

- 1.** The Commission Chambers opened at 8:00 a.m., Monday, June 20, 2011. Chairman Bob Saueressig called the meeting to order at 9:00 a.m. with members Kenneth Combes, Larry Crotts, Fred Rowley, and Kimberly Skillman-Robrahn present. County Clerk Angie Kirchner, County Attorney Doug Witteman, and Administrative Assistant Donna Berland were also present. WCNOC Representative Tim East was also present.
- 2.** Combes moved to approve the minutes of Monday, June 13, 2011, as written, seconded by Robrahn. Motion carried.
- 3.** County Engineer Wayne Blackbourn presented the weekly report for the week of June 20, 2011.
- 4.** Item No. 93-01; Road Permit Report: Two Road Permits were issued during the past week.
- 5.** Item No. 99-13; Zoning Permit/Applications Report: No Zoning Permits were issued during the past week.
- 6.** Item No. 2011-26; Equipment Purchase – Tractor Truck; Request authorization to solicit formal bids for one (1) new Tractor Truck. (This purchase replaces one in the fleet. Tractor Truck T-11 is in the auction.) Bid date: June 29, 2011.
- 7.** Item No. 2011-27; Hot Pavement Mix: Request authorization to solicit sealed bids for Project A1103-C, 1” Nova Chip Leveling Course on Trefoil Road from 22nd Road to 25th Road.
- 8.** Item No. 2011-28; Equipment Purchase – Tractor-Boom Mower: Request authorization to solicit formal bids for one (1) new Tractor with Boom Mower. Bid date: July 6, 2011.
- 9.** Item No. 2011-31; Employment – Parts Person II: Request to advertise in-house only and hire a Parts Person II. (This request is to fill a vacant position due to resignation of current position.)
- 9a.** Rowley, moved, upon the recommendation of the County Engineer, to approve the County Engineer’s request to advertise in-house only and hire one Parts Person II, seconded by Robrahn. Motion carried.
- 10.** Blackbourn presented a set of draft plans for a 30’ x 60’ addition to the Road & Bridge building to move the Engineer’s office out of the courthouse to the Road & Bridge building. Blackbourn stated that the addition would cost approximately \$200,000. There would be a return of investment in approximately 10 years and it would not exceed current budget levels. The Board approved the Engineer’s request to obtain an architect’s drawing and stamp to provide professional plans for an addition to the building for consideration at a later date.
- 11.** Blackbourn also reported Administrative Assistant Tim Austin would be the Interim Maintenance Manager until the Manager position is filled.

- 12.** Blackbourn presented the Construction Zone report for the week of June 20, 2011.
- 13.** Economic Development Director Jon Hotaling met with the Board to present the bi-weekly report for June 6, 2011 through June 17, 2011.
- 14.** Item 95-25; Hotaling finalized the radio ad for Strawnfest to air on KSNP and KANS. The Ad also features upcoming July events including 4th of July celebrations, Ohio Days, WildBlue BBQ and Coffey County Fair.
- 15.** Item 96-3; Hotaling gathered information from the Kansas Department of Commerce (KDOC) Community Development Block Grant Division and from the Coffey County Treasurer for Mid-American Machine in their consideration of paying off their CDBG loan 9 months early. If the loan is paid off early, upon written notification from KDOC, Coffey County will release all liens and security interest securing relevant obligations.
- 16.** Item 98-8; Hotaling completed the 2012 draft budget for the Coffey County Tourism and Visitors Board for the board's budget meeting to be held on Tuesday, June 21, 2011. Hotaling drafted an agenda for the meeting and submitted the required public notice for the meeting to the Coffey County Republican for publication.
- 17.** Item 05-2; Hotaling attended the reconvened Annual meeting for the Alliance for Technology Commercialization, (ATC) at Pittsburg State University on June 7. The Board of Directors reviewed and approved changes to the ATC Articles of Incorporation and Bylaws. Final approval is contingent upon review of the ATC's attorney. Changes were required after affiliation with KTEC ended when the Legislature did away with KTEC and designated the Kansas Department of Commerce as manager of any remaining KTEC programs. Hotaling's term as Chairman ended after this meeting and Julie Menghini, former State Representative, will serve as Chairman for the next year. Eric Ferrell, President of ATC, plans to visit County Commissions throughout SEK over the next 6 to 8 weeks and will schedule time on the Coffey County Commission meeting agenda in the near future.
- 18.** Item 05-3; Hotaling attended the SEK Prosperity Foundation Board of Directors meeting in Chanute on Wednesday, June 8. The Board discussed a new regional program to provide funding to train volunteers on assisting their communities in growing entrepreneurs. Hotaling reviewed loan accounts and proceeded with legal actions against some delinquent accounts. The Board approved funding in the amount of \$10,000 for the Regional Leadership Academy.
- 19.** Item 07-2; Hotaling attended the Freedom's Frontier National Heritage Area (FFNHA) meeting in Lawrence on Thursday, June 16. Hotaling presented brochures on the Opothleyahola story. On Tuesday, prior to the meeting Hotaling went to LeRoy to check out signage needs at the Yahola Memorial Building. Hotaling also provided brochures and additional information for the city clerk to include on the LeRoy web site. Hotaling met with a library staff member to see what the library had available on the Yahola story. These are things FFNHA wants to verify for any attractions listed on their Brochure/Map. (Signage, info on the web, and additional information at other locations.)

20. Item 08-2; Hotaling spoke with the owner of KanSeal concerning the purchase of 2 additional acres to the North of his building at the Coffey County Airport. The owner would like to go east of his building about 50 feet then north then west and then back south to the present KanSeal property line in a plot that equals 2 acres. To proceed, the owner must verify with the airport that this expansion will not interfere with planned future improvements at the airport. The owner will also need a survey to measure out the two acres and provide a legal description of the property to be included in closing documents.
21. Hotaling reviewed a possible commercial/industrial development project for the City of Lebo with a Lebo City Councilman.
22. Hotaling finalized the proposed Economic Development Department Budget for 2012 and submitted it to the County Clerk and the Coffey County Commission Administrative Assistant.
23. Hotaling attended a cafeteria benefit plan meeting on Wednesday, June 15.
24. Robrahn moved to enter into Executive Session for 10 minutes at 10:05 a.m., to include each of the Commissioners, the County Counselor and the Economic Development Director, to discuss preliminary discussion relating to the acquisition of real property, seconded by Combes. Motion carried.
25. The Board resumed regular session at 10:15 a.m.
26. Emergency Management Assistant Coordinator/Planner Amber Presley and Radiological Officer Cortney Bartley met with the Board to present the monthly report for May 2011.
27. WCNOC Representative Tim East reported that the plant should be going back on line within the next week.
28. The Board will hold a budget work session on Monday, July 11th at 1:00 p.m. and Monday, July 25th at 1:00 p.m.
29. The Board will question and sign warrants and vouchers for the month of June 2011 on Monday, June 27, 2011, at 1:00 p.m.
30. The Board will question and sign warrants and vouchers for the month of July 2011 on Wednesday, July 27, 2011, at 9:00 a.m., and hold a budget work session with Auditor Harley Schlotterbeck.
31. Saueressig adjourned the meeting at 10:48 a.m.

Correspondence

1. Mental Health Center of East Central Kansas – Board Meeting Minutes of March 16, April 20, May 18, 2011

2. Hawver's Capitol Flash – June 13, 16, 17, 2011
3. Coffey County Airport – Board Meeting Minutes of May 9, 2011
4. Coffey County Conservation District – Letter regarding June 22 Public Meeting on Hampden Township drainage problems – June 9, 2011
5. KAC – County Comment – June 2011
6. City of Gridley – Council Meeting Minutes of June 6, 2011
7. COF Training Services, Inc. – Board Meeting Minutes of May 18, 2011

Minutes, June 20, 2011

Signed:

Attest:

Chairman

County Clerk