

- 1.** The Commission Chambers opened at 8:00 a.m., Monday, October 27, 2008. Vice-Chairman Fred Rowley, Jr. called the meeting to order at 9:00 a.m. with members Larry Crotts, Kimberly Robrahn and Bob Saueressig present. Denise Humlicek, Payroll Clerk, Donna Berland, Administrative Assistant, and Tim East, WCNOC representative were also present. Tim Sipe was absent.
- 2.** Emergency Management Director, Russel Stukey introduced Cortney Bartley, new hire, Radiological Officer. Stukey briefly reported on the Airport drill that was held on Saturday, October 25, 2008.
- 3.** Crotts moved to approve the minutes of Monday, October 20, 2008, as written, seconded by Saueressig. Motion carried.
- 4.** Robrahn moved, upon the recommendation of Health Administrator Lindsay Payer and approval of the County Attorney as to form, to authorize and direct the Vice-Chairman to sign the East Central Kansas Public Health Coalition Agreement (ECKPHC), seconded by Rowley. Motion carried.
- 5.** The Board discussed employees using department vehicles when pool vehicles are unavailable. The Board concurred that if a pool vehicle is not available the employee will use their discretion as to driving a personal vehicle or borrowing from another department.
- 6.** Engineer Wayne Blackbourn presented the weekly report dated October 27, 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. 2008-35; Bridge Proposals: Request authorization to solicit proposals from Consulting Engineers for B73 (19-J.75) and B74 (19-I.95). Proposals due October 27, 2008.
- 10.** Item No. 2008-40; Equipment Storage Building: Request authorization to solicit bids for a building kit
- 11.** 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.
- 12.** 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.

- 13.** 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.
- 14.** Personnel: Request authorization to advertise for and hire one (1) Shop Foreman and one (1) Box Culvert Foreman. Both openings created by employees retiring.
- 15a.** Crotts moved to approve the County Engineer’s request to advertise for and hire a Shop Foreman for the County Shop, seconded by Robrahn. Motion carried.
- 15b.** Saueressig moved to approve the County Engineer’s request to advertise for and hire a Foreman for the Box Culvert Crew, seconded by Crotts.
- 16.** Item No. 2008-45; Pavement Striping: Request authorization to solicit quotations and hire contractor to apply pavement striping on 12th Road from Emmer Road east to the Burlington City Limits.
- 16a.** Saueressig moved to approve the County Engineer’s request to solicit quotations and hire a contractor to apply pavement striping on 12th Road from Emmer Road east to the Burlington City Limits, to be paid from the Road and Bridge fund, seconded by Robrahn. Motion carried.
- 17.** Crotts moved, based upon the recommendation of the County Engineer, to authorize and direct the Vice-Chairman to sign Change Order No. One for Project No. S 2803-C in the amount of \$1,715.79, seconded by Rowley. Motion carried.
- 18.** Robrahn moved to approve the County Engineer’s request to solicit and purchase 32% Calcium Chloride, seconded by Saueressig. Motion carried.
- 19.** Blackburn also presented the Construction Zone Report for the week of October 27, 2008.
- 20.** Economic Development Director Jon Hotaling presented the Bi-Weekly Report for the week of October 13th, 2008 to October 24th, 2008.
- 21.** Item No. 95-32; Hotaling received documents from remaining working capital loan with Countertop Trends. This loan will be paid off on June 1, 2012. Since this loan was for working capital, no equipment, building or other collateral was specified in the loan documents. The loan includes a personal guaranty. With the Certificate of Participation Bond note being paid in full and a deed provided to Countertop Trends, LLC, all UCC filings on Countertop Trends, LLC have been terminated.
- 22.** Item No. 97-7; The Chamber of Commerce Ag Appreciation Dinner will be held on November 18th at Burlington High School. As in the past, Coffey County Economic Development will sponsor a table for this event.

- 23.** Item No. 98-6; Hotaling confirmed information and documents for the Kan-Seal loan closing held at First National Bank of Kansas on Wednesday, October 22nd. Confirmed appointment for Kan-Seal representatives to close on Southeast Kansas Regional Planning Commission loan at 10:00 a.m., on Thursday, October 23rd, at the SEKRPC Office in Chanute.
- 24.** Item No. 98-7; Hotaling confirmed that the Southeast Kansas Tourism Region (SEKTR) will have their November 20th meeting in Burlington at the Coffey County Museum. Will coordinate meal arrangements with the museum director.
- 25.** Item No. 05-3; Hotaling reviewed a small business loan application from a Crawford County business to the Southeast Kansas Prosperity Foundation. After review and upon recommendation of the Certified Development Company Director, Hotaling voted to approve the loan with funding of \$30,000 from the Southeast Kansas Prosperity Foundation.
- 26.** Item No. 07-3; Hotaling completed and submitted vouchers for payment of \$112.50 to the Coffey County Loan Fund and \$112.50 to the Kansas Center for Entrepreneurship, a Division of Network Kansas, from the Gridley Gleam.
- 27.** Hotaling received a letter from a business prospect interested in the Lebo area requesting additional information.
- 27a.** Rowley moved to recess into executive session at 10:16 a.m. for 10 minutes, to include each of the Commissioners and Jon Hotaling, Economic Development Director, to discuss confidential data relating to financial affairs or trade secrets of a corporation, seconded by Robrahn. Motion carried.
- 28.** The Board resumed regular session at 10:26 a.m.
- 29.** Saueressig moved, upon the recommendation of Sheriff Rogers, to authorize and direct the Vice-Chairman to sign a corrected CP-2 Form on new hire dispatcher, Michaela Isch, at an hourly rate of \$13.09 per hour, a TP-II-a on the pay scale, seconded by Crotts. Motion carried.
- 30.** Extension Office Cade Rensink invited the Board to attend the 4-H Banquet and Annual meeting.
- 31.** Recycling Assistant Director Mike Lawrence met with the Board to request to extend summer help, Kasey Holveck, due to a shortage of employees in the office. Lawrence has been covering the office and requested to have Holveck continue to cover the field.
- 31a.** Robrahn moved to extend summer help, Kasey Holveck, in the Recycling Department due to a shortage of employees in the office, seconded by Rowley. Motion carried.

32. Wayne Blackburn County Engineer met with the Board to open and review consultant proposals for two bridge projects. No action was taken.
33. The Board will question and sign warrants and vouchers for the month of October on Wednesday, October 29th, 2008, at 8:30 a.m.
34. Rowley recessed the meeting at 11:05 a.m.

Correspondence

1. Hawver's Capitol Flash - October 20, 23, 24, 26, 2008
2. Sarah Meyer - KAC Class offering - Managing the Future County Workforce- October 24, 2008
3. Coffey County Hospital - Board of Trustee Meeting - September 15, 2008
4. Whitney Damron - Legislative Update - October 20, 2008
5. COF Training Services, Inc. - Minutes of September 17, 2008
6. KAC - Interim tax committee agenda - October 20, 2008
7. Coffey County Library Board Meeting - September 15, 2008
8. Mental Health Center of East Central Kansas - Minutes of August 20 and September 24, 2008
9. The Kiplinger Letter - October 17, 2008
10. The Kiplinger Tax Letter - October 17, 2008
11. Burlington City Council Regular Session - October 1, 2008

Minutes, October 87, 2008

Signed:

Attest:

Chairman

County Clerk