

- 1.** The Coffey County Commission Chambers opened at 8:00 a.m. Tuesday, December 27, 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, Gene Merry and Larry Crotts present. Also present were Angie Kirchner, Coffey County Clerk, Doug Witteman, Coffey County Attorney, and Donna Berland, Administrative Assistant.
- 2.** Sipe moved to approve the minutes of Monday, December 19, 2005, as corrected, seconded by Kirchner. Paragraph 1., delete ‘near’ replace with, “in”. Paragraph 5., after 5120C, add, “printer”. Paragraph 24., delete ‘Senator’ replace with “Representative.”
- 3. Consent Agenda**

 - A.** Move to approve payment of 2006 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.
- 3a.** Merry moved to approve the Consent Agenda as submitted, seconded by Crotts. Motion carried.
- 4.** Crotts moved, upon the recommendation of the Lake Region Solid Waste Authority Committee, to adopt Resolution No. 758, A RESOLUTION ADOPTING THE LAKE REGION SOLID WASTE MANAGEMENT PLAN, seconded by Rowley. Motion carried.
- 5.** Mark Hopkins, AS400 Administrator, met with the Board to discuss purchasing (1) 1 – year hardware service and maintenance contract for four IBM printers from Inland Associates, Inc. and to allow the County to contract through the State of Kansas for AS400 hardware.
- 5a.** Merry moved upon, the recommendation of Mark Hopkins, AS400 Administrator, to approve the bid of Inland Associates, Inc. as the best bid and to purchase (1) 1-year hardware service and maintenance contract on 4 IBM printers from Inland Associates, Inc. in the amount of \$3,217.00, with funds to come from the General Fund, Technology Training and Equipment Line, seconded by Sipe. Motion carried.
- 5b.** Kirchner moved, upon the recommendation of Mark Hopkins, AS400 Administrator, to approve the County contracting through the State of Kansas for AS400 hardware service and maintenance with the State funding all costs of the service and maintenance, seconded by Crotts. Motion carried.
- 6.** Rowley 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 Jeffery Lee Helmer, regarding Lots 3 and 4 in Block 25 in the Supplemental Plat of Lebo, November 1972, according to the recorded plat thereof, seconded by Merry. Motion carried.

- 7.** Sipe moved to reappoint Owen Thero and Lyle Williams, as members of the Coffey County Fire Board to three-year terms, effective December 31, 2005, and ending December 31, 2008, seconded by Rowley. Motion carried.
- 8.** Hub Caspar, Coffey County Engineer, presented and discussed the weekly report dated December 27, 2005. Robert Reed, Road Supervisor, and John Zuern, Administrative Assistant, were also present.
- 9.** Item No. 93-01; Road Permits Report: Two Road Permits were issued during the past week.
- 10.** Item No. 99-99; Zoning Permit/Applications Report: No Zoning Permits were issued during the past week.
- 11.** Caspar invited the Board and the public to attend a retirement party for Fred Walrod to be held on Wednesday, December 28th, 2005, at 1:00 p.m. in the courthouse basement.
- 12.** Caspar also presented the Construction Zone Report for the week of December 19, 2005.
- 13.** Coffey County Sheriff Randy Rogers met with the Board to request additional funding for the Sheriff's budget for 2005. Rogers expressed that costs from feeding cattle that was confiscated last year and high costs of fuel were unexpected expenses. The Board was in favor of approving \$14,000.00 worth of funds from the General Fund to cover the costs of fuel and feed. Rogers agreed to cover the remainder expenses from the Special Law Enforcement Trust Fund.
- 13a.** Kirchner moved to approve transferring \$14,000.00 from the Courthouse General Department, Commodities line item to the 2005 budget for the Sheriff's office, Commodities Line Item, seconded by Rowley. Motion carried.
- 14.** Coffey County Information Systems Administrator Bill Bauer met with the Board to request the reorganization of the Table of Organization for the Information Technology Office and to request approval of the job descriptions for Information Technology Director, Information Technology: GIS Technician, and Information Technology: IT Technician.
- 14a.** Merry moved to approve the revised tables of organization of the County Attorney's office and the Information Technology office, seconded by Sipe. Motion carried.
- 14b.** Merry moved to approve the job descriptions for Information Technology Director, Information Technology: GIS Technician, and Information Technology: IT Technician, seconded by Rowley. Motion carried.
- 15.** Chairman Rowley reported that the Board received a memorandum regarding a Burn Permit Resolution summary from the Coffey County Fire District. Coffey County Fire Administrator Bill Walker is scheduled to be at the next commission meeting to further discuss the Burn Permit Resolution.

- 16.** Jon Hotaling, Economic Development Director, submitted the weekly report for the week of December 27, 2005.
- 17.** Item No. 95-29; The Leadership Coffey County Youth Program received seven applications for the 2006 class. There was at least one applicant from each school district, with three applicants from USD 245.
- 18.** Item No. 96-3; Hotaling updated the Mid-American Machine CDBG file as requested by Kansas Department of Commerce Representative, Terry Marlin. This included additional information for the Fair Housing File, completion of rating form for administration applicants, and an amended administration contract signed by a representative of Eastern Kansas Economic Development Group.
- 19.** Item No. 97-6; Hotaling reviewed organizational documents and articles for the Coffey County Manufacturer's Association. Hotaling will review with current membership and an attorney to properly address the potential of the organization disbanding in the near future.
- 20.** Item No. 04-3; Hotaling received FTE report for Charloma for 2005. Total hours worked by Coffey County employees was 45,880.99 or 22.05 full time equivalent employees. Required FTE for loan reduction in 2005 was 20 employees.
- 21.** Item No. 05-4; Hotaling presented information on the call center prospects building to Hub Caspar and John Zuern. Hotaling will most likely need additional information from the company and possibly any developer or construction company that was involved in the construction of one of their previous facilities.
- 22.** Hotaling sent information on Tourism Attraction Grants and Incentives Without Walls Loan Program to a person interested in the Music Box building.
- 23.** Hotaling sent information on a potential prospect for the Dream Homes building to the new owner of the building.
- 24.** Chairman Rowley, on behalf of the Board, presented Employment "Years of Service Certificates" and service pins to the following employees: 5 year service pins – Angela Wright, Dean Haney; 10 year service pins –JR Smith, William Winter, Jerry Headley; 15 year pins – Jeff Beyer, Scott Lawson; 20 year service pins – Robin Laird, John Andrick, Charlene Raaf, JoAnn Raaf, Sharon Walrod, Dennis Birk, Marty Black, Roy Dornes, Dale Hinderlighter, Harlan Sharon, Larry Tice, James Huguinin, Kenneth Roney; 25 year service pins – Linda Bell; 30 year service pins – Lorna Stohs, Bruce Hegwald.
- 25.** Coffey County Appraiser Connie Lawrence met with the Board to request to advertise for employment to fill the position of GIS. The Board directed Lawrence to advertise for the GIS position.
- 26.** The Board recessed at 12:30 p.m. until 1:00 p.m. to sign checks and vouchers.

27. The Board resumed regular session at 1:00 p.m.
28. Merry moved to authorize and direct the Chairman to sign 10 abatements to the Treasurer's tax roll in the amount of \$371.46, seconded by Crofts. Motion carried.
29. Rowley moved to approve the contract for Professional Services for Doug Witteman as County Counselor for 2006 through 2009, seconded by Merry. Motion carried.
30. Sipe moved to renew the County General Insurance policies with Elliott Insurance Group and to authorize and direct the Chairman to sign all documents necessary upon the approval as to form by the County Attorney, seconded by Kirchner. Motion carried.
31. Rowley adjourned the meeting at 2:35 p.m. until Thursday, December 29, 2005, at 8:30 a.m. for a road tour with the Engineer's office and to conduct any other County business that may arise.

CORRESPONDENCE:

Response Not Required

1. Hutinett, Schlotterbeck and Burns, L.L.C. - Library Board Audit Report
2. Kansas Sheriff - Winter 2005
3. The Main Street Economist - October 2005
4. Burlington City Council Regular Session - December 7, 2005
5. Lake Region Solid Waste Authority
6. Coffey County Historical Society - Christmas Card
7. KDHE - Conference on Recycling
8. Southeast Kansas Regional Planning Commission - Christmas Card
9. Coffey County Fire District #1 - Board Meeting, December 19, 2005
10. Livestock Commissioner
11. Coffey County Airport - December 14th Agenda & November 9th Minutes
12. Coffey County Library - January 2006 Calendar of Events

13. City of Gridley - Minutes, December 5, 2005
14. Flyer - Fred Walrod Retirement Party - December 28, 2005
15. Kansas Association of Counties - Regional Councils for Homeland Security
16. Kansas Preservation - November/December 2005
17. The Kiplinger Letter - December 16, 2005
18. The Kiplinger Tax Letter - December 16, 2005
19. A Special Kiplinger Letter - December 16, 2005

Minutes, December 27, 2005

Signed:

Attest:

Chairman

County Clerk