

1. The Coffey County Commission Chambers opened at 8:00 a.m. Tuesday, November 13, 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 Denise Humlicek, Payroll Clerk, and Donna Berland, Administrative Assistant. Mark Petterson, Coffey County Republican Editor, was present for a portion of the meeting.

2. Robrahn moved to approve the minutes of Monday, November 5th, as written, seconded by Crotts. Motion carried.

3. Consent Agenda

A. Move to authorize and direct the Chairman to sign the Coffey County Payroll Notice for CSA compensation for the month of September 2007, for Randy Rogers as Interim Emergency Preparedness Coordinator.

B. Move to authorize and direct the Chairman to sign the Coffey County Payroll Notice for CSA compensation for the month of October 2007, for Randy Rogers as Interim Emergency Preparedness Coordinator.

3a. Sipe moved to approve the Consent Agenda as submitted, seconded by Rowley. Motion carried.

4. Saueressig moved, upon the approval of the County Attorney, to correct a typographical error in the October 22, 2007 approved minutes, paragraph 6, to read “effective November 30, 2007” instead of “effective November 1, 2007.”, seconded by Robrahn. Motion carried.

5. Jackie Clarkson, Coffey County Library, informed the Board that the library gave 48 books titled “Look Both Ways” to preschools and day care centers in the County.

5a. Rowley moved to approve a proclamation proclaiming November 12-16, 2007, as Coffey County Children’s Book Week, seconded by Robrahn. Motion carried.

6. Health Department Administrator Lindsay Payer met with the Board to present the monthly report. Payer reported that the Health Department has 50 adult doses of flu vaccine left, and they have given about 800 flu vaccines this year. Medicare part D’s open enrollment is November 15th. The Health Department has an employee who is specifically trained to assist the community with the Medicare open enrollment process. Payer has reported that there is one case of Chicken Pox at the Burlington High School. There will be a new procedure for Sexually Transmitted Disease (STD) testing through the Health Department. The STD tests will now be done by urinalysis; this is not only easier for the client but it is more cost effective for the County. The Health Department may be closed for a few days while the new carpet is installed. The Board recommended that the Health Department be closed at a very minimum.

7. Wayne Blackburn, County Engineer, presented and discussed the weekly report dated November 13, 2007.

8. Item No. 93-01; Road Permits Report: No Road Permit was 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 November 5th through November 9th, 2007.

Solid Waste:	166.25 tons
Special Waste:	1.59 tons
Const. Debris:	104.96 tons
Brush:	.02 tons
Metal:	2.83 tons
Tire Total:	5
Passenger:	5
Truck:	0
Equipment:	0
Appliances:	0

11. Item No. 99-99; Landfill: Request authorization to solicit sealed bids for one (1) compact Track Loader. Bid opening November 28, 2007 @ 2:00 pm

12. Item No. 2007-28; Guardrail Purchase: Request authorization to solicit formal bids for approximately 461 feet of Guardrail including four SRT End Terminal Assemblies and all necessary accessories for a complete installation for B33 (F-23.1). Bid opening – November 15, 2007 @ 2:00 pm

13. Item No. 2007-30; Vehicle Purchase: Request authorization to solicit sealed bids for two (2) ¾ ton Extended Cab Pick-up Trucks. Bid opening – November 20, 2007 @ 2:00 pm

14. Item No.2007-31; Tractor Purchase: Request authorization to solicit sealed bids for one (1) John Deere 6430 4 x 4 Tractor with trade-in of TR-003, a 1990 Ford 6610 Tractor. Bid opening November 28, 2007 @2:15 pm.

15. Blackburn presented the Construction Zone Report for the week of Monday, November 13th, 2007.

- 16.** Blackbourn also discussed moving permits, brush clearing for County Right-of-Ways and informed the Board that Shetland Road is now open.
- 17.** Economic Development Director Jon Hotaling presented the Monthly Report for October 15th to November 9th, 2007.
- 18.** Item No. 95-9; Hotaling completed and mailed out agendas for the November 7th Strategic Planning Committee meeting to be held at the Coffey County Hospital at 12 noon. Hotaling included information that Commissioner Robrahn, Matt Sunseri and himself would not be able to attend the meeting due to the Federal Emergency Management Agency (FEMA) graded Wolf Creek Nuclear Operating Corporation (WCNOC) Emergency Response Organization exercise.
- 19.** Item No. 95-21; Hotaling, in preparation for a graded exercise, attended a 2-day drill in Topeka on October 18th & 19th. Hotaling attended a key players pre-exercise meeting in the county EOC on November 5th. Hotaling participated in the graded exercise in Topeka on November 6th & 7th. Hotaling attended the FEMA Preliminary report on performance of Emergency Response Organization on Friday, November 9th.
- 20.** Item No. 95-25; Hotaling wrote and faxed advertisements for the Christmas Craft Festival to radio stations in Burlington and Emporia. Hotaling also completed an ad for the festival to be aired on Mediacom Cable TV.
- 21.** Item No. 95-29; Hotaling wrote and faxed advertisements on the 2008 Leadership Coffey County program to the radio station in Burlington. Newspaper ads were also completed and have been published. Hotaling received the first application for the program on November 8th.
- 22.** Item No. 97-7; Hotaling attended the Coffey County Chamber of Commerce After Hours Event at the Allen Community College Health Academy in New Strawn. Hotaling toured the facility and viewed demonstrations of some of the equipment used by the students.
- 23.** Item No. 98-6; Hotaling attended the Southeast Kansas Regional Planning Commission Executive Committee meeting in Chanute. The organization is holding their annual meeting in Chanute on December 6th. The committee is hoping to provide a loan to a qualified Coffey County business in the near future.
- 24.** Item No. 00-2; Hotaling attended the 21st Century Learning Center Advisory Council meeting in Gridley on October 23rd. The center had an excellent turnout for the "Lights on After School" events throughout the County.
- 25.** Item No. 01-4; Hotaling completed information on the Coffey County mural project and submitted digital photographs taken by Information Systems Administrator Bill Bauer to the Kansas Association of Counties for their annual meeting in Wichita.

- 26.** Item No. 05-1; Hotaling attended the annual board meeting and served as Chairman for the Alliance for Technology Commercialization Board of Directors. The meeting was held on October 25th in Pittsburg. After the meeting, a new company made a presentation for investors to the Midwest Ventures Alliance.
- 27.** Hotaling mailed information to a business prospect searching for 4,000 square feet of office space in Coffey County.
- 28.** Hotaling received a request from the Coffey County Museum for advertising support of the Inuit Art Exhibit now at the museum. This is a very exclusive and high quality exhibit that could bring visitors and school classes to Coffey County.
- 29.** Hotaling attended a Department Head meeting concerning organizing the County employee thanksgiving luncheon on November 16th.
- 30.** Hotaling completed the loan report for the period October 1st – 31st, 2007.
- 31.** Saueressig moved to recess into Executive Session for 5 minutes at 10:20 a.m., to include each of the Commissioners and Jon Hotaling, to discuss confidential data relating to financial affairs or trade secrets of a corporation, seconded by Crotts. Motion carried.
- 32.** The Board resumed regular session at 10:25 a.m.
- 33.** Saueressig moved to recess into Executive Session for 5 minutes at 10:29 a.m., to include each of the Commissioners, Michael and Laurie Ediger of the Gridley Gleam, and Jon Hotaling, to discuss confidential data relating to financial affairs or trade secrets of a corporation, seconded by Robrahn. Motion carried.
- 34.** The Board resumed regular session at 10:34 a.m.
- 35.** Communications Supervisor Tasha Rogers met with the Board to request signatures for a contract for maintenance on the dispatch equipment.
- 36a.** Saueressig moved, upon the recommendation of the Communications Supervisor and approval of the County Attorney as to form, to authorize and direct the Chairman to sign the Communication Equipment Maintenance Agreement with Commenco Inc., seconded by Robrahn. Motion carried.
- 37.** Sheriff Randy Rogers met with the Board to request waiving the formal hiring process due to (2) two Lake employees that are off work or on limited work for medical reasons.
- 37a.** Crotts moved, upon the recommendation of the Sheriff, to waive the formal hiring process for good cause, said cause being employee emergency medical leave of absence, to hire Wayne Gosney as a Temporary Employee at LE-I-c, Lake Patrol Position, seconded by Rowley. Motion carried.

38. Interim Emergency Preparedness Coordinator Randy Rogers presented a draft job description for an Emergency Manager. The Board asked Rogers to forward the draft job description to WCNOC Representative Tim East and to the state for review and recommendations. Rogers will return at a later date with any recommendations.

39. Crofts moved to approve giving \$20 gift certificates to employees, Commission Appointed Boards, Coffey County Historical Society Board members and the Extension office, seconded by Sipe. Motion carried.

40. The Board will sign warrants and vouchers on Wednesday, November 28th, 2007, at 8:30 a.m.

41. The Board will meet on Monday, December 24th, 2007, and the courthouse will close at 12:00 noon.

42. The Board will attend the Kansas Association of Counties annual conference in Wichita, Kansas from November 18th to November 20th, 2007.

43. Sipe recessed the meeting at 11:55 a.m., until 9:00 a.m., Friday, November 16th, 2007, to canvass the results of the Lebo City Special Question Election and address any other County business that may arise.

Correspondence

1. Hawver's Capitol Flash - November 5, 6, 7, 8, 9, 10, 2007
2. Whitney Damron - Garden City Telegram - County Commission to discuss proposing energy policy - November 11, 2007
3. NACO - Cost Effective State and Local Government - November 7, 2007
4. The Kiplinger Letter - November 2, 2007
5. The Kiplinger Tax Letter - November 2, 2007
6. Kiplinger's Personal Finance Adviser - November 2007
7. Joan Atherly - Thank you note - November 6, 2007
8. Ecton Family - Thank you note - November 6, 2007

Minutes, November 13, 2007

Signed:

Attest:

Chairman

County Clerk