

1. The Coffey County Commission Chambers opened at 8:00 a.m., Monday, December 9, 2013. Chairman Kenneth Combes called the meeting to order at 9:00 a.m. with members Arlin Meats, Kimberly Skillman-Robrahn, Bob Saueressig and Fred Rowley present. County Clerk Angie Kirchner, County Attorney Doug Witteman, and Administrative Assistant Donna Berland were also present. Coffey County Republican Editor Mark Petterson was also present.
2. Meats moved to approve the minutes of Monday, December 2, 2013, and the minutes of Wednesday, December 4th, 2013, as written, seconded by Saueressig. Motion carried.
3. **Consent Agenda**
 - A. Move to authorize and direct the Chairman to sign four (4) tax abatements to the Treasurer's tax roll in the amount of \$839.12.
 - B. Move to authorize and direct the Chairman to sign the Coffey County Payroll Notice for Weston Fleming, New Hire, Sheriff's Office, Lake Patrol, Subject to New Hire IPP, Classification: LE-I-a, Wage: \$10.03, effective 12/14/13. This hire fills a vacant position.
- 3a. Rowley moved to approve the Consent Agenda as submitted, seconded by Combes. Motion carried.
4. Rowley moved, upon the recommendation of Coffey County Clerk, to authorize and direct the Chairman to sign the Notice to Township Board for a 2014 Cereal Malt Beverage license for Conoco Travel Center/Cedar Valley Investments DBA Fuel Expresso 11 located at 2754 US Hwy 75 NW, Lebo, Kansas 66856, seconded by Combes. Motion carried.
5. Saueressig moved, upon the recommendation of the County Clerk, Appraiser and County Treasurer and approval of the County Attorney as to form, to approve the contract dated December 9, 2013 with Computer Information Concepts, Inc. to upgrade the .NET software package (Tax, Financial Management, Payroll, Oil and Gas and Personal Property) to the County's current financial management and tax administration program and to authorize and direct the County Clerk to sign same and all related documents. The package cost is \$135,469 for software, installation, conversion and migration costs and an additional annual Peopleware Maintenance fee in the amount of \$33,335.00 for the 2015 year. The software installation and conversion fee is to be paid from the Equipment Reserve Fund and the 2015 maintenance fee to be paid from the 2015 General Fund Courthouse General Contractual Line Item, seconded by Robrahn. Motion carried.
6. Robrahn moved to approve payment of the Integrated Technology Consultants invoice in the amount of \$3,700.00 for serving as the primary contact for all entities on County network issues, for the period beginning July 1, 2013 through June 30, 2014. Funds to come from the General Fund, Technology Training & Equipment, Capital Outlay line item, seconded by Meats. Motion carried.

7. Kenny Roney and Danny Frye presented 2013-14 School Bus Routes during snow emergencies and snow removal.
8. Health Department Administrator Lindsay Payer met with the Board to present the monthly report for November 2013.
9. Emergency Management Director Russel Stukey met with the Board to present the monthly report for November 2013. Stukey also discussed the Reception and Care Facility.
10. Eastern Kansas Health Care Foundation and Hospital Board members John Hetzel, Arnold Kraft and Hospital Administrator Karen Smith and Administrative Assistant Terri Tweedy met with the Board regarding Long Term Care. Hetzel reported that Sunset Manor is owned by the Eastern Kansas Health Care Foundation Board.
11. Saueressig moved to enter into Executive Session for 5 minutes at 10:45 a.m., to include each of the Commissioners, the County Engineer and the County Attorney to discuss matters which would be deemed privileged in the attorney client relationship, seconded by Rowley. Motion carried.
12. The Board resumed regular session at 10:50 a.m.
13. County Engineer Wayne Blackbourn presented the weekly report for December 9, 2013.
14. Item No. 93-01; Road Permits: One road permit was issued during the past week.
15. Item No. 99-13; Zoning Permit/Applications Report: No Zoning Permits were issued during the past week.
16. Blackbourn also presented the Construction Zone Report for the week of December 9, 2013.
17. Rowley moved based upon the recommendation of the County Engineer and approval of the County Attorney as to form, to approve the County Engineer's request to approve the Engineering Agreement for Professional Engineering Services with BG Consultants, Inc. not to exceed \$10,100.00 for the Proposal for Procedures for the Standard Wastewater Generation Documents and to authorize and direct the Chairman to sign same. Said services shall be paid from the Economic Development Fund, seconded by Meats. Motion carried 4-yes, 0-no, 1-abstension, Robrahn.
18. Robrahn moved, based upon the recommendation of the County Engineer, to approve the County Engineer's request to solicit informal quotations and purchase approximately 9,100 sq. yds. of 16 oz./sq. yds. Non-Woven Geotextile fabric for Cell #3 at the Landfill. To be paid from the Capital Improvement Reserve Fund, seconded by Combes. Motion carried.

19. Combes moved, based upon the recommendation of the County Engineer, to approve the County Engineer's request for authorization to dispose of RS-1H tack waste oil from the pot-hole patcher (approximately 200 gallons) at Road and Bridge, seconded by Meats. Motion carried.
20. Combes moved, upon the request of Donna L. Hess and the recommendation of the Coffey County Engineer, to accept the resignation tendered by Donna L. Hess and direct the County Clerk to prepare her final payroll check, to include appropriate accrued sick and vacation leave and previously paid longevity and personal day benefits, seconded by Saueressig. Motion carried.
21. Rowley moved to enter into Executive Session for 5 minutes at 11:58 a.m., to include each of the Commissioners, to discuss personnel matters of non-elected personnel, seconded by Saueressig. Motion carried.
22. The Board resumed regular session at 12:03 p.m.
23. The Board will take a Road Tour on Friday, December 13th, at 9:00 a.m.
24. The Board will question and sign warrants and vouchers for the month of December 2013, on Monday, December 30, 2013.
25. The Courthouse will close for business at Noon on Tuesday, December 31, 2013, for year-end balancing.
26. The Board will approve and sign year-end transfers on Tuesday, December 31, 2013.
27. Combes adjourned the meeting at 1:18 p.m.

Correspondence

1. City of Burlington – Council Meeting Minutes of November 20, 2013
2. Barbara Anderson, Kansas Dept of Commerce – ROZ Request for Information – December 5, 2013
3. Whitney Damron – Mortgage Fee an Unfair Tax – December 4, 2013
4. BG Consultants - Christmas Card – December 5, 2013
5. Karen Reeves – Thank you note – December 4, 2013
6. The Kiplinger Letter – November 27, 2013
7. City of New Strawn – Council Meeting Minutes of November 7, 2013
8. Kansas Rural Housing Conference on December 10, 2013
9. KAC – News Release – Skillman-Robrahn Elected KAC President – December 3, 2013
10. NACo – 2014 Legislative Conference on March 1-5

11. Whitney Damron – Sedgwick County Commissioners, Lawmakers to Discuss Mortgage

Fee – December 3, 2013

Minutes, December 9, 2013

Signed:

Attest:

Chairman

County Clerk