



**Board of Pottawatomie County Commissioners  
Regular Meeting Minutes  
January 13, 2020**

612 E Campbell  
Westmoreland KS 66549  
[www.pottcounty.org](http://www.pottcounty.org)

Public Works / Sunflower Room

8:30 a.m.

District 1 – Deloyce McKee

District 2 – Dennis Weixelman

District 3 – Greg Riat

**1.0 8:30 AM CALL TO ORDER REGULAR MEETING WITH FLAG SALUTE**

Attendee Name	Title	Status
Greg Riat	County Commissioner , Member	Present 8:30 a.m.
Dennis Weixelman	County Commissioner , Vice Chair	Present 8:30 a.m.
Deloyce McKee	Chair Commissioner , Chair	Present 8:30 a.m.
Nancy McCarter	County Clerk	Present 8:30 a.m.
Chad Kinsley	County Administrator	Present 8:30 a.m.
John Watt	County Counselor	Present 8:30 a.m.
Derek Simmons	KMAN	Present 8:30 a.m.
Mark Portell	Wamego Times	Present 8:30 a.m.
Scott Schwinn	Sanitarian/Landfill	Present 8:30 a.m.
Peter Clark	Public Works Director	Present 8:30 a.m.
Betty Abitz	Register of Deeds	Present 8:30 a.m.
Crystal Malchose	HR Director	Present 8:30 a.m.
Lisa Wright	County Treasurer	Present 8:30 a.m.
Danielle Trego	Deputy County Treasurer	Present 8:30 a.m.
Becky Ryan	Admin. Specialist/HR	Present 8:30 a.m.
Rachele Riat	Resident	Present 8:30 am.
Dustin Newman	Asst. Public Works Director	Present 8:30 a.m.
Justin Kuzila	Flint Hills Regional Council	Present 9:30 a.m.
Janna Williams	Flint Hills Regional Council	Present 9:45 a.m.
Clint Hibbs	BG Consultants	Present 9:50 a.m.
Devin Randel	Schultz Construction	Present 9:55 a.m.
Gregg Webster	Zoning Administrator	Present 10:00 a.m.
Matt Horton	Trinium	Present 10:00 a.m.
Brent Naylor	Riley Construction	Present 10:00 a.m.
Russel Riddle	DF Osborne	Present 10:00 a.m.
Russ Fowler	Nelson – Fowler LLC	Present 10:00 a.m.
John Keller	County Planner	Present 11:50 a.m.
Cody Hartwich	Developer	Present 11:50 a.m.

**2.0 Reorganization:**

Nancy McCarter administered oath of office and swore in Greg Riat as 3<sup>rd</sup> District Commissioner. Riat was appointed to complete District 3’s term.

As this was the second Monday of the New Year, the Board of County Commissioners, 1<sup>st</sup> District Commissioner, Deloyce McKee; 2<sup>nd</sup> District Commissioner, Dennis Pat Weixelman; and 3<sup>rd</sup> District Commissioner, Greg Riat; reorganized for 2020:

**Nominate Chair:** Commissioner Weixelman moved to appoint McKee as chair, Weixelman as Vice Chair and Riat to serve as member. Commissioner Riat seconded, motion carried 3-0.

**Designation of Depositories:** Commissioner McKee moved and Commissioner Weixelman seconded to adopt Resolution 2020-4, designating depositories for county monies for 2020. Motion carried 3-0. *(Document signed)*

**Request to waive the preparation of financial statements in accordance with GAAP for 2020:** Commissioner Weixelman moved and Commissioner Riat seconded to adopt Resolution 2020-5 requesting to waive the preparation of financial statements in accordance with GAAP for 2020. Motion carried 3-0. *(Document signed)*

**Designation of Official County Newspaper:** Commissioner Weixelman moved to adopt Resolution 2020-6 pursuant to K.S.A. 64-101 designation of official county newspaper for 2020 to be Wamego Times. Commissioner Riat seconded, carried 3-0. *(Document signed)*

**Review Commission Districts and Other Boards:** Commissioners reviewed the current district map, no changes needed. Commissioners reviewed boards and agreed to serve:

Cemeteries/Riat, Council on Aging/Weixelman, Senior Board/Weixelman, Cites/Weixelman will attend Wamego, County Transportation/McKee, Pawnee Mental Health/Riat, EMGT/McKee, Economic Development/Weixelman, Library/Weixelman, Flint Hills Regional Council/McKee, Juvenile Detention/Riat, and MPO/McKee.

### 3.0 ROUTINE ITEMS:

3.1 McKee moved to approve the agenda. Riat seconded, carried 3-0.

3.2 Weixelman moved to approve January 6, 2020 minutes. McKee seconded, carried 3-0.

### 4.0 CONSENT ITEMS:

4.1 Cereal Malt Beverages License: Wildcat Marina (2) & Hofman Farm Supply

4.2 Tax Corrections: ABER00001 St George Twp 133.04-, OCON0009 Blue Twp 541.14-, REIS0001 Blue Twp 808.42-, RUST0005 St George Twp 1,007.60-, and SHUM0005 St George City 565.58- Commissioner Weixelman moved to approve consent items. Commissioner Riat seconded, carried 3-0. *(Documents signed)*

### 5.0 PUBLIC COMMENTS: none

### 6.0 DEPARTMENT UPDATES & ACTION ITEMS:

**6.1 Commission: Meeting Updates and upcoming meetings:** Flint Hills Regional Board and Leadership Retreat in Overland Park. There will be a discussion meeting January 16, 2020 (Thursday) at 9:00 a.m. in the Sunflower Room (612 E Campbell Westmoreland) with County Commissioners and Local Developers concerning road improvements.

**6.2 Administration:** Chad Kinsley requested authorization to pay non-essential personnel 3.5 hours of holiday pay verses each employee using his or her paid time off, for January 10, 2020 due to the County Offices closing at 1:00 p.m. Commissioner Riat would like a policy in place to address the issue in the future. Commissioner Riat moved to pay the 3.5 hours of holiday pay to the non-essential  
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personnel and on January 27, 2020 address retro pay for essential personnel. Commissioner McKee seconded, carried 3-0.

Kinsley requested the need to review all personnel contracts. Commissioners agreed to review them on January 27, 2020.

Kinsley requested approval to hire a full time billing clerk for the health department. The health director, Lisa Kenworthy has agreed to remove one of her registered nurses positions in order to help get this approved. Commissioner Weixelman moved to go forward to hire the position and not fill the RN position. Commissioner McKee seconded, motion carried 2-1 with Commissioner Riat voting against.

Kinsley briefed commissioners on this week's meeting he would be attending: Juvenile Detention, City County County, EMS walk through this Friday and Regional Leadership Retreat.

**6.3 Counselor:** John Watt reported Judge Elder would be reviewing the HWY 24 condemnation this week and will be appointing three appraisers to the project.

**6.4 Sanitarian/Landfill:** Scott Schwinn briefed commissioners on year to date numbers for environmental health and landfill transfer station. Schwinn informed commissioners KDHE is actively involved with the two sites submitted to them for significant waste accumulation and the request for proposal for the landfill scales will be out this Friday.

**10:00 A.M.** Chair declared bidding closed for the Fleet Facility at 10:00 am.

**6.5 Register of Deeds:** Betty Abitz provided a records management report showing recording fees, number of filings, indebtedness and total service fees.

## 7.0 NEW BUSINESS:

**7.1 Bid Opening for Fleet Facility:** Peter Clark and Dustin Newman opened and read the bids:

Bidder	base bid	Alt.1	Alt. 2	Alt. 3	Alt. 4	Alt.5	Alt. 6	Alt. 7	Alt. 8	Alt. 9	Alt.10
Walters	1529000	84000	31500	-11000	36000	89000	-5000	49400	-19000	-7000	31000
Trinium	1325000	96000	32000	-10250	33800	95800	-6000	72000	-22500	-3000	33000
Nelson	1190000	112000	34000	-11500	35000	101000	-4800	17000	-4000	-2000	14500
Riley	1270000	76900	28730	-17870	27520	97800	-5850	15700	-7000	-2490	33050
Schultz	1130000	75000	24000	-10000	30000	90000	-5000	11000	-23000	-3000	-2000
DF Osborne	1464900	48500	30500	-9500	33500	96700	-5200	23100	-3500	-2700	17200
Engineer's Estimate	1476806	60000	36010	0	0	75000	-8000	23879	-2091	-8902	0

Staff will review and return with a recommendation on January 27, 2020

## 6.0 Continued

**6.6 Flint Hills Regional Council:** Janna Williams and Justin Kuzila gave an update on projects, housing and 2020 grants. Kuzila provided each commissioner with information on the Pottawatomie County Housing Assessment showing findings such as:

- Median Gross Rent in Blue Township, the Cities of Havensville and the City of Wamego are outpacing renter-occupied median incomes.

- There is demand for rental-occupied units in Blue Township, Cities of Wamego and Westmoreland
- Median home values are outpacing median incomes for owner-occupied units in St. George Township, Cities of Olsburg, Onaga and St. George.
- There is demand for higher-end rental units in St. George Township, and the Cities of Onaga, St. George and St. Marys.
- The Cities of Louisville and Wheaton have a high vacancy rate.

## **8.0 General Discussion:**

**8.1 Detention Pond Maintenance:** Peter Clark gave an overview of detention ponds, they are a basin in that receives and holds runoff storm water. How do we want to manage and maintain them in the future? John Watt said they need to explore the cost and needs first. Peter Clark stated they need one or two cleanings with in the first 5 years and mowed one or two times annually. Discussion continued covering various ideas: building permit fees increase, upfront fees, homeowners associations, developers agreements, and one-time fees. Commissioners directed staff to work on an estimated cost, bring back options, as well as a map showing all detentions ponds within the County.

### **ACTION ITEMS:**

Commissioner Riat moved to adopt Resolution 2020-07 ordering the disposal of surplus personal property by public auction. Commissioner Weixelman seconded, carried 2-0. Commissioner McKee abstained due to possible conflict of interest. *(Document signed)*

Commissioner Weixelman moved to approve the Ledger Transactions dated 1/1/2020 totaling \$875,447.89. Commissioner Riat seconded, carried 3-0. *(Document signed)*

## **7.0 Continued**

### **7.2 Executive Session:**

Commissioner McKee moved to recess to executive session to begin at 12:35 p.m. for up to 25 minutes under: personnel matters of individual non-elected personnel, *(K.S.A. 75-4319 (b)(1))* subject to be discussed during session; moving of staff. Commissioner Riat seconded, carried 3-0. Others in attendance were Chad Kinsley, Peter Clark, Dustin Newman and Crystal Malchose. Regular meeting resumed at 1:00 p.m., Commissioner Weixelman moved to return to executive session for another 15 minutes. Commissioner McKee seconded, carried 3-0. Regular meeting resumed at 1:15 p.m. with no action as a result of the session.

### **PUBLIC WORKS:**

Peter Clark updated commissioners on the US 24 and Columbian application for a traffic signal reported. The project needed more turning lanes and some widening; bringing the estimated cost of \$440,000 for construction and the engineering cost to \$45,000. Wamego City and Pottawatomie County have agreed to 50/50 cost of the engineering. Would the County approve the additional charge? Commissioner McKee moved to agree with the added amount for engineering cost. Commissioner Weixelman seconded, motion carried 3-0.

Peter Clark updated commissioners on the Campbell Street agreement needed with the City of Westmoreland. The City would like to agree to pay 25% of project. Chair tabled the discussion until January 27, 2020 meeting.

Peter Clark requested approval to hire Benesch to be the inspector for the Limerick Lane Extension Project. Commissioner McKee moved to approve the agreement for \$40,000. Commissioner Weixelman seconded, carried 3-0.

**9.0 Adjournment:** Chair declared meeting adjourned at 1:31 p.m.

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Chair, Deloyce McKee

seal

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Vice Chair, Dennis Weixelman

*Attest:*

\_\_\_\_\_  
County Clerk, Nancy McCarter

\_\_\_\_\_  
Member, Greg Riat