

1. The Commission Chambers opened at 8:00 a.m., Monday, March 7, 2011. Chairman Bob Saueressig called the meeting to order at 9:00 a.m. with members Larry Crotts, Kenneth Combes, Kimberly Skillman-Robrahn and Fred Rowley present. County Clerk Angie Kirchner, County Attorney Doug Witteman and Administrative Assistant Donna Berland and Wolf Creek Nuclear Operating representative Tim East were also present.
2. Combes moved to approve the minutes of Monday, February 28, 2011, as corrected, seconded by Rowley. Motion carried.
3. **Consent Agenda**
  - A. Move to authorize and direct the Chairman to sign three (3) tax abatements to the Treasurer's tax roll in the amount of \$35,757.11.
- 3a. Robrahn moved to approve the Consent Agenda as submitted, seconded by Crotts. Motion carried.
4. Crotts moved, upon the recommendation of the County Clerk, to approve the informal bid of AAA Glass for the purchase of one 3'6" x 6'8" door with two sidelights and install 1 Stanley Magic Access door operator with two remote handicap buttons with price to include connecting electric power to operators in the amount of \$4,640.00 as the best bid and to purchase same. The bid also includes removal of existing 5' x 6'8" pair of aluminum and glass doors and filling in holes with concrete left by floor closers, with funds to come from the General Fund, Courthouse General Capital Outlay Line Item, seconded by Combes. 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 the Employee Evaluations, seconded by Combes. Motion carried.
6. Rowley moved, upon the recommendation of the Vehicle Committee and approval of the County Attorney as to form, to approve the minimum specifications for a Year 2011 5-passenger crossover front wheel drive vehicle for the Health Department, and to approve the Invitation to Bid for same, seconded by Robrahn. Motion carried.
7. Crotts moved, upon the recommendation of the Health Department Administrator, to approve the correspondence to Governor Brownback regarding restoration of funding for the Local Environmental Protection Program (LEPP) funding, seconded by Combes. Motion carried.
8. Robrahn moved to approve and direct the Chairman to sign the temporary sanitary sewer easement to the City of Burlington for the tract of land in Section 23, Township 21 South, Range 15 East in Coffey County as recorded in Book 158, page 429 of the Coffey County Register of Deeds, seconded by Crotts. Motion carried.
9. Robrahn moved to authorize and direct the Chairman to sign the correspondence to all agencies receiving funds from the County, second by Combes. Motion carried 4 yes, 1 no,

Crotts voted no.

**10.** County Engineer Wayne Blackburn presented the weekly report for the week of March 7, 2011.

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

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

**13.** Item No. 99-99; Landfill – February 2011 Total Tonnage Report

Solid Waste	322.12 Tons
Special Waste	556.30
Construction Debris	73.10
Brush	2.00
Appliances	3
Metal	1.18
Pass. Tires	197
Truck Tires	0
Equip. Tires	0

**14.** Item No. 2011-16; Scrap Iron and White Goods Disposal: Request authorization to dispose of 75 tons of scrap Iron and Metal Appliances by sale to the best bidder.

**14a.** Robrahn moved, based upon the recommendation of the County Engineer, to find that approximately 75 tons of scrap Iron and Metal Appliances are no longer required and cannot prudently be used for public purpose of Coffey County, and as such shall be disposed by sale to the best bidder, based on competitive bid per ton at the time of disposal and to publish Notice of intent for such disposal in the official County newspaper, seconded by Combes. Motion carried.

**15.** Item No. 2011-11; Dust Control – Magnesium Chloride: Request authorization to solicit sealed bids for Magnesium Chloride for 2011 Dust Control Program.

**15a.** Rowley moved to approve the County Engineer’s request to solicit bids for the purchase of Magnesium Chloride for the 2011 Dust Control Program, with said purchase to be paid from the Road and Bridge Fund, seconded by Combes. Motion carried.

**16.** Item No. 2011-09; Request Bid on 2011 Asphalt Cold Mix Patching Material: Request Authorization to solicit sealed bids for Asphalt Cold Mix Patching Material. Bid date: March 23, 2011.

**17.** Item No. 2011-10: Request Bid on 2011 Liquid Asphalt: Request Authorization to solicit sealed bids for Liquid Asphalt for 2011 Chipseal Program. Bid date: June 8, 2011.

- 18.** Item No. 2011-13; Summer Mowing: Request authorization to solicit sealed bids for seasonal mowing at Old 50 Park, 16th and Fauna, Rock Creek and Hope Cemetery. Bid date: April 6, 2011
- 19.** Blackburn reported that the Road and Bridge Department will begin working 10 hours a day, Monday through Thursday on Monday March 14, 2011. The Engineer's office will remain a regular 40 hour week Monday through Friday schedule.
- 20.** Blackburn presented the Construction Zone report for the week of March 7, 2011.
- 21.** Economic Development Director presented the Bi-Weekly Report for February 14, 2011 to March 4, 2011.
- 22.** Item 95-9; Hotaling completed and emailed agendas for the Strategic Planning Committee meeting held at Coffey County Hospital on Wednesday, March 2. Hotaling attended the meeting and a draft Strategic Plan for 2011 was discussed and adopted by the committee. Hotaling reviewed February activities including Wichita Sports, Boat & Travel Show; LeRoy Governors Hometown Signs; SEKTR meeting; Elected Officials Breakfast in April; and SBDC assisting in development of "Exit Planning for Family Business" resource packet to be available in the Economic Development office in the courthouse. The committee discussed offering a half day Leadership and Community Service seminar for Coffey County students next year instead of a 3 month, multi-day leadership program.
- 23.** Item 95-25; Hotaling reviewed DVD operation on a laptop and packed up promotional materials for the Wichita Sports, Boat & Travel Show. Hotaling loaded materials in a van and drove to Wichita on Thursday, February 17. Hotaling set up and worked the Coffey County Booth from 2 p.m. - 8:30 p.m. Hotaling worked the booth Friday from 12 noon - 7 p.m., and Sunday from 2 p.m. - 5 p.m. Hotaling dismantled the booth and packed the remaining materials and video monitor, returned and unloaded van at courthouse at 8 p.m. Show attendees were impressed with catch numbers on survey cards from late in January. Hotaling turned in mileage bills for volunteers on Tuesday, February 22.
- 24.** Item 97-7; Hotaling is working with Coffey County Chamber of Commerce on a promotional ad for the High Plains Journal Travel Guide.
- 25.** Item 98-6; Hotaling, as an appointee of the SEK Regional Planning Commission Job Application Review Committee, reviewed and rated 25 applications for Executive Director of the SEK Regional Planning Commission. The review committee will meet on March 7 to narrow the field of applicants down to 3 or 4 who will be interviewed for the position.
- 26.** Item 04-3; Hotaling put information together for the City of Burlington Tax Abatement Review Committee meeting on February 15. At the meeting, Hotaling presented FTE figures from Charloma for 2010. The 2010 FTE figure was up 27% from 2009 and with Charloma paying 60% of its property tax bill in 2011 with 40% of the bill abated, the review committee voted to recommend extension of the exemption of 40% for 2011. The recommendation was presented to the City Council on Wednesday, February 16, and approved.

- 27.** Item 05-3; Hotaling participated in the Southeast Kansas Prosperity Foundation Board of Directors conference call on March 3. The board reviewed and approved the budget for 2011 and reviewed and approved a loan for a small business in Girard, Kansas pending approval of a 50% share of the total loan by Network Kansas.
- 28.** Hotaling is reviewing potential dates for the Elected Officials Networking Breakfast to be held at the Coffey County Hospital in mid to late April.
- 29.** Hotaling completed the loan report for February 1 - February 28, 2011.
- 30.** Hotaling completed the February fee report and submitted it to Donna Berland.
- 31.** Hotaling completed a review of a sign lease agreement and prepared a motion for approval for March 14th, Coffey County Commissioner's meeting.
- 32.** Robrahn moved to recess into Executive Session for 5 minutes at 9:55 a.m., to include each of the Commissioners, the County Attorney and the Economic Development Director, to discuss confidential data relating to financial affairs or trade secrets of a corporation, seconded by Combes. Motion carried.
- 33.** The Board resumed regular session at 10:00 a.m.
- 34.** Housing Authority Director Steve Lightle met with the Board to discuss a demolition project in Gridley.
- 35.** Saueressig moved to waive landfill fees for demolition of a shed in Gridley, seconded by Crotts. Motion carried.
- 36.** Emergency Management Coordinator Russel Stuke met with the board to discuss dates for Wolf Creek Drills/Training. The Board will plan to attend a Policy Group training session on April 12<sup>th</sup> to be held at the State Defense complex at 1:30 p.m.
- 37.** Blackburn informed the Board that he would be attending the Lebo and Gridley City meetings.
- 38.** Combes moved to approve the responses to the submitted employee questions, seconded by Robrahn. Motion carried.
- 39.** The Board discussed sending letters of recognition to County youths who achieve top levels.
- 40.** The Board will question and sign warrants and vouchers for the month of March 2011 on Monday, March 28th, 2011, and also hold a salary workshop.
- 41.** Saueressig adjourned the meeting at 10:50 a.m.

## Correspondence

1. Hawver's Capitol Report – February 28, March 2, 3, 4, 7, 2011
2. The Kiplinger Letter – February 25, 2011
3. KAC – Legislative Bulletin No. 8, March 4, 2011
4. City of Burlington – Council Meeting Minutes of February 16, 2011
5. Plains Guardian Newspaper – January 2011 edition
6. Coffey County Library – March 2011 Calendar of Events
7. Bill Persinger – MHC 2011 Annual Meeting and Dinner on April 20
8. Coffey County RWD #3 – Board Meeting Minutes of February 9, 2011
9. Whitney Damron – Coffey Co. LEOs Honored for Horse Rescue – March 4, 2011  
Minutes, March 7, 2011

Signed

Attest:

Chairman

County Clerk