

1. The Coffey County Commission Chambers opened at 8:00 a.m. Monday, December 13, 2004, 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. Present for part of the meeting were Jeannene Ryan, Wolf Creek Representative, and Catherine Famion, Coffey County Republican.

2. Crotts moved to approve the minutes of December 6th, 2004 as corrected, seconded by Rowley. Motion carried. Corrections were: Monday, December 6th, 2004, paragraph 27, change 'Loan Fund Report' to "Loan Fund Reports". Paragraph 33, add to first sentence after 'Board', "with a draft". Change paragraph 36 to read, "Commissioner Sipe reported the results of the committee meeting with the auditor regarding journal vouchers, monthly fees collected by departments and an accounting program for the Highway Department. All members of the committee were present for their input and discussion. In summary, the journal voucher will be signed off by the County Clerk, County Treasurer and the Commission Chairman. This will create a better paper trail for the records. A fee schedule of pertinent departments will be collected by the Administrative Coordinator and reported each month to the Board. The Highway Department will work with Infinitec to improve its account payable program to better track expenditures over more then one year." Change paragraph 37 to read, "Commissioner Sipe requested Board approval to speak with the Road and Bridge supervisor regarding rock specifications. The Board approved Sipe's request." Change last paragraph '37' to "38".

3. Consent Agenda:

A. Move to approve payment of 2005 membership fee of \$35.00 for John Zuern, Zoning Administrator, to the Kansas Association of County Zoning and Planning Officials, with funds to come from Courthouse General, Contractual Services Line.

B. Move to approve insertion of the quarterly flyer from The Consortium in the December payroll envelopes.

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

4. The Board discussed Direct Deposit for all County payroll. Approximately 70% of County payroll is on direct deposit now and the Board is asking that everyone participate in the direct deposit program in the near future.

4 a. Sipe moved to authorize and direct the Chairman to sign the Memorandum to employees regarding the County's Direct Deposit program, seconded by Merry. Motion carried.

5. Coffey County Sheriff Randy Rogers met with the Board to discuss a budget shortfall in the 2004 Coffey County Sheriff and Jail budget. The Board asked about money in the law enforcement drug funds and how it could be used for their budget shortfall. As we get closer to the end of the year, Rogers will have a better idea of how much the shortage is. Rogers said

higher fuel prices and radio update costs, etc. contributed to the budget shortage. The Board asked for an update report later in the month.

6. Rowley moved, upon the recommendation of the County Sheriff and approval of the County Attorney, to find that (1) one 2000 Ford Crown Victoria Police Interceptor VIN 2FAFP74W1YX151448 (Unit 07) 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 Crow Moddie Ford for \$2,000.00, seconded by Kirchner. Motion carried. Notice of trade-in disposal was published in the official County newspaper on November 19, 2004 and November 23, 2004.

7. Hub Caspar, County Engineer, presented and discussed the weekly report dated December 13, 2004. Robert Reed, Road Supervisor, John Zuern, Administrative Assistant, and Jeff Beyer, Landfill Operator, 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. Item No. 99-13; Landfill: September 28, 2004 Inspection – Update: Lysimeter reading for November 30, 2004. Recommended fee revisions. Waste Tire totals.

10 a. The Lysimeter calculations were presented with the report.

11. Rowley moved, upon the recommendation of the County Engineer, to adopt Resolution No. 498e, A RESOLUTION REVISING LANDFILL FEES, seconded by Crotts. Motion carried.

12. Waste Tire Totals for Year 2002 – 12,899; Waste Tire Totals for Year 2003 – 17,500; Waste Tire Totals for Year 2004 – 797.

13. Item No. 2004-30; Roads – Oil and Gas Companies: Review Road Damage Policy.

14. Caspar presented a Draft Road Damage Policy for Coffey County, which was reviewed by the Board. Following discussion, the Board directed the County Engineer to work with the County Attorney and the oil producers and heavy equipment operators in the County to draft a generic policy, with “reasonable and prudent” language.

15. Commissioner Kirchner asked about a road problem at 6th and Dobbin. Reed said the problem has been corrected.

16. Item 2004-32; Bridge Steel Bid opening December 30, 2004 at 2:00 p.m.

17. Whitney B. Damron, P.A., Coffey County Lobbyist, updated the Board on what is upcoming in the next session of the Kansas Legislature. Damron said some issues that will be

coming up in the legislative session beginning in January 2005 will be: Taxes; Governor's Health Care; School Finance; Kansas Open Records Act; Annexation and Eminent Domain and Motor Vehicle Taxes, to name a few.

18. Merry moved upon the approval of the County Attorney as to form, to approve the Memorandum of Agreement regarding governmental services/lobbying for the year 2005 with Whitney B. Damron, P.A. and to authorize and direct the Chairman to sign the same, seconded by Sipe. Motion carried.

19. Jon Hotaling, Economic Development Director, presented and discussed his weekly report for the week of December 6, 2004.

20. Item No. 95-29; Leadership Coffey County class session #2 was held on Thursday, December 9th. The session was entitled 'Education, Recreation & Cultural Aspects' and featured presentations on education by the three USD Superintendents, a tour of the IDL & technology facilities at BHS, a tour of the Recreation Center, a presentation of the Coffey County Council of the Arts, and dinner & tour at the Coffey County Historical Museum. Draft agendas for the next session, 'Community Services & Quality of Life' to be held January 13th, were mailed to all presenters. Hotaling also mailed information on the class schedule, agendas, application forms, etc. to the Woodson County Leadership program.

21. Item No. 96-03; Hotaling received a letter from the Governor stating that Mid-American Machine will receive the CDBG representative, Wayne Symmonds and Shane Sutherland the first week of January.

22. Item No. 97-6; Hotaling attended the Coffey County Manufacturer's Association Christmas dinner/meeting on Wednesday, December 8th. The CCMA meeting in January will feature a tour of the Charloma facilities in Cherryvale, Kansas.

23. Item No. 98-10; Hotaling attended the SEK, Inc. legislative council meeting in Chanute. The council discussed the prison issue and finalized a position statement in favor of the development of a private or state operated prison in Yates Center.

24. Item No. 03-3; Hotaling drafted a letter concerning the loan payment schedule for a local business and received verification letters from the bank and city on the payment schedule.

25. Hotaling is working with the State of Kansas and the Regional Development Association on a large business prospect. Hotaling sent information to the Department of Commerce representative and will meet with representatives on December 13th at 12 noon.

26. Hotaling is working with a realtor on a prospect for the Dream Homes building in Lebo. Hotaling provided a contact person for BNSF concerning shipping materials from Kansas City to Lebo. The prospect is interested in incentives and tax abatement. Hotaling scheduled to meet with the Lebo City Council about a tax exemption policy on January 3rd at 7:00 p.m.

- 27. Hotaling met with a Burlington business to discuss advertising and promotion options that might provide more customers for the business and keep the business from closing.
- 28. Hotaling met with a local business owner that may have some interest in the AST building and may set up an appointment to attend an Airport Board meeting in the future.
- 29. Hotaling distributed a brochure regarding Agritourism.
- 30. Hotaling requested an Executive Session with the Board.
- 30 a. Rowley moved to recess into Executive Session at 10:55 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 Crotts. Motion carried.
- 31. The Board resumed regular session at 11:02 a.m.
- 32. Rick Elliott, President, Brad Elder, Vice-President, Janet Payne, Elliott Insurance Group (EIG), met with the Board to discuss the Worker’s Compensation Audit as well as other insurance related issues.
- 32 a. Kirchner moved, upon approval of the County Attorney as to form, to authorize and direct the Chairman to sign the Agreement with Elliott Insurance Group, Inc., effective January 1, 2005, seconded by Rowley. Motion carried.
- 33. Mark Hopkins, AS 400 Administrator/Deputy Appraiser, presented bids for 1-year hardware maintenance and service contract for 4 IBM printers. Bids presented:

Vendor	Address	Net Price
Pro Active Solutions	Fairway, Kansas	\$5,080.20
Inland Associates, Inc.	Olathe, Kansas	\$4,017.00
Pinnacle Business Systems	Edmond, Oklahoma	\$5,132.04

- 33 a. Merry moved, upon the recommendation of the AS400 Administrator, to accept the bid of Inland Associates, Inc., Olathe, in the amount of \$4,017.00 as the best bid for 1-year on-site replacement and repair services for 4 IBM printers and to authorize and direct the Chairman to sign all documents related thereto, seconded by Sipe. Motion carried.
- 34. Crotts moved, upon the recommendation of the County Clerk, to approve the Election Voter Information System (ELVIS) along with Accenture Election System to be used as a centralized voter registration (CVR) system as required by HAVA and to authorize the County Clerk to sign the Statement of Intention to use ELVIS EMS, seconded by Rowley. Motion carried.
- 35. The Board recessed for lunch at 11:45 a.m.

36. Commissioner Rowley called the meeting back to order at 1:15 p.m. Chairman Merry was attending to other County business.

37. Crotts moved, upon the recommendation of the Coffey County Clerk, to authorize and direct the Chairman to sign the application of Notice to Township Board for a Cereal Malt Beverage license for Cedar Valley Investments, LLC dba BP Travel Center at Beto Junction, seconded by Kirchner. Motion carried.

38. Leonard Jirak, Hartford, met with the Board to present a proposal to try to get rid of the log jam at Jacobs Creek. Jirak said he has people from the Flint Hills Refuge; Corp of Engineers; and would request some from the County to bring chain saws and cut the logs once the lake is lowered and it is frozen. Hub Caspar and Robert Reed were also present from the County and felt it would be too dangerous a project to send County employees to participate in.

39. Commissioner Merry returned to the meeting at 1:35 p.m.

40. The Board also felt they would not send County employees to participate in the project. Jirak suggested the County could consider hiring private contractors to do the sawing. The Board felt it was a Federal problem and chose not to pursue this option .

41. Sipe moved to adjourn the meeting at 1:50 p.m., seconded by Merry. Motion carried.

CORRESPONDENCE:

Response Not Required

1. Family of Leo Hocevar – Thank you.
2. KDOT – Letter regarding Federal Aid Agreement
3. Whitney Damron – Letter regarding Agreement of Services
4. Kansas Department of Commerce – Letter regarding non-metropolitan region certification.
5. Hawver’s Capitol Report – Misc.
6. S.O.S. – Newsletter
7. Coffey County Library Board – Audit for 2003
8. City of Burlington – Minutes of November 17, 2004
9. Coffey County Housing Authority – Minutes of October 7, 2004

10. KdoC – Letter regarding Grant No. 04-BF-R08

Response Required

11. Estolin Valenten – Letter regarding SER Senior Community Service Employment Program.

Minutes, December 13, 2004

Signed:

Attest:

Chairman

County Clerk