

**1.** The Commission Chambers opened at 8:00 a.m., Monday, September 29, 2008. 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. Denise Humlicek, Payroll Clerk, and Donna Berland, Administrative Assistant, were also present. WCNO Representative Tim East was present for a portion of the meeting.

**2.** Robrahn moved to approve the minutes of Monday, September 22, 2008, as corrected, seconded by Sipe. Motion carried. Paragraph 16. add last sentence "Stukey was granted approval to move forward." Paragraph 24., replace 'United Telephone Company' with "Alexander Open Systems."

**3.** Crotts moved to approve the minutes of Friday, September 26, 2008, as written, seconded by Rowley. Motion carried.

**4. Consent Agenda**

**A.** Move to authorize and direct the Chairman to sign the payroll notice for Michaela A. Isch, New Hire, Dispatcher, Sheriff's Office, TP-II-a, \$12.61, effective 10-1-08.

**B.** Move to authorize and direct the Chairman to sign the payroll notice for Dennis Birk, Highway Department, Equipment Operator, from MV-I-e to M-III-f, \$18.22, effective 10-1-08.

**4a.** Saueressig moved to approve the Consent Agenda as submitted, seconded by Robrahn. Motion carried.

**5.** Emergency Management Coordinator Russel Stukey reported that he had received several applications for the Temporary position and the Radiological Officer position. Stukey also discussed the drill and the need for more alternates for various positions.

**6.** Engineer Wayne Blackburn presented the weekly report dated September 29, 2008.

**7.** Item No. 93-01; One Road permit was issued during the past week.

**8.** Item No. 99-13; One Zoning permit was issued during the past week.

**9.** Item No. 2008-37; Summer Help Extension: Request authorization to extend employment of two summer help on the Paving Crew up to October 30, 2008.

**9a.** Saueressig moved to approve the County Engineer's request to extend two summer help on the Paving Crew up to October 30, 2008, seconded by Robrahn. Motion carried.

**10.** Item No. 2008-38; Table of Organization: Review and approve revised Table of Organization for the Highway Department.

**10a.** Crotts moved, based upon the recommendation of the County Engineer, to approve the revised Highway Department Table of Organization as presented September 29, 2008, seconded by Rowley. Motion carried.

**11.** Item No. 2008-39; Safety Work Boots: Request authorization to solicit quotations and purchase leather safety work boots for approximately 55 Highway Department employees.

**11a.** Rowley moved to approve the County Engineer's request to solicit quotations and purchase leather safety work boots for the safety related Highway Department employees, seconded by Sipe. Motion carried.

**12.** Item No. 95-9; Hotaling completed and mailed out agendas for the Coffey County Strategic Planning Committee meeting to be held at the Coffey County Hospital on Wednesday, October 1<sup>st</sup>. Terri Bennett, Program Director for the Heartland Procurement Technical Assistance Center in Joplin, MO, will give a presentation on the center and discuss holding a one-day workshop this spring for businesses in Coffey, Anderson, Allen and Linn Counties.

**13.** Item No. 95-21; Hotaling participated in a Wolf Creek emergency response organization drill in Topeka on Thursday, September 18<sup>th</sup>. Hotaling represented Coffey County at the two morning news conferences and Donna Berland represented Coffey County at the afternoon news conference.

**14.** Item No. 95-24; Hotaling attended the Kansas Economic Development Alliance Annual Conference in Hays, Kansas on September 24<sup>th</sup> & 25<sup>th</sup>. Hotaling attended a workshop on the "Location One Information System (LOIS)". This website, that showcases communities and available sites & buildings, is a site selection tool provided to KEDA members at no charge. Hotaling also attended a workshop on "Your Workforce, the New Dilemma, Where Will You Find Them." The Economic Development Finance Toolbox seminar provided information on tax increment financing (TIF), Star Bonds, Transportation Development Districts, and Industrial Revenue Bonds. Logistics/Distribution Industry as a Target Market for Kansas was another seminar attended.

**15.** Item No. 95-32; Hotaling mailed and signed loan agreement documents to the Network Kansas Office in Wichita. Hotaling requested one signed original be returned with funds for the loan/grant to Countertop Trends LLC for October 6<sup>th</sup> building purchase closing and loan/grant closing. A balance of \$85.57 was transferred out of Economic Development Special Expenditures Fund to complete the final COP's payment on the Countertop Trends LLC building.

**16.** Item No. 98-7; Hotaling attended the annual dinner for the Southeast Kansas Tourism Region (SEKTR) on September 18<sup>th</sup> with Jennifer Anderson, Executive Director for the Coffey County Chamber of Commerce. The meeting was held in Chanute and featured a presentation on the marketing program for Northeast Oklahoma called “Green Country”.

**17.** Item No. 08-2; Hotaling provided information to Kan-Seal for the meeting with the Coffey County Commission on Monday, September 22<sup>nd</sup>. Hotaling requested a copy of the life insurance section and a second mortgage section from SEKRPC loan documents and provided it to the County Attorney. Hotaling also reviewed the Collateral Subordination Agreement used in a previous Coffey County loan.

**18.** Hotaling, a business prospect and Commissioner Rowley toured potential sites in the Lebo and BETO Junction areas. Hotaling discussed options/financing over lunch at BETO Junction Travel Plaza.

**19.** County Engineer Wayne Blackburn returned to present the final plans for the office/scale house building at the Landfill and requested to solicit bids for office/scale house building materials.

**19a.** Robrahn moved to approve the County Engineer’s request to solicit bids for office/scale house building materials at the Landfill, seconded by Crofts. Motion carried. This building will be built by Highway Department employees.

**20.** Blackburn also discussed water drainage problems on 10<sup>th</sup> Road to 11<sup>th</sup> Road near Mathias Lake. Robert Harkrader, Natural Resource Conservation Service (NRCS), explained that he was trying to locate funding to assist the private landowners with the water drainage problem.

**21.** Sipe adjourned the meeting at 12:10 p.m.

### **Correspondence**

1. Burlington City Council Regular Session Minutes - September 3, 2008
2. Hawver's Capitol Flash - September 19, 22, 24, 26, 2008
3. Mark Beck - Kansas Department of Revenue - September 17, 2008
4. Darla Price - Kansas Department of Commerce - September 17, 2008
5. Rural Brief Newsletter - Center for Rural Affairs - September 2008

6. The Kiplinger Letter - September 19, 2008
7. The Kiplinger Tax Letter - September 19, 2008
8. COF Training Services Minutes of August 27, 2008
9. Whitney Damron - Articles of Interest - September 23, 2008
10. Don Bledsoe - Valnet News Release - September 22, 2008
11. Legislative Updates - September 22, 2008
12. Kristi Vogts - Coffey County Conservation District - September 23, 2008

Minutes, September 29, 2008

Signed:

Attest:

Chairman

County Clerk