

1. The Coffey County Commission Chambers opened at 8:00 a.m. Monday, December 4, 2006, to allow commissioners to individually review correspondence. Chairman Fred Rowley, Jr. called the meeting to order at 9:00 a.m. with members R. Kraig Kirchner, Tim Sipe, Gene Merry and Larry Crotts present. Also present were Angie Kirchner, County Clerk, Doug Witteman, County Attorney, and Donna Berland, Administrative Assistant. Mark Petterson, Editor of the Coffey County Republican, was present for a portion of the meeting.

2. Sipe moved to approve the minutes of Monday, November 27, 2006, as corrected, seconded by Merry. Motion carried. Paragraph 26., delete 'Kirchner also explained that there is a disclaimer on the bottom of page 3 of the Social Security Report that states that you may not see the report from the previous year because it may still be in processing.'

3. Coffey County Sheriff updated the Board on an accident that involved Deputy Clerk John Liddell. Rogers stated that Liddell is doing fine, however the truck will likely be totaled through EMC. Rogers explained that he needs to immediately replace the vehicle and will put out bids to the local dealerships and request that the bids are returned in 10 days. Rogers will discuss with Witteman waiving the formal bidding process due to the need to replace the emergency vehicle as soon as possible. The highway patrol is still doing an investigation.

3a. Merry moved upon the recommendation of the Sheriff and approval of the County Attorney to waive the purchasing policy as to formal bidding requirements for good cause said cause being that a vehicle was destroyed in an accident and to authorize the Sheriff to solicit informal bids from all Coffey County new vehicle dealers or a ½ ton (4) four door (4) four wheel drive pickup, based on existing specifications, seconded by Kirchner. Motion carried.

4. Consent Agenda

- A.** Move to authorize and direct the Chairman to sign the Coffey County Payroll Notice for Aaron Sharpe, New Hire Temporary Part-time, Jail,, Sheriff's Department, LE-II-a, \$10.55, effective 12/04/06.
- B.** Move to approve the Notice to Coffey County Employees and Elected Officials regarding designated pay periods for 2007.
- C.** Move to approve the Legal Holidays for Coffey County Employees during the calendar year 2007 and New Year's Day 2008.
- D.** Move to authorize and direct the Chairman to sign the Coffey County Payroll Notice for CSA compensation for the month of December 2006, for John Zuern as Zoning Administrator.

4a. Kirchner moved to approve the Consent Agenda as submitted, seconded by Rowley. Motion carried.

- 5.** Crotts moved to approve giving \$20 gift certificates to employees, Commission Appointed Boards, Coffey County Historical Society Board members and the Extension office, seconded by Merry. Motion carried.
- 6.** Sipe moved to authorize and direct the Chairman to sign the 2007 County Certification to District for the Coffey County Conservation District, seconded by Crotts. Motion carried.
- 7.** Becky Jewett, Emergency Preparedness Coordinator, met with the Board to give an update on the November and December activities for Emergency Preparedness. The Board would like each department to establish an Emergency Plan in the event of a Pandemic Flu/Influenza. Jewett gave the date of the next LEPC meeting to be held Monday, December 11th, 2006.
- 8.** Bruce Hegwald, Temporary Road Supervisor, presented and discussed the weekly report dated December 4, 2006. John Zuern, Administrative Assistant, was also present.
- 9.** Item No. 93-01; Road Permits Report: No Road Permits were issued during the past week.
- 10.** Item No. 93-01; Zoning Permit/Applications Report: No Zoning Permits were issued during the past week.
- 11.** Item No. 2006-30; Snow Plow Purchase: Request authorization to purchase one (1) Snow Plow.
- 11a.** Crotts moved to approve the County Engineers request to purchase one (1) Snow Plow from The Gledhill Road Machinery Co., for the sum of \$8,969.00, per quote dated November 28, 2006, to be paid from the Road and Bridge Fund, seconded by Kirchner. Motion carried.
- 12.** Item No. 22006-31; Skid – Steer Loader Purchase: Request authorization to purchase one (1) Skid – Steer Loader with trade –in of a 1995 New Holland LX885S SN#877254 (L-014).
- 12a.** Merry moved to approve the County Engineer’s request to solicit sealed bids for one (1) Skid-Steer Loader with trade-in of (L-014), 1995 New Holland LX885S SN#877254, seconded by Rowley. Motion carried.
- 13.** Item No. 22006-32; Pothole Patcher Purchase: Request authorization to purchase one (1) Pothole Patcher Machine with trade-in of a 1984 AMZ SN#301 (ME-001).
- 13a.** Sipe moved to approve the County Engineer’s request to solicit sealed bids for one (1) Pothole Patcher Machine with trade-in of (ME-001), a 1984 AMZ SN#301, seconded by Merry. Motion carried.
- 14.** Hegwald also presented the Construction Zone Report for the week of December 4, 2006.
- 15.** Jon Hotaling, Economic Development Director, submitted the weekly report for the week of December 4, 2006.

- 16.** Item No. 95-21; Hotaling completed and mailed out agendas for the Coffey County Strategic Planning Committee meeting to be held at the Coffey County Hospital on Wednesday, December 6th, at 12 noon. The committee will review the 2006 plan and start selecting action strategies for the 2007 plan. A nominating committee will be appointed to prepare a slate of candidates to be submitted at the January meeting. Officers for 2007 will be elected at this meeting.
- 17.** Item No. 97-7; Hotaling was unable to attend the Kansas Bankers Association Economic Development Summit in Junction City on Thursday, November 30th, due to road and weather conditions Wednesday night and Thursday.
- 18.** Item No. 98-7; Hotaling received and reviewed FTE report for Charloma. Through November 8th, the company had exceeded the required FTE of 30 and was at an average of 38 FTE for the past eleven months. (FTE summary submitted with report.)
- 19.** Item No. 05-4; Hotaling continued to provide information to the call center prospect and met with a representative of Decker Construction to review the scope of work and to make necessary changes in the documents and drawings presented. Hotaling met with the editor of the Coffey County Republican and reviewed information presented in the commission meeting on November 27th pertaining to the ‘Memorandum of Understanding’ with the call center prospect. Hotaling provided copies of the appraisal and other information discussed in the meeting before a draft MOU was completed.
- 20.** Hotaling met with a Coffey County business to review the Coffey County Revolving Loan guidelines, review Small Business Administration LowDoc Loan Program, review Small Business Development Center assistance available for developing a business plan, and the Kansas Department of Commerce ‘Guide to Starting a Business in Kansas.’
- 21.** Merry moved to authorize and direct the Chairman to sign eight (8) tax abatements to the Treasurer’s tax roll in the amount of \$30,456.42, seconded by Sipe. Motion carried.
- 22.** Whitney Damron, Coffey County Lobbyist, met with the Board to present the 2007 contract renewal. Damron presented and discussed a follow up memorandum after the election and upcoming issues to be discussed in the 2007 Legislative Session.
- 22a.** Merry moved to approve the 2007 Governmental Services contract for Whitney Damron and authorize and direct the Chairman to sign the same, seconded by Sipe. Motion carried.
- 23.** Dennis George, James Higgins, Randy Rogers, Bill Walker, Becky Jewett, Tasha Rogers and Doug Jones of the Emergency Services Group, met with the Board. George presented a plan that consists of erecting a 1500 square foot emergency building at the intersection of Old Hwy 50 and Hwy 75 and an outline of projected costs. George inquired if drive cam systems for safety and insurance were currently being used at the County level. George inquired if the County was using bio-diesel that cuts down on emissions and fumes and the County would also receive approximately 70 cents a gallon of tax credits. George stated that the Hospital is going to be tobacco free by January 1, 2007 and will be concealed weapons free.

24. Rick Elliott and Angela Brown of Elliott Insurance were in attendance to address insurance questions related to the bid specs. The Board asked questions for clarification purposes on the bid specs submitted by Elliott Insurance.

25. The Board had an insurance work study session to discuss the bid proposals that were opened on Monday, November 27, 2006. The Board will continue to review bids.

26. The Board will sign warrants and vouchers on Tuesday, December 26, 2006, at 1:00 p.m.

27. Rowley adjourned the meeting at 12:05 p.m.

Meetings attended

1. Sipe attended the Town Hall meeting on November the 14th at the WCNO Learning Center.
2. Merry attended the Kansas Electric Transmission Summit in Lawrence, Kansas and The Council of State Government Innovations Award in Phoenix, Arizona.

Correspondence

No Response Required

1. Jan Miles - Thank you note
2. Kansas Environmental News - Fall 2006
3. The Kiplinger Letter - Nov. 17, 22, 2006
4. The Kiplinger Tax Letter - Nov. 17, 2006
5. Burlington City Council Regular Session - Nov. 1, 2006

Minutes, December 4, 2006

Signed:

Attest:

Chairman

County Clerk