



Board of Pottawatomie County Commissioners
Regular Meeting Minutes
March 4, 2019

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 – Travis Altenhofen

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

Attendee Name	Title	Status
Travis Altenhofen	County Commissioner (Chair)	Present 8:30 a.m.
Dennis Weixelman	County Commissioner (Vice Chair)	Present 8:30 a.m.
Deloyce McKee	County Commissioner (Member)	Present 8:30 a.m.
Nancy McCarter	County Clerk	Present 8:30 a.m.
Robert Reece	County Administrator	Present 8:30 a.m.
Steve Minton	Resident	Present 8:30 a.m.
Chad Kinsley	Management Assistant Operations	Present 8:30 a.m.
Mark Portell	Wamego Times	Present 8:30 a.m.
Peter Clark	Public Works Director	Present 8:30 a.m.
Lisa Kenworthy	Health Director	Present 8:30 a.m.
Heather Gladbach	Management Assistant Finance	Present 8:40 a.m.
Sherri Schuck	County Attorney	Present 9:00 a.m.
Andrea Karnes	Office Manager	Present 9:00 a.m.
Tim Eisenbarth	Noxious Weed Director	Present 9:00 a.m.
Hailey McClellan	KMAN Radio	Present 9:00 a.m.
Erin Tynon	Extension Office	Present 9:15 a.m.
Jeanna Haug	Extension Office	Present 9:15 a.m.
Lois Schlegel	County Appraiser	Present 9:30 a.m.
Janell Ralph	Engineering Adie	Present 10:05 a.m.
Stephan Metzger	Zoning Enforcement Officer	Present 10:45 a.m.

2.0 ROUTINE ITEMS:

2.1 McKee moved to approve the agenda, removing John Watt (5.3). Weixelman seconded, carried 3-0.

2.2 McKee moved to approve February 25, 2019 minutes. Altenhofen seconded, carried 3-0.

3.0 CONSENT ITEMS:

3.1 Special Event Resolution

3.2 Ledger Transactions dated 2/26/19 totaling \$16.00

Commissioner McKee moved to approve consent item 3.2 and table 3.1 until Reece and Watt can review if garage sales could be added as an event. Commissioner Weixelman seconded, carried 3-0.

4.0 PUBLIC COMMENTS:

Steve Minton commented on CIP Project, Wamego Senior Center funding, Wheaton Fire Station, After Prom and Jim Kaup's comments concerning gravel road funding.

5.0 DEPARTMENT UPDATES & ACTION ITEMS:

5.1 Commission:

5.1a Meeting Updates: each commissioner reported on various committee meetings they attended during the previous week: Regional Library, Economic Development, Pawnee and Flint Hills Regional concerning Brownstone grants.

5.1b Upcoming Meetings: none discussed

5.2 Administration: Reece

5.2a Weekly Updates: Meeting set with Blue Township and developers.

5.2b Joint-Meeting Wamego:

March 11, 12 or 18 in Wamego at 5:30, commissioners agreed to the 18th.

5.2c Former Olsburg Fire Station:

Brush Trucks should be ready by the end of the month.

5.2d Flint Hills Landing Unit Two Street Improvements and Irvine Acres Subdivision Unit One:

Continued Hearing: Heather Gladbach reported the developer's agreement is complete, removing the no building permit wording. Chair closed the hearing at 8:50 a.m. Commissioner McKee moved to adopt Resolution 2019-17 creating street improvement district in Flint Hills Landing Unit Two. Commissioner Weixelman seconded, carried 3-0. *(Document signed)*

Commissioner McKee moved to approve the development agreement 2019-1 with Flint Hills RAL 1, L.L.C. Commissioner Weixelman seconded, carried 3-0. *(Document signed)*

Continued Hearing: Heather Gladbach provided a letter from Schwab Eaton concerning the storm water management. The USD and developer are committed to follow through with addressing storm water issues to the satisfaction of the county. If the county needed an agreement to ensure this will occur, both parties will sign such agreement if the County's Counselor would draft this document. Peter Clark clarified and stated, "I have no problem with the development." The Chair closed the hearing at 9:12 a.m. Commissioner McKee moved to adopt Resolution 2019-19 creating street improvement district in Irvine Acres Subdivision Unit One. Commissioner Weixelman seconded, carried 3-0. *(Document signed)*

Other Items:

Commissioner Altenhofen moved to approve an agreement for professional engineering services with Schwab-Eaton for Irvine Acres Subdivision: for 2018 Regional Sanitary Sewer Pump Station and Force Main. Commissioner McKee seconded, carried 3-0. *(Document signed)*

Commissioner Altenhofen moved to approve an agreement for professional engineering services with Schwab-Eaton for Irvine Acres Subdivision; 2018 sanitary sewer, water main and street project. Commissioner McKee seconded, carried 3-0. *(Document signed)*

Robert Reece requested the commissioners to consider setting work sessions for three items:

- 1) CIP 2019-2020 Project with a time line
- 2) Road Improvement and maintenance plan
- 3) Storm Water Plan

5.3 Counselor: cancelled

5.4 County Attorney: Sherri Schuck and Andrea Karnes provided commissioners with year-to-date case filings by the county attorney's office as of 2/28/2019 along with comparisons to same time last year and 2019 jury trial schedule. Schuck also informed commissioners about upcoming changes that would involve e-filing cases with the state and her concerns with the cost, but would keep them updated as more information becomes available.

5.5 K-State Research and Extension: Erin Tynon introduced Jeanna Haug; she would be replacing Della Sass and briefed commissioners on various projects and events.

5.6 Noxious Weed: Tim Eisenbarth provided an update on chemical sales, recycling, and other projects.

5.6a Chemicals Bids: Tim Eisenbarth opened and read bids.

Chemical	Nutrien Ag Solutions	Van Diest
Tordon 22K	39.84	42.54
Pasturegard	85.79	86.49
2,4D Ester	14.79	14.51
2,4D Amine	9.54	9.74
Freelexx	19.65	19.19

Commissioner Altenhofen moved to award bids to the lowest bidder of each chemical. Commissioner McKee seconded, carried 3-0.

5.7 Appraiser: Lois Schlegel gave an update on:

- Agricultural Land Change
- Preliminary Real Estate Values for 2019
- Sales Activity for Dec. 2018 and Year-end and for Jan. 2019
- Building Permits for county for all of 2018
- Office & Field Activity

5.8 Health: Lisa Kenworthy outlined 2020 grant application total request for \$159,051.17:

- 1) Child Care (CCL)
- 2) Family Planning (FP)
- 3) Immunization Action Plan (IAP)
- 4) Maternal & Child Health (MCH)
- 5) Public Health Emergency Preparedness (PHEP)
- 6) State Formula (SF)

Kenworthy briefed commissioners on other topics: Opioid Grant, Community Events, and Pawnee Mental Health.

Action Items: Kenworthy presented two items: approval to submit grant application and accept Federal Poverty Guidelines.

10:34 a.m. Commissioner Altenhofen moved to adjourn as Board of County Commissioners and convene as Board of Health. Commissioner McKee seconded, carried 3-0. Commissioner McKee moved to authorize the chair to sign the grant application requested. Commissioner Weixelman seconded, carried 3-0. *(Document signed)*

Commissioner McKee moved to authorize the chair to sign the Federal Poverty Guidelines. Commissioner Weixelman seconded, carried 3-0. *(Document signed)*

10:36 a.m. Commissioner Altenhofen moved to adjourn as Board of Health and convene as Board of County Commissioners. Commissioner McKee seconded, carried 3-0.

5.9 Public Works: Peter Clark:

5.9a Updates:

Clark gave an update on asphalt crews, bridge crews, dirt crews and blade-men.

5.9b Dust Control Program:

Public Works recommended approval of the 2019 Dust Control Program.

Automatically apply dust control to all non-subdivision gravel roads with the highest traffic values based on the most recent traffic counts (over 200 vehicles per day), in addition to continuing the private applications process with a \$400 application fee for a minimum 500 foot treatment and \$0.80 for each additional linear foot. Commissioner McKee moved to approve as recommended.

Commissioner Altenhofen seconded, carried 3-0.

5.9c Asphalt Overlay Bid Advertisements:

Public Works requested approval of the proposed 2019 Asphalt Projects and authorization to advertise for bidding and approval to solicit the cities within the County for City Chip Seal Projects using the City-County Chip Seal Agreement form. Clark explained, if the bids come lower he would like to include Apple Yard Road in the 2019 projects. Commissioner Weixelman moved to approve the request. Commissioner Altenhofen seconded, carried 3-0. Commissioner McKee moved to approve the City-County Chip Seal Agreement. Commissioner Altenhofen seconded, carried 3-0.

5.9d Bridge Replacement Plan 2018-2023:

Peter Clark presented a proposed replacement plan of bridges. Commissioners requested more information in order to expand the discussion.

5.9e Public Works Standards and Specs Rewrite Contract:

Public Works recommended authorization to execute an engineering agreement with SMH Consultants for a Pottawatomie County Public Works Design Standards and Specifications project for \$21,320. Commissioner Weixelman would like to review the current document they are using now before moving forward. Commissioners agreed to table the topic.

OTHER BUSINESS:

Robert Reece requested authorization to work with bond counsel concerning the maintenance of detention pond and drainage agreements. Commissioners agreed with the request.

5.10 Planning & Zoning:

5.10a Stephan Metzger presented information concerning the Blue Township Neighborhood Comprehension Plan. Meeting will be held on March 18, 19, 20, 25, 26 & 27 in the Green Valley Community Building. Information will be presented regarding governance plans; annexation, incorporation, improvement district and Blue Township/Green Valley.

5.10b Approval of Flint Hills Unit Two: Commissioner McKee moved to approve and sign the Plat map as presented. Commissioner Altenhofen seconded, carried 3-0. *(Document signed)*

OTHER BUSINESS:

Commissioner Weixelman requested information regarding a working plan to repair the County Roads as a result of this winter’s weather. He would like the cost estimates on gravel, equipment and time that it will take to get our roads back in shape.

6.0 Adjournment: Commissioner McKee moved to adjourn at 12:39 p.m. Commissioner Weixelman seconded, carried 3-0.

Chair, Travis Altenhofen

Vice Chair, Dennis Weixelman

Member, Deloyce McKee

seal

Attest:

County Clerk, Nancy McCarter