



Board of Pottawatomie County Commissioners
Regular Meeting Minutes
January 27, 2020

612 E Campbell
Westmoreland KS 66549
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 & PRAYER

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.
Dorothy Campbell	Resident	Present 8:30 a.m.
Derek Simmons	KMAN	Present 8:30 a.m.
Mark Portell	Wamego Times	Present 8:30 a.m.
Peter Clark	Public Works Director	Present 8:30 a.m.
Crystal Malchose	HR Director	Present 8:30 a.m.
Lois Schlegel	County Appraiser	Present 8:40 a.m.
Jennifer Merrow	EMGT Director	Present 8:40 a.m.
Lisa Kenworthy	County Health Director	Present 8:40 a.m.
Jared Barnes	Fire Supervisor	Present 8:40 a.m.
Zach Bottenberg	Assistant EMS Director	Present 8:40 a.m.
Hal Bumgarner	EMS Director	Present 8:40 a.m.
Sherri Schuck	County Attorney	Present 8:50 a.m.
Andrea Karnes	Victim Witness Coordinator, Office Manager	Present 8:50 a.m.
Clint Hibbs	BG Consultant	Present 8:50 a.m.
Dustin Newman	Assistant Public Works Director	Present 9:15 a.m.
Audrea Martens	Management Assistant	Present 9:15 a.m.
Heather Dyer	Administrative Secretary	Present 9:15 a.m.
Jared Prebyl	Midwest Auction Pros	Present 9:15 a.m.
Doug Sellers	Wicked Marathon	Present 10:20 a.m.

2.0 ROUTINE ITEMS:

2.1 Weixelman moved to approve the agenda adding an executive session. Riat seconded, carried 3-0.

2.2 Weixelman moved to approve January 13, 2020 minutes. Riat seconded, carried 3-0.

3.0 CONSENT ITEMS:

3.1 Tax Corrections: ARET0001 St Marys City 2,058.76-, BOHL0001 Wamego City 1,203.46-, BOXC0001 Manhattan City 5,328.02-, FARM0013 Onaga City 510.82-, HEER0001 Wamego City 320.34-, JOEJ001 Blue Twp 5,037.24-, ARME0012 St Marys City 266.78-, KUHN0001 Manhattan City 5,842.48-, MANNN0001 Manhattan City 12,009.30-, MING0001 Blue Twp 417.10-, LIVI0001 Green Twp 464.26-, WAMEO0052 Wamego City 444.42-, PURP0001 Manhattan City 12,203.14-, CATE0004 Wamego Twp 304.62, 332.50 & 347.50, WAME0052 Louisville Twp 343.24-, .38- & 131.78-

3.2 Review Township Reports: Shannon, Belvue, Emmett, Clear Creek, St George Twp, Rock Creek, Sherman, Union, Blue and Lone Tree.

Commissioners moved consent items to end of meeting.

4.0 PUBLIC COMMENTS: none

5.0 DEPARTMENT UPDATES & ACTION ITEMS:

5.1 Commission: Meeting Updates and upcoming meetings: New emergency medical service building in Blue Township walk through, Economic Development, welcomed new business in Wamego D&K Seed Inc., Wheaton City Council, Leadership Retreat and Government Day in Topeka.

5.2 Administration:

5.2a Review Policy on Closing County:

Crystal Malchose and Chad Kinsley presented a proposed policy concerning closing the county.

Commissioner Riat moved to pay non-essential employees holiday pay for Friday January 17, 2020, as the commissioners have not had sufficient time to review the proposed policy. Commissioner Weixelman seconded, carried 3-0.

5.2b Review Personnel Contracts: moved to February 3, 2020 meeting.

5.2c Detention Pond Maintenance: moved to February 3, 2020 meeting.

5.3 Counselor: John Watt updated commission on the condemnation hearing; saying an order will be emailed today to move forward with taking the property.

5.4 Attorney: Sherri Schuck and Andrea Karnes provided yearly case filings by the County Attorney's Office showing the comparison over nine years, immediate intervention program for juvenile offenders, substantive hearing and trail schedule.

5.5 Public Works: Peter Clark introduced Heather Dyer new hire for the administrative secretary position.

5.5a Campbell Street Project: Peter Clark provided an engineer's estimate of \$194,000.00 for the Campbell St improvements from Walnut to K99 with a 75% County and 25% City split. Commissioner Weixelman expressed concerns about the 3 inch depth of asphalt. Commissioner Riat proposed concrete on the turn areas and question the spilt of the cost.

Commissioner Weixelman moved to propose to the City of Westmoreland an estimated cost of \$230,000 with a 4 inch depth asphalt and a 1/3 City and 2/3 County split then turn over the road to the City. Commissioner Riat seconded, carried 3-0.

5.5b Fleet Facility: Peter Clark presented information from the Fleet Facility bids; six bids were received, with Schultz Construction coming in as low bidder. Clark presented proposed changes to the design as a result of a meeting with staff:

- 1) Increase building to 100 feet versus 80 feet
- 2) Heating system in floor
- 3) 8-inch floor over a 6-inch floor

Commissioner Weixelman moved to table the topic until next week so all the data could be put in a spreadsheet in order to review. Commissioner Riat seconded, carried 3-0.

5.5c US 24 Highway and Green Valley Road Intersection Improvements: Clark presented several items for the commissioners' consideration: KDOT "Request for Conditional right of Way Clearance" form and set the bid opening date for the US 24 & Green Valley Road

Intersection Improvement Project for March 9, 2020 at 10:00 a.m., contingent on KDOT concurrence. Approve a supplemental engineering agreement with Bartlett & West for the increase in scope of the project design and construction inspection services, in the amount of \$64,844 and \$375,000, respectively.

Commissioner McKee moved to authorize the chair to sign the Conditional Right-of-Way Clearance form and to set a bid date of March 9, 2020 at 10:00 a.m. Commissioner Riat seconded, carried 3-0. *(Document signed)*

Commissioners requested alternative information concerning the engineering agreement.

10:14 a.m. Commissioner Riat dismissed himself from the meeting.

5.5d Peter Clark introduced Jared Prebyl with Midwest Auction Pros. Mr. Prebyl delivered a check for \$56,100 from the sale a motor grader and offered services to sell the other two graders. Commissioner Weixelman moved to adopt Resolution 2020-09 ordering disposal of two caterpillar motor graders, (73-2005 CAT 12h and 54-2002 CAT 12h) by public auction with Midwest Auction Pros. Commissioner McKee seconded, carried 2-0. *(Document signed)*

5.5e Purchase of a 2020 Motor Grader: Dustin Newman requested authorization to execute an agreement with Murphy Tractor & Equipment of Topeka, KS to purchase a John Deere 372GP for \$258,950. In comparing three machines (John Deere, Komatsu & Caterpillar) the Public Works staff recommends the John Deere be purchased and the sale from the other motor graders be deposited into the Equipment Reserve Fund to be used for purchase of the new motor grader. Commissioner Weixelman moved to approve the request and authorize the purchase of the John Deere 672Gp for \$258,950. Commissioner McKee seconded, carried 2-0.

5.6 Health: Lisa Kenworthy gave an outline of clients, encounter, procedures and revenues for 2019. Kenworthy also reported on Family Planning policy, maternal child health, preschool screenings, and communicable diseases. Kenworthy presented pictures of the health department's remodel, saying it was completed and ready for a verification visit regarding the barrier removal grant they had received.

5.7 Emergency Management: Jennifer Merrow briefed commissioners on:

- January 10 ,2020 Ice Storm
- Wild Mustangs active violence training
- Jeffrey Energy Center getting their fire brigade credentials
- New assistant EMS director received Everbridge training
- Community Emergency Response Team course held
- Working on possible mini grant
- January 25, 2020 HAZMAT awareness course
- January 30, 2020 Pipeline Safety training course
- February 5,2020 LEPC Meeting

5.8 Fire: Jared Barnes briefed commissioners on year to date station calls for 2019, the new pumpers and tankers will be picked up this week, air-packs in 2020 budget, (would like to purchase 42 packs); this is a decrease from 52 we currently have. The current packs are outdated and parts have to be scavenged. The packs would be on a 5-year lease purchase with an estimated cost of \$337,711.08. Commissioner McKee move to authorize going forward with the purchase. Commissioner Weixelman seconded, carried 2-0. Jared also informed commissioners they are working on cleaning out the old fire station in Olsburg and seeking a path for the property.

5.9 Emergency Services: Hal Bumgarner introduced the new Assistant Director; Zach Bottenberg then briefed commissioners on:

- 2019 Year to Date runs totaling 2,143
- Runs by Stations
- Runs by Hospital Transfer
- 911 Runs
- Operational changes
- Blue Township station near completion
- Logo change request

Commissioners will consider the logo change request, but took no action.

5.10 Appraiser: Lois Schlegel submitted a letter of resignation stating her last day would be June 30, 2020. Schlegel updated commissioners on Board of Tax Appeal hearing, 2019 year-end sales, 2020 property sales ratio report, building permit report showing County and Cities, and report on office and field activities. Harry Cook has retired and his replacement will be Grace Suther with a starting date of February 3, 2020.

6.0 NEW BUSINESS:

Doug Sellers requested help with traffic control for the March 28, 2020 Wicked Marathon, having the Public Works Department manage traffic. Commissioner Weixelman moved to handle it like last year. Commissioner McKee seconded, carried 2-0. Commissioners directed Peter Clark to get the information on the cost of outsourcing for traffic control.

7.0 EXECUTIVE SESSION:

Commissioner McKee moved to recess to executive session to begin at 11:45 a.m. for up to 20 minutes under: personnel matters of individual non-elected personnel, (*K.S.A. 75-4319 (b)(1)*) subject to be discussed during session; employee contract. Commissioner Weixelman seconded, carried 2-0. Others in attendance were Chad Kinsley, Lois Schlegel, Crystal Malchose and John Watt. Regular meeting resumed at 12:05 p.m. Commissioner Weixelman moved to return to executive session for another 10 minutes. Commissioner McKee seconded, carried 2-0. Regular session resumed at 12:15 p.m. with no action as a result of the session.

8.0 ACTION ITEMS:

Commissioner McKee moved to approve consent items. Commissioner Weixelman seconded, carried 2-0. (*Documents signed*)

Commissioner McKee moved to approve ledger transactions dated 1/24/2020 totaling \$1,005,134.64. Commissioner Weixelman seconded, carried 2-0. *(Document signed)*

9.0 OTHER BUSINESS:

Commissioners reviewed the building design for USD 383 School in Blue Township. Commissioners would like to arrange a meeting with the school in order to communicate concerning road access.

10.0 Adjournment: Chair declared meeting adjourned at 1:32 p.m.

Chair, Deloyce McKee

seal

Vice Chair, Dennis Weixelman

Attest:

County Clerk, Nancy McCarter

Member, Greg Riat