

- 1.** The Coffey County Commission Chambers opened at 8:00 a.m. Monday, October 15, 2007. 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. Also present were Angie Kirchner, County Clerk, Doug Witteman, County Attorney, and Donna Berland, Administrative Assistant. WCNOC Representative Tim East was also present.
- 2.** Saueressig moved to approve the minutes of Monday, October 8th, as written, seconded by Sipe. Motion carried.
- 3.** Rowley moved to enter into Executive Session for 5 minutes at 9:05 a.m., to include each of the Commissioners and the County Attorney, to discuss matters deemed privileged in the attorney-client relationship, seconded by Crotts. Motion carried.
- 4.** The Board resumed regular session at 9:10 a.m.
- 5.** Carl Lee met with the Board to give an update on the vaccination clinic. Lee reported that 212 flu vaccinations were given between 10:00 a.m. and 2:00 p.m. on Friday, October 12th, 2007. Vaccinations took less than 2 minutes to administer on an average. There were two Washburn University students, five Emergency Management Service workers, one hospital staff member, three sheriff's deputies, two Burlington Police Officers, Emergency Preparedness Radiological Officer Teri Hoffay and 11 Health Department staff members that worked the vaccination clinic. Lee stated that there were six people vaccinating and vaccinated approximately 90 people from 10:00 a.m. to 11:00 a.m. There was one observer, Barry Autry, from the Kansas Department of Health and Environment. The cost for a flu shot was \$25.00 during the drive through clinic. The current cost for a flu shot is \$30.00. Lee expressed the pleasure he had in putting the plan together to have a successful drive-through vaccination clinic. Lee said that the Health Department may need more people to work in future clinics to assist in the processing of paperwork.
- 6.** Coffey County Treasurer JoAnn Raaf reported that Dorothy Ellis-McCallon passed away and her funeral is on Wednesday, October 17th, 2007. Ellis-McCallon was Treasurer for 20 years. Raaf stated that she will close her office for the funeral.
- 7.** Wayne Blackburn, County Engineer, presented and discussed the weekly report dated October 15, 2007.
- 8.** Item No. 93-01; Road Permits Report: No Road Permits were issued during the past week.
- 9.** Item No. 99-13; Zoning Permits/Applications Report: No Zoning Permits were issued during the past week.
- 10.** Solid Waste Management Unit Weekly Report for October 1st – 6th, 2007

Solid Waste:	164.59 tons
Special Waste:	2.68 tons
Const. Debris:	69.84 tons
Brush:	1.09 tons
Metal:	0.84 tons
Tire Total:	10
Passenger:	10
Truck:	0
Equipment:	0
Appliances:	1

- 11.** Item No. 2007-25; Equipment Purchase: Request authorization to solicit bids for the purchase of one (1) Heavy Range Hydraulic Breaker. Bid opening - October 24, 2007 @ 2:00 p.m.
- 12.** Blackburn updated the Board on the Construction Zone Report for the week of Monday, October 15, 2007.
- 13.** Administrative Assistant John Zuern met with the Board to discuss the bids received for the courthouse carpeting. The Board will award the carpet bid at the next commissioners meeting.
- 14.** Blackburn discussed two different Cost Analysis software programs, the Butler Program and the Star Program. The County's current Budgetary/Accounting software by Infinitec will support the Star Program. The Star Program will cost approximately \$5,750, including annual support and an additional \$1,500 for Infinitec to link with the Star Program to assist in preventing duplicate entry. The Board authorized Blackburn to go forward with the purchase of the new Cost Analysis Software Program.
- 15.** Item No. 95-9; Hotaling completed and mailed out agendas for the Strategic Planning Committee meeting held at the Coffey County Hospital on Wednesday, October 3rd. Darren Isch, Coffey County Airport Manager, reported that an FAA Grant of \$2.5 million was received to complete a parallel taxiway. The engineering phase of the project will be completed in 2008. Half of the construction will be completed in 2009, with the final half completed in 2010. Hotaling reported that new owners will soon be closing on the purchase of the LeRoy Bar and Granny's Restaurant. A new pizza restaurant will also be opening soon in LeRoy.
- 16.** Item No. 95-21; Hotaling attended ERO drills in Topeka on September 20th and October 4th & 5th. Hotaling served as Coffey County PIO along with Coffey County PIO Angie Kirchner. Hotaling will have completed (7) seven days of drills and exercises in (6) six weeks once the graded exercise on November 6th & 7th is completed.
- 17.** Item No. 95-29; Hotaling provided draft schedules of the 2008 Leadership Coffey County Program to the Leadership Committee. The committee made some minor changes and the curriculum and schedule for 2008 was finalized.

18. Item No. 01-5; Hotaling attended the annual Kansas Leadership Forum Conference at the Eisenhower Museum & Library in Abilene. Breakout training sessions attended included 'Service Learning & Leadership', 'Best Practices in Community Leadership Programs', 'Resolving Conflict: A Leadership Opportunity' and 'Five Star Leadership in Crisis: The Greensburg Experience'.

19. Item No. 05-1; Hotaling attended the Southeast Kansas Economic Development Council meeting in Coffeyville. The council received an update on the Coffeyville flood. About 10% of the city's housing was destroyed; all but one of the motels received extensive damage. Many small businesses such as gas stations, restaurants, bars, etc. were damaged or destroyed. The council is concerned that the State of Kansas Economic Development's Incentives are out of date. Each member of the council is to review other states' incentives and bring that information to the next meeting.

20. Item No. 05-3; Hotaling attended a Southeast Kansas Prosperity Foundation committee meeting to set up guidelines for the "Small Town Downtown Store Building Renovation Grant / Loan Program". The guidelines and restrictions will be reviewed by the SEK Prosperity Foundation Executive Committee and the amount designated for the program will also be discussed at their October 12th meeting.

21. Item No. 06-1; Hotaling sent out information on Coffey County to (4) four business prospects responding to the Business Recruitment Campaign paid for in part with a Business Recruitment Marketing Grant from the Kansas Department of Commerce.

22. Item No. 07-3; Hotaling attended the Burlington 150th Celebration activities. About 1,300 people attended the luncheon. Hotaling helped pre-stage parade vehicles at the museum.

23. Hotaling sent out information on the Coffey County and Southeast Kansas Regional Planning Commission Business Loan Programs to a Coffey County business that is considering expansion.

24. Hotaling attended an open house and a dedication of the Robert Tyler Research Center at Pittsburg State University. The building will house the Kansas Polymers' Research Center. Hotaling attended high school with Robert Tyler who developed a very successful manufacturing business in Winfield.

25. Hotaling completed the loan report for the period of September 1st to September 30th.

26. Hotaling was notified by Network Kansas on October 4th that the County's application for a matching loan to assist a Coffey County business was approved.

27. Sheriff/Emergency Preparedness Coordinator Randy Rogers met with the Board to give an update on activities in Emergency Preparedness. Rogers reported that Federal Emergency Management Administration (FEMA) approved the County's Emergency Management Plan. Rogers reviewed the FEMA critique with the Board. The County Emergency Operations Center critique reflected the reliability of cell phones in a real event. The County will be working with the Department of Health and Medical Management in the notification to daycare centers in the event of a real emergency. Rogers also reported on efficiencies and the use of WEBEOC. Tim East, WCNO Representative, recommended that the County not rely solely on WEBEOC. Rogers stated that ultimately FEMA wants to see full communication with all agency counterparts. Rogers reported that he would be attending a National Advisory Board on Rural Technology in Idaho. Rogers stated that he will need the commissioners to accept a Memorandum of Understanding for Frequency Repeater equipment and a card identification reader system for the Regional Homeland Security. Rogers discussed the potential need to purchase an additional tower. Rogers also reported that Lyon-Coffey Electric has a tower in the Sharpe area that the County could utilize a portion of the tower up to 140'. Rogers is waiting to hear back on the weight limits. Lyon-Coffey Electric is looking for alternative communications to possibly lease space. Rogers is still looking at the preliminary costs involved and if it is feasible for the County. Rogers also discussed the need to purchase a multi-use copier/scanner/fax/printer for Emergency Preparedness. Rogers requested that the Copier Committee recommend a multi-use copier/scanner/fax/printer to the Emergency Preparedness Coordinator with a dollar amount not to exceed \$10,000. The Board agreed.

28. 911 Communications Coordinator Tasha Rogers met with the Board to give an update on the sirens in Lebo and Gridley. Rogers said that there is not an assigned frequency yet from the Federal Communications Commission (FCC). Rogers stated that there may not be one assigned for approximately two weeks. Rogers reported the wave bridge has been installed and cabling is in the process of completion. The purchase of grounding equipment was recommended for the wave bridge. Rogers also reported that the Communications Equipment Warranty is close to expiring and Rogers had a maintenance contract for the Board's approval in the amount of \$25,000. Sheriff Rogers explained that he hadn't budgeted for a maintenance contract for the dispatch equipment. Without a maintenance contract, the County would be charged an hourly fee and a trip charge fee for any repair work. The maintenance contract would cover the base unit only which was newly installed last year. The Board wanted more information on the amount of maintenance and repairs over the last year before any decisions are made on signing a maintenance contract.

29. Engineer Wayne Blackburn returned to discuss a policy matter with the Board. A policy committee will meet to address any changes or additions to the Policy and Procedure Manual. Blackburn discussed contacting a planner at the state level to assist with a comprehensive plan for the County. Blackburn was going to check to see if there are any state funds available for a planner. No action was taken.

- 30.** County Clerk Angie Kirchner reported that Advance voting for the Burlington City Special Election is underway. Election Day for the Burlington City Special Election will be on Tuesday, October 30, 2007, at the 4-H Building. Kirchner reported that the flooring at Kelley Hall will be in the process of repair and the polling location had to be moved. Kirchner did not want to move the polling location from Kelley Park because voters are familiar with the polling location.
- 31.** The Board will sign longevity checks on Tuesday, November 13th, 2007, during their regular meeting.
- 32.** The Board will sign warrants and vouchers on Monday, October 29th, 2007, at 8:30 a.m.
- 33.** The Board will sign warrants and vouchers on Wednesday, November 28th, 2007, at 8:30 a.m.
- 34.** The Board recessed at 12:10 p.m. to the basement kitchen for a lunch for Bosses Day.
- 35.** The Board resumed regular session at 12:50 p.m.
- 36.** Sipe adjourned the meeting at 1:07 p.m.

Correspondence

1. S.O.S. Signals - Fall 2007 Newsletter - October 12, 2007
2. Hawver's Capitol Flash - October 8, 9, 10, 11, 12, 2007
3. Kansas Division of Emergency Management - Contingency Plan Update - October 12, 2007
4. K-State Extension - Invitation to 4-H Achievement Reception and Annual
5. Extension Council Meeting - October 11, 2007
6. Whitney Damron - Eminent Domain Law May Be Hurdle - October 8, 2007
7. Whitney Damron - Eminent Domain Law Lacks Flexibility - October 11, 2007
8. The Kiplinger Letter - October 5, 2007
9. The Kiplinger Tax Letter - October 5, 2007

10. Kiplinger's Personal Finance Adviser - October 2007

11. Kansas Scenic Byways - People, Places & Possibilities Registration Form
Source Magazine - Fall 2007 Issue - October 9, 2007

12. Recycling in Kansas Newsletter - October, November, December 2007

13. City of Gridley - Minutes of the October 1, 2007 Council Meeting

Minutes, October 15, 2007

Signed:

Attest:

Chairman

County Clerk