

1. The Commission Chambers opened at 8:00 a.m., Tuesday, July 5, 2011. Chairman Bob Saueressig called the meeting to order at 9:00 a.m. with members Kenneth Combes, Larry Crotts and Kimberly Skillman-Robrahn present. County Clerk Angie Kirchner, Deputy Payroll Clerk Denise Humlicek, County Attorney Doug Witteman, and Administrative Assistant Donna Berland were also present. Commissioner Rowley was absent.

2. Combes moved to approve the minutes of Monday, June 27, 2011, as written, seconded by Crotts. Motion carried.

**3. Consent Agenda**

A. Upon the request of the Coffey County Housing Authority Board and the recommendation of the County Attorney, move to authorize and direct the Chairman to sign the Real Estate Mortgage Release, acknowledging satisfaction in full debt secured by Trenton Conkle and Kristen Hinman. 3 Lots Eight (8) and Nine (9) and the West Forty (40) feet of lots Ten (10), in block One Hundred Seventy-Six (176) in the City of Burlington, Coffey County, Kansas. Book Volume 235, Page 604-605 of the records of the Register of Deeds for Coffey County, Kansas.

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

4. Crotts moved, based upon recommendation of the County Clerk and the county Engineer, to solicit sealed bids for the Courthouse HVAC system for upgrades to the HVAC system serving the Coffey County Courthouse 1984 Addition (Sheriff's side and Jail side) and to solicit sealed bids for roof replacement for the courthouse, seconded by Combes. Motion carried.

5. County Engineer Wayne Blackbourn presented the weekly report for the week of July 5, 2011. Mike Kukuk, a representative from Blackstone, was present for a portion of the Engineer's report.

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

7. Item No. 99-13; Zoning Permit/Applications Report: One Zoning Permit was issued during the past week.

8. Item No. 99-99; Landfill: June Total Tonnage Report. Kansas Department of Health and Environment-Inspection Report: Notice of Compliance and no violations identified.

9. Item No. 2011-26; Equipment Purchase – Tractor Truck; Request authorization to solicit formal bids for one (1) new Tractor Truck. (This purchase replaces on in the fleet. Tractor Truck T-11 is in the auction.) Bid date: June 29, 2011. Review bids and make award.

**10.** 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.

**11.** 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 20, 2011.

**12.** Item No. 2011-34; Engineering Services for Coffey County Landfill: Request for Professional Engineering support services for the design and planned expansion of the new cell for the Coffey County Landfill.

**12a.** Combes moved, based upon the recommendation of the County Engineer and approval of the County Attorney as to form, to approve and direct the Chairman to sign the Agreement for Engineering support services for the design and planned expansion of the new cell for the Coffey County Landfill from Blackstone Environmental. Said services shall be paid from the Capital Improvement Reserve Fund, seconded by Robrahn. Motion carried.

**13.** Item No. 2011-32; Construction Inspection Services: Request for on-call Professional Engineering Construction Inspection for Project A1101-C, A1102-C and A1103-C.

**13a.** Combes moved, based upon the recommendation of the County Engineer and approval of the County Attorney as to form, to approve and direct the Chairman to sign the Agreement for on call Professional Engineering Construction Inspection with B.G. Consultants, Inc. for Project A1101-C, A1102-C and A1103-C. Said services shall be paid from the Road and Bridge fund, seconded by Saueressig. Motion carried.

**14.** Item No. 2011-33; Request Bid on Hot Mix Asphalt at Railroad Crossings: Request authorization to solicit quotations and purchase approximately 66 tons of Commercial Hot Mix Asphalt for three locations at railroad crossings on paved roads at: 12th Road - R.75, Shetland Road - 11.6, and Wayside Rd - 10.4.

**14a.** Combes moved to approve the County Engineer’s request to solicit quotations and purchase approximately 66 tons of Commercial Hot Mix Asphalt for the Railroad Crossing at 12th Road - R.75, Shetland Road - 11.6 and Wayside Road - 10.4 to be paid from the Special Highway Improvement Fund, seconded by Saueressig. Motion carried.

**15.** Blackbourn presented the Construction Zone report for the week of July 5, 2011.

**16.** Economic Development Director Jon Hotaling met with the Board to present the bi-weekly report for June 20, 2011 through July 1, 2011.

**17.** Item No. 95-24; Hotaling sent in a reservation for a webinar to be presented by Location One Information System (LOIS) on July 13, 2011. The webinar is to provide training on how to design brochures to help market properties that a city or county may have listed on the LOIS web site.

**18.** Item No. 97-7; Hotaling worked with the Chamber of Commerce Executive Director Jennifer Anderson on design for brochure bags to be used at promotional shows and programs. The bags list each city in the county and list the Coffey County Chamber and Coffey County Ks web site addresses. The cost for 1,500 bags will be split (\$200 for Chamber and \$200 for Coffey County Economic Development). This provides another promotional piece for the minimal cost of 26 cents per piece.

**19.** Item No. 96-3; Hotaling was contacted by the bank for additional information on transferring Mid-American Machine's funds into the County Account. The County Treasurer completed the transfer with the bank. Hotaling contacted Kansas Department of Commerce CDBG Coordinator, Terry Marlin and confirmed that the final payment for the Mid-American Machine loan would be in the mail in a few days. Marlin will have the Department of Commerce attorney contact County Attorney Doug Witteman about releasing the collateral liens and UCC filings when the check clears.

**20.** Item No. 98-8; The Coffey County Tourism and Visitor's Board met to consider all requests for the expenditure of transient guest tax funds for 2012. The Board reviewed and approved the 2012 budget to be submitted to the Coffey County Clerk. The 2012 budget projects guest tax revenues of \$18,000 for the year. The funds will go to the Coffey County Chamber of Commerce to advertise and promote local events, reprint brochures, attend conferences and training programs and other general operating expenses to promote tourism in Coffey County.

**21.** Item No. 07-2; Hotaling set up an appointment to meet with a LeRoy business owner about designing a sign for the Opothleyahola Memorial Building. Hotaling also reviewed criteria for Tourist Oriented Directional Signs, (TODS) available through the Kansas Department of Transportation. These signs could be used to direct travelers from Highways 75 and 58 to the Memorial Building.

**22.** Item No. 08-2; Hotaling met with KanSeal owner Chris Menard and Airport Manager Darin Isch to discuss a proposed land purchase by Chris Menard/KanSeal. KanSeal would like to purchase 3 acres and would like to have the property line moved further east. This would not be a problem for the airport which only requires no blockage of visibility to the North end of the runway and taxiway. After the meeting, Hotaling met with Marilyn Storrer in the mapping division of the County Appraiser's Office. Storrer drew out a plot that moved the property line east and added three acres to the KanSeal site. Hotaling presented a copy of the plot to Darren Isch and Chris Menard. Upon review by the Airport Board, Coffey County Commission, and KanSeal, a legal description describing the measurements can be made.

**23.** Hotaling mailed a letter to a Lebo City Council member providing information on some considerations the Council may want to review with their attorney before considering any purchase of real estate. Hotaling also expressed that Coffey County must be presented documentation of a firm commitment by the City Council to proceed before Coffey County can consider any funding support to the city.

**24.** Environmental Sanitarian Marilyn Eccles met with the Board to give an update on the sanitation code. Health Administrator Lindsay Payer was also present for this portion of the

meeting. A public meeting will be held on August 2, 2011 at 7:00 p.m. in the Courthouse basement.

**25.** Eric Ferrell President of the Alliance for Technology Commercialization (ATC) at Pittsburg State University (PSU) and Ksentya Gubkina an ATC graduate student at PSU met with the Board to make a budget request for 2012.

**25a.** Crotts moved to approve funding for Alliance Technology Commercialization (ATC). The motion died for lack of a second.

**26.** 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.

**27.** 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.

**28.** The Board will hold a Public Budget Hearing on Monday, August 15, at 10:00 a.m.

**29.** Saueressig adjourned the meeting at 11:21 a.m.

### **Correspondence**

1. Coffey County Library – Calendar of Events – July 2011
2. Hawver’s Capitol Flash – June 28, 29, 30, 2011
3. The Kiplinger Letter – June 24, 2011
4. The Kiplinger Tax Letter – June 24, 2011
5. Plains Guardian Newsletter – May 2011
6. Coffey County Housing Authority – Special Meeting – May 31, 2011
7. KAC – Legislative Updates – Interim Committees, Redistricting Meetings – July 1, 2011
8. Coffey County Library Board Meeting – Minutes of March 21, 2011
9. Whitney Damron – Kan-Ed Funded Computer Network Critical in Joplin Crisis – June 27, 2011
10. Coffey County Housing Authority – Board Meeting Minutes of May 10, 2011
11. John Griffin – COF Training Services Consumers Served – June 29, 2011

12. Coffey County Rural Water District #3 – Board Meeting Minutes of June 1, 2011
13. Coffey County Extension Council Meeting – Board Meeting Minutes of May 25, 2011
14. KDHE Operator News – July 2011
15. KAC – Enhancement of Legislative and Legal Inquiry Services at the KAC – June 29, 2011
16. Whitney Damron – 2011 Interims; KanEd – June 30, 2011
17. Burlington City Council Regular Session – Board Meeting Minutes of June 1, 2011  
Minutes, July 5, 2011

Signed:

Attest:

Chairman

County Clerk