



**Board of Pottawatomie County Commissioners**  
**Regular Meeting Minutes**  
**January 14, 2019**

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

Public Works / Sunflower Room

8:30 AM

District 1 – Deloyce McKee

District 2 – Dennis Weixelman

District 3 – Travis Altenhofen

8:30 AM CALL TO ORDER REGULAR MEETING WITH FLAG SALUTE & PRAYER

Attendee Name	Title	Status
Deloyce McKee	County Commissioner (Chair)	Present 8:30 a.m.
Travis Altenhofen	County Commissioner (Vice Chair)	Present 8:30 a.m.
Dennis Weixelman	County Commissioner (Member)	Present 8:30 a.m.
Nancy McCarter	County Clerk	Present 8:30 a.m.
John Watt	Counselor	Present 8:30 a.m.
Robert Reece	County Administrator	Present 8:30 a.m.
Steve Minton	Resident	Present 8:30 a.m.
Peter Clark	Public Works Director	Present 8:30 a.m.
Tim Eisenbarth	NXWD Director	Present 8:30 a.m.
Chad Kinsley	Management Assistant Operation	Present 8:30 a.m.
Heather Gladbach	Management Assistant Finance Officer	Present 8:30 a.m.
Catherine Seitz	Elementary Teacher	Present 8:30 a.m.
Nikki Boswell	Para Westmoreland Elementary	Present 8:30 a.m.
Lauren Blocker	4 <sup>th</sup> grade student	Present 8:30 a.m.
Isaiah Cazee	4 <sup>th</sup> grade student	Present 8:30 a.m.
Jalen Campbell	4 <sup>th</sup> grade student	Present 8:30 a.m.
Lydia Parker	4 <sup>th</sup> grade student	Present 8:30 a.m.
Acelyn Rottinghaus	4 <sup>th</sup> grade student	Present 8:30 a.m.
Brodee Clark	4 <sup>th</sup> grade student	Present 8:30 a.m.
Ida Kasselmann	4 <sup>th</sup> grade student	Present 8:30 a.m.
Cassandra Keck	4 <sup>th</sup> grade student	Present 8:30 a.m.
Bailey Martens	4 <sup>th</sup> grade student	Present 8:30 a.m.
David Blocker	4 <sup>th</sup> grade student	Present 8:30 a.m.
Noah Valburg	4 <sup>th</sup> grade student	Present 8:30 a.m.
Hunter Busings	4 <sup>th</sup> grade student	Present 8:30 a.m.
Caiden Knutson	4 <sup>th</sup> grade student	Present 8:30 a.m.
Trevr Dick	4 <sup>th</sup> grade student	Present 8:30 a.m.
Cameron Chilcott	4 <sup>th</sup> grade student	Present 8:30 a.m.
Kade Marintzer	4 <sup>th</sup> grade student	Present 8:30 a.m.
Devon Heiget	4 <sup>th</sup> grade student	Present 8:30 a.m.
Layton Ebert	4 <sup>th</sup> grade student	Present 8:30 a.m.
Dylan Nelson	4 <sup>th</sup> grade student	Present 8:30 a.m.
Emeri Deters	4 <sup>th</sup> grade student	Present 8:30 a.m.
Jim Brinkman	Resident	Present 9:15 a.m.
Kolby Montross	Double J Construction	Present 9:30 a.m.
Douglas Phelps	Developer	Present 9:45 a.m.
Ian Reekie	Schwab Eaton	Present 9:45 a.m.
Jameson Eichman	Resident	Present 10:00 a.m.
Stephan Metzger	Assistant Planner/Zoning Enforcement Officer	Present 10:00 a.m.
Jim Kaup	Kaup Law Office	Present 10:00 a.m.
Ron Fehr	City of Manhattan	Present 10:15 a.m.
John Keller	County Planner	Present 10:30 a.m.
Gregg Webster	Zoning Administrator	Present 10:30 a.m.

**ROUTINE ITEMS:** Altenhofen moved to approve the agenda. Weixelman seconded, carried 3-0. Altenhofen moved to approve January 7, 2019 minutes. Weixelman seconded, carried 3-0.

**CONSENT ITEM:**

- 3.1 Cereal Malt Beverage License: Hofman Farm Supply
- 3.2 Tax Corrections:

COFF001	St George Twp	16.46-	KINC0003	St Marys City	12.00-
RUST0005	Wamego City	212.22-	EVAR0001	Blue Twp	140.82-
BLUM0011	Wamego City	467.50-	MART0006	Wamego City	346.30-
WOLF0007	Wamego City	313.86-	WOLF0007	Wamego Twp	1,453.24-
TESK0004	Lone Tree Twp	1,145.12-	TESK0004	Lone Tree Twp	54.76-
MCCO0049	Clear Ck Twp	305.66-	MCCO0049	Clear Ck Twp	105.92-
SWIS0010	Blue Twp	545.34-	MCNF0001	Wamego City	647.83-
WAME0052	Wamego City	647.83	HARP0001	St Marys City	643.8-
HARP0001	St Marys City	1,851.40-			

Commissioner Altenhofen moved to approve consent items. Commissioner Weixelman seconded, carried 3-0.

**PUBLIC COMMENTS:**

Catherine Seitz and Nikki Boswell introduced the 4<sup>th</sup> grade class and thanked the commissioners for allowing them to attend their meeting.

**DEPARTMENT UPDATES & ACTION ITEMS:**

**Commission:** Commissioner McKee reported on three meetings she attended last week; Work Force Summit, Flint Hills Regional Council and Regional GOP.

**Administration:** Robert Reece updated commissioners on:

1. Juvenile Detention Center budget
2. Future plans with developers
3. Connect Pottawatomie
4. Leadership retreat on Jan. 18-19, 2019

Heather Gladbach presented a lease purchase agreement for Fire District #5, pumper truck and recommended Kaw Valley State Bank as the lessor with a 3.350% interest rate. Commissioner McKee moved to adopt Resolution 2019-10 and the agreement with Kaw Valley State Bank. Commissioner Altenhofen seconded, carried 3-0. *(Documents signed)*

Heather Gladbach presented an agreement for professional engineering services with Schwab Eaton for the engineering services for Wildcat Woods, Unit 3, sewer, street and water not to exceed \$72,615.00. Commissioner Altenhofen moved to sign the agreement. Commissioner McKee seconded, carried 3-0. *(Document signed)*

Heather Gladbach requested a hearing date be set for Whispering Meadows Unit 6. Commissioner Altenhofen moved to set January 28, 2019 at 10:00 a.m. for the hearing. Commissioner McKee seconded, carried 3-0.

**Noxious Weed:**

Tim Eisenbarth presented an overview of 2018 accomplishments for noxious weed, cemeteries, HHW, recycling and various other tasks.

**Action Item:** Tim Eisenbarth presented a 2019 agreement with Kansas Department of Transportation to treat noxious weeds for approval. Commissioner Weixelman moved to authorize the chair to sign as presented. Commissioner Altenhofen seconded, carried 3-0. *(Document signed)*

**Counselor:** John Watt presented three automatic renewable contracts to provide indigent defense services for approval. Commissioner Altenhofen moved to approve the attorney's agreements as presented. Commissioner Weixelman seconded, carried 3-0. *(Documents signed)*

John Watt also provided commissioners with a draft resolution of a special event policy for their review.

**Reorganization:**

Nancy McCarter administered oath of office and swore in Deloyce McKee as 1<sup>st</sup> District Commissioner. McKee was elected in November to serve a four-year term.

As this was the second Monday of the New Year, the Board of County Commissioners, 1st District Commissioner, Deloyce McKee; 2nd District Commissioner, Dennis Pat Weixelman; and 3rd District Commissioner, Travis Altenhofen; reorganized for 2019:

Weixelman moved to appoint Altenhofen as chair. Commissioner Altenhofen seconded, motion carried 2-1 with Commissioner McKee voting against.

Commissioner McKee moved to appoint Weixelman as Vice Chair and McKee to serve as member. Commissioner Altenhofen seconded, carried 3-0.

Commissioner McKee moved and Commissioner Altenhofen seconded to adopt Resolution 2019-7, designating depositories for county monies for 2019. Motion carried 3-0. *(Document signed)*

Commissioner Weixelman moved and Commissioner McKee seconded to adopt Resolution 2019-8 requesting to waive the preparation of financial statements in accordance with GAAP for 2019. Motion carried 3-0. *(Document signed)*

Commissioner Weixelman moved to adopt Resolution 2019-9 pursuant to K.S.A. 64-101 designation of official county newspaper for 2019 to be Wamego Times. Commissioner McKee seconded, carried 3-0. *(Document signed)*

Commissioners reviewed the current district map, no changes needed.

Weixelman agreed to serve on Area on Aging, Library Board, Economic Development, Connect Pottawatomie and PAC Combat Aviation and Alternate for ATA Board; McKee will serve on the MPO and Flint Hill Region Council, LAPC, Connect Pottawatomie County; Altenhofen will serve on Manhattan Chamber, LEPC, and ATA Board during 2019.

**Other Discussion:**

Commissioner Weixelman recommended a time limit on expense reimbursements. Reece explained there is a 30-day policy but during year-end accounts payable run, there is a catch-up time. John Watt presented Statue 28-169; allowance of traveling expenses and mileage.

**Action Item:** Commissioner Weixelman moved to approve the 1/11/2019 ledger transactions totaling \$729,124.14. Commissioner McKee seconded, carried 3-0. *(Document signed)*

**10:00 A.M.** Chair declared bidding closed for Wildcat Woods Unit 3. Peter Clark opened and read the bids.

Bidder	Sewer	Water	Street	Atl CI	Total bid
Bayer Const	135,100.40	66,784.15	471,038.90	6,180.00	679,103.45
Double J Contracting	160,254.00	68,265.00	482,755.50	7,080.00	718,354.50
SMH Consul Est	137,178.00	67,330.00	480,546.00	4,980.00	690,034.00

Staff will review and return with recommendation.

### Public Hearing:

**10:15 a.m.**, Altenhofen opened the hearing for Whispering Meadows Development Sewer Annexing. Altenhofen requested discussion from the floor once, twice and three times; with none, the hearing closed at 10:16 a.m.

**Resolution:** Commissioner McKee moved to adopt Resolution 2019-5 annexing into the Blue Township Sewer Benefit District. Commissioner Weixelman seconded, carried 3-0. *(Document signed)*

**10:16 a.m.**, Altenhofen opened the hearing for Heritage Hills Sewer Annexing. Altenhofen requested discussion from the floor. Commissioner McKee expressed concerns about a fence line with trees, and agreed to visit with Peter Clark about her concern. Altenhofen requested discussion from the floor once, twice and three times; with no others, the hearing closed at 10:19 a.m.

**Resolution:** Commissioner McKee moved to adopt Resolution 2019-6 annexing into the Blue Township Sewer Benefit District. Commissioner Weixelman seconded, carried 3-0. *(Document signed)*

### OLD BUSINESS:

Jim Kaup presented Stage 4 report to the Board of County Commissioners on the viability of each governance option for Green Valley Area and recommendations for governance options, which included:

- A. Annexation/transfer of public cost
- B. Incorporation/become a city
- C. Improvement districts
- D. Blue Township
- E. Special Districts
- F. Benefits Districts
- G. Pottawatomie County Land Use Regulation

**Action Item:** Peter Clark recommended awarding the bid to Bayer Construction for Wildcat Woods Unit 3 for \$679,103.45. Commissioner McKee moved to approve as requested. Commissioner Weixelman seconded, carried 3-0.

### Proposed 2019 Facility Improvement Project Plan:

Robert Reece outlined the list of projects and funding sources:

- Constructing of Green Valley EMS Building with a Sheriff Training room
- Sunflower Room Remodel: kitchen, flooring, vestibule and commissioners executive chambers

*Board of Pottawatomie County Commissioners*

- Administrative Building Bathroom Remodel and repair plumbing issues
- Treasurer Office Remodel Includes moving office to the east
- Covered Parking
- Noxious Weed Building & Inventory Control
- Health Department and County Extension, new construction
- County Fleet Facility 132x50
- Administrative Office Hall Improvements to lighting, ceiling tile, flooring and walls
- Administrative Office Building IT Room

Commissioner McKee moved to go ahead with the CIP plan, prioritize list and rate by major problems; with the understanding, things could be changed. Commissioner Altenhofen seconded, motion carried 2-1, Commissioner Weixelman voting against, he would like to pick four or five items then leave it open for future discussion.

**Other Item:**

Commissioner McKee requested serving as Rural Board with Kansas Associations of Counties, commission agreed.

**Adjournment:** Chair declared meeting adjourned at 12:38 p.m.

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Chair, Travis Altenhofen

seal

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Vice Chair, Dennis Weixelman

*Attest:*

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

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Member, Deloyce McKee