

1. The Coffey County Commission Chambers opened at 8:00 a.m., Monday, June 17, 2013. Chairman Kenneth Combes called the meeting to order at 9:00 a.m. with members Arlin Meats, Kimberly Skillman-Robrahn, Bob Saueressig and Fred Rowley present. County Clerk Angie Kirchner, County Attorney Doug Witteman and Administrative Assistant Donna Berland were also present.
2. Combes moved to approve the minutes of Monday, June 10, 2013, as written, seconded by Meats. Motion carried.
3. Robrahn, moved, upon the recommendation of the County Treasurer, Emergency Management Coordinator, and approval of the County Attorney as to form, to direct the Chairman to sign the Shared Treasurer's Clerk/Emergency Management Office Assistant job description dated June 17th, 2013 along with the updated departmental organizational chart and to direct the Commission's Administrative Assistant to update the CP-4 form accordingly. This position will work in the Treasurer's office 3 days per week and the Emergency Management office 2 days per week, seconded by Rowley. Motion carried.
4. Saueressig moved, upon the recommendation of County Treasurer, Emergency Management Coordinator and the County Attorney as to form, to advertise and employ a full-time Clerk/Office Assistant to be shared between the Treasurer's office and the Emergency Management Department, seconded by Meats. Motion carried.
5. Combes moved to authorize the solicitation of formal bids for the Coffey County Courthouse Boiler Project – Steam Boiler Replacement and associated equipment with a hot water boiler and associated equipment. Funds to come from the General Fund, Capital Improvement Line Item, seconded by Robrahn. Motion carried.
6. Robrahn moved, upon the recommendation of the Sheriff, to approve the revised job description for Jail Supervisor, seconded by Rowley. Motion carried.

- 6a.** Rowley moved, upon the recommendation of the Sheriff, to approve the revised table of organization for the Sheriff's Office and Jail, seconded by Meats. Motion carried.
- 6b.** The revision to the table of organization reduces supervisory responsibilities for the jail to one position from three, in order to assist with continued compliance with federal jail regulations.
- 6c.** Robrahn moved to authorize and direct the Chairman to sign the Coffey County Payroll Notice for Shannon T. Moore, Sheriff's office, Jail Supervisor, Classification Change: From TP-II-c to LE-IV-JS, Wage: From \$16.37 to Annual Salary \$41,000 (exempt), effective 6/1/13, seconded by Meats. Motion carried.
- 7.** Saueressig moved, upon the recommendation of the Noxious Weed Director, to waive the purchasing policy as to formal bid requirements for good cause, said cause being that telephone bids were taken from a minimum of three suppliers and to authorize the purchase of 576 gallons of PastureGard HL herbicide from Crop Production Services for \$51,546.24. Funds to come from the Noxious Weed Fund, Commodities Line Item, seconded by Combes. Motion carried.
- 8.** Kansas Legal Services Ty Wheeler met with the Board to present the Kansas Legal Service's 2014 budget request.
- 9.** County Engineer Wayne Blackbourn presented the weekly report for June 17, 2013.
- 10.** Item No. 93-01; Road Permits: One road permit was issued during the past week.
- 11.** Item No. 99-13; Zoning Permit/Applications Report: No zoning permits were issued during the past week.

- 12.** Item No. 99-2013-38; Coffey County Landfill Closing: Request authorization to close the County Landfill on Saturday, July 6th.
- 12a.** Saueressig moved, based upon the recommendation of the County Engineer, to approve the County Engineer's request to close the County Landfill Saturday, July 6, 2013, seconded by Rowley. Motion carried.
- 13.** Item No. 2013-34; Waste Oil Disposal: Request authorization to dispose of waste oil (approximately 2,000 gallons) from the County Shop. Review bids and make award.
- 13a.** Robrahn moved, based upon the recommendation of the County Engineer, to find that approximately 2,000 gallons of Waste Oil from the County Shop, is no longer required or cannot prudently be used for public purposes of the County and should be disposed of by sale to Safety Kleen for \$1.25 per gallon. Notice of the Board's intention to dispose of said property was published on May 28th, June 4th and June 11, 2013 in the official County Newspaper, seconded by Combes. Motion carried.
- 14.** Item No. 2013-37; Coffey County Landfill – Boutwell Testing: Request authorization to pay Blackstone Environmental for Boutwell Testing Stage Two for \$6,800.00.
- 14a.** Rowley moved, based upon the recommendation of the County Engineer, to approve the County Engineer's request to pay Blackstone Environmental for Boutwell Testing Stage Two for \$6,800.00. Funding for the Boutwell Testing will come from the Capital Improvement Reserve Fund, seconded by Meats. Motion carried.
- 15.** Item No. 2013-39; Federal Fund Exchange: Review and sign KDOT form Agreement Project No. 16C-4603-13 Fund Exchange.
- 15a.** Meats moved, based upon the recommendation of the County Engineer and approval of the County Attorney as to form, to approve and sign KDOT form Agreement Project No. 16C-4603-13 Fund Exchange for Federal Fund Exchange Program for the financing,

construction, and maintenance of County road utilizing federal or state funds, seconded by Saueressig. Motion carried.

- 16.** Blackbourn also presented the Construction Zone Report for the week of June 17, 2013.
- 17.** Conservation District members Kristi Vogts and Larry Clark met with the Board to present the 2014 budget. Robert Harkrader with the NCRS was also present for this portion of the meeting.
- 18.** Fire Chief/Administrator Randall Brown met with the Board regarding rural fire hydrants. Brown presented the Board with a request from Rural Water District #4 for reimbursement for the installation of a fire hydrant at the intersection of 24th Rd NE and Trefoil Rd NE. The estimated cost of installing the fire hydrant would be \$2,500.00.
- 18a.** Combes moved, upon the recommendation of the Fire Chief Administrator, to cover the cost and installation of a fire hydrant at the intersection of 24th Rd NE and Trefoil Rd NE, not to exceed \$2,500. Funds to come from the General Fund Capital Outlay Line Item, seconded by Saueressig. Motion carried.
- 19.** Sanitation Director Marilyn Eccles and Payroll/Cost Accounting Clerk Heidi Hinterweger presented a power-point presentation on a zoning update from Harper County involving crew camps and campgrounds.
- 20.** Emergency Management Coordinator Russell Stukey met with the Board to present the May monthly report. Stukey also provided an overview of a joint meeting held with Lyon County regarding the Reception and Care Facility. WCNOC Representative Tim East, Radiological Officer Cortney Bartley and Assistant Coordinator/Planner Amber Presley were also present.
- 21.** The Board discussed the new concealed carry law and the County intends to comply with the new state law.

22. The Board will question and sign warrants and vouchers for the month of June, 2013 on Thursday, June 27, 2013, at 9:00 a.m.
23. Combes adjourned the meeting at 1:12 p.m.

Correspondence

1. Coffey County Airport – Board Meeting Minutes of May 13, 2013
2. Whitney Damron – Brownback Signs Pro-Growth Tax Reform – June 13, 2013
3. U.S. Senator Jerry Moran – Kansas Common Sense Newsletter – June 10, 2013
4. KDOT – Notice of Public Auction in Lebo on July 9, 2013
5. The Kiplinger Letter – June 7, 2013
6. Kiplinger’s Personal Finance Adviser – June 2013
7. The Kiplinger Tax Letter – June 7, 2013

Minutes, June 17, 2014

Signed:

Attest:

Chairman

County Clerk