



Board of Pottawatomie County Commissioners
Regular Meeting Minutes
March 18, 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. |
| John Watt | County Counselor | Present 8:30 a.m. |
| Chad Kinsley | Management Assistant Operations | Present 8:30 a.m. |
| Steve Minton | Resident | Present 8:30 a.m. |
| Dorothy Campbell | Resident | Present 8:30 a.m. |
| Mark Portell | Wamego Times | Present 8:30 a.m. |
| Peter Clark | Public Works Director | Present 8:30 a.m. |
| Lois Schlegel | County Appraiser | Present 8:50 a.m. |
| Chris Trudo | EMGT Director | Present 9:00 a.m. |
| Jared Barnes | Fire Supervisor | Present 9:00 a.m. |
| Hal Bumgarner | EMS Director | Present 9:00 a.m. |
| Gregg Webster | Zoning Administrator | Present 9:10 a.m. |
| John Keller | County Planner | Present 9:10 a.m. |
| Heather Gladbach | Management Assistant Finance | Present 9:50 a.m. |
| Greg Fief | Schwab Eaton | Present 9:50 a.m. |
| Matthew Kohls | BG Consultants | Present 9:50 a.m. |

2.0 ROUTINE ITEMS:

2.1 Weixelman moved to approve the agenda, McKee seconded, carried 3-0.

2.2 Weixelman moved to approve March 11, 2019 minutes, as corrected. McKee seconded, carried 3-0.

3.0 CONSENT ITEMS:

3.1 Big Lakes Board appointment: Gary Hellebust for a three-year term

3.2 SMH Agreement for Flint Hills Turn Lane

3.3 Agreement for Standards & Spec with SMH Consultants

3.4 Review annual report for Center Township

3.5 Ledger Transactions dated 3/11/2019 totaling \$1,370.00

Commissioner McKee moved to approve consents items. Commissioner Altenhofen seconded, carried 3-0. *(Documents Signed)*

4.0 PUBLIC COMMENTS: Dorothy Campbell commented on the need to surface certain roads in the County that could help with traffic on Highway 24.

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: Timber Creek III, Blue Fire, Flint Hills Regional, and discussion occurred concerning conditions of roads, including School Creek Road.

5.1b Upcoming Meetings: City County County, KMAN Radio, Blue Township, and Wamego City.

5.2 Administration:

5.2a Weekly Updates: New payroll software finalized with July 2019 going live. Item for next week's agenda fee schedule resolution; to include special event and dust control fees.

Action Items:

Commissioner McKee moved to set March 25, 2019 at 10:00 a.m. for bids; improvements in Whisper Meadows Unit 6. Commissioner Altenhofen seconded, carried 3-0.

Commissioner Altenhofen moved to authorize advertising for a backup generator for the Administration Building. Commissioner McKee seconded, carried 3-0.

Jared Barnes reported on the recent inspection done by Kansas Department of Labor. They will be sending out report in four to six weeks with any findings, but overall the KDOL was impressed with the County's facility and staff.

5.3 Counselor:

5.3a Weekly Updates: John Watt reported he was working on a developer's agreement for Whispering Meadows Unit 6 and preparing for the Wamego City meeting; draft agreement for truck bypass and reviewing annexation statutes.

5.4 Appraiser: Lois Schlegel briefed commission on agricultural use values for 2019. Pottawatomie County has 80 different soil types. The Department of Revenue, Property Valuation Division and Kansas State University determines the values on all soil. The values are determined by calculations of an 8-year average of landlord net incomes divided into a capitalization rate set by the Director of PVD. The counties responsibility is to determine the actual use and correct acreage of the property.

5.5 EMGT: Chris Trudo reported he had a new hire; Jennifer Merrow. Trudo briefed commission on several trainings and a new location for a storm siren in Blue Township. Trudo also provided commissioners with a printed copy that outlines responsibilities of an emergency management director.

Action Item: Commissioner McKee moved to authorize the Chair to sign the proclamation putting the County Emergency Operations Plan into law. Commissioner Altenhofen seconded, carried 3-0. *(Document signed)*

5.6 Fire: Jared Barnes presented 2018 total responses for fire, accidents, rescue, hazardous, services calls and alarms totaling 1,110 calls. Barnes reported the Havensville Fire Station was near completion and he had one of the new brush trucks outside for commissioners to see. Commissioners stepped outside to view the truck.

5.7 EMS: Hal Bumgarner briefed commissioners on training activities and conferences attended. Upcoming events will include Wicked Marathon, and Kansas Board of Emergency Medical Services annual inspections.

5.8 Zoning: Gregg Webster and John Keller presented two action items.

5.8a Rezoning Request: Commissioner Weixelman moved to adopt Resolution 2019-27 regarding a zoning change by Carl Stich from CN-Commercial Neighborhood, to R1-Single Family Residential. Commissioner Altenhofen seconded, carried 3-0. *(Document signed)*

5.8b Amendment to the Unified Development Regulation concerning placement of communication towers: Commissioner Weixelman moved to adopt Resolution 2019-28 regarding the amendment to Article 5 Section 100-D12 of the Unified Development Regulations as proposed, based upon the recommendation by staff and the Planning Commission. Commissioner McKee seconded, carried 3-0. *(Document signed)*

6.0 NEW BUSINESS:

6.1 10:00 a.m.Temp note opening for Wildcat Woods: Chair declared bidding closed for Wildcat Woods temporary notes. Heather Gladbach reported only one bid was submitted. Kaw Valley State Bank submitted a bid of 3.58% for the \$850,000 temp note. Commissioner McKee moved to adopt Resolution 2019-26 authorizing the issuance of the temporary notes. Commissioner Weixelman seconded, carried 3-0. *(Document signed)*

7.0 Discussion on Storm Water: Peter Clark outlined the regulations currently in place:

- o Unified Development Regulation, Article 4
- o Storm water Management Plan
- o Elbo Creek Storm water Management Study
- o Streambank Stabilization
- o Regional detention
- o Adoption of additional storm water design criteria

Peter Clark stated that as the county engineer, he has reviewed Irvine Acres and the development is in compliance. No agreement will be necessary to ensure construction of further improvements. Commissioners agreed that if all the tools were in place, then no other documents were needed.

8.0 Other discussion items:

- o Sprinkler System in the new proposed EMS Station
- o Rockingham Road Bridge weight limit
- o High Street & Hwy 99 ditch width.

9.0 Adjournment: Chair declared meeting adjourned at 11:18 a.m.

Chair, Travis Altenhofen

Vice Chair, Dennis Weixelman

seal

Attest:

County Clerk, Nancy McCarter
Board of Pottawatomie County Commissioners

Member, Deloyce McKee