

1. The Coffey County Commission Chambers opened at 8:00 a.m., Monday, December 3, 2012. Chairman Kimberly Skillman-Robrahn called the meeting to order at 9:00 a.m. with members Larry Crotts, Kenneth Combes, Bob Saueressig, and Fred Rowley present. County Clerk Angie Kirchner and County Attorney Doug Witteman were also present for the meeting. WCNOC Representative Tim East was also present for a portion of the meeting.
2. Combes moved to approve the minutes of Monday, November 26, 2012 and Wednesday, November 28, 2012, as written, seconded by Rowley. Motion carried.
3. Robrahn moved to approve correspondence to Department Heads concerning the county-wide network, dated December 3, 2012, and to authorize and direct the Chairman to sign same, seconded by Rowley. Motion carried.
4. Crotts moved, upon the recommendation of the Sheriff, to advertise for a Lead Jailer, seconded by Saueressig. Motion carried.
5. Combes moved to approve the letters of appreciation by the Board and to give Chamber of Commerce gift certificates in the amount of \$20.00 each as a Christmas gift for County employees, appointed boards, District Court and Extension employees, seconded by Robrahn. Motion carried.
6. Saueressig moved to enter into Executive Session for 5 minutes at 9:08 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.
7. The Board resumed regular session at 9:13 a.m.
8. County Engineer Wayne Blackbourn presented the weekly report for December 3, 2012.
9. Item No. 93-01; Road Permits: No road permits were issued during the past week.
10. Item No. 99-13; Zoning Permit/Application Report: Two zoning permits were issued during the past week.
11. Item No. 99-99; Landfill: Monthly Waste Summary November 2012

Solid Waste	436.92 tons
Const. Debris	251.21 tons
Special Waste	2.97 tons
Tree Limbs	6.38 tons
Metal	.98 tons
Appliances	2
Car Tires	356
Truck Tires	75
Equip. Tires	0

Total Tires 431
Out of County Processed Tires 10.37 tons

- 12.** Item No 2012-48; County Shop Office Addition: Request authorization to solicit formal bids for the addition of office space to the County Shop. Review bids and make award.
- 12a.** Saueressig moved, based upon the recommendation of the County Engineer, to approve the bid submitted by Jim Thweatt Electric, LLC as the best bid for the County Shop Office Addition - Electrical bid in the amount of \$43,125.00 and that award be made according to the terms of the bid project CS2012 and be paid from Road and Bridge Fund, seconded by Combes. Motion carried 4-yes, 1-no, Crotts. Crotts stated that he is not against the contractors, he is against the project.
- 12b.** Combes moved, based upon the recommendation of the County Engineer, to approve the bid submitted by Cook's Plumbing as the best bid for the County Shop Office Addition - Plumbing and Mechanical bid in the amount of \$37,830.00 and that award be made according to the terms of the bid project CS2012 and be paid from Road and Bridge Fund, seconded by Saueressig. Motion carried 4-yes, 1-no, Crotts.
- 12c.** Rowley moved, based upon the recommendation of the County Engineer, to approve the bid submitted by Lebo Lumber as the best bid for County Shop Office Addition - Lumber and Materials bid in the amount of \$42,041.76 and that award be made according to the terms of the bid of project CS2012 and be paid from Road and Bridge Fund, seconded by Robrahn. Motion carried 4-yes, 1-no, Crotts.
- 12d.** Robrahn moved, based upon the recommendation of the County Engineer, to approve the bid submitted by Evergreen Design Build as the best bid for the County Shop Office Addition - Pre-Engineered Metal Building in the amount of \$54,450.00 and that award be made according to the terms of the bid project CS2012 and be paid from Road and Bridge Fund, seconded by Rowley. Motion carried 4-yes, 1-no, Crotts.
- 13.** Item No. 2012-54; Vehicle Purchase: Request authorization to solicit formal bids for three (3) 1 ton pick-up trucks for the Assistance Crew. Review bids and make award.
- 13a.** Saueressig moved, based upon the recommendation of the County Engineer, to approve the bid submitted by Roberts Chevrolet Buick as the best bid for two (2) Full-Sized 1 ton 4x2 Standard Cab and Chassis Only with (DRW) for the amount of \$43,904.00, to be paid from the General Fund Public Works Equipment Line Item, seconded by Crotts. Motion carried 3-yes, 2-no, Robrahn and Rowley.
- 13b.** Combes moved, based upon the recommendation of the County Engineer, to approve the bid submitted by Roberts Chevrolet Buick as the best bid for one (1) Full-Sized 1 Ton 4x4 Crew Cab and Chassis Only with (DRW) for the amount of \$27,411.00 to be paid from the General Fund Public Works Equipment Line Item, seconded by Crotts. Motion carried 3-yes, 2-no, Robrahn and Rowley.

- 14.** Item No. 2012-57; Vehicle Purchase: Request authorization to solicit formal bids for one (1) 1/2 ton pick-up truck for the Asphalt Crew. Review bids and make award.
- 14a.** Crotts moved, based upon the recommendation of the County Engineer, to approve the bid submitted by Ed Bozarth Chevrolet as the best bid for one (1) Full-Sized 1/2 Ton Pickup Truck for the amount of \$17,144.00 to be paid from the General Fund Public Works Equipment Line Item, seconded by Saueressig. Motion carried 3-yes, 2-no, Robrahn and Rowley.
- 15.** Item No. 2012-61; Filter Disposal:
 - A.** Caterpillar Products; Foley Equipment: Request authorization to dispose of various equipment filters from the County Shop.
 - B.** Komatsu Products; Berry Tractor: Request authorization to dispose of various equipment filters from the County Shop.
- 15a.** Saueressig moved, based upon the recommendation of the County Engineer, to authorize the disposal of various Caterpillar equipment filters that are no longer required or cannot prudently be used for public purposes of Coffey County and such should be disposed of by trade-in credit from Foley Equipment, seconded by Rowley. Motion carried.
- 15b.** Robrahn moved, based upon the recommendation of the County Engineer, to authorize the disposal of various Komatsu equipment filters that are no longer required or cannot prudently be used for public purposes of Coffey County and such should be disposed of by trade-in credit from Berry Tractor, seconded by Combes. Motion carried.
- 16.** Economic Development Director Jon Hotaling presented the Bi-Weekly Report for November 19, 2012 to November 30, 2012.
- 17.** Item No. 95-9; Hotaling completed and emailed agendas for the Coffey County Strategic Planning meeting to be held at the Coffey County Hospital on Wednesday, December 5, at 12 Noon.
- 18.** Item No. 97-7; Hotaling attended the Shopko Grand Opening and Ribbon Cutting Ceremony on Thursday, November 29. Hotaling took a tour of the store prior to the ribbon cutting.
- 19.** Item No. 98-6; Hotaling sent information to city representatives on the SEKRPC Semi-Annual General Commission meeting to be held on Wednesday, December 5, at 5:30 p.m., at the Neosho County Community College in Chanute. Hotaling offered city representatives a ride to the meeting in a county van, leaving the courthouse at 4:00 p.m.
- 20.** Item No. 05-1; Hotaling attended the SEK Prosperity Foundation Board of Directors meeting held in Burlington on Friday, November 30. The board reviewed the Foundation's loan portfolio and reviewed progress of the businesses participating in the

Business Coaching Program. The board reviewed an application for a small business loan and discussed the need to fill three open board positions.

- 21.** Hotaling attended Burlington Christmas Craft Festival held on Saturday, November 16.
- 22.** Hotaling requested information on organizational structure and bylaws for Economic Development non-profit corporations in Miami County and Montgomery County. Hotaling provided the information to Donna Berland for review by the County Commission.
- 23.** Hotaling attended the COF Employment Summit held in Kelley Hall on November 29. Clay Nickel with Arvest Bank was the keynote speaker and discussed the economic outlook for 2013 and the impact of the election on the economy. Tom Byler with the Kansas Small Business Development Center (KSBDC) discussed KSBDC services to assist startups and existing small businesses. Craig VanWey with the SEK Department of Commerce Field Office discussed state incentives and tax credits available to small businesses.
- 24.** Hotaling sent information on the KSBDC consultant and services offered through his twice monthly visits to Coffey County to a female entrepreneur considering purchasing a Coffey County business. Hotaling also sent her information on the Southeast Kansas Prosperity Foundation's Small Business Loan Program.
- 25.** Kansas Water Office Representative Susan Metzger met with the Board with an update on John Redmond. Metzger presented a John Redmond Dredging Initiative. Metzger also stated that the State will be responsible for removal of the sediment as John Redmond is a reservoir for water supply. The federal government's responsibility in John Redmond is for flood control. Kansas Water Office Representative Bobbi Wendt and Earl Lewis, Kansas Department of Health and Environment Representative Ann D'Alfonso, U.S. Fish and Wildlife Service Representatives Victor Elam, Jack Bohannon and Tim Menard and U.S. Army Corps of Engineer Eugene Goff were also present.
- 26.** Emergency Management Coordinator Russel Stukeby met with the Board to request to purchase 16 Lenovo ThinkPad Edge E530 Notebook computers for the Emergency Operations Center (EOC).
- 26a.** Combes moved, upon the recommendation of the Emergency Management Coordinator, to waive purchasing policy as to good cause, said cause being there are no local bidders and bids were obtained by the IT department from reputable suppliers and to approve the purchase of 16 Lenovo ThinkPad Edge E530 Notebook computers from Central Computer Distribution, in the total amount of \$12,992 and to authorize and direct the Emergency Management Coordinator to sign all documents related thereto. Funding for the purchase will come from the 2012 Emergency Management Grants Fund – Capital Outlay Line Item, seconded by Saueressig. Motion carried.

27. County Clerk/Election Officer Angie Kirchner presented the Board with names that tied for Township Treasurer in Rock Creek. A re-drawing was held.
28. Information Technology Director Bill Bauer met with the Board regarding the core switch.
- 28a. Robrahn moved upon the recommendation of the IT Director and approval of the County Attorney, to waive the purchasing policy as to competitive bidding for good cause, said cause being State of Kansas Contract Number's 3156046, 3476741, 3201946 and 3201945 and to approve the purchase of replacement CISCO 6509E Catalyst Switch, CISCO 3750 Catalyst Switch with Smartnet Maintenance and Support, Installation and Network Assessment Alexander Open Systems, Inc., in the amount of \$107,539.36 and to authorize and direct the IT Director to sign all documents related thereto. Funding for the purchase will come from the 2012 Technology Office Reserve Fund, seconded by Combes. Motion carried.
29. Coffey County Housing Authority Board members Brian Isch, Bud Redding, John Massoth, Mike Skillman and Bill Parker, Housing Authority Director Ronda Gilbert and Bobbi Gellhaus and Economic Development Director Jon Hotaling met with the Board to discuss consolidating the Housing Authority and Economic Development.
30. The Board will question and sign warrants and vouchers for the month of December 2012, on Wednesday, December 26, 2012, at 9:00 a.m.
31. Rowley moved to enter into Executive Session for 5 minutes at 12:06 p.m., to include each of the Commissioners, to discuss personnel matters of non-elected personnel, seconded by Combes. Motion carried.
32. The Board resumed regular session at 12:11 p.m.
33. Combes moved to hold a special meeting jointly with the Coffey County Hospital on Monday, December 10, 2012 at 6:00 p.m., at the Coffey County Hospital in the Allen Woods Conference Room 2, to discuss long term care, seconded by Rowley. Motion carried.
34. Robrahn adjourned the meeting at 1:18 p.m.

Correspondence

1. Hawver's Capitol Report – November 27, 28, 29, 30, December 2, 2012
2. KAC – KDOT SRSIF Call for Applications – November 26, 2012
3. City of Lebo – Council Meeting Minutes of September 10, and October 1, 2012
4. KAC – KanCare Information – Public Listening Session – November 26, 2012

5. City of New Strawn – Sewer extension request for funds – November 21, 2012
6. KAC – Joint Committee on Energy and Environmental Policy Update – November 27, 2012
7. KAC – Talking Points, Fiscal Effect on Fixtures Exemption Legislation – November 29, 2012
8. Kansas Sheriffs’ Association Official Publication – Fall 2012

Minutes, December 3, 2012

Signed:

Attest:

Chairman

County Clerk