

1. The Commission Chambers opened at 8:00 a.m., Monday, November 3, 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, Donna Berland, Administrative Assistant, and Doug Witteman, County Attorney were also present
2. Robrahn moved to approve the minutes of Monday, October 27, 2008, as written, seconded by Saueressig. Motion carried. 4-yes, 1 abstention – Sipe.
3. Crotts moved to approve the minutes of Wednesday, October 29, 2008, as written, seconded by Rowley. Motion carried. 4-yes, 1 abstention – Robrahn.

**4. Consent Agenda**

- A. Move to approve insertion of the quarterly flyer from The Consortium in the November 2008 payroll envelopes.
- B. Upon the request of the Coffey County Housing Authority Board and the recommendation of the County Attorney, move to authorize and direct the Chairman to sign the Real Estate Mortgage Release, acknowledging satisfaction in full debt secured by Cora L. DePaepe. All of Lot One (1), and the East Twenty seven (27) feet of Lot Two (2), in Block Thirty-seven (37) of West Lebo Addition to the City of Lebo, (Supplemental Plat of West Lebo—1885), Coffey County, Kansas. Book Volume 219, Page 553-554 of the records of the Coffey County Register of Deeds.
- C. Upon the request of the Coffey County Housing Authority Board and the recommendation of the County Attorney, move to authorize and direct the Chairman to sign the Real Estate Mortgage Release, acknowledging satisfaction in full debt secured by Denise J. Yoho. Lots Eight (8), Nine (9), and Ten (10), in Block Thirty-Two (32), in the City of LeRoy, Coffey County, Kansas. Book Volume 219, Page 555-556 of the records of the Coffey County Register of Deeds.
- D. Upon the request of the Coffey County Housing Authority Board and the recommendation of the County Attorney, move to authorize and direct the Chairman to sign the Real Estate Mortgage Release, acknowledging satisfaction in full debt secured by Dixie Lee Potter. The Southwest quarter (SW ¼) of Section Four (4), Township Nineteen (19) South, of Range Fifteen (15), East of the Sixth Principal Meridian, in Coffey County, Kansas. Book Volume 219, Page 551-552 of the records of the Coffey County Register of Deeds.

- 4a.** Rowley moved to approve the Consent Agenda as submitted, seconded by Crotts. Motion carried.
- 5.** Robrahn moved to approve the County Sheriff's request to advertise and solicit bids for 3 patrol cars to be purchased from the 2009 Sheriff's budget, seconded by Rowley. Motion carried.
- 6.** Saueressig move to recess into Executive Session for 10 minutes at 9:11 a.m., to include each of the Commissioners and the County Attorney to discuss matters which would be deemed privileged in the attorney-client relationship, seconded by Crotts. Motion carried.
- 7.** The Board resumed regular session at 9:21 a.m.
- 8.** Engineer Wayne Blackburn presented the weekly report dated November 3, 2008.
- 9.** Item No. 93-01; No Road permits were issued during the past week.
- 10.** Item No. 99-13; No Zoning permits were issued during the past week.
- 11.** Item No. 2008-41; Landfill Office/Scale House: Request authorization to solicit bids for materials for the 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.** Item No. 2008-48; Equipment Request – Motor Graders: Request authorization to solicit formal bids for two (2) Motorgraders with trade-ins of (B-007) a 1991 John Deere 770H Motor Grader SN# DW770BH34026 and (B-005) a 1988 John Deere 770B Motor Grader – SN# 518323.
- 14a.** Crotts moved to approve the County Engineer's request to solicit formal bids for two (2) Motorgraders with trade-ins of (B-007) a 1991 John Deere 770H Motor Grader SN#DW770BH34026 and (B-005) a 1988 John Deere 770B Motor Grader – SN# 518323, seconded by Sipe. Motion carried.

**15.** Item No. 2008-4; Equipment Request – Tractor: Request authorization to solicit sealed bids for one (1) John Deere 6430 4x4 Tractor with trade-in of TR-016 a 1998 Ford 6635C4 Tractor SN# 1144730 (without weights).

**15a.** Rowley moved to approve the County Engineer’s request to solicit sealed bids for one (1) John Deere 6430 4x4 Tractor with trade-in of TR-016 a 1998 Ford 6635C4 Tractor SN# 1144730 (without weights), seconded by Saueressig. Motion carried.

**16.** Robrahn moved to approve the County Engineer’s request to solicit quotations and purchase four (4) 11R x 24.5 tires to be paid from the Road and Bridge Fund, seconded by Crotts. Motion carried.

**17.** Blackburn presented the Construction Zone Report for the week of November 3, 2008.

**18.** Blackburn also presented the Board with a memorandum revising the Highway Department Policy and Procedures Manual.

**19.** Robrahn moved to recess into Executive Session at 10:09 a.m. for 15 minutes, to include each of the Commissioners, the Economic Development Director and Dan and Jun Smoots, to discuss confidential data relating to financial affairs or trade secrets of a corporation, seconded by Crotts. Motion carried.

**20.** The Board resumed regular session at 10:24 a.m.

**21.** Saueressig moved to recess into Executive Session at 10:27 a.m. for 5 minutes, to include each of the Commissioners, the Economic Development Director and Dan and Jun Smoots, to discuss confidential data relating to financial affairs or trade secrets of a corporation, seconded by Robrahan. Motion carried.

**22.** The Board resumed regular session at 10:32 a.m.

**23.** Emergency Management Coordinator Russel Stuke met with the Board to give the Emergency Management monthly report.

**24.** Robrahn moved upon the recommendation of the Information Technology Director and approval of the County Attorney as to form to authorize and direct the Chairman to sign the Individual Case Basis Agreement with Embarq and the Coffey County Fiber Board, seconded by Rowley. Motion carried.

**25.** Crotts moved upon the recommendation of the Register of Deeds and the approval of the County Attorney as to form, to waive the purchasing policy as to informal bidding process for good cause, said cause being that the supplier is a single source and to approve the purchase of an upgraded CIC Records Management/Imaging Software system from Computer Information Concepts in the amount of \$8,210.75 and related

support systems in the amount of \$1,393.75 with funds to come from the Register of Deeds Technology Fund, seconded by Robrahan. Motion carried.

**26.** Rowley moved to enter into Executive Session for 10 minutes at 11:05 a.m. to include each of the Commissioners and the Economic Development Director to discuss confidential data relating to financial affairs or trade secrets of a corporation, seconded by Sipe. Motion carried.

**27.** The Board resumed regular session at 11:15 a.m.

**28.** The Board will canvass the results of the 2008 General Election on Monday, November 10, 2008, at 10:00 a.m.

**29.** The Board will sign warrants and vouchers on Monday, November 24, 2008, at 1:00 p.m.

### **Correspondence**

1. Whitney Damron - October 31, 2008
2. Hawver's Capitol Flash - October 27, 28, 29, 31, 2008
3. Hawver's Capitol Report - October 28, 2008
4. Coffey County Library Events Calendar - November 2008
5. Coffey County Extension Council - May, June, July, August, September, October 2008 Minutes
6. City of Waverly - Council Meeting Minutes - August 13, September 10, 2008
7. Plains Guardian Newspaper - September 2008
8. City of New Strawn - Council Meeting Minutes - August 7, 12, October 3, 2008
9. Mental Health Center of East Central Kansas Board of Directors Meeting - October 15, 2008
10. City of LeRoy - Council Meeting Minutes - September 8, 2008
11. League News - League of Kansas Municipalities - October 28, 2008
12. The Kiplinger Letter - October 24, 2008

Minutes, November 3, 2008

Signed:

Attest:

Chairman

County Clerk