

1. The Coffey County Commission Chambers opened at 8:00 a.m. Tuesday, September 2, 2008. Chairman Tim Sipe called the meeting to order at 9:00 a.m. with members Larry Crotts, Fred Rowley, Jr., Kimberly Robrahn and Bob Saueressig. Angie Kirchner, County Clerk, and Donna Berland, Administrative Assistant, were also present.

2. Sipe moved to approve the minutes of Monday, August 25th, 2008, as corrected, seconded by Robrahn. Motion carried. Paragraph 15., delete 'Board', replace with "concerning the South Haven Development."

3. Rowley moved to approve the minutes of Monday evening, August 25th, 2008, as written, seconded by Crotts. Motion carried.

4. Robrahn moved to approve the minutes of Wednesday, August 27th, 2008, as written, seconded by Rowley. Motion carried 4-yes, 1-abstention Sipe.

5. Consent Agenda

A. Move to authorize and direct the Chairman to sign two (2) tax abatements to the Treasurer's tax roll in the amount of \$220.12.

B. Move to accept the retirement resignation of Jean Friend, Health Department, effective January 1, 2009.

C. Move to authorize and direct the Chairman to sign the payroll notice for James Komma, Recycling Department, Laborer, from Part-time to Full-time, M-I-a, \$9.12, effective 9-1-08.

D. Move to authorize and direct the Chairman to sign the payroll notice for John Zuern, Highway Department, from Administrative Assistant to Civil Engineering Technician, from TP-IV to TP-III-f, \$23.57, effective 9/2/08.

E. Move to authorize and direct the Chairman to sign the payroll notice for Kenneth Roney II, Highway Department, Survey Tech I (Summer-time temp) to Survey Tech I (Full-time), TP-I-a, \$9.62, effective 9/2/08.

5a. Rowley moved to approve the Consent Agenda as submitted, seconded by Sipe. Motion carried.

6. The Board authorized the County Clerk to re-send the Memorandum dated January 15, 2008 regarding the designated personal day to all Department Heads and County employees. There was discussion on the designated personal day regarding the 2096 working hours for the calendar year 2008.

7. Wayne Blackburn, County Engineer, presented the weekly report dated September 2nd, 2008.

- 8.** Item No. 93-01; Road Permits Report: One Road Permit was issued during the past week.
- 9.** Item No. 99-13; Zoning Permit/Applications Report: No Zoning Permits were issued during the past week.
- 10.** Item No. 99-99; Research County wide trash service.
- 11.** Item No. 2008-36; Revision to Highway Department Table of Organization: Request approval of changes as presented.
 - 11a.** Saueressig moved, upon the recommendation of the County Engineer, to revise the Table of Organization for the Highway Department as presented this date, seconded by Rowley. Motion carried.
- 12.** The Engineer also presented the Construction Zone report for the week of September 2nd, 2008.
- 13.** Crotts moved, upon the recommendation of County Engineer Wayne Blackburn and approval of the County Attorney, to waive the purchasing policy as to competitive bidding for good cause, said cause being that the vendor is a single source supplier contract, and to approve the purchase of Carlson civil 2009, and Carlson Survey 2009 from Carlson Software, in the amount of \$3,000.00 and to approve the purchase of same, to be paid from the Road and Bridge Fund, seconded by Rowley. Motion carried.
- 14.** Robrahn moved, upon the recommendation of County Engineer Wayne Blackburn and approval of the County Attorney, to waive the purchasing policy as to competitive bidding for good cause, said cause being that the vendor is a state contract supplier, and to approve the purchase of AUTO CAD 2009 from DLT Solutions, in the amount of \$3,623.53 and to approve the purchase of same, to be paid from the Road and Bridge Fund, seconded by Sipe. Motion carried.
- 15.** Saueressig moved to approve Resolution No. 618-ar; A RESOLUTION COMMENDCING PROCEEDINGS TO VACATE A CERTAIN PORTION OF IRIS LANE LYING BETWEEN 19th ROAD AND 20th ROAD AND GIVING NOTICE OF A PUBLIC HEARING THEREON, seconded by Crotts. Motion carried.
- 16.** Emergency Management Coordinator Russel Stuke met with the Board to discuss approximately 150 incorrect addresses in the County. Stuke requested to proceed with contacting those citizens whose addresses are incorrect. The Board agreed. Those in attendance were Fire Chief Bill Walker, GIS Technician Sharon Schurle, Emergency Planner/Office Manager Amber Presley, Appraiser Connie Lawrence, 911 Coordinator Tasha Rogers, Information Technology Director Bill Bauer and Engineer Wayne Blackburn.
- 17.** Economic Development Director Jon Hotaling met with the Board to present the bi-weekly report for August 18th, 2008 to August 29th, 2008.

18. Economic Development Director Jon Hotaling, Chris Menard, KAN-SEAL owner, Erin Menard and Scott Porter, First National Bank Representative, met with the Board to discuss the expansion of KAN-SEAL. Menard plans to purchase the AST Building from Aviation Simulation Technology, Inc. near the airport and additional acreage to expand and move his business. Hotaling stated that the Regional Planning Commission Review Board recommended a loan for KAN-SEAL for the expansion. The Board requested that Menard review his future plans to determine how much acreage he may need in the event he needs to expand further.

19. Item No. 95-9; Hotaling completed and mailed out agendas and minutes for the Strategic Planning Committee meeting to be held at the Coffey County Hospital at 12 noon on Wednesday, September 3rd.

20. Item No. 95-32; Hotaling received draft documents from Network Kansas for the StartUp Kansas loan/grant agreement for Countertop Trends' recycling grinder. The funding for the loan is provided to the County which then uses the funding to make the loan. The County agrees to collect the loan payments and forward them to the Kansas Center for Entrepreneurship. Hotaling will obtain some additional information from the company and complete the documents within the next two weeks.

21. Item No. 98-6; Hotaling took a business owner and his financial officer to meet with the SEKRPC Regional Loan Review Committee. The committee recommended that the loan for \$100,000 be approved by the SEKRPC Executive Committee at its meeting on September 4th. With this funding and funding for the Countertop Trends' grinder and the River City Towers renovation project in Burlington, Coffey County Economic Development has obtained \$160,000 in funding from sources outside of Coffey County in support of Coffey County businesses over the past few weeks.

22. Item No. 01-4; Hotaling received an invoice from Jim Stukey for the recently completed LeRoy mural. Jim is hopeful that Lebo will be finalizing plans for a mural or murals in the near future. New Strawn also may consider a new mural sometime in the future to replace the one that was destroyed when high winds leveled the building the mural was painted on.

23. Item No. 03-1; Hotaling received requests for funding from the Athletic Event Economic Incentive Grant Program from Lebo High School for events this fall and early winter. With these requests, the \$3,000 allocated for 2008 has been used. Schools were informed that no funding remained for 2008 events and requests for 2009 events on a first-come-first-serve basis will be accepted beginning on January 1, 2009.

24. Item No. 05-3; Hotaling met with Craig VanWey, Kansas Department of Commerce Representative for Southeast Kansas, to review the Southeast Kansas Prosperity Foundation Small Community Downtown Building Renovation grant/loan for the River City Towers project in downtown Burlington. After meeting in the Economic Development Office, we toured the building at 311 Neosho St.

25. Item No. 05-1; Hotaling attended the SEK Inc. Economic Development Council meeting held at the Crossland Construction Complex in Columbus, Kansas. The Entrepreneurship Development and Education Initiative for Southeast Kansas were discussed. Proposals include an online entrepreneurship program, regional business plan competitions, virtual business software entrepreneurship games, and in-service training for business teachers, curriculum directors and school principals. The Home Again program is developing a website, Homeagain.net. Ann Charles gave a presentation on the Great Plains Industrial Park being developed by the Kansas Army Ammunition Plant Redevelopment Planning Authority. The 14,000 acre site's ownership will be transferred from the US Army to the Redevelopment Planning Authority in January.

26. Item No. 08-1; Hotaling mailed out a revised fall schedule for the ESU Small Business Development Center Coffey County Outreach Office to banks and city halls, and delivered to Coffey County Library Administrative Office for distribution to all libraries. The schedule is also posted on the courthouse bulletin boards and on the Coffey County website community calendar.

27. Hotaling requested written verification of the Airport Board's decision to maintain ownership of all property voted on at their regularly scheduled meeting on August 11th. Darren Isch delivered the information to be available for the September 2nd County Commission meeting.

28. Hotaling attended the "Lunch and Learn" program on hypertension provided by the Coffey County Health Department.

29. Hotaling attended the budget hearing on August 25th at 7 p.m. in the County Commission meeting room.

30. Hotaling finalized arrangements with Heartland Procurement Technical Assistance Center Program Director, Terri Bennett, to speak to the Strategic Planning Committee at their October 1st meeting. Coffey, Linn and Anderson County economic development departments want to host a procurement workshop to help local businesses learn how to win government contracts. If there is enough interest from businesses in these three counties, a one day workshop will be held sometime in 2009.

31. Hotaling attended the Kansas Department of Commerce Ag Marketing information meeting on Wednesday, August 27th in Holton. Information on grants, loans, educational opportunities, niche marketing, specialty livestock production, and agri-tourism was presented. Specific programs discussed were: the "Simply Kansas" marketing program; Diversified Farm and Specialty Production Loan Program; and Agriculture Value Added Loan Program.

32. Emergency Management Coordinator Russel Stuke returned to meet with the Board and discuss the temporary part-time position that will document, catalog and collect information on all public and private heavy equipment. Stuke also reported that he received

a resignation letter from the Radiological Officer and requested to advertise for the vacant position.

32a. Sipe moved, upon the recommendation of the Emergency Management Coordinator and the County Attorney as to form, to approve the job description for the position of Temporary Resource Management Specialist in the Emergency Management Office, seconded by Crofts. Motion carried.

32b. Rowley moved, upon the recommendation of the Emergency Management Coordinator and the County Attorney as to form, to advertise and employ a part-time temporary employee to fulfill the Resource Management Grant requirements, seconded by Robrahn. Motion carried.

32c. Robrahn moved, upon the recommendation of the Emergency Management Coordinator and approval of the County Attorney as to form, to approve the job description for the position of Radiological Officer in the Emergency Management Office, seconded by Crofts. Motion carried.

32d. Sipe moved, upon the recommendation of the Emergency Management Coordinator, and approval of the County Attorney as to form, to advertise and employ a full-time Radiological Officer to fill the vacant position, seconded by Robrahn. Motion carried.

32e. Crofts moved, upon the recommendation of the Emergency Management Coordinator and approval of the County Attorney as to form, to approve the revised organizational chart in the Emergency Management Office, seconded by Sipe. Motion carried.

33. The Board will have a joint meeting with the Airport Board at 8:30 a.m. until 9:30 a.m., on Monday, September 8th, 2008, to discuss the AST Building and land near the airport. The Board will immediately return to the courthouse in Room 201 A following the joint meeting to continue with their regularly scheduled meeting.

34. Information Technology Director Bill Bauer met with the Board to discuss the County and the City of Burlington exchanging digital data at no cost to the City or the County.

34a. Robrahn moved, upon the recommendation of the Information Technology Director Bill Bauer and approval of the County Attorney, to waive the fees for digital data to the City of Burlington, seconded by Crofts. Motion carried.

35. The Board will question and sign warrants and vouchers for the month of September 2008, at 8:30 a.m., on Friday, September 26th, 2008.

36. Sipe adjourned the meeting at 12:07 p.m.

Correspondence

1. KDHE - Division of Environment - Permit for Wastewater Treatment Facility - 8/27/08
2. COF Training Services - Minutes of July 16, 2008
3. Kansas Department of Agriculture - Dam Inspection - 8/26/08
4. Hawver's Capitol Flash - August 24, 25, 26, 27, 28, 31, September 1, 2008
5. Mental Health Center of East Central Kansas - Minutes of January 16, February 20, March 26, April 16, May 21, 2008
6. League of Kansas Municipalities - League News - 8/27/08
7. KUTC Newsletter - Summer 2008
8. Whitney Damron - Articles of Interest - August 31, 2008
9. Robyn Cramer - Updated Comprehensive Transportation Program - August 26, 2008
10. John Redmond Reservoir Watershed Restoration & Protection Strategy (WRAPS) – Next meeting September 9, 2008
11. Coffey County Historical Society & Museum - Timelines Newsletter - August 2008
12. Coffey County Fire District #1 - District Board Meeting of August 18, 2008 Agenda & Minutes of July 21, 2008
13. The Kiplinger Tax Letter - August 22, 2008
14. Susan Moran - S.O.S. - 6th Annual Domestic Violence Summit on October 16th-17th, 2008

Minutes, September 2, 2008

Signed:

Attest:

Chairman

County Clerk