

1. The Coffey County Commission Chambers opened at 8:00 a.m. Monday, May 21, 2007, to allow commissioners to individually review correspondence. Chairman Tim Sipe called the meeting to order at 9:00 a.m. with members Larry Crotts, Fred Rowley, Jr., Kimberly Robrahn and Bob Saueressig present. Also present were Angie Kirchner, County Clerk, Donna Berland, Administrative Assistant, and Doug Witteman, County Attorney.

2. Robrahn moved to approve the minutes of Monday, May 14, 2007, as corrected, seconded by Sipe. Motion carried. Paragraph 8., Add last sentences, “Lindsay asked the Commission for their approval to attend a workshop in Seattle, WA to be paid for by East Central Kansas Public Health Coalition, August 13-17, 2007. RE: Sanitation Codes – Commission asked Lindsay what the acreage each landowner has to purchase at Country Estates. She would find out from Marilyn and report back to the Commission.” Paragraph 9., add last sentence, “Reported that he sent five (5) officers to Greensburg to help with night patrol, May 11-13, 2007. Coffey County would be reimbursed by FEMA for their services.” Make new paragraph 19., “Reported that an Accident Report Form had been filled out by one of the Highway Dept. employees.” Paragraph 21., add last sentences, “Sipe suggested Becky to go to Greensburg in Kiowa County to observe the tornado disaster and assist in the cleanup effort. Becky announced that she would be organizing a tabletop exercise on natural disasters in July of 2007.” Paragraph 22., reorganize last sentence as after ‘the following:’ change to “KaComm, Inc. at \$7018.25 and Kansas Security at \$7,500.00 on wireless cell phone boosters with the County owning the equipment. A third bid from US Cellular at \$29,302.50 on wireless cell phone boosters with the County not owning the equipment.”

3. Consent Agenda

A. Moved to authorize and direct the Chairman to sign the Coffey County Payroll Notice for Matthew Coursen, New Hire, S.T. Temp – Light Equipment Operator, Highway Department, \$ 9.65, effective 5/21/07.

3a. Crotts moved to approve the Consent Agenda as submitted, seconded by Rowley. Motion carried.

4. Coffey County Library Administrator Mary Markwalter reported the library received a grant for \$15,000 to install a two-way video conferencing system. Markwalter stated that six other libraries throughout Kansas also received this grant. There will be an open house Wednesday, June 6, 2007 from 9:00 a.m. to 3:00 p.m. at the Burlington Library branch. Citizens will have the opportunity to view the new two-way video conferencing system that will be used for public or private meetings. Markwalter reported an average of 21.79 per capita of circulation units (books, DVD’s, equipment, cake pans, and fishing poles). Markwalter reported an average of over 40 per capita on total usage of service units (materials, fax, computer usage and meeting room usage). Markwalter stated that there are public access computers available at each library branch. Markwalter informed the Board that on June 5th the state library will be holding their state wide Tech Summit at the Burlington Library. Markwalter also reported that the

library may be able to address expanding the parking lot at the LeRoy Library. The expanded parking lot would be located on the North side of the library. Markwalter requested assistance from the County Engineer regarding the expansion of the parking lot at the LeRoy Library. Markwalter will then publish for bids.

5. Wayne Blackburn, County Engineer, presented and discussed the weekly report dated May 21, 2007.

6. Item No. 93-01; Road Permits Report: One Road Permit was issued during the past week.

7. Item No. 93-01; Zoning Permits/Applications Report: No Zoning Permits were issued during the past week.

8. Item No. 99-13; Landfill: Solid Waste Management Unit Weekly Report:

Solid Waste:	219.41 tons
Special Waste:	0 tons
Const. Debris:	70.05 tons
Brush:	.44 tons
Metal:	1.31 tons
Tire Total:	33 passenger 0 truck 0 equipment
Appliances:	1

*** Total weekly income: \$ 5,650.98

*** 4.33 Tons of Processed tires brought in

9. Item No. 2007-09; Hot Mix Pavement: Request authorization to solicit sealed bids for Project No. A2701-C. Bid opening: May 17, 2007 at 2:00 p.m. Make award.

9a. Sipe moved, based upon the recommendation of the County Engineer, to approve the bid of SE-KAN Asphalt Services, Inc. for Hot Mix Pavement Project No. A2701-C at a cost of \$42.45 per ton at an estimated total cost of \$251,049.30, to be paid from the General Fund, Public Works: Asphalt Program Line Item, seconded by Saueressig. Motion carried.

10. Item No. 2007-11; Vehicle Purchase; Request authorization to solicit bids for one (1) County Engineer vehicle. Bid opening: May 16, 2007 at 2:00 p.m. Make award.

10a. Crotts moved, based upon the recommendation of the County Engineer, to approve the bid of Crow-Moddie Ford for one (1) $\frac{3}{4}$ ton 4 x 4 Full size Crew cab Short bed Pick-up as being the best bid and to purchase same for the sum of \$27,900.00, to be

paid from the General Fund: Public Works, Equipment Line Item, seconded by Rowley. Motion carried.

11. Item No. 2007-18; GREENSBURG ASSISTANCE: The Engineer's office has been requested to assist in Greensburg. Blackburn reported that Administrative Assistant John Zuern read an article that reported that agencies have been sending equipment for assistance. The City of Greensburg is requesting that agencies allow a seven (7) day block time for equipment usage. Blackburn stated that he would be willing to send two trucks and a loader. Arrangements are made to take care of people who are there to provide assistance in the cleanup efforts. Blackburn reported that the first week of June would be when the Engineer's office would be willing to schedule a seven day block time to assist in Greensburg consisting of twelve hour shifts for seven days. There will be overtime that will accrue. Becky Jewett added that Greensburg is in need of people with backgrounds in finance, planning, clerical and truck driving. People who provide assistance stay in tents and are well fed. Jewett reported that this will go on for an undetermined amount of time. Jewett stated that Jackie Miller, State Liason, reported that they are looking for specialized equipment and operators for hauling off debris. Sipe inquired if FEMA would be reimbursing agencies. Jewett will check into it. Robrahn stated that she understood that Counties are paying for their employees' salaries and FEMA will reimburse for overtime and any additional expenses incurred. Sipe stated that he would like the County to be reimbursed and is willing to send employees to assist with Greensburg. The Board approved the County Engineer sending employees and equipment to assist in Greensburg but wanted Blackburn to check with the County Attorney. It may be appropriate to sign a Declaration of Emergency. Rowley stated that each Department should make their own request to assist in Greensburg for the Board's approval. Jewett requested that her assistance be approved to travel to Greensburg for emergency assistance in the cleanup effort. Blackburn inquired if he should obtain an additional credit card for out of town purchases. The Board felt that the current two credit cards in the Road and Bridge Department are sufficient and was not in favor of obtaining additional credit cards. Sipe added that a bridge is being torn out at Shetland and 11th Rd. intersection and he didn't see any signs or barricades notifying motorists. Blackburn stated that there are signs and that barricades will be placed at the site.

12. Blackburn also presented the Construction Zone report for the week of May 21, 2007.

13. Blackburn reported that the Carpet Committee agreed on replacing carpet in all offices except Emergency Preparedness which includes the EOC. The Committee agreed not to replace any carpet in the Extension Office or the Health Department until the drainage issue on the north side of the courthouse has been resolved. Blackburn suggested installing a row of gravel to allow for a better drainage system and build a false wall on the inside of the courthouse with insulation to add a moisture barrier. Blackburn recommended having a contractor evaluate the situation and make suggestions. Blackburn would be willing to make specifications for the bids. Blackburn suggested another idea would be to build up the dirt around the foundation and change the windows on the basement north wall.

- 14.** Blackbourn reported that two Road and Bridge employees and possibly one commissioner have been invited to tour the Martin Tractor Plant in Peoria, IL.
- 15.** Hotaling presented his monthly report the month of April 16th to May 18th, 2007.
- 16.** Item No 95 - 9; Hotaling completed and mailed out agendas for the May 2nd Strategic Planning Committee meeting. The committee discussed the Kansas Department of Commerce “Large Site Certification Program” at the May 2nd meeting. The committee would like more information and possibly pursue certification of a large site along I-35 in the Lebo or the Beto Jct. area.
- 17.** Item No. 95-10; Hotaling reported that the Coffey County Lake numbers have increased greatly over the past few weeks. The Lake is seeing good numbers from Kansas City metro area, Wichita, and some out of state activity.
- 18.** Item No. 98-6; Hotaling attended the SEKRPC Executive Committee meeting in Chanute. Hotaling discussed a possible loan for the purchase of a Coffey County business. A Johnson County resident called for incentives available to purchase a Coffey County business. Hotaling sent them information on Coffey County, the County Loan Program and SEKRPC Loan Program.
- 19.** Item No. 98-7; Hotaling attended the Southeast Kansas Tourism meeting in Independence with Mary Walker, Executive Director of the Coffey County Chamber of Commerce. Senators Derek Schmidt and Dwayne Umbarger and Representative Jeff King discussed the positive Economic Impact to tourism in Southeast Kansas from a \$200 million destination resort casino planned for Crawford or Cherokee county.
- 20.** Item No. 98-8; Hotaling completed a draft agenda and budget for the Tourism and Visitors Board 2008 Budget meeting. The Board will meet Friday, June 8th at 12:30 p.m. in the Economic Development office to finalize the 2008 budget to be submitted to the County Clerk by the end of June.
- 21.** Item No. 00-2; Hotaling attended the 21st Century Community Learning Center Advisory Council meeting. The Summer Program will be 4 to 6 weeks long. Hotaling provided a grant for the paper to print the Summer Community Events Schedule Brochure.
- 22.** Item No. 00-3; Hotaling set up for the Flight Training Scholarship Reception. Kate Parker, Burlington High School student from New Strawn, was the scholarship’s recipient for 2007-2008. Hotaling was pleased to have the Superintendent and Airport Board member Dale Rawson, parents Bill and Debra Parker and the Student Counselor for BHS, Donna Bolen in attendance.
- 23.** Item No. 04-4; Hotaling, as a member of the City of Burlington Tax Abatement Review Committee, attended a meeting on May 1st to review the Charloma tax

abatement. Hotaling provided job information from Charloma to the committee. The committee recommended that the city council approve continuing the abatement as scheduled for 12 more months with review for 2008 to be completed in January, 2008.

24. Item No. 05-2; Hotaling attended the Alliance for Technology quarterly meeting at the Business and Technical Institute at Pittsburg State University on April 26th.

25. Item No. 05-3; Hotaling attended the SEK Prosperity Foundation meeting in Chanute. Hotaling obtained information on the Small Business Loan Program to be implemented by the foundation in the near future.

26. Item No. 06-1; Hotaling received information from “I-groups on-line” for the next round of business recruitment marketing materials to be emailed to Kansas City and Chicago areas small manufacturers and warehouse operations. This campaign of about 3,000 companies is part the Business Recruitment Grant received from the Kansas Department of Commerce.

27. Item No. 07-1; Hotaling attended the April 25th Department Head meeting on Continuity of Operations Planning. Hotaling completed the plan including essential operations to be maintained by the Economic Development department.

28. Hotaling completed loan report for period of April 1st – April 30th.

29. Hotaling completed the budget request for 2008.

30. Hotaling sent information to a business prospect interested in expanding operations in Coffey County.

31. Hotaling attended the Coffey County Chamber of Commerce Senior Honors’ Dinner and Program.

32. Hotaling attended Burlington 150th Committee meeting.

33. Hotaling presented a copy of Rural Kansas displaying an advertisement of a Tri-County Economic Development Area consisting of Anderson, Coffey and Linn counties.

34. Hotaling presented the Revolving Loan Fund. There is a balance of \$122,510.35. Countertop Trends and Mid-America Machines are current on their loan fund payments.

35. The Board is interested in having a joint meeting with the Strategic Planning Committee at the Coffey County Library in July or September of 2007.

36. The Emergency Services Group consisting of James Higgins, Dennis George, Bill Walker, Becky Jewett, Randy Rogers, Tasha Rogers, Kenny Roney and Doug Jones met with the Board to discuss the proposed substation. Hospital Administrator Dennis George stated that the Group did not want the proposed substation to be overbuilt. The .

Group presented a Preliminary Draft of the proposed substation that will be located on the North end of the County at the intersection of Old Hwy 50 and Hwy 75 constructed at an approximate estimate of \$350,000. George stated the two key issues are should the funding be through the hospital or through the County for the original construction of the Coffey Health Systems Ambulance Service. Coffey County Engineer Wayne Blackburn presented a conceptual overview of the Preliminary Draft. There would be two additional 20' x 50' pads for the Command vehicle available utilities, parking and the drive. Walker stated that the Group removed two of the drive through bays to cut costs. The building would be a standard 50' wide x 150' long steel building. Rowley inquired what the savings would be to each department by having this facility constructed and if it is built are the departmental budgets going to be increased or will they stay the same. Walker stated that if the County could pay for the building he could operate within his budget. George stated that having an ambulance available near that end of the County would save in fuel costs. Higgins said it would be a safety issue for his staff by housing an ambulance near I-35 to cut travel time on ice in winter weather. Rogers added that he felt that if utilities could come out of the County General Fund it wouldn't affect their budgets. The Group overall felt that utility costs would be low. Rowley stated that if the bays were heated that would cause an increase in utility costs. Rogers stated that he would use the building for drug interdiction. Jewett would use it during emergency situations related to Emergency Preparedness. George stated that if the Hospital builds the proposed substation the County ultimately still has ownership. George also stated that the ongoing costs could be back billed like the Fiber Optics is billed out to agencies that are on the County's fiber optic network. Sipe wanted to know if Osage County was interested in utilizing the Coffey Health Systems Ambulance Service. George stated that it could be a possibility in the future but that it is not currently in the plan. George also stated that the Group can work out the ongoing costs between departments, but the biggest question is who will pay for the construction of the building. Sipe stated that the actual construction doesn't concern him, but the ongoing costs of insurance, utilities, etc. Randy thought that they could compare the utilities with the Sheriff's Annex to get a better idea of what utility costs would be. Electricity would be the largest utility usage and water would be of some concern. Rogers thought that contracting out for propane would be an idea instead of electricity. George stated that ground source heat could also be used. Walker stated that the County is fortunate that all department heads are willing to work together in separating out utilities. Sipe said that departments would need to work out the operating costs of insurance and utilities. George stated that the root cause of the meeting was how much does the County want to spend to construct the building and who is going to pay for it. Sipe said the County does have the available funds to construct this facility. The Emergency Services Group felt that the proposed substation would be a nice addition, in the event of an emergency, to be able to provide County services from. George will work on ways that operating expenses can be divided up between all departments. Saueressig stated that if the building is constructed that the County should look at the feasibility of including a tower. Robrahn stated that utilities was her largest concern and didn't want to see an increase in budgets. Rowley would not be in favor of increased budgets. Crotts was in favor of the proposed substation and felt that the County would grow in that area with Wheeler Lumber moving to the area. Sipe is in favor of the

project as long as the departments can iron out the operating expenses. Sipe said that there are Community Improvement funds available that the County could use since the call center did not go through. The Board was in support of an approximate estimate of \$350,000 and if it could be constructed for less that would be the Board's preference. The tower would not be included in the estimate. George thanked the engineer for his cooperative spirit and assistance in providing a Preliminary Draft. James Higgins invited the Board to attend the EMS picnic on Wednesday, May 23, 2007, from 11:00 a.m. until 1:00 p.m. in the EMS Bay.

37. Coffey County Sheriff Randy Rogers requested that the Board sign a Federal Formidable Equitable Sharing Agreement. Rogers read portions of the Agreement stating that the County will follow Federal rules in order for the County to receive 10% of the funds available from drug forfeitures. Rogers also gave a brief overview of the "Active Shooter" meeting this afternoon in the courthouse basement at 1:00 p.m. Rogers said the safety issues will be discussed with Department Heads.

37a. Robrahn moved, upon the recommendation of the Sheriff, and approval of the County Attorney, to authorize and direct the Chairman to sign the Federal Equitable Sharing Agreement, seconded by Rowley. Motion carried.

38. Airport Administrator Darren Isch met with the Board to request that the Airport acquire a third rental aircraft. Also in attendance were Superintendent and Airport Board member Dale Rawson and Kenneth D. Dewald. Isch stated that it would take five years for a return on the investment in the aircraft. The Board inquired about fuel costs. Isch stated that fuel is purchased by the truck load and costs average out in the end with the fluctuating fuel prices. Sipe asked if Isch thought that he could purchase a plane for under the amount discussed and was any of the Airport Capital Outlay budgeted funds planned for this purchase. Isch said the Capital Outlay Funds were not set aside for this purchase and that the funds have already been used up. Sipe said the Board would remove the Airport Capital Outlay Funds Line on the budget. The Board stated that they did not want to see a Capital Outlay figure on the budget request form for 2008 if the County purchases the aircraft. Isch stated a person that rents an aircraft is liable for the insurance deductible of the aircraft, but there is not any requirement for the individual to have their own insurance on the aircraft. The Board is in favor of supporting the purchase of a third rental aircraft to assist in bringing in more revenue, to see the airport grow and to become less dependent on tax support. The Board said that in the event that they find an aircraft a special issue check can be issued to cover the purchase. The Board committed to the agreement of the Airport purchasing a third rental aircraft.

39. Sipe recessed the meeting at 11:58 a.m.

40. The Board reconvened in the Courthouse basement at 1:00 p.m. for the "Active Shooter" meeting put on by the Special Response Team (SRT). Rogers stated that there has been ongoing training in the school districts in the event of an "Active Shooter." Tom Johnson, Director of the SRT Team, visited with different departments on safety and establishing a code word that would allow departments to know when there is no

longer any danger. Johnson stated there should be a code word for lockdown that would be heard over the intercom informing departments to take cover. Current members of the SRT Team are: Tom Johnson, Damian Podrebarac, Mike Roney, Rory Shetler, Devin Hanes, Bob Nelson, Riley Morgan, Ron Hess, Jeremy Headley, Troy Rodgers and Jarred Schulte. Johnson will have a lockdown drill in the courthouse sometime soon between 4:00 p.m. or 4:30 p.m. to practice departmental safety in the event of an “Active Shooter” potentially entering the courthouse. Johnson had the department heads participate in an example training of how the SRT Team would enter a room toward an “Active Shooter.” Johnson said the SRT Team has completed seven or eight deployments to drug related incidents and other criminal activity. The SRT Team has an armored vehicle for team deployments and Johnson thanked the Road & Bridge Department for adding any additions necessary for the vehicle. In the event of a lockdown, a password will be established.

41. The Board returned to the Commission room after the “Active Shooter” meeting.
42. Robrahn and Rowley reported that they will be attending the Fiber Board meeting on Tuesday, May 22, 2007, at 9:00 a.m. at the hospital and in June at a date yet to be determined.
43. Sipe adjourned the meeting at 2:55 p.m.

Correspondence

No Response Required

1. Burlington City Council Regular Session - May 2, 2007
2. Coffey County Fire District #1 - May 21, 2007 Agenda, April 16, 2007
3. Minutes, and April 24, 2007 Special District Board Meeting Minutes
4. Coffey County Library - June 2007 Calendar of Events
5. Kansas Association of Counties - 2007 Legislative Summary - May 18, 2007
6. University of Kansas Transportation Center - Winter 2007 Newsletter
7. The Kiplinger Letter - May 11, 2007
8. Coffey County Housing Authority - Regular Board Meeting Minutes of April 12, 2007
9. League of Kansas Municipalities Publication – Headlines – May 17, 2007

10. League of Kansas Municipalities Publication – Update to Greensburg Employee to Employee Fund – May 18, 2007
11. Rural Water District #4 – Thank you – May 17, 2007

Response Required

12. Dale Rawson - Reappointment to Airport Board - May 15, 2007
13. Herbert Hood - Reappointment to Airport Board - May 15, 2007

Minutes, May 21, 2007

Signed:

Attest:

Chairman

County Clerk