

1. Commission Chambers opened at 8:00 a.m., Monday, August 20, 2012. Chairman Kimberly Skillman-Robrahn called the meeting to order at 9:00 a.m. with members Larry Crotts, Kenneth Combes, Bob Saueressig, and Fred Rowley present. County Payroll Clerk Denise Humlicek, County Attorney Doug Witteman and Administrative Assistant Donna Berland were also present. WCNOC Representative Tim East was present for a portion of the meeting.
2. Combes moved to approve the minutes of Monday, August 13, 2012, as written, seconded by Rowley. Motion carried.
3. Combes moved to appoint Larry Crotts as Voting Delegate and Kimberly Robrahn as First Alternate at the KAC Annual Conference in November 2012, seconded by Saueressig. Motion carried.
4. Landfill Supervisor Jeff Beyer presented the Weekly Engineer's Report for August 20, 2012.
5. Item No. 93-01; Road Permits Report: Two Road Permits were issued during the past week.
6. Item No. 99-13; Zoning Permits/Applications Report: No Zoning Permits were issued during the past week.
7. Item No. 99-99; Landfill: Fall Clean-up. Recommend approval to designate October 1-6 as free dump week.
- 7a. Saueressig moved, based upon the recommendation of the County Engineer, to designate October 1st through October 6th, 2012 as Fall Clean-up Week and direct the County Clerk to publish notice of same, seconded by Rowley. Motion carried.
8. Item No. 2012-47; Employment – Mechanic: Request authorization to advertise and hire a Mechanic. (This request is to fill a vacant position due to a transfer.)
- 8a. Saueressig moved, based upon the recommendation of the County Engineer, to approve the request for authorization to advertise and hire a Mechanic (this request is to fill a vacant position due to a transfer), seconded by Robrahn. Motion carried.
9. Beyer also presented the Construction Zone Report for the week of August 20, 2012.
10. Economic Development Director Jon Hotaling presented the Bi-Weekly Report for August 6, 2012 through August 17, 2012.
11. Item 95-25; Hotaling obtained information on the OK Kids event and the Burlington "Taste of Fall" Festival. Hotaling also sent this information to Discover Vintage Mid-America for an ad in the September issue.

12. Item 97-7; Hotaling met with Coffey County Chamber of Commerce Executive Director, Kelli Higgins to review Transient Guest Tax collections for April, May and June. Total collected was \$4,178.04. Hotaling also reviewed and revised the Coffey County Economic Development ad for the new Coffey County Visitors Guide.
13. Item 98-6; Hotaling set up appointments in September with Gridley, LeRoy and Waverly City Councils to present them information on the Southeast Kansas Regional Planning Commission (SEKRPC) and request one volunteer from each city to serve on the SEKRPC General Commission and attend one General Commission meeting per year.
14. Item 03-3; Hotaling contacted a business owner concerning a request for written verification of an SBA loan application from his bank. He will follow up with the bank and have them send written verification as soon as possible.
15. Item 08-1; Hotaling confirmed dates and reserved rooms in the courthouse basement for the Small Business Development Center (SBDC) Consultant meetings with Coffey County businesses in October, November and December.
16. Hotaling attended the Coffey County 2013 Budget Hearing held on Monday, August 13, 2012.
17. Hotaling attended a KPERS pre-retirement meeting.
18. Hotaling spoke with several representatives with Panhandle Energy concerning the possibility of tapping into their high pressure line and extending an interconnect line to the BETO Junction area.
19. Hotaling sent information on an available building in Waverly to a possible food business prospect.
20. Health Department Administrator Lindsay Payer presented the monthly report for July 2012. The drive thru Flu Clinic for Burlington will be held on September 28, 2012 and the date for LeRoy is set for October 11, 2012. Payer also discussed budget issues with the Board. Payer requested an Executive Session to discuss personnel issues.
- 20a. Combes moved to enter into Executive Session for 10 minutes at 10:08 a.m., to include each of the Commissioners and Health Department Administrator Lindsay Payer, to discuss personnel matters of non-elected personnel, seconded by Saueressig. Motion carried.
21. The Board resumed regular session at 10:18 a.m.
22. Emergency Management Coordinator Russel Stukeky met with the Board regarding JRMT procedures.

23. Fire Chief/Administrator Randall Brown met with the Board to request a 7 day extension for a Proclamation of a State of Local Disaster Emergency.
24. Crotts moved to approve the EXTENSION OF A PROCLAMATION OF A STATE OF LOCAL DISASTER EMERGENCY FOR THE COUNTY OF COFFEY, KANSAS, seconded by Saueressig. Motion carried.
25. The Board will question and sign warrants and vouchers for the month of August on Wednesday, August 29, 2012, at 9:00 a.m.
26. Robrahn adjourned the meeting at 11:07 a.m.

Correspondence

1. Hawver's Capitol Report – August 13, 14, 15, 16, 17, 2012
2. KAC – Interim Legislative Committees – August 15, 2012
3. The Kiplinger Letter – August 10, 2012
4. Flint Hills RC&D - Neosho Headwaters – August 10, 2012
5. Thank you note – Vicky Serl – August 13, 2012

Minutes, August 20, 2012

Signed:

Attest:

Chairman

County Clerk