

1. The Commission Chambers opened at 8:00 a.m., Monday, February 14, 2011. Chairman Bob Saueressig called the meeting to order at 9:00 a.m. with members Larry Crotts, Kenneth Combes and Kimberly Skillman-Robrahn present. County Clerk Angie Kirchner, County Attorney Doug Witteman and Administrative Assistant Donna Berland were also present. Fred Rowley was absent from the meeting. WCNOG Representative Tim East was also present.

2. Combes moved to approve the minutes of Monday, February 7, 2011, as written, seconded by Crotts. Motion carried.

3. Consent Agenda

A. Move to authorize and direct the Chairman to sign two (2) tax abatements to the Treasurer's tax roll in the amount of \$93.04.

B. Move to authorize and direct the Chairman to sign the Coffey County Payroll Notice for Michael L. Roney, New Hire, Sheriff's Office, Officer, subject to New Hire IPP, classification LE-III-c, wage \$17.48, effective 2/14/2011.

4a. Crotts moved to approve the Consent Agenda as submitted, seconded by Robrahn. Motion carried.

4. Combes moved, based upon the recommendation of the County Clerk, the County Engineer and the County Attorney as to form, to approve the agreement with Professional Engineering Consultants, P.A. (PEC) to provide professional services for Mechanical/Electrical Upgrades to the Coffey County courthouse 1984 addition and re-roofing the courthouse in the amount of \$48,900 with fees for the anticipated Construction Phase Services to be based on the Standard Hourly Rate Schedule plus additional reimbursable expenses with the total not to exceed \$9,200 with funds to come from the Capital Improvement Reserve Fund, seconded by Robrahn. Motion carried.

5. Robrahn moved, upon the recommendation of the Coffey County Clerk, to authorize and direct the Chairman to sign the Notice to Township Board for a 2011 Cereal Malt Beverage license for Beto, Inc. located at 2775 US Hwy 75, Lebo, Kansas 66856, seconded by Combes. Motion carried.

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

7. Robrahn moved to enter into Executive Session for 20 minutes at 9:17 a.m., to include each of the Commissioners and Lindsay Payer, to discuss personnel matters of non-elected personnel, seconded by Combes. Motion carried.

8. The Board resumed regular session at 9:37 a.m.

9. Economic Development Director Jon Hotaling met with the Board for a Performance Evaluation.

- 10.** Combes moved to enter into Executive Session for 20 minutes at 9:40 a.m., to include each of the Commissioners and Jon Hotaling, to discuss personnel matters of non-elected personnel, seconded by Robrahn. Motion carried.
- 11.** The Board resumed regular session at 10:00 a.m.
- 12.** Economic Development Director presented the Bi-Weekly Report for January 31, 2011 to February 11, 2011.
- 13.** Item No. 95-9; Hotaling emailed notice of postponement of the Strategic Planning Committee meeting scheduled for February 2nd. Hotaling confirmed room availability with Coffey County Hospital and emailed a make-up date of Friday, February 11th to committee members. Hotaling attended the meeting and presented information on Charloma's search for additional employees; the upcoming Wichita Sports, Boat and Travel Show; a grant to Lebo for Fanestil Meats project legal costs; the Flight Training Scholarship information mailed out to USD counselors; the KEMFA sponsorships, the 2011 Leadership Class cancellation; and a reviewed draft of the 2011 Strategic Plan.
- 14.** Item No. 95-29; Hotaling composed and mailed/emailed cancellation notices to school counselors, applicants, volunteers, presenters, hosts, elected officials and Coffey County bankers who supported the 2011 program and previous programs. The 2011 program canceled because only 4 applications were received.
- 15.** Item No. 98-6; Hotaling attended the Southeast Kansas Regional Planning Commission meeting rescheduled from February 3rd to February 10th in Chanute. The commission discussed applicants for an Executive Director, the interview process and gave an update of office activities for the past 30 days.
- 16.** Item No. 00-3; Hotaling mailed out Flight Training Scholarship information to USD superintendents, principals, counselors and to the Coffey County Airport Board. The application deadline is April 8th and scholarship presentation reception will be held in the courthouse lobby at 8:30 a.m. on May 9th.
- 17.** Item No. 04-3; Hotaling received the 2010 FTE and 2011 payment calculations from Charloma for final 12 months of payments on Coffey County loan. Hotaling will present the information to the City of Burlington Property Tax Exemption Review Committee on February 15th. FTE for 2010 increased by 27% over 2009 and they could use up to 12 additional employees ASAP.
- 18.** Item No. 05-2; Hotaling worked with the Alliance for Technology Commercialization (ATC) to compose a letter to SEK Legislators requesting the retention of KTEC support for ATC in 2011.
- 19.** Hotaling sent sign rental agreements to a land owner (on I-35) for owner and wife to sign and notarize and return for the Commission to sign in early March.

20. Hotaling attended a retirement reception for Tamara Danner.
21. Hotaling completed loan report for period January 1st – 31st.
22. Hotaling worked on performance evaluation materials.
23. Robrahn moved to enter into Executive Session for 10 minutes at 10:15 a.m., to include each of the Commissioners, the Economic Development Director and the County Attorney, to discuss confidential data relating to financial affairs or trade secrets of a corporation, seconded by Crotts. Motion carried.
24. The Board resumed regular session at 10:25 a.m.
25. Health Department Administrator Lindsay Payer met with the Board to discuss the Local Environmental Protection Program (LEPP). Payer reported the Governor proposed the 2012 Budget and in it the Kansas Department of Health and Environment cut the LEPP. Payer requested the Board approve a resolution that would support the continuance of the Kansas Local Environmental Protection Program and funding.
26. Combes moved to approve Resolution No. 788, A RESOLUTION OF SUPPORT FOR CONTINUANCE OF THE KANSAS LOCAL ENVIRONMENTAL PROTECTION PROGRAM (LEPP) AND FUNDING, seconded by Robrahn. Motion carried.
27. Engineer Wayne Blackbourn met with the Board for a Performance Evaluation.
28. Combes moved to enter into Executive Session for 20 minutes at 10:47 a.m., to include each of the Commissioners and Wayne Blackbourn, to discuss personnel matters of non-elected personnel, seconded by Robrahn. Motion carried.
29. The Board resumed regular session at 11:07 a.m.
30. Engineer Wayne Blackbourn presented the weekly report for the week of February 14, 2011.
31. Item No. 93-01; Road Permit Report: No Road Permits were issued during the past week.
32. Item No. 99-13; Zoning Permit/Applications Report: One Zoning Permit was issued during the past week.
33. Item No. 2011-07; Hot Mix Pavement: Request authorization to solicit sealed bids for Project A1101-C, 1” Hot Mix Leveling Course on 12th Road from Angus Road to Lynx Road, 3” Hot Mix Asphalt on 10th Road from Kafir Road to Lynx Road, and 2” Hot Mix Asphalt on 16th Road from Kafir Road to Kafir Lane.

33a. Crotts moved to approve the County Engineer's request to solicit sealed bids for Project A1101-C, 1" Hot Mix Leveling Course on 12th Road from Angus Road to Lynx Road, 3" Hot Mix Asphalt on 10th Road from Kafir Road to Lynx Road and 2" Hot Mix Asphalt on 16th Road from Kafir Road to Kafir Lane to be paid from the General Fund, Public Works, Asphalt Line Item, seconded by Saueressig. Motion carried.

34. Item No. 2011-08; Hot Mix Pavement: Request authorization to solicit sealed bids for Project A1102-C, 1" Hot Mix Overlay, with 1" Milling on Shetland Road from 12th to 16th Road.

34a. Combes moved to approve the County Engineer's request to solicit sealed bids for Project A1102-C, 1" Hot Mix Overlay with 1" Milling on Shetland Road from 12th Road to 16th Road, to be paid from the General Fund, Public Works, Asphalt Line Item and Special Highway Improvement Fund, seconded by Robrahn. Motion carried.

35. Blackburn also presented the Construction Zone report for the week of February 14, 2011.

36. Blackburn reported that starting March 14th the Road and Bridge Department will be working four 10-hour days during Daylight Savings time. Blackburn stated that working 10-hour days is more efficient for the department. The R&B employees will have Fridays off.

37. Blackburn informed the Board that the total costs associated with snow removal last week were \$55,248 including blades and trucks.

38. Robrahn moved to enter into Executive Session for 15 minutes at 11:42 a.m., to include each of the Commissioners, the Engineer and the County Attorney, to discuss personnel matters of non-elected personnel, seconded by Combes. Motion carried.

39. The Board resumed regular session at 11:57 a.m.

40. Blackburn discussed hiring a light equipment operator to inventory signs throughout the County required by federal guidelines. Blackburn stated that the federal government requires counties to develop a sign program that would show the reflectivity, the type of sign, location of the sign, placement and the overall condition of the sign. Crotts stated he was not in favor of hiring additional employees and growing government. Blackburn will return at a later date with a revised Table of Organization.

41. The Board will question and sign warrants and vouchers for the month of February 2011 on Thursday, February 24, 2011 at 9:00 a.m.

42. Saueressig adjourned the meeting at 12:45 p.m.

Correspondence

1. Whitney Damron – Legislative Update – February 13, 2011

2. NACo e-News – February 8, 2011
3. Hawver’s Capitol Report – February 7, 8, 9, 10, 11, 14, 2011
4. KAC – Legislative Bulletin No. 5 – February 11, 2011
5. Whitney Damron – News Release – Governor and Lt. Governor Release Strategic Plan – February 10, 2011
6. The Kiplinger Letter – February 4, 2011
7. City of Lebo – Accounting of 2010 City Infrastructure Funds – February 4, 2011
8. City of Lebo – Accounting of 2010 Park and Recreation Funds – February 4, 2011
9. KAC – 911 Revenues Projected with \$.50 fee and \$.55 fee

Minutes, February 14, 2011

Signed;

Attest:

Chairman

County Clerk