

1. The Coffey County Commission Chambers opened at 8:00 a.m., Monday, December 1, 2014. Chairman Kenneth Combes called the meeting to order at 9:00 a.m. with members Arlin Meats, Kimberly Skillman-Robrahn, and Bob Saueressig. County Payroll Clerk Denise Humlicek, County Attorney Chris Phelan and Administrative Assistant Donna Berland were also present. Commissioner Rowley was absent. Donna Hess was also present
2. Robrahn moved to approve the minutes of Monday, November 24, 2014, as written, seconded by Meats. Motion carried.
3. **Consent Agenda**
  - A. Move to authorize and direct the Chairman to sign the Coffey County Payroll Notice for Chelsie Sowder, New Hire, Emergency Management, Office Assistant, Classification C-I-a, Wage \$10.27, effective 12/1/2014. This is to fill a vacant position.
  - B. Move to authorize and direct the Chairman to sign the Coffey County Payroll Notice for Lynzie D. Gilmore, New Hire, Sheriff's office, Intern, U.T. Temp (unspecified term), Classification LE-I-a, Wage \$10.27, effective 11/24/2014.
- 3a. Combes moved to approve the Consent Agenda as submitted, seconded by Robrahn. Motion carried.
4. Saueressig moved to authorize and direct the Chairman to sign the memorandum to Department Heads regarding year-end expenditures, seconded by Meats. Motion carried.
5. Robrahn moved to approve the notice for Coffey County Employees and Elected Officials regarding designated pay periods for 2015, seconded by Combes. Motion carried.
6. Saueressig moved to approve the Legal Holidays for Coffey County Employees during the calendar year 2015 and New Year's Day 2016, seconded by Meats. Motion carried.
7. Saueressig moved to approve the Memorandum to all Department Heads and County Employees regarding the personal day for 2015 and to specify that the personal day be used on December 24, 2015, seconded by Robrahn. Motion carried. A memorandum will be sent to all departments regarding the personal day.
8. Economic Development Director Kelli Higgins met with the Board to present the monthly report for November 2014. Higgins also informed the Board that she would be working with Flint Hills Technical College on monthly workshops for business training. This training will be available to citizens as well as business owners. Higgins also requested that the Economic Development Department have their own web site to showcase Coffey County. The cost would come from the Economic Development budget.
9. County Engineer Wayne Blackbourn presented the weekly report for December 1, 2014.
10. Blackbourn and Sheriff Randy Rogers discussed storage container that is being purchased for the Sheriff's department that could be placed at the annex. Rogers is working with

Blackbourn regarding transferring the storage unit and gravel for the annex area so that it may be utilized.

11. Item No. 93-01; Road Permits: No road permits were issued during the past week.
12. Item No. 99-13; Zoning Permit/Applications Report: No zoning permits were issued during the past week.
13. Item No. 2014-76; Engineering Services for Coffey County Bridge: Request for Professional Engineering Consulting Services with BG Consultants Design and Inspection of County Bridge #188 on Garner Road – 2.6.
- 13a. Based upon the recommendation of the County Engineer and approval of the County Attorney as to form, moved to approve and direct the Chairman to sign Agreement for Professional Engineering Consulting Services with BG Consultants for the Design and Inspection services for Bridge #188 on Garner Road - 2.6 to be paid from the Special Bridge Fund. The motion was tabled.
14. Blackbourn also presented the Construction Zoning Report for the week of December 1, 2014.
15. The courthouse will be closed Thursday, December 25, 2014, and Friday, December 26, 2014 for Christmas.
16. Combes adjourned the meeting at 11:39 a.m.

### **Correspondence**

1. Brandon Hines – Coffey County Library – December Events – November 24, 2014
2. MHCECK – Board Meeting Minutes of October 15, 2014
3. The Kiplinger Letter - November 21, 2014
4. The Kiplinger Tax Letter – November 21, 2014
5. KAC – County Comment Newsletter – November 2014
6. Frye Family, Steward Family and Hollinger Family - Thank you note – November 26, 2014
7. U.S. Senator Jerry Moran – “Kansas Common Sense” Newsletter – November 25, 2014
8. KAC – Grant Funding for Prosecutors and Public Defenders – November 25, 2014
9. Whitney Damron – Wichita Eagle Article – November 25, 2014
10. City of Lebo – Council Meeting Minutes of October 6, 2014  
Minutes, December 1, 2014

Signed:

Attest:

Chairman

County Clerk