

- 1.** The Commission Chambers opened at 8:00 a.m., Monday, February 6, 2012. Chairman Kimberly Skillman-Robrahn called the meeting to order at 9:00 a.m. with members Larry Crotts, Kenneth Combes, Bob Saueressig and Fred Rowley present. County Clerk Angie Kirchner, County Attorney Doug Witteman, and Administrative Assistant Donna Berland were also present.
- 2.** Rowley moved to approve the minutes of Monday, January 30, 2012, as corrected, seconded by Combes. Motion carried.
- 3.** Consent Agenda
 - A.** Move to re-appoint Timothy A. Sipe to a four-year term as the non-lawyer member to the Fourth District Judicial Nominating Commission, beginning March 5, 2012 to March 7, 2016.
- 3a.** Combes moved to approve the Consent Agenda as submitted, seconded by Rowley. Motion carried.
- 4.** EMS Director James Higgins, Hospital CEO Karen Smith and VanArsdale Funeral Services, Michael VanArsdale met with the Board to provide an understanding of the position of the County regarding indigent deaths. County Attorney Doug Witteman explained the position of the County and that the relationship the County has is with the funeral homes where the hospital or funeral homes have an unclaimed indigent body and can receive payment of \$750 from the County if there are no other payments from any other source. Kansas Statutes requires the County to be responsible for minimal death expense. Fred Rowley abstained from any discussion due to family relations.
- 5.** Sheriff Randy Rogers met with the Board to request to purchase an upgrade for equipment for dispatch.
 - 5a.** Saueressig moved, upon the recommendation of the Sheriff, to waive the purchasing policy as to informal bids for good cause, said cause being that the vendor is an area single source supplier and provides maintenance for all dispatch communication equipment and to authorize the purchase of six (6) central processing units and six (6) touch screen monitors installed and to be used in the 911 emergency system from Commenco in an amount not to exceed \$9,865.10. Funds to come from the Emergency Phone Equipment Fund - Capital Outlay Line Item, seconded by Robrahn. Motion carried.
- 6.** Engineer Wayne Blackbourn presented the Weekly Report for February 6, 2012.
- 7.** Item No. 93-01; Road Permits Report: One Road Permit was issued during the past week.
- 8.** Item No. 93-13; Zoning Permits/Applications Report: One Zoning Permit was issued during the past week.

9. Item 99-99; Landfill: January Total Tonnage Report:

Solid Waste	390.83 tons
Construction Debris	326.00 tons
Special Waste	.10 tons
Tree Limbs	18.08 tons
Metal	2.11 tons
Appliances	1
Car Tires	249
Truck Tires	4
Equip. Tires	1
Total Tires	254
Out of County Processed Tires	9.25 tons

10. Item 2012-03; Request – Tire Purchase: Request authorization to solicit quotations and purchase assorted tires.

10a. Rowley moved, upon the recommendation of the County Engineer, to approve the County Engineer's request to solicit informal bids and purchase assorted tires. Funds to come from the Road and Bridge Fund, seconded by Crotts. Motion carried.

11. Item 2012-04; Equipment Repairs – Excavator E-004: Request authorization to solicit quotations and purchase repairs for E-004 Excavator, to be paid from the Road and Bridge Fund. (The items of repair are for rebuilding the Boom and Arm Cylinder and other work required for the repair not exceeding \$10,000.00.)

11a. Combes moved, upon the recommendation of the County Engineer, to approve the County Engineer's request to solicit quotations and to authorize repairs for the E-004 1995 Komatsu Excavator in an amount not to exceed \$10,000. Funds to come from the Road and Bridge Fund, seconded by Robrahn. Motion carried.

12. The Engineer also presented the Construction Zone Report for the week of February 6, 2012. Blackburn discussed the Road and Bridge Department providing chip and seal to all the cities in the County. Blackburn also requested to table the Table of Organization and the new job position until the February 21st meeting.

13. Kan-Seal Representative Erin McGown met with the Board to acquire 2.74 acres of land at the location of the Kan-Seal building.

13a. Saueressig moved, upon the recommendation of the Economic Development Director, to find that approximately 2.74 acres, as more particularly described in the Warranty Deed related thereto, is no longer required, or cannot prudently be used for public purposes of the County, and as such should be sold to Menard, Inc., d/b/a Kan-Seal, for the appraised value of \$4,110 and to

publish notice of the County's intent to sell said property in the official County newspaper, seconded by Rowley. Motion carried.

13b. Saueressig moved, upon the recommendation of the Economic Development Director, to approve the Ingress and Egress Easement, as more particularly described in said easement document, to Menard, Inc., d/b/a Kan-Seal, seconded by Crotts. Motion carried.

14. Economic Development Director Jon Hotaling presented the Bi-Weekly Report for January 17, 2012 to February 3, 2012.

15. Item 95-9; Hotaling reserved the Burlington Library meeting room for the February 8th Strategic Planning Committee meeting. The meeting was moved from February 1 to February 8 because the Economic Development Director and Chamber of Commerce Executive Director will be in Tulsa for the Tulsa Sport, Boat & Travel Show on February 1. Hotaling sent out a warning about a new date and location to the committee. Hotaling completed and emailed out the agenda for the meeting.

16. Item 95-25; Hotaling gathered up materials and drove to Tulsa to work Wednesday evening (February 1) and Thursday afternoon shifts at Tulsa Sports, Boat & Travel Show. Hotaling provided information on Coffey County Lake and the city lakes. The booth was paid for by the Kansas Department of Wildlife, Parks & Tourism and operated by volunteers from Southeast Kansas communities and counties.

17. Item 97-7; Hotaling is working with the Coffey County Chamber of Commerce on an ad for the High Plains Journal along with free listings in the Journal. Hotaling also discussed attending the Flint Hills Mall "Hunting & Fishing Expo" on March 3 & 4 in Emporia. The booth cost for non-profit organizations is only \$5.00, so Hotaling reserved a booth.

18. Item 00-1; Hotaling completed employee performance evaluation forms for the evaluation meeting on February 13th with the Coffey County Commission. Hotaling completed an update on Economic Development Actions for 2012, along with a listing of training seminars for the evaluation.

19. Item 00-3; Hotaling checked with Darren Isch on Flight Training costs for this year and mailed out information on the Coffey County Flight Training Scholarship Program for 2012 to superintendents, principals, and counselors for all three USD's in Coffey County. Scholarship application forms are available in the counselors' offices. The deadline for students to submit an application to their counselor is April 6, 2012. Scholarship recipients will receive a proclamation certificate from the Coffey County Commission at a reception in the courthouse lobby on Monday, May 7, at 8:30 a.m.

20. Item 05-2; Hotaling attended the Alliance for Technology Commercialization Board of Directors meeting at the Business & Technical Institute at PSU on Thursday, January 26. The board reviewed financial statements, discussed the Presidents Report and reviewed an active client list.

- 21.** Item 05-3; Hotaling participated in Southeast Kansas Prosperity Foundation Board of Directors teleconference. The board reviewed an application for loan funding from a small business near Pittsburg. The board tabled the decision to fund the project until additional financial information is provided.
- 22.** Item 08-2; Hotaling discussed Kan-Seal land sale documents with the County Attorney, Doug Witteman. Hotaling notified Kan-Seal that documents to close the sale would be ready for the February 6th Coffey County Commission meeting. Kan-Seal representatives will be available at 9:35 a.m. that day to complete the transaction for the purchase of 2.74 acres.
- 23.** Item 11-1; Hotaling met with a prospect that is considering purchasing the KanBuild building in Lebo at the BETO Junction restaurant on January 20. Hotaling discussed the prospects plans for the facility, County appraised value on the property, zoning, etc. The KanBuild property is currently owned by ESB Financial in Emporia.
- 24.** Hotaling mailed out letters to cities with city lakes offering to split the cost of printing additional city lake brochures for distribution at the Wichita Sport Boat & Travel Show, February 16 – 19.
- 25.** A recycling prospect has completed the Small Business Development Center (SBDC) “Starting a Business” course and will be working with the SBDC outreach consultant to complete a business plan. The prospect has identified a potential site south of Burlington.
- 26.** Hotaling assisted with serving food at the Coffey County Museum Fund Raiser held Saturday, January 28.
- 27.** East Central Kansas Area on Aging Director Elizabeth Maxwell met with the Board to present the 2011 Annual Report.
- 28.** Emergency Management Coordinator Russel Stuke met with the Board for a Performance Evaluation.
- 28a.** Crotts moved to enter into Executive Session for 15 minutes at 10:43 a.m., to include each of the Commissioners and Russel Stuke, to discuss personnel matters of non-elected personnel, seconded by Combes. Motion carried.
- 29.** The Board resumed regular session at 10:58 a.m.
- 30.** Noxious Weed Director Todd Bemis met with the Board for a Performance Evaluation.
- 30a.** Rowley moved to enter into Executive Session for 15 minutes at 10:59 a.m., to include each of the Commissioners and Todd Bemis, to discuss personnel matters of non-elected personnel, seconded by Crotts. Motion carried.
- 31.** The Board resumed regular session at 11:14 a.m.

32. Health Department Administrator Lindsay Payer met with the Board for a Performance Evaluation

32a. Combes moved to enter into Executive Session for 15 minutes at 11:17 a.m., to include each of the Commissioners and Lindsay Payer, to discuss personnel matters of non-elected personnel, seconded by Rowley. Motion carried.

33. The Board resumed regular session at 11:32 a.m.

34. Housing Authority Director Ronda Gilbert requested waiving landfill fees for an office gas station property in Gridley owned by Gary Haas and a shed on Neosho Street owned by Stephen Freeman. Gilbert also requested waiving landfill fees for old carpet and other materials being removed from the Housing Authority's refurbished homes. The Board did not agree waiving landfill fees for a shed for Stephen Freeman and an office gas station building for Gary Haas.

34a. Robrahn moved to waive landfill fees, through December 2012, for carpet and other materials removed from properties that are owned and being refurbished by Coffey County Housing Authority, seconded by Rowley. Motion carried.

35. Robrahn discussed upcoming legislative issues regarding changes in how property values are calculated. Appraiser Connie Lawrence was also present and provided information on current property values.

36. The Board will question and sign warrants and vouchers for the month of February on Monday, February 27th, 2012, at 9:00 a.m.

37. Robrahn adjourned the meeting at 12:18 p.m.

Correspondence

1. Hawver's Capitol Report – January 27, 28, 29, 30, 31, February 1, 2, 3, 5, 2012
2. Whitney Damron – Tax Bills – February 3, 2012
3. Whitney Damron – Legislative Update and Kan-Ed – January 30, 2012
4. Whitney Damron – Property Tax Lid – February 3, 2012
5. Whitney Damron – Kan-Ed Post Audit Study – February 4, 2012
6. Whitney Damron – Kansas Governor's Big Agenda is Off to Slow Start – February 5, 2012
7. Sue Freeman – Coffey County Resource Council – Thank you note – February 3, 2012
8. The Kiplinger Letter – January 27, 2012

9. Coffey County Conservation District – Board Meeting Minutes of November 17, 2011,
December 8, 15, 2011
10. Whitney Damron – News Article on Whooping Cough in Manhattan – February 1, 2012
11. KAC – Legislative Update No. 4 – February 3, 2012
12. City of Burlington – Council Meeting Minutes of January 18, 2012
13. Hawver’s – 2012 Hawver Kansas Legislative Guide – January 31, 2012