

- 1.** The Coffey County Commission Chambers opened at 8:00 a.m. Monday, December 29, 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 Vernon Birk, Coffey County Clerk, Mary Bloomer Administrative Coordinator. Present for part of the meeting were Mark Petterson, Coffey County Republican Editor, Jeannene Ryan, WCNOC Representative, Robert Newkirk, Burlington, and Judy Stukey, Burlington.
- 2.** Rowley moved to approve the minutes of Monday, December 22nd, 2003, as corrected, seconded by Merry. Motion carried. Corrections were: December 22nd, 2003, paragraph 8, delete ‘Commissioners’, replace with “Board” in two places. Paragraph 9, delete ‘Haz Mat’ before ‘truck’, add “Haz Mat” before ‘Response’.
- 3.** Kirchner moved, upon the recommendation of the County Sheriff and approval of the County Attorney, to find that (1) one 1999 Ford Crown Victoria Police Interceptor VIN 2FAFP71W8XX164535 (Unit 96) and one 2000 Ford Crown Victoria Police Interceptor VIN 2FAFP71W1YX148582 (Unit 04) are 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 and \$2,700.00 respectively. Notice of trade-in disposal was published in the official County newspaper on December 5th and December 12th, seconded by Crotts. Motion carried.
- 4.** Sipe moved, upon the recommendation of the County Appraiser and approval of the County Attorney as to form, to approve the Real Estate Sales Data Search Service Agreement. Funds received as user fees shall be deposited into the General Fund and expenditures related to maintenance of said project will be spent from the General Fund, seconded by Crotts. Motion carried.
- 5.** Merry moved, upon the approval of the County Attorney as to form and the recommendation of Mark Hopkins, to approve the IBM Statement of Work for Services (Maintenance Agreement) for three printers, effective January 8, 2004, at a total cost of \$4,624.16, with funds to come from the 2004 General Fund, Technology Training and Equipment Line, seconded by Sipe. Motion carried.
- 6.** The Board discussed windpower in Kansas and the Governors Task Force regarding windpower.
- 7.** Chairman Merry requested an Executive Session to discuss the Administrative Coordinator contract.
- 7 a.** Rowley moved to recess into Executive Session at 9:32 a.m. for 15 minutes to include each of the Commissioners and the Administrative Coordinator to discuss personnel matters of non-elected personnel, seconded by Sipe. Motion carried.
- 8.** The Board returned to regular session at 9:47 a.m.

- 9.** Sipe moved to re-enter Executive Session at 9:49 a.m. for 10 minutes with the same people for the same reasons, seconded by Rowley. Motion carried.
- 10.** The Board returned to regular session at 9:59 a.m.
- 11.** Merry moved to approve a 1-year contract with Mary Bloomer as Administrative Coordinator. Said contract reflects a 2% COLA increase and 2% merit increase, seconded by Sipe. Motion carried, 3-yes, 2-no, Kirchner, Crotts.
- 12.** Sipe moved to approve Resolution No. 700-B, A RESOLUTION TRANSFERRING ADDITIONAL FUNDS TO THE COFFEY COUNTY RURAL WATER INFRASTRUCTURE RESERVE FUND, seconded by Kirchner. Motion carried.
- 13.** Crotts moved to approve Resolution No. 633-D, A RESOLUTION TRANSFERRING ADDITIONAL FUNDS TO THE COFFEY COUNTY TECHNOLOGY OFFICE FUND, seconded by Rowley. Motion carried.
- 14.** Merry moved to approve Resolution No. 599-b, A RESOLUTION TRANSFERRING ADDITIONAL FUNDS TO THE COFFEY COUNTY LIBRARY COMPUTER AUTOMATION RESERVE FUND, seconded by Kirchner. Motion carried.
- 15.** Sipe moved to approve Resolution No. 730, A RESOLUTION TRANSFERRING FUNDS TO THE COFFEY COUNTY CAPITAL IMPROVEMENT RESERVE FUND, seconded by Merry. Motion carried.
- 16.** Crotts moved to approve Resolution No. 731, A RESOLUTION TRANSFERRING ADDITIONAL FUNDS TO THE COFFEY COUNTY EQUIPMENT RESERVE FUND, seconded by Rowley. Motion carried.
- 17.** Sipe moved to approve Resolution No. 732, A RESOLUTION TRANSFERRING FUNDS TO THE COFFEY COUNTY GIS FUND, seconded by Kirchner. Motion carried.
- 18.** Rowley moved to approve Resolution No. 733, A RESOLUTION TRANSFERRING FUNDS TO THE COFFEY COUNTY NOXIOUS WEED CAPITAL OUTLAY FUND, seconded by Crotts. Motion carried.
- 19.** Rowley moved to approve Resolution No. 734, A RESOLUTION TRANSFERRING FUNDS TO THE COFFEY COUNTY SPECIAL HIGHWAY IMPROVEMENT FUND, seconded by Sipe. Motion carried.
- 20.** Jon Hotaling, Economic Development Director, presented and discussed the weekly report for the week of December 26, 2003.
- 21.** Item No. 95-9; Hotaling completed and mailed out agendas for the Strategic Planning Committee meeting to be held at the Coffey County Hospital at 12 noon on Wednesday, January 7, 2004.

22. Item No. 95-29; Hotaling reviewed applications for the Leadership Coffey County youth program then reported to the task force members. With only 6 applicants, the task force and Hotaling are concerned that the class will be too small for interaction with presenters. In 2002, the County had 13 students participate in the class. Usually 1 or 2 are absent from each class due to illness, school events, etc. If the County has 1 or 2 absent from each class, we would only have 4 or 5 in each class. It is difficult to justify the expense of bringing in high quality presenters such as Phil Coleman for 4 or 5 students. The task force will discuss whether to proceed and develop strategies to better promote the program in 2006. **Hotaling said he will notify the students that have signed up that the deadline has been extended to January 31, 2004.**

23. Hotaling spoke to Carrie Sloan, Lebo City Clerk, and Leonard Jirak about the broken valve at Lebo Lake. A new valve was installed on Tuesday, December 23rd. A few fish may have been lost and the depth of the lake was reduced by about 6 feet. This should have very little or no effect on the fishery. Total cost to replace the valve will be about \$1,400.00. The city will request a cost share grant for 50% of the cost. This funding could come from the Economic Development Special Expenditures Line Item.

23 a. Rowley moved to fund 50%, not to exceed \$700.00, of the valve replacement at Lebo Lake, funds to come from Economic Development Special Expenditures Line Item, seconded by Merry. Motion carried.

24. Hotaling reviewed the final budget numbers for the Economic Development Department. There will be a surplus available of approximately \$62,000.00 after \$3,000.00 is carried over from the 2003 reserves into the 2004 budget.

25. At 11:00 a.m. a public hearing was held regarding vacation of a 60' right-of-way centered on the Section line between Sections 16 and 21, Township 20, Range 17 East in Coffey County, Kansas, east on 19th Road one mile from Wayside to Xeric.

25 a. Sipe moved to enter into a public hearing regarding a road vacation, seconded by Kirchner. Motion carried.

26. No comments were received from the public.

26 a. Merry moved to close the public hearing regarding a road vacation, seconded by Rowley. Motion carried.

26 b. Sipe moved to adopt Resolution No.618-aj, A RESOLUTION TO VACATE EXISTING ROAD RIGHT-OF-WAY, seconded by Crotts. Motion carried.

27. Hub Caspar, County Engineer, presented and discussed the weekly report dated December 29, 2003. Robert Reed, Road Supervisor, and John Zuern, Administrative Assistant, were also present.

28. Item No. 93-01; Road Permits Report: No Road Permits were issued during the past week.
29. Item No. 99-99; Zoning Permit/Applications Report: No Zoning Permits were issued during the past week.
30. A new written snow and ice removal policy was presented and construction zone report for the week of December 29, 2003 was attached to the report.
31. Crotts moved, upon the recommendation of the County Engineer and the approval of the County Attorney as to form, to approve the Agreement between GeoTech, Inc. and Coffey County for surveying services, seconded by Merry. Motion carried.
32. The Board recessed for lunch at 11:50 a.m.
33. Chairman Merry called the meeting back to order at 1:00 p.m.
34. The Board examined, questioned and signed warrants and vouchers for the month of December.
35. The Board further discussed the creation of a County Administrator position. A work session was scheduled for January 12, 2004 to look into it and get input from Department Heads.
36. Rowley moved to recess into Executive Session at 2:13 p.m. for 5 minutes, to include each of the Commissioners, to discuss personnel matters of non-elected personnel, seconded by Merry. Motion carried.
37. The Board resumed regular session at 2:18 p.m.
38. Susan Mueller was asked to meet with the Board to discuss certain vouchers.
39. Doug Witteman, Coffey County Attorney, attended the meeting at approximately 2:20 p.m.
40. Merry moved to adjourn the meeting at 2:34 p.m., seconded by Crotts. Motion carried.

CORRESPONDENCE:

Response Not Required

1. Joan Atherly – Thank you.
2. The Bukaty Agency – Letter regarding health care

3. Kansas State Historical Society – Newsletter
4. City of Gridley – Minutes of 12-1-03
5. Kansas Scenic Byways – Newsletter
6. Family of Chris Bahr – Thank you
7. KDOT – Letter acknowledging receipt of Coffey County’s matching funds
8. Larmon Education Seminars – Notice of Training

Response Optional

9. State Energy Resources Coordinating Council – Letter regarding Governor’s task force

Response Required

10. Franklin County Clerk – Letter regarding District Coroner salary

Minutes, December 29, 2003

Signed:

Attest:

Chairman

County Clerk