

1. The Commission Chambers opened at 8:00 a.m., Monday, October 13, 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. Angie Kirchner, County Clerk, and Doug Witteman, County Attorney, were also present. WCNOC Representative Tim East was also present.
2. Rowley moved to approve the minutes of Monday, October 6, 2008, as written, seconded by Crotts. Motion carried.
3. **Consent Agenda**
 - A. Upon the recommendation of the Noxious Weed Director, move to advertise and employ an Office/Warehouse Assistant to fill a vacant position.
 - B. Move to approve the revised table of organization for the Noxious Weed/Recycling Department.
 - C. Move to approve the revised job description of the Office Assistant to Office/Warehouse Assistant in the Noxious Weed/Recycling Department.
- 3a. Robrahn moved to approve the Consent Agenda as submitted, seconded by Sipe. Motion carried.
4. Saueressig moved to approve the transfer of \$25,000 from the General Fund, CT COPS – Countertop Trends Line Item to the Economic Development Loan Fund, seconded by Rowley. Motion carried.
5. Saueressig moved to authorize the County Clerk to sign the letter of agreement with Allied Environmental Consultants, Inc. in the amount of \$5,599, to provide consulting services and provide a survey identifying any existing asbestos-containing materials and removal specifications in the heating, ventilation and air conditioning (HVAC) system of the courthouse, with funds to come from the General Fund, Courthouse General Line Item, seconded by Crotts. Motion carried.
6. Crotts moved to approve the contract with Mental Health Center of East Central Kansas, Inc., as proposed for the term of January 1, 2009 through December 31, 2009, seconded by Robrahn. Motion carried.
7. Health Department Administrator Lindsay Payer met with the Board to present the Department Report for September and October 2008. Payer reported that Blood Draws for the community begin Monday, October 20, 2008. Drive through flu shots are Friday, October 17, 2008. Payer and Commissioner Sipe attended the Regionalization Summit.
8. Engineer Wayne Blackbourn presented the weekly report dated October 13, 2008.

- 9.** Item No. 93-01; One Road permit was issued during the past week.
- 10.** Item No. 99-13; No Zoning permits were issued during the past week.
- 11.** Item No. 99-99; Landfill: Monthly Waste Report – Review and approve revised Price Sheet for sale of used materials at the Landfill.
- 11a.** Rowley moved, based upon the recommendation of the County Engineer, to approve the revised pricing sheet attached to Resolution No. 469C as Exhibit 1. Said revision increases the price for used steel barrels from \$1.00 to \$5.00 each, seconded by Robrahn. Motion carried.
- 12.** Item No. 2008-40; Equipment Storage Building: Request authorization to solicit bids for a building kit.
- 13.** Item No. 2008-41; Landfill Office/Scale House: Request authorization to solicit bids for an Office/Scale house at the Landfill. Bid Opening November 5, 2008, at 2:00 p.m.
- 14.** Item No. 2008-42; Landfill Office/Scale House – Electrical Work: Request authorization to solicit bids for all electrical work. Bid opening November 5, 2008, at 2:10 p.m.
- 15.** Item No. 2008-43; Landfill office/Scale House – Plumbing and Mechanical: Request authorization to solicit bids for all plumbing and mechanical work. Bid opening November 5, 2008, at 2:20 p.m.
- 16.** Blackburn also presented the Construction Zone Report for the week of October 13, 2008.
- 17.** Economic Development Director Jon Hotaling presented the bi-weekly report for September 29th, 2008 to October 10th, 2008.
- 18.** Item No. 95-9; Hotaling attended the Coffey County Strategic Planning Committee meeting at the Coffey County Hospital on Wednesday, October 1st. Hotaling hosted presenter Terri Bennett who presented information on the Heartland Procurement Technical Assistance Center (HPTAC). The center provides procurement assistance to businesses located in Southeast Missouri and the entire State of Kansas. They provide one-on-one counseling and assistance in marketing products and services to the government, identifying product and service codes, preparing bid packages, providing bid matching services, and notifying companies when notification of bids come out for products or services that match the company.
- 19.** Item No. 95-21; Hotaling participated in the ERO drill in Topeka on October 2nd. Hotaling served as alternate Coffey County PIO with Angie Kirchner, Coffey County Clerk and PIO.

20. Item No. 95-32; Hotaling sent information to Network Kansas to finalize funding for the loan/grant to Countertop Trends LLC. Hotaling received a check from StartUp Kansas, the loan operation under the Network Kansas program. Kara Beyer, President of Countertop Trends LLC, made the final payment on the Certificates of Participation bond. Hotaling also finalized a grant with Countertop Trends in the amount of \$20,000 for the purchase of a recycling grinder. Hotaling mailed a copy of the loan documents to StartUp Kansas for their funding of a \$10,000, 0% loan.

21. Item No. 97-7; Hotaling discussed the relocation booklet with the Chamber of Commerce Director, Jennifer Anderson. It might be possible to include all the relocation information in the “Welcome to Coffey County” booklet the chamber is producing in conjunction with the Coffey County Republican. This full color booklet will provide information on Coffey County events, recreational facilities, tourism attractions, etc. Since they are taking advertising, the cost to print the booklet will be greatly reduced.

22. Item No. 98-6; Hotaling attended the Southeast Kansas Regional Planning Commission (SEKRPC) Executive Committee meeting on Wednesday, October 2nd, 2008 in Chanute. Hotaling discussed the Kan-Seal loan and documentation needed to complete the loan package.

23. Item No. 05-3; Hotaling attended the Southeast Kansas Prosperity Foundation Board of Directors meeting held in Chanute after the SEKRPC meeting. The Board of Directors approved a Small Town Downtown Building Renovation Loan/Grant to Cornerstone Antiques in Garnett.

24. Item No. 08-2; Hotaling met with Scott Porter and Doug Witteman to set a target date of October 22nd at 2 p.m. at the First National Bank of Kansas for the Kan-Seal loan closing. Documents from Coffey County, the bank and SEKRPC should be completed in time for this date and time.

24a. Crotts moved, upon the recommendation of the Economic Development Director, to approve the sale of approximately .526 acres, commonly known as the AST real property to Menard, Inc., d/b/a Kan-Seal for the appraised value of \$4,300 and to provide a Warranty Deed to the purchaser upon full payment and approval as to form by the County Attorney, seconded by Rowley. Motion carried.

25. Hotaling set up a tour of KanBuild facilities in Lebo with a business prospect and a representative of KanBuild. Hotaling toured the facilities on September 29th. Hotaling sent additional information including traffic counts, financing, maps, etc. to prospect # 3.

26. Hotaling completed ads for the Christmas Craft Festival for Discover Mid America Magazine and CableOne TV.

27. Hotaling attended “Lunch & Learn” on diabetes presented by Glenna M. Yokum, Director of Food & Nutrition at Coffey Health System.

28. Hotaling provided a list of Coffey County manufacturers to Steve Davis with the Mid-America Manufacturing Technology Center (MAMTC). They will include them on the mailing list for upcoming manufacturing training seminars.

29. Hotaling completed the loan report for the period September 1st through September 30th.

30. Robrahn moved, upon the recommendation of the Economic Development Director, to approve an Economic Development Loan in the amount of \$125,000 repayable over a seven year period to Menard, Inc., d/b/a Kan-Seal and to authorize and direct the Chairman to sign all related documents related thereto, upon approval of the County Attorney as to form, seconded by Crotts. Motion carried.

31. Emergency Management Coordinator Russel Stukey met with the Board to discuss personnel matters of non-elected personnel.

31a. Robrahn moved to enter into Executive Session for 20 minutes at 10:36 a.m., to include each of the Commissioners, the Emergency Management Coordinator, Tim East, Superintendent Emergency Planning Wolf Creek, and the County Attorney, to discuss personnel matters of non-elected personnel, seconded by Rowley. Motion carried.

32. The Board came out of Executive Session early at 10:50 a.m. and took a break.

33. The Board resumed regular session at 10:56 a.m.

34. Sheriff Randy Rogers and Emergency Management Coordinator Russel Stukey, members of the Emergency Services Group, met with the Board to discuss the County managing all utilities, insurance and any other related costs for the Emergency Services Building.

35. Emergency Management Coordinator Russel Stukey met with the Board to discuss reception care facilities.

36. The Board will attend the Southeast Kansas District meeting in Labette County on Thursday, October 16, 2008.

37. The Board will question and sign warrants and vouchers for the month of October on Wednesday, October 29th, 2008, at 8:30 a.m.

38. Sipe adjourned the meeting at 11:56 a.m.

Correspondence

1. Lebo City Council Meeting Minutes - September 8, 2008

2. SOURCE - Midwest Assistance Program - Fall 2008 issue
3. Recycling in Kansas Newsletter - October, November, December 2008 Issue
4. Chris Paus - Lake Region Solid Waste Authority - New Outreach Programs - October 8, 2008
5. Center for Rural Affairs - October 2008 Newsletter
6. The Kiplinger Letter - October 3, 2008
7. The Kiplinger Tax Letter - October 3, 2008
8. Kiplinger's Personal Finance Adviser - October 2008
9. Coffey County Library - Calendar of Events - October 2008
10. Hawver's Capitol Flash - October 9, 10, 2008
11. Hawver's Capitol Report - October 6, 2008
12. Burlington City Council Regular Session Minutes - September 24, 2008

Minutes, October 13, 2008

Signed:

Attest:

Chairman

County Clerk