

1. The Commission Chambers opened at 8:00 a.m., Monday, May 2, 2011. Chairman Bob Saueressig called the meeting to order at 9:00 a.m. with members Kenneth Combes, Larry Crotts and Fred Rowley present. County Clerk Angie Kirchner, County Attorney Doug Witteman and Administrative Assistant Donna Berland were also present. Kimberly Skillman-Robrahn was absent.
2. Rowley moved to approve the minutes of Monday, April 25, 2011 and Wednesday, April 27, 2011 as written, seconded by Combes. Motion carried.
3. Combes moved to authorize and direct the Chairman to sign the memorandum to Department Heads regarding the Pay Plan Adjustment for Calendar Year 2012, seconded by Rowley. Motion carried.
4. Crotts moved to approve the proclamation proclaiming June 10-11, 2011, as RELAY FOR LIFE DAYS, seconded by Combes. Motion carried.
5. County Engineer Wayne Blackbourn presented the weekly report for the week of May 2, 2011.
6. Item No. 93-01; Road Permit Report: No Road Permits were issued during the past week.
7. Item No. 99-13; Zoning Permit/Applications Report: No Zoning Permits were issued during the past week.
8. Item No. 99-99; Landfill: April 2011 Groundwater Monitoring Report: No volatile organic compounds were detected in groundwater samples collected from the Landfill Monitoring Wells.

Solid Waste	1633.97
Special Waste	6.24
Const. Debris	227.05
Trees Limbs	31.24
Appliances	3
Metal	13.21
Car Tires	205
Truck Tires	2
Equip. Tires	2
Total Tires	209

(Out of County Processed Tires 8.29 tons)

9. 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 10<sup>th</sup> Road from Kafir Road to Lynx Road, and 2" Hot Mix Asphalt on

16<sup>th</sup> Road from Kafir Road to Kafir Lane.

**9a.** Rowley moved, based upon the recommendation of the County Engineer and approval as to form by the County Attorney, to authorize and direct the Chairman to sign Contract Documents with Se-Kan Asphalt for Project No. A1101-C, to be paid from the General Fund, Public Works, Asphalt Line Item, seconded by Saueressig. Motion carried.

**10.** 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.

**10a.** Combes moved, based upon the recommendation of the County Engineer and approval as to form by the County Attorney, to authorize and direct the Chairman to sign Contract Documents with Se-Kan Asphalt for Project No. A1102-C, to be paid from the General Fund, Public Works, Asphalt Line Item and Special Highway Improvement Fund, seconded by Crotts. Motion carried.

**11.** 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.

**12.** Item No. 2011-11; Dust Control Program – 2011: Request approval of the 2011 Dust Control Program as presented by the County Engineer.

**12a.** Rowley moved, based on the recommendation of the County Engineer, that the bid submitted by Scotwood Industries in the amount of \$0.89 per gallon be approved as the best bid for Magnesium Chloride and that award be made according to the terms of the bid and be paid from the Road and Bridge fund, seconded by Combes. Motion carried.

**13.** Item No. 2011-20; Pavement Striping: Request authorization to solicit bids for approximately 56 miles of Highway Paint Striping at several locations in the County.

**13a.** Crotts moved, upon the recommendation of the County Engineer, to approve the bid of Straight Line Striping as being the best bid for Project S1101-C and to purchase material with the application cost of \$15.25/gal as per their bid dated April 27th, 2011. Payment to be made from the Road and Bridge Fund, seconded by Saueressig. Motion carried.

**14.** Item No. 2011-23; EQUIPMENT REPAIRS-Roller R-0043: Request authorization to solicit quotations and purchase repairs for R-004 Roller to be paid from the Road and Bridge Fund.

**14a.** Combes moved to approve the County Engineer’s request to solicit quotations and purchase repairs for R-004 Roller to be paid from the Road and Bridge Fund, seconded by Rowley. Motion carried.

**15.** Blackburn presented the Construction Zone report for the week of May 2, 2011.

- 16.** Economic Development Director presented the Bi-Weekly Report for April 18, 2011 to April 29, 2011.
- 17.** Item 95-9; Hotaling completed and emailed agendas for the May 4th Coffey County Strategic Planning Committee meeting to be held at the Coffey County Hospital at 12 noon.
- 18.** Item 95-10; Leonard Jirak reported on April 22nd that the new fish feeder at Coffey County Lake was installed and filled with fish food pellets. The feeder will improve fishing at the shoreline area.
- 19.** Item 95-24; Hotaling attended the Allied Business Group Workshop on “How to Transition or Sell Your Business” held in Topeka on Wednesday, April 27th. The four main topics were: 1. What is Your Company Worth and Ways to Increase its Value; 2. How a Controlled Process can Maximize Proceeds from a Business Sale; 3. How to Run Your Business so You Can Leave it in Style; and 4. Succession Success. Hotaling will soon have packets available in the Economic Development Office for businesses ready to sell or transition.
- 20.** Item 97-7; Hotaling attended Coffey County Chamber of Commerce grand opening/ribbon cuttings for Coffey County Honda and Rock Creek Dental.
- 21.** Item 00-3; Hotaling sent out letters of acceptance to students that applied for Flight Training Scholarships from USD 244 Burlington and USD 243 Waverly. Hotaling included information on the Flight Training Scholarship reception to be held in the courthouse lobby at 8:30 a.m. on Monday, May 9th. Hotaling sent copies of the letters to the student’s counselors, the Airport Board and the Coffey County Commission.
- 22.** Item 05-2; Hotaling attended the Alliance for Technology Commercialization (ATC) Board of Directors annual meeting at Pittsburg State University on Thursday, April 28th. Officers were elected and the 3rd quarter financial statements were reviewed. The proposed budget for 2012 was approved and proposed bylaw changes/options were reviewed. The bylaws will change depending on where KTEC ends up.
- 23.** Hotaling sent information on the Kansas Small Business Development Center Outreach Office, in Burlington every other Wednesday, to a Coffey County Resident needing additional information on a business he is considering starting in the county.
- 24.** Hotaling volunteered to assist the Coffey County 4-H & FFA Swine Show by sponsoring a belt buckle for the winner of one of the showmanship classes.
- 25.** County Appraiser Connie Lawrence met with the Board to request to purchase software to convert ArcInfo Coverages to Geodatabase from uR Solutions.
- 26.** Crotts moved, upon the recommendation of the County Appraiser and approval of the County Attorney, to waive the purchasing policy as to competitive bidding for good cause, said cause being that the vendor is a single source supplier and to approve the purchase of software to

convert ArcInfo Coverages to Geodatabase from uR Solutions, Mission, Kansas, in the total amount of \$14,050 with funding for the purchase to come from the 2011 GIS Fund, seconded by Combes. Motion carried.

**27.** County Treasurer Brenda Cherry met with the Board to request to solicit informal bids for the purchase of office furniture to accommodate new equipment from the State Motor Vehicle Department. Cherry stated the funds would come from the Motor Vehicle Operations Fund and the General Fund – Treasurer Department Driver’s License Services Fee Line Item.

**28.** Saueressig moved, upon the recommendation of the County Treasurer, to approve the solicitation of informal bids for office furniture, seconded by Crotts. Motion carried.

**29.** Saueressig adjourned the meeting at 10:48 a.m.

**Correspondence**

1. The Kiplinger Letter – April 22, 2011
2. Hawver’s Capitol Flash – April 25, 26, 27, 28, 29, 2011
3. Whitney Damron – KanEd Hearing – April 26, 2011
4. Coffey County Extension Council – Minutes of March 30, 2011
5. Seward County - Mary Bloomer Retirement Reception on May 6, 2011
6. Coffey County Airport – Board Meeting Minutes of March 14, 2011
7. Coffey County Fire District #1 – Board Meeting Minutes of April 18, 2011
8. Coffey County Museum – May 2011 Timelines
9. KAC – County Comment – April 2011
10. Whitney Damron – Legislature to Restart Engines – April 26, 2011
11. KAC – Legislative Bulletin No. 14, April 29, 2011
12. Hawver’s Capitol Report – May 2, 2011

Minutes, May 2, 2011

Signed:

Attest:

Chairman

County Clerk

