

1. The Commission Chambers opened at 8:00 a.m., Monday, March 1, 2010. Chairman Bob Saueressig called the meeting to order at 9:00 a.m. with members Larry Crotts, Tim Sipe Kimberly Skillman-Robrahn and Fred Rowley present. County Clerk Angie Kirchner, County Attorney Doug Witteman and Administrative Assistant Donna Berland were present. WCNO Representative Tim East was also present

2. Crotts moved to approve the minutes of Monday, February 22nd, 2010, and Wednesday, February 24th, 2010, as written, seconded by Sipe. Motion carried. 4-yes, 0-no, 1-abstention - Rowley.

3. Crotts moved, upon the recommendation of the County Treasurer, and approval of the County Attorney as to form, to approve the Contract between Kansas Department of Revenue and Coffey County, agreeing to serve as an agent of the Division of Vehicles for the purpose of processing applications for driver's license renewals, identification cards, and other business applications, effective April 1, 2010, seconded by Robrahn. Motion carried. Kansas Department of Revenue is closing the local Division of Vehicles' office effective April 1, 2010 and without the Contract, Coffey County citizens would travel outside of the County to renew their drivers' licenses.

4. Consent Agenda

A. Move to authorize and direct the Chairman to sign the Coffey County Payroll Notice for Jarrid Herr, New Hire, Sheriff's Office, Jailer, Classification LE-II-a, wage \$11.80, effective 2/22/10.

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

5. Rowley moved to authorize and direct the Chairman to sign the advisory memorandum to Department Heads regarding Forms CP-4, CP-4U, CP-5 and Employee Evaluations, seconded by Crotts. The Board tabled the motion until later in the meeting for more discussion.

6. Emergency Management Coordinator Russel Stuke met with the Board to present the monthly report for the month of February 2010.

7. Engineer Wayne Blackbourn presented the weekly report for the week of March 1, 2010.

8. Item No.93-01; Road Permits Report: No Road Permits were issued during the past week.

9. Item No. 99-13; Zoning Permit/Applications Report: No Zoning Permits were issued during the past week.

10. Item No. 99-99; Landfill: Monthly Waste Report – February, 2010:

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|---------------|--------|
| Solid Waste | 319.99 |
| Special Waste | 10.09 |

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|---------------|--------|
| Const. Debris | 178.90 |
| Trees Limbs | 0.10 |
| Appliances | 2 |
| Metal | 1.21 |
| Pass. Tires | 13 |
| Truck Tires | 2 |
| Equip. Tires | 0 |
| Total Tires | 15 |

(Out of County processed tires 0 tons)

- 11.** Item No. 2009-51; Equipment Purchase – Tire/Service Truck. (Pending Additional information). Request authorization to solicit formal bids for one (1) Tire/Service Truck.
- 12.** Item No. 2010-09; Request Bid on 2010 Asphalt Cold Mix Patching Material: Request Authorization to solicit sealed bids for Asphalt Cold Mix Patching Material. Bid date: March 10, 2010.
- 13.** Item No. 2010-10; Request Bid on 2010 Liquid Asphalt: Request Authorization to solicit sealed bids for Liquid Asphalt for 2010 Chipseal Program. Bid date: March 5, 2010.
- 14.** Item No. 2010-19; Dust Control – Magnesium Chloride: Request authorization to solicit sealed bids for Magnesium Chloride for 2010 Dust Control Program.
- 14a.** Crotts moved to approve the County Engineer’s request to solicit bids for the purchase of Magnesium Chloride for the 2010 Dust Control Program. Said purchase to be paid from the Road and Bridge Fund, seconded by Sipe. Motion carried.
- 15.** Item No. 2010-20; Guardrail Purchase: Request authorization to solicit quotations and purchase Guardrail. Not to exceed \$10,000 as per the purchasing policy.
- 15a.** Robrahn moved to approve the County Engineer’s request to solicit quotations and purchase guardrail and posts not to exceed \$10,000 as per purchasing Policy. Said purchase to be paid from the Road and Bridge Fund, seconded by Rowley. Motion carried.
- 16.** Item No. 2010-21; Pipe Purchase: Request authorization to solicit quotations and purchase Drainage pipe at 12th - Shetland 0.1. Not to exceed \$10,000 as per purchasing policy.
- 16a.** Sipe moved to approve the County Engineer’s request to solicit quotations and purchase Drainage Pipe for re-placement on 12th Road at Shetland 0.1. Said purchase not to exceed \$10,000 as per purchasing policy and to be paid from the Special Bridge Fund, seconded by Rowley. Motion carried.
- 17.** The Engineer also presented the Construction Zone report for the week of March 1, 2010.
- 18.** Economic Development Director Jon Hotaling presented the Bi-Weekly Report for February 16, 2010 to February 26, 2010.
- 19.** Item No. 95-9; Hotaling completed and mailed / emailed agendas for the Coffey County Strategic Planning Committee meeting to be held at the Coffey County Hospital on March 3rd, at 12 noon. Hotaling included the draft Strategic Plan for Economic Development for 2010 in the mailing. The committee will review, revise and approve the plan at the March 3rd meeting.

- 20.** Item No. 95-23; Hotaling is working with Kansas Department of Commerce Southeast Kansas Field Representative Craig VanWey to set up an appointment for his annual visit to Countertop Trends manufacturing operation in Gridley.
- 21.** Item No. 95-25; Hotaling set up the Coffey County booth at the Wichita Sports, Boat & Travel Show on Thursday, February 18th. Hotaling worked Thursday, 3 – 9 p.m., Friday, 12 noon – 7 p.m. and Saturday, 3 – 8 p.m. 120 show attendees signed up for the Coffey County Lake Getaway prize package. The winner of the drawing was from Newton, Kansas.
- 22.** Item No. 04-3; Hotaling mailed out information to Scott Morris, Controller at Charloma, Inc. Hotaling also reminded Morris to submit his annual report to the County Appraiser and send his renewal fee to the City of Burlington for 50% exemption on property taxes in 2010.
- 23.** Item No. 05-1; Hotaling attended the SEK Economic Development Council meeting in Parsons on Friday, February 26th. David Colburn, with the Labette Community College Foundation of Small Business, provided information on the College's Entrepreneurial Certification Program. Hotaling reviewed the SEK, Inc. Legislative Position Statement for 2010.
- 24.** Item No. 08-1; Hotaling met with a local business owner who is considering starting another business. Hotaling gave him information on the Kansas Small Business Development Center KSBDC outreach office in Coffey County. He met with the KSBDC representative on February 24th.
- 25.** Hotaling provided information to an out-of-county manufacturing company on possible storage space. Several Coffey County companies had 5,000 to 10,000 square feet that could be available for storage.
- 26.** 911 Coordinator Tasha Rogers met with the Board to discuss purchasing a backup power supply for the radio room. Information Technology Director Bill Bauer and Emergency Management Coordinator Russel Stuke were also in attendance.
- 27.** The Board discussed the memorandum to Department Heads regarding Forms CP-4, CP-4U, CP-5 and Employee Evaluations.
- 28.** Rowley moved to authorize and direct the Chairman to sign the advisory memorandum to Department Heads regarding Forms CP-4, CP-4U, CP-5 and Employee Evaluations, seconded by Crotts. 1-yes, Crotts; 4-no, Saueressig, Sipe, Robrahn and Rowley.
- 29.** Robrahn moved to authorize and direct the Chairman to sign the advisory memorandum to Department Heads regarding Forms CP-4, CP-4U, CP-5 reflecting a 2% market adjustment, and Employee Evaluations seconded by Rowley. Motion carried. 4-yes, Saueressig, Sipe, Robrahn and Rowley; 1-no, Crotts.
- 30.** The Board will review the CP-4 and CP-4U on Wednesday, March 26th, 2010, at 8:30 a.m.
- 31.** The Board will question and sign warrants and vouchers for the month of March 2010 on Monday, March 29th, 2010.

32. Saueressig adjourned the meeting at 12:19 p.m.

Correspondence

1. Whitney Damron – Articles of Interest – February 25, 2010
2. Hawver’s Capitol Flash – February 23, 24, 25, 2010
3. League of Kansas Municipalities – League News – February 22, 26, 2010
4. Nadine Leatherman – Coffey County Resource Council – 2009 Accounting of Funds – February 26, 2010
5. Whitney Damron – Legislative Update – February 28, 2010
6. The Kiplinger Letter – February 19, 2010
7. The Kiplinger Tax Letter – February 19, 2010
8. City of Burlington – 2009 Accounting for Infrastructure & Park and Rec Funds – February 24, 2010
9. NACo e-News – February 23, 2010
10. Nuclear Regulatory Commission – NRC Examination Report – February 22, 2010
11. Hawver’s Capitol Report – February 23, 2010
12. University of Kansas Transportation Center – Gravel Road Maintenance Classes for Spring 2010
13. Rural Water District No. 4 – 2009 Account of Funds – February 24, 2010
14. COF Training Services, Inc. – Board Meeting Minutes of January 20, 2010
15. Lake Region RC&D – Annual Meeting on April 20, 2010

Minutes, March 1, 2010

Signed:

Attest:

Chairman

County Clerk