

1. The Commission Chambers opened at 8:00 a.m., Monday, November 24, 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, Donna Berland, Administrative Assistant, and Doug Witteman, County Attorney, were present.
2. Rowley moved to approve the minutes of Monday, November 10, 2008, as written, seconded by Saueressig. Motion carried.
3. **Consent Agenda**
 - A. Move to authorize and direct the Chairman to sign the Coffey county payroll notice for Tim Austin, Highway Department, Classification from TPIII to TPIV, Promotion from Civil Engineering Tech to Administrative Assistant, from \$20.74 hourly to annual salary \$49,545.60, effective 12/1/08.
 - B. Move to approve the Notice to Coffey County Employees and Elected Officials regarding designated pay periods for 2009.
 - C. Move to approve the Legal Holidays for Coffey County Employees during the calendar year 2009 and New Year's Day 2010.
 - D. Upon the recommendation of the County Engineer, moved to approve the revised job description for the position of Administrative Assistant in the Highway Department.
- 3a. Crotts moved to approve the Consent Agenda as submitted, seconded by Rowley. Motion carried.
4. Robrahn moved, upon the recommendation of the Cell Phone Committee and approval of the County Attorney as to form, to authorize and direct the Chairman to sign the two-year agreement for cell phone service with U.S. Cellular, seconded by Crotts. Motion carried.
5. Rowley moved, upon the recommendation of the Vehicle Committee, to approve the minimum specifications for a 4 x 4 Extended Cab or Quad Cab half ton pickup with one (1) trade-in, a 1991 Chevrolet Suburban, VIN # 1GNER16K3MF136546, for Emergency management, and further approve the Invitation to Bid for same with funds to come from Emergency Management 2008 budget, which will be transferred to the Equipment Reserve Fund, seconded by Saueressig. Motion carried.
6. Robrahn moved to approve the Memorandum to all Department Heads and County employees regarding the Personal Day for 2009, seconded by Sipe. Motion carried.

- 7.** Engineer Wayne Blackbourn presented the weekly report dated November 24, 2008.
- 8.** Item No. 93-01; No Road permits were issued during the past week.
- 9.** Item No. 99-13; Three Zoning permits were issued during the past week.
- 10.** Item No. 2008-42; Landfill Office/Scale House – Electrical Work: Request authorization to solicit bids for all electrical work. Bid opening December 12, 2008, at 2:00 p.m.
- 11.** 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. Bid opening December 3, 2008 @ 2:10 p.m.
- 12.** Item No. 2008-49; 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). Bid opening December 3, 2008 @ 2:00 p.m.
- 13.** The Board will tour all roads in the County on Tuesday, November 25th, 2008, at 8:00 a.m.
- 14.** Blackbourn presented the Construction Zone Report for the week of November 24rd, 2008.
- 15.** Item No. 97-7; Hotaling attended the Coffey County Chamber of Commerce After Hours hosted by Patti Shell, owner of “Everything’s Fabulous” and Jeri Carpenter, owner of “Exclusive Interiors” located at 106 N 3rd in Burlington. Hotaling also sponsored a table at the Coffey County Chamber of Commerce Ag Appreciation dinner on November 18th. Guests at the table included Harvey and Jo Ann Raaf, Cade Rensink, Carl and Mildred Truelove, and Ronda Truelove. Hotaling attended a meeting with the Chamber of Commerce Director and an area advertising design and layout professional to discuss the design and layout for a multi page marketing booklet.
- 16.** Item No. 98-7; Hotaling attended the Southeast Kansas Tourism Region (SEKTR) meeting held at the Coffey County Museum on November 20th. Officers for 2009 were installed. They discussed updating information on the TravelSEK.com website and the SEK, Inc. website. They also discussed cooperative advertising package in “AAA Living”, “Home & Away”, and “Midwest Traveler” magazines. They also discussed cost sharing on a booth for the Tulsa Boat, Sport, and Travel Show. The cost with 7 participating communities is \$100.00 per community. The show will be held February 3rd – 8th.

- 17.** Item No. 05-3; Hotaling received information on a loan application to the Southeast Kansas Prosperity Foundation to be approved by the Board of Directors at the next meeting to be held in Chanute on December 4th.
- 18.** Item No. 08-1; Hotaling discussed the “Starting a Small Business” seminar to be presented by the Small Business Development Center (SBDC) with SBDC representative for Coffey County, Tom Byler. The seminar is scheduled for Wednesday evening, January 14th at the Coffey County Hospital.
- 19.** Item No. 08-3; A call center operator from out-of-state was here to test and interview part-time evening employees. The company was looking for about 20 employees to work from 5:00 p.m. – 11:00 p.m. three nights a week and Saturday or Sunday. Only two people applied while company representatives were here and two or three more applied since then. The company didn’t feel there was enough interest to invest in a Coffey County operation at this time. The Coffey County Employment Program will continue to take applications on Wednesdays in the Coffey County Economic Development Office.
- 20.** Hotaling provided information on the free small business consultation services provided by the Small Business Development Center to a small business in Lebo.
- 21.** Hotaling discussed possible funding for a Boy Scout/Girl Scout building with a parent of a girl scout. There is not any state or federal funding available for this purpose. A city could obtain funding for a community center that could also be used for boy scouts/girl scouts.
- 22.** Hotaling contacted a tourism display booth company for estimates on an 8’ back drop similar to the Independence, Kansas unit. A table top 5’ model is also available.
- 23.** Hotaling collected Economic Impact Data from the US Chamber of Commerce, Kansas Department of Commerce, etc. for a Cost-Benefit Analysis of a potential business project.
- 24.** Crotts moved to enter into Executive Session for 10 minutes at 10: 15 a.m., to include each of the Commissioners, the Economic Development Director and the County Attorney, to discuss confidential data relating to trade secrets of a corporation, seconded by Rowley. Motion carried.
- 25.** The Board resumed at 10:25 a.m.
- 26.** Robrahn moved to enter into Executive Session for 5 minutes at 10: 28 a.m., to include each of the Commissioners, the Economic Development Director and the County Attorney, to discuss confidential data relating to trade secrets of a corporation, seconded by Rowley. Motion carried.
- 27.** The Board resumed regular session at 10:33 a.m.

28. Noxious Weed/Recycling Director Todd Bemis met with the Board to request to advertise and hire in-house for two open positions for both the Chemical Applicator position and the Recycling/Laborer position. The Board concurred.

29. Sipe recessed the meeting at 11:55 a.m., until 8:00 a.m., Tuesday, November 25th for the County Road Tour.

Correspondence

1. Hawver's Capitol Flash - November 5, 6, 7, 10, 12, 14, 18, 19, 21, 2008
2. KAC - Legislative Updates - Special Committee on Transportation - November 21, 2008
3. U.S. Nuclear Regulatory Commission - NRC News Release - NRC Approves License Renewal for WCNOG - November 20, 2008
4. Whitney Damron - Hutchinson News - Articles of Interest - November 20, 2008
5. Whitney Damron - The Senate Report - November 5, 2008
6. Whitney Damron - KAC 2009 Legislative Priorities - November 5, 2008
7. Whitney Damron - Transportation Funding Idles Outside City - November 10, 2008
8. Mental Health Center of East Central Kansas - Minutes of July 16, August 20, September 24, October 15, 2008
9. Terry Fischer & The Harold Fischer Family - Thank you note - November 12, 2008
10. Coffey County Housing Authority - October 8, 2008 Regular Board Meeting Minutes
11. Infinitec - Letter explaining merger with Manatron - November 6, 2008
12. Coffey County Rural Water District 3 - Minutes of October 1, 2008
13. Center for Rural Affairs - November 2008 Newsletter
14. City of LeRoy - October 6, 2008 Council Meeting Minutes

15. Coffey County Airport Minutes of October 13, 2008 and Agenda of November 10, 2008
16. Coffey County Transportation - Agenda and Minutes for May 2008
17. The Kiplinger Letter - November 7, 14, 2008
18. Kiplinger's Personal Finance Adviser - November 2008
19. The Kiplinger Tax Letter - November 14, 2008
20. Minutes of Burlington City Council Regular Session - October 15, 2008
21. City of Gridley - Minutes and Agenda of November 3, 2008 Council Meeting
22. Coffey County Fire District #1 - Agenda of of November 17, 2008 and Minutes of October 20, 2008
23. Trego County Commissioners - Greater Western Kansas Regional Juvenile Detention Facility - November 10, 2008
24. Lake Region Solid Waste Authority - Agenda of November 25, 2008
25. City of Burlington - Resolution adopting the NIMS System - November 19, 2008
26. Coffey County Library Board Meeting Minutes of October 20, 2008
27. Coffey County Hospital Board of Trustee Meeting - October 20, 2008 - Unable to meet - lack of quorum
28. Kansas Department of Transportation - Suspension of construction lettings - November 13, 2008

Minutes, November 24, 2008

Signed:

Attest:

Chairman

County Clerk