



Board of Pottawatomie County Commissioners
Regular Meeting Minutes
February 10, 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.
Crystal Malchose	HR Director	Present 8:30 a.m.
Mark Portell	Wamego Times	Present 8:30 a.m.
Peter Clark	Public Works Director	Present 8:30 a.m.
Beth Fischer	Resident	Present 8:30 a.m.
Tammy Hafenstein	Resident	Present 8:30 a.m.
Misty Vinduska	Resident	Present 8:30 a.m.
Scott Schwinn	Sanitarian	Present 8:30 a.m.
Betty Abitz	Register of Deeds	Present 8:30 a.m.
Heather Gladbach	Finance Officer	Present 8:30 a.m.
Gregg Webster	Zoning Administrator	Present 9:10 a.m.
John Keller	County Planner	Present 9:10 a.m.
Stephan Metzger	Assistant Planner/Zoning Enforcement Officer	Present 9:10 a.m.
Lori Feldkamp	Big Lakes	Present 9:20 a.m.
Derek Simmons	KMAN	Present 9:30 a.m.
Clint Hibbs	BG Consultants	Present 10:00 a.m.
Dustin Newman	Assistant Public Works Director	Present 10:00 a.m.

2.0 ROUTINE ITEMS:

2.1 Weixelman moved to approve the agenda, removing 5.2 Farrell D. Maichel. Riat seconded, carried 3-0.

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

3.0 CONSENT ITEMS:

3.1 Library Appointment: Paulette Simecka

Commissioner Weixelman moved to approve consent item. Commissioner McKee seconded, carried 3-0. *(Documents signed)*

4.0 PUBLIC COMMENTS: none

5.0 DEPARTMENT UPDATES & ACTION ITEMS:

5.1 Rock Creek After Prom: Beth Fischer and Tammy Hafenstein requested support from the commissioners for the parent sponsored Rock Creek After Prom. Commissioner Weixelman moved to donate \$400.00. Commissioner Riat seconded, carried 3-0.

5.2 Commission: Meeting updates and upcoming meetings: Unified School District 383 meeting, EMS Building in Blue Township, Roads in North County, Wheaton Dinner, FEMA Report, and State Transportation Plan.

5.3 Administration: Chad Kinsley reported the cost for traffic control during the Wicked Marathon would be \$3,200. Commissioner Riat moved to rescind the motion made on 1/27/2020 to approved funding same as last year. Chair declared motion died for lack of second.

Kinsley reported on meetings:

- Wednesday meeting with Manhattan Chamber
- Blue Township Board meeting today (2/10/2020) at 5:00 p.m. (two commissioners will attend)
- Juvenile Detention meeting on Wednesday February 19, 2020
- Motorola meeting Wednesday February 19, 2020 (Kinsley was requested to reschedule in order for Riat to attend)
- City County County meeting Thursday 2/13/2020

Action Item:

Heather Gladbach presented bond counsel service information and recommended executing an agreement with Kutak Rock LLP for three years. Commissioner Weixelman moved to authorize the County Administrator to sign the agreement as presented. Commissioner Riat seconded, carried 3-0. *(Document signed)*

5.4 Big Lakes: Lori Feldkamp briefed commission on:

- Licensing renewal
- New group home moving
- Waiting list over view
- Invited commissioners to come see their services
- New Federal rules concerning housing needs
- Annual Banquet, April 16, 2020

5.5 Sanitarian/Landfill: Scott Schwinn presented a monthly update on environmental health and landfill transfer station. Scale replacement proposal due 2/14/2020, and reported cleaning has been taking place on the two locations in the dumping program.

5.6 Register of Deeds: Betty Abitz informed commissioners the City of Manhattan has requested she wavier the annual \$800.00 fee for online services. Abitz stressed the fact that she treats everyone the same, and would not recommend waving the fee. Commissioner Riat moved to support Abitz's recommendation. Commissioner McKee seconded, carried 3-0.

Abitz provided a records management report from her office showing number of filings and fees deposited.

5.7 Zoning: Gregg Webster and John Keller presented a rezoning request for consideration. The application is from Legatus, LLC/ Brandt Rudzinski to change a tract of 73 acres from A1 agriculture to R2 two and three family residential. Planning & Zoning Staff recommends approval of

the request based upon the findings. Discussion occurred concerning detention pond needs, drainage, pedestrian easements, future roadways and a second entrance on to Green Valley Road. Commissioners agreed to move ahead with the first phase of Heritage Hill with modification to the final plat; pedestrian easement on east, right-of-way on North and oversite on driveway drainage.

Stephan Metzger provided an update on changes to sign regulations and a proposed sign table for review. Commissioners will review the documents and had no questions for Metzger at this time.

Gregg Webster provided a copy of January's building permits issued for each commissioner to view.

5.8 Public Works: Dustin Newman requested authorization to solicit bids for two 2020 Tandem Dump Trucks. Commissioner Weixelman moved to authorize and add an alternate for a used truck with 100,000 miles for less. Commissioner Riat seconded, carried 3-0.

Dustin Newman requested authorization to purchase a new backhoe, clamshell bucket and rubberized edge. Commissioner McKee moved to authorize the purchase of either a 2019 or 2020 new backhoe with all standard equipment. Commissioner Riat seconded carried 3-0. Commissioner Weixelman requested to include looking at New Holland backhoes.

Dustin Newman requested authorization to purchase a used semi-truck for the landfill that would replace the existing broken down semi; it is within the current budget for \$50,000. Commissioner agreed to table the topic until more information could be explored and including the possible purchase of a yard mule.

6.0 Ledger Transactions dated 2/7/2020: Commissioner Weixelman moved to approve transactions totaling \$241,370.37. Commissioner Riat seconded, carried 3-0. *(Document signed)*

7.0 UNFINISHED BUSINESS:

7.1 Fleet Facility: Peter Clark reported on the cost to upgrade to insulated panels over metal liner: panel cost would be \$75,000 and metal liner estimated from 25 to 30 thousand. Clark reported the panels would provide better noise control. Commissioners agreed on the liner and it should be taken to the floor. Clark reported the estimate for increasing to a 90-foot building would be \$110,000 to \$125,000 with an added design fee of \$24,000. Commissioner Weixelman moved to award the base bid to Schultz Construction with the increase concrete apron, deduct for the paint and directed staff would work with BG Consultants on three change orders: 8 inch depth, metal liner and building width. Commissioner McKee seconded, carried 2-1, with Riat voting against.

7.2 Developers Agreement: Clark reported that the Elson Castor developer's agreement would need to be tabled.

8.0 OTHER BUSINESS:

8.1 Clark requested advertising for the US 24 and Crown C Construction Project. Commissioner McKee moved to authorize and to set March 16, 2020 at 10:00 a.m. as the bid date and time. Commissioner Weixelman seconded, carried 3-0.

8.2 Clark presented amendment no. 2 for the Bartlett and West agreement for professional services for the Green Valley and US 24 Project for approval. The consultant will provide additional design and easement acquisition services for roadway improvements. Commissioner McKee moved

to authorize the chair to sign the agreement as presented. Commissioner Weixelman seconded, carried 3-0. *(Document signed)*

8.3 Clark presented an agreement with the Secretary of Transportation for project No 75-C-5020-01 a bridge located on McDonald Road over Little Noxie Creek. Commissioner McKee moved to approve and sign the agreement as presented. Commissioner Weixelman seconded, carried 3-0. *(Document signed)*

8.4 Review of Personnel Contracts: Kinsley requested direction concerning contracts on certain employees. Commissioners agreed to do away with all contracts except for ones with, county counselor, county administrator, county appraiser and public works director and directed staff to work with the remaining contract with a letter of agreement.

8.5 County Closing Policy: Commissioners discussed several options: leave without pay, no pay as administration closing, and new hires without leave time. No action taken, the topic was tabled.

8.6 Incorporate in Green Valley Area: John Watt informed commissioners he and the County Clerk had received emails from Mickey R. Stoddard asking if the commissioners would pay for a metes and bounds description for the proposed incorporation and a draft petition. The County Clerk did not find the petition to be valid and requested direction from the commissioners on how they want Watt to respond. Commissioners directed Watt to only answer relevant questions by regular mail and they would not pay for the metes and bounds description.

9.0 Executive Session:

Commissioner McKee moved to recess to executive session to begin at 2:30 p.m. for up to 15 minutes under: personnel matters of individual non-elected personnel, *(K.S.A. 75-4319 (b)(1)* subject to be discussed during session; employee evaluation. Commissioner Riat seconded, carried 3-0. Others in attendance were Chad Kinsley, John Watt and Crystal Malchose. Regular meeting resumed at 2:45. Commissioner McKee moved to continue the session for another 25 minutes, Commissioner Riat seconded, carried 3-0. Regular meeting resumed at 3:10. Commissioner Weixelman moved to continue the session for another 10 minutes, Commissioner McKee seconded. Regular meeting resumed at 3:20, with no action as a result of the session.

10.0 Adjournment: Chair declared adjournment at 3:25 p.m.

Chair, Deloyce McKee

Vice Chair, Dennis Weixelman

Member, Greg Riat

seal

Attest:

County Clerk, Nancy McCarter