

1. The Commission Chambers opened at 8:00 a.m., Monday, December 19, 2011. Chairman Bob Saueressig called the meeting to order at 9:00 a.m. with members Larry Crotts, Kenneth Combes, Kimberly Skillman-Robrahn and Fred Rowley present. Payroll Clerk Denise Humlicek, County Attorney Doug Witteman, and Administrative Assistant Donna Berland were also present.

2. Combes moved to approve the minutes of Monday, December 12, 2011, as written, seconded by Rowley. Motion carried.

3. Consent Agenda

A. Upon the request of the Coffey County Housing Authority Board and the recommendation of the County Attorney, move to authorize and direct the Chairman to sign the Real Estate Mortgage Release, acknowledging satisfaction in full debt secured by Jason and Mindy A. Larson. Lots (10), (12), (14), and (16) in block (28) of Maxson and Beadle's addition to the City of Lebo, Coffey County, Kansas. Book Volume M238, Page 197 of the records of the Register of Deeds for Coffey County, Kansas.

B. Upon the request of the Coffey County Housing Authority Board and the recommendation of the County Attorney, move to authorize and direct the Chairman to sign the Real Estate Mortgage Release, acknowledging satisfaction in full debt secured by Madgel Beagel and Nancy Hawkins and Shauna Teeter. Lot 11 less the W. 14 feet and all of Lot 12, in Block 32 of supplement map of W. Lebo, Coffey County, Kansas. Book Volume M238, Page 199 of the records of the Register of Deeds for Coffey County, Kansas.

3a. Rowley moved to approve the Consent Agenda as submitted, seconded by Combes. Motion carried.

4. Robrahn moved, upon the recommendation of the County Clerk and County Engineer and the approval of the County Attorney as to form, to authorize and direct the Chairman to sign the contract with Allied Environmental Consultants, Inc. for the Air Supply Duct Assessment in the 1984 Courthouse Addition HVAC renovation, in an amount not to exceed \$3,950. Funds to come from the Capital Improvement Reserve Fund, seconded by Crotts. Motion carried.

5. Robrahn moved, upon the recommendation of the Lake Region Solid Waste Authority, to approve Resolution No. 779-C, A RESOLUTION ADOPTING THE LAKE REGION SOLID WASTE MANAGEMENT PLAN, seconded by Combes. Motion carried.

6. Crotts moved to authorize and direct the Chairman to sign the letter of support for the grant of COF Training Services, Inc. to the Kansas Department of Transportation for operating funds for transportation services of handicapped consumers in Coffey and Franklin counties, seconded by Robrahn. Motion carried.

7. Crotts moved to re-appoint the current members as members of the Coffey County Hospital Board to a three-year term, effective January 1, 2012 and ending December 31, 2014. Crotts retracted the motion due to the lack of a second.

- 8.** Robrahn moved to re-appoint Gene Merry as a member of the Coffey County Hospital Board to a three-year term, effective January 1, 2012 and ending December 31, 2014, seconded by Crotts. Motion carried; 4- yes – 1-no- Saueressig.
- 9.** Crotts moved to re-appoint Polly Epting as a member of the Coffey County Hospital Board to a three-year term, effective January 1, 2012 and ending December 31, 2014, seconded by Robrahn. Motion carried.
- 10.** Saueressig moved to re-appoint Jim Ochs as a member of the Coffey County Hospital Board to a three-year term, effective January 1, 201, and ending December 31, 2014, seconded by Rowley. Motion carried.
- 11.** County Engineer Wayne Blackbourn presented the weekly report for the week of December 19, 2011.
- 12.** Item No. 93-01; Road Permit Report: No Road Permits were issued during the past week.
- 13.** Item No. 99-13; Zoning Permit/Applications Report: No Zoning Permits were issued during the past week.
- 14.** Item 2011-52; County Shop Office Addition: Request authorization to solicit formal bids for the addition of office space to the County Shop. Bid date: January 6, 2012.
- 15.** Item 2011-53; BRIDGE REPLACEMENT PROJECT B-#73 (19 – J.75) AND B-#74 (19-I.95): Request authorization to authorize and direct the Chairman to sign the Contract Documents with Schwab-Eaton, P.A., for additional engineering services.
- 15a.** Saueressig moved, upon the recommendation of the County Engineer and approval of the County Attorney as to form, to authorize and direct the Chairman to sign the Contract Documents with Schwab-Eaton, P.A., for additional engineering services, not to exceed \$5,960.00, for project specifications and Bid Letting for B-#73 (19 – J.75) and B-#74 (19-I.95) to be paid from the Special Bridge Fund, seconded by Combes. Motion carried.
- 16.** Item 2011-54; Restock Sign Inventory: Request authorization to solicit informal bids and purchase various signs.
- 16a.** Crotts moved, upon the recommendation of the County Engineer, to approve the County Engineer's request to solicit informal bids and purchase various signs to be paid from the Road and Bridge Fund, seconded by Robrahn. Motion carried.
- 17.** Item 2011-55; Equipment Purchase: Request authorization to solicit quotations and purchase one (1) Start-All Generator Model #11-620.
- 17a.** Rowley moved, upon the recommendation of the County Engineer, to approve the County Engineer's request to solicit informal bids and purchase one (1) Start-All Generator Model #11-620 to be paid from the Road and Bridge Fund, seconded by Combes. Motion carried.

18. Blackbourn presented the Construction Zone report for the week of December 19, 2011.
19. Economic Development Director Jon Hotaling presented the Bi-Weekly Report for December 5, 2011 to December 16, 2011
20. Item No. 95-9; Hotaling attended the December 7th meeting of the Coffey County Strategic Planning Committee. The committee reviewed the new Pottawatomie County Strategic Plan and finalized a slate of officers to be presented at the January meeting. Hotaling completed the agenda for the Coffey County Strategic Planning meeting to be held at the Coffey County Hospital on Wednesday, January 4th, 2012. The meeting will be held immediately after a legislative luncheon.
21. Item No. 97-7; Hotaling attended Coffey County Chamber of Commerce After 5 meeting at the Coffey County Hospital on December 8th. The meeting was held in conjunction with the “Love Lights a Tree” American Cancer Society fundraiser. The tree is located just south of the ambulance entrance along Highway 75. Chamber Executive Director Jennifer Anderson will be assisting Coffey County Economic Development in promoting Coffey County at the Tulsa Sport Boat & Travel Show on February 1st & 2nd.
22. Item No. 05-3; Hotaling attended the SEK Prosperity Foundation Board of Directors meeting in Chanute on December 15th. The board met with a company offering business coaching services to new and expanding businesses in Southeast Kansas. Hotaling also met with representatives of a company from Baxter Springs to discuss a small loan to help market a new product developed by the company and met with the City of Chanute officials about a downtown redevelopment project. The treasurer presented updates on loan portfolio and loan collection efforts.
23. Item No. 08-1; Hotaling met with a Kansas Small Business Development Center Outreach representative about Coffey County business start-up prospects that Hotaling is assisting with business plans and financing possibilities.
24. Item No. 08-2; Hotaling discussed the Kan-Seal property legal description process with County Engineer Wayne Blackbourn. The final description will be ready for the County Attorney and County Commission in a few days.
25. Hotaling completed the loan report for the period of November 1st – November 30th. Charloma will be making final payment on their loan in December after an excellent payment record over the entire term of the loan.
26. Hotaling completed the Economic Development Department 2011 year end estimate including final balance, required carryover for the 2012 budget, and funds available for transfer.
27. Health Department Administrator Lindsay Payer met with the Board to discuss the pricing schedule for Health Department services.
28. On December 30, 2011 the courthouse will close at 12:00 p.m. for year-end balancing and transfers. The Commissioners will sign year end transfers at 2:00 p.m. in the Commission room.

- 29.** The Board will question and sign warrants and vouchers for the month of December 2011, on Tuesday, December 27th, at 9:00 a.m.
- 30.** Saueressig adjourned the meeting at 11:20 a.m.

CORRESPONDENCE

1. KAC – County Comment – December 2011
2. Hawver’s Capitol Report – December 12, 13, 14, 15, 16, 2011
3. The Kiplinger Letter – December 9, 2011
4. The Kiplinger Tax Letter – December 9, 2011
5. SOS Signals – Winter 2011
6. Whitney Damron – School Plan Runs – December 14, 2011
7. KAC – Legislative Updates – Governor’s School Finance Plan is Unveiled – December 15, 2011
8. KDHE Bureau of Waste Management – 2012 Works Conference March 27-29, 2012
9. TFI Family Services, Inc. – Christmas card – December 14, 2011
10. City of Waverly – Council Meeting Minutes of October 12, 2011
11. Coffey County Housing Authority – Board Meeting Minutes of November 8, 2011
12. City of Gridley – Council Meeting Minutes of December 5, 2011
13. City of LeRoy – Council Meeting Minutes of November 7, 2011
14. KAC – KPERS Changes from Study Commission – December 12, 2011

Minutes, December 19, 2011

Signed:

Attest:

Chairman

County Clerk