

1. The Coffey County Commission Chambers opened at 8:00 a.m., Monday, December 10, 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, County Attorney Doug Witteman, and Administrative Assistant Donna Berland were also present. Coffey County Payroll Clerk Denise Humlicek, Coffey County Republican Editor Mark Petterson and Coffey County Chamber Executive Director Kelli Higgins were present for a portion of the meeting.
2. Combes moved to approve the minutes of Monday, December 3, 2012, as written, seconded by Saueressig. Motion carried.
3. Rowley moved, upon the recommendation of Coffey County Clerk, to authorize and direct the Chairman to sign the Notice to Township Board for a 2013 Cereal Malt Beverage license for Beto Junction Travel Plaza located at 2775 US Hwy 75, Lebo, Kansas 66856, seconded by Combes. Motion carried.
4. Combes moved, upon the recommendation of Coffey County Clerk, to authorize and direct the Chairman to sign the Notice to Township Board for a 2013 Cereal Malt Beverage license for BP Travel Center located at 2754 US Hwy 75 NW, Lebo, Kansas 66856, seconded by Rowley. Motion carried.
5. TrustPoint Representative Angela Trimble met with the Board regarding the County's Insurance renewal effective January 1, 2013.
6. Health Department Administrator Lindsay Payer presented the monthly report for November 2012.
7. Combes moved to enter into Executive Session for 10 minutes at 9:32 a.m., to include each of the Commissioners, Health Department Administrator Lindsay Payer, Emergency Management Coordinator Russel Stukey and the County Attorney, to discuss personnel matters of non-elected personnel, seconded by Crotts. Motion carried.
8. The Board resumed regular session at 9:42 a.m.
9. Emergency Management Director Russel Stukey presented the monthly report for November 2012.
10. Coffey County Chamber Executive Director Kelli Higgins met with the Board to discuss combining office space with Economic Development and or merging the offices. Higgins stated that the Chamber lost their part time person and has a hard time retaining someone in that position. Higgins added the part-time position is mainly a body in the office when the Director is out of the office. The Board explained that they are still in the decision making process regarding the Economic Development position. No action was taken.

- 11.** Crotts moved, upon the approval of the County Attorney as to form, to approve the 2013 Memorandum Agreement with Whitney Damron for lobbying services and to authorize and direct the Chairman to sign same, seconded by Robrahn. Motion carried.
- 12.** Whitney Damron met with the Board to present Legislative changes for 2013.
- 13.** Register of Deeds Gwen Birk met with the Board to discuss year end purchases.
- 14.** County Engineer Wayne Blackbourn presented the weekly report for December 10, 2012.
- 15.** Item No. 93-01; Road Permits: No road permits were issued during the past week.
- 16.** Item No. 99-13; Zoning Permit/Application Report: No zoning permits were issued during the past week.
- 17.** Item No 2012-62; Employment: Foreman for Mower/Seeding Crew: Request to advertise in-house only and hire a full-time Foreman for the Mower/Seeding Crew. (This request is to fill a vacant position due to early retirement program.).
- 17a.** Rowley moved, based upon the recommendation of the County Engineer, to approve the request for authorization to advertise in-house only and hire a full-time Foreman for the Mower/Seeding Crew (this request is to fill a vacant position due to early retirement program), seconded by Combes. Motion carried.
- 18.** Item No. 2012-63; Equipment Purchase: Bush Hog Mower: Request authorization to solicit formal bids and purchase (one) 15 foot Bush Hog 3715 Flex-Wing Rotary Cutter.
- 18a.** Crotts moved, based upon the recommendation of the County Engineer, to approve the request to solicit formal bids and purchase (one) 15 foot Bush Hog 3715 Flex-Wing Rotary Cutter to be paid from the Road and Bridge Fund, seconded by Saueressig. Motion Carried.
- 19.** Blackbourn presented a 2012 year-end review of Road & Bridge projects completed. Civil Engineering Technician Kenny Roney was also present.
- 20.** The Board discussed the Economic Development position.
- 20a.** Rowley moved to go forward assuming the need for a full time Economic Development Director and establish a committee to study the duties of the position and return to the Board with a recommendation, seconded by Robrahn. Motion carried.
- 20b.** The Board will establish an Economic Development Committee by December 31, 2012. The committee will consist of Commissioner Arlin Meats, a member from each community, Jon Hotaling as much as available, Chamber Executive Director Kelli Higgins and Administrative Assistant Donna Berland as recording secretary.

21. 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.
22. The Board will hold a special joint meeting with the Coffey County Hospital Board on Monday, December 10th, at 6:00 p.m., at the Coffey County Hospital in Allen Woods Room II to discuss long term care.
23. Robrahn recessed the meeting at 12:40 p.m. for a Road Tour on Wednesday, December 12, 2012 at 9:00 a.m.

Correspondence

1. KAC – KanCare Ready for January 1 Start – December 10, 2012
2. Whitney Damron – House and Senate Leadership – December 3, 2012
3. Coffey County Fiber Optic Board of Control Meeting Agenda on December 16, 2012
4. Hawver’s Capitol Report – November 27, December 3, 4, 5, 7, 2012
5. Plains Guardian Newspaper – October 2012
6. CFS Engineers – Christmas Card – December 5, 2012
7. Jim Ochs – Thank you Letter – December 4, 2012
8. NACo 2013 Legislative Conference – December 5, 2012
9. BG Consultants – Christmas Card – December 6, 2012
10. City of Burlington – Council Meeting Minutes of November 20, 2012
11. The Flint Hills Water Log – Fall 2012
12. The Kiplinger Letter – October 5, November 16, 21, 30, 2012

Minutes, December 10, 2012

Signed:

Attest:

Chairman

County Clerk