03
5. Whitney Damron – Information regarding Open Records Act
6. NACo – Legislative Updates

Response Required

7. J. Lyndon Blackwell – Letter regarding position on Fire District Board
8. Glenn German – Letter regarding Coffey County Hospital Board position
9. Tom Hostert – Letter regarding 2001 HOME Program Written Agreement and Corrective Actions Status
10. Bonnie Heath – Letter regarding Fire District Board Re-appointment
11. Loren Gollschalk – E-mail regarding County property

Response Optional

12. NACo – E-mail regarding Energy Bill H.R.6

Minutes, December 1, 2003

Signed:

Attest:

Chairman

County Clerk