

1. The Commission Chambers opened at 8:00 a.m., Tuesday, February 17, 2009. Chairman Fred Rowley, Jr., called the meeting to order at 9:00 a.m. with members Larry Crotts, Tim Sipe, Kimberly Robrahn and Bob Saueressig present. Angie Kirchner, County Clerk, and Donna Berland, Administrative Assistant, were present.
2. Crotts moved to approve the minutes of Monday, February 9, 2009, as written, seconded by Sipe. Motion carried.
3. **Consent Agenda**
  - A. Move to authorize and direct the Chairman to sign the Coffey County Payroll Notice for Jenifer Hugunin, New Hire, Health Department, Bookkeeper/Grant/Insurance Billing Clerk, C-III-a, \$12.16, Effective 2-12-09.
  - B. Upon the recommendation of the Emergency Management Coordinator, and approval of the County Attorney as to form, move to authorize and direct the Chairman to draft and sign a letter designating Russel Stukey, the Emergency Management Coordinator, as the point of contact for the distribution and management of the Homeland Security communications equipment.
  - C. Upon the recommendation of the Emergency Management Coordinator, and approval of the County Attorney as to form, move to authorize and direct the Chairman to sign the Transfer of Property Agreement: Acceptance of Homeland Security Grant Equipment.
  - D. Upon the recommendation of the Emergency Management Coordinator, and approval of the County Attorney as to form, move to authorize and direct the Chairman to sign the communications system infrastructure radio shared-user for a talk groups agreement with KDOT.
- 3a. Robrahn moved to approve the Consent Agenda as submitted, seconded by Sipe. Motion carried.
4. Rowley moved, upon the recommendation of the Appraiser, to advertise and hire a Field Appraiser or Data Collector, to fill the vacant position, seconded by Crotts. Motion carried.
5. Sipe moved, upon the recommendation of the Copier Committee and approval of the County Attorney as to form, to approve the minimum specifications for a copy machine for the Sheriff's office, and further approve the Invitation to Bid for same, with funds to come from the Sheriff's office budget, seconded by Crotts. Motion carried.
6. Engineer Wayne Blackbourn presented the weekly report dated February 17, 2009.
7. Item No. 93-01; Four (4) Road permits were issued during the past week.

- 8.** Item No. 99-13; No (0) Zoning permits were issued during the past week.
- 9.** Item No. 99-99; Landfill Ad hoc committee meeting on February 13, 2009. The committee members were assigned tasks to collect data for researching a County wide trash service.
- 10.** Item No. 2009-10; Spring Clean-up Week at Landfill: The week of April 13<sup>th</sup> is requested as Free Spring Clean-up Week at the County Landfill.
- 10a.** Robrahn moved, based upon the recommendation of the County Engineer, to designate April 13-18, 2009 as SPRING CLEAN UP WEEK and authorize the County Clerk to publish notice of same, seconded by Crofts. Motion carried.
- 11.** Item No. 2009-11; Hot Mix Pavement: Request authorization to solicit sealed bids for Project A2901-C, a 2” Hot Mix Overlay on 16<sup>th</sup> Road from Planter Road East to the County line, on Shetland Road 25<sup>th</sup> Road to 26<sup>th</sup> Road and on 25<sup>th</sup> Lane East to Waverly City limits.
- 11a.** Sipe moved to approve the County Engineer’s request to solicit sealed bids for Project No. A2901-C, a 2” Hot Mix Pavement overlay at selected locations within the County, to be paid from the General Fund, Public Works, Asphalt Line Item, seconded by Rowley. Motion carried.
- 12.** Item No. 2009-12; Hot Mix Pavement: Request authorization to solicit sealed bids for Project A2902-C, a 2” Hot Mix Overlay and (selected) Milling locations on the Project. Project location is on 19<sup>th</sup> Road west of Kafir Road approximately one mile being east of Iris Lane, on 19<sup>th</sup> Road from Garner Road to Fauna Road, and on Fauna Road from 19<sup>th</sup> Road to 22<sup>nd</sup> Road.
- 12a.** Rowley moved to approve the County Engineer’s request to solicit sealed bids for Project No. A2902-C, a 2” Hot Mix Pavement overlay at selected locations within Coffey County, to be paid from the General Fund, Public Works, Asphalt Line Item and Special Highway Improvement Fund, seconded by Saueressig. Motion carried.
- 13.** Item No. 2009-13; Equipment Operator: Request authorization to advertise (in house only) for one Equipment Operator for the Paving Crew.
- 13a.** Saueressig moved to approve the County Engineer’s request to advertise (in-house only) for and hire one Equipment Operator for the Paving Crew, seconded by Sipe. Motion carried.
- 14.** Item No. 2009-14; Request – New Sign Utility Truck: Request authorization to solicit sealed bids for one (1) Sign Utility Truck. No trade-in of existing (T-68) as it will be placed in County Auction.

**14a.** Sipe moved to approve the County Engineer's request to solicit sealed bids for one (1) sign utility Truck, to be paid from the General Fund, Public Works, Equipment Line Item, seconded by Crotts. Motion carried. The Board recommended soliciting bids for a diesel truck. No trade-in of existing (T-68) as it will be placed in County Auction.

**15.** Blackburn also explained his discussion with the County Attorney and review of statutes. The County has the right to regulate or refuse a move. Anderson County has a similar permit to Coffey and Miami counties however Anderson County does not have an approved resolution. Blackburn explained that Lyon County sends out the moving permit and attaches a letter to explain the process of obtaining a moving permit. Blackburn will prepare a draft letter for approval to send out to movers with the moving permit application attached.

**16.** Blackburn also presented the Construction Zone report for the week of February 17, 2009.

**17.** Economic Development Director Jon Hotaling presented the bi-weekly report for February 2, 2009 to February 13, 2009.

**18.** Item No. 95-25; Hotaling worked the Southeast Kansas Tourism booth at the Tulsa Sports, Boat & Travel Show on Wednesday evening, February 4<sup>th</sup>, and from noon to 8 p.m. on Thursday, February 5<sup>th</sup>. Hotaling spoke to several show attendees who asked about the power plant lake and if reservations were still required. Hotaling handed out several hundred brochures on Coffey County Lake.

**19.** Item No. 97-7; Hotaling attended the Coffey County Chamber of Commerce facilities committee meeting at the caboose. Hotaling reviewed the access and space problems with the caboose, also lack of storage space. The committee is looking into several possibilities to address the problems with the caboose. The committee will meet again in March. Hotaling completed a final review of the Welcome/Relocation Guide. Hotaling will have 1,500 of the books available for the Wichita Sports, Boat & Travel Show, February 19<sup>th</sup> – 22<sup>nd</sup>. Hotaling also received Lebo lake brochures for the show from the City of Lebo.

**20.** Item No. 98-6; Hotaling attended the SEKRPC meeting in Chanute on Thursday, February 12<sup>th</sup>. Hotaling reviewed a funding request from a business in Anderson County. Hotaling discussed the neighborhood stabilization funding available from the Economic Development Administration (EDA). Hotaling discussed a settlement and release of judgment for a past due loan account and discussed location for a semi-annual general commission meeting on July 2<sup>nd</sup>.

**21.** Item No. 00-1; Hotaling reviewed information for performance evaluation and completed a self evaluation form for review on February 17<sup>th</sup>.

**22.** Item No. 03-1; Hotaling received a request for an Athletic Event Economic Incentive Grant from Waverly High School for an 8 school basketball tournament.

Hotaling has funded 13 events for \$200 each or \$2,600 total. Only \$400 in funding remains or enough for 2 more events.

**23.** Item No. 04-3; Hotaling received updated FTE information for 2008 from Charloma. Hotaling made adjustments to the 2009 monthly payment amounts based on the FTE.

**24.** Item No. 05-3; Hotaling attended the Southeast Kansas Prosperity Foundation Board of Directors meeting on February 12<sup>th</sup>. Hotaling reviewed several loan/grant applications for the Downtown Building Renovation Program. Hotaling discussed the NetWork Kansas E-Communities program.

**25.** Item No. 08-4; Hotaling spoke with a Lebo business prospect who is still considering Lebo as his favorite site if grant funding is approved, land purchase is negotiated & utility requirements can be met.

**26.** Hotaling attended a department head meeting on February 3<sup>rd</sup>. There was discussion about brining in reps from Nationwide and SBC for employees to meet with if they desire. There was discussion about presenting pins & certificates to employees at the Thanksgiving dinner. There was also discussion about the need to closely monitor expenditures.

**27.** Hotaling received proofs of printed materials for the new tourism booth. The unit will be ready for pickup in Lenexa on February 18<sup>th</sup>.

**28.** Hotaling completed the loan report for the period January 1<sup>st</sup> thru January 31<sup>st</sup>.

**29.** Saueressig moved to enter into Executive Session for 15 minutes at 10:45 a.m., to include each of the Commissioners and Economic Development Director Jon Hotaling, to discuss personnel matters of non-elected personnel, seconded by Sipe. Motion carried.

**30.** The Board resumed regular session at 11:00 a.m.

**31.** Saueressig moved to enter into Executive Session for 5 minutes at 11:02 a.m., to include each of the Commissioners and Economic Development Director Jon Hotaling, to discuss personnel matters of non-elected personnel, seconded by Crotts. Motion carried.

**32.** The Board resumed regular session at 11:07 a.m.

**33.** Robrahn moved to enter into Executive Session for 20 minutes at 11:10 a.m., to include each of the Commissioners and Administrative Assistant Donna Berland, to discuss personnel matters of non-elected personnel, seconded by Rowley. Motion carried.

**34.** The Board resumed regular session at 11:30 a.m.

**35.** COF Representatives Dan Andrews and Sid Meeker met with the Board to present the 2008 Audit and the 2009 Agreement for Services.

**35a.** Robrahn moved, upon the approval of the County Attorney as to form, to approve the Agreement for Services dated February 17<sup>th</sup>, 2009, with COF Training Services, Inc. for services for the developmentally disabled residents of Coffey County, seconded by Crofts. Motion carried.

**36.** The Board will sign warrants and vouchers for the month of February 2009 on Wednesday, February 25<sup>th</sup>, 2009, at 8:30 a.m.

**37.** Rowley adjourned the meeting at 11:56 a.m.

### **Correspondence**

1. Whitney Damron – Senators looking to cut \$625M in 2010 Budget – February 15, 2009
2. Whitney Damron – Public Forum on Proposed New Property Tax System – February 10, 2009
3. Whitney Damron – Legislative Update – February 15, 2009
4. Hawver’s Capitol Flash – February 9, 10, 11, 12, 13, 16, 2009
5. Hawver’s Capitol Report – February 9, 16, 2009
6. Bureau of Waste Management – Conference on Recycling, Composting, and Household Hazardous Waste – February 10, 2009
7. Solar Industry Magazine – Latest News Headlines – February 11, 2009
8. CASA of the Fourth Judicial District – Distribution of funds – February 4, 2009
9. Mental Health Center of East Central Kansas – Minutes of December 3, 2008
10. North American Windpower – Latest News Headlines - February 11, 13, 2009
11. City of Gridley – Accounting of Parks & Rec Funds – February 10, 2009
12. City of Gridley – Accounting of 2008 Infrastructure Funds – February 10, 2009
13. Kansas Preservation Magazine – Winter 2009

14. Kansas Department of Transportation – Federal Stimulus Information
15. City of New Strawn – Council Meeting Minutes of December 4, 2008
16. City of New Strawn – Council Meeting Minutes of January 8, 2009
17. Coffey County Airport Board – Minutes of January 12, 2008
18. League of Kansas Municipalities – League News – February 13, 2009
19. Thank you note – Terry & Donna Berland Family
20. City of Gridley – Council Minutes of February 2, 2009
21. Kansas Environmental News – Winter/Spring 2009 Issue
22. Derek Schmidt – The Senate Report – February 13, 2009
23. KAC – Legislative Update #6 – February 13, 2009

Minutes, February 17, 2009

Signed:

Attest:

Chairman

County Clerk