



**Board of Pottawatomie County Commissioners**  
**Regular Meeting Minutes**  
**April 1, 2019**

612 E Campbell  
Westmoreland KS 66549  
[www.pottcounty.org](http://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.
Dorothy Campbell	Resident	Present 8:30 a.m.
Steve Minton	Resident	Present 8:30 a.m.
Mark Portell	Wamego Times	Present 8:30 a.m.
Jim Meinhardt	Resident	Present 8:30 a.m.
Heather Gladbach	Management Assistant Finance	Present 8:30 a.m.
Hailey McClellan	KMAN Radio	Present 8:30 a.m.
Gregg Webster	Zoning Administrator	Present 8:30 a.m.
Lisa Kenworthy	Health Director	Present 8:45 a.m.
Peter Clark	Public Works Director	Present 9:00 a.m.
Tim Eisenbarth	Noxious Weed Director	Present 9:05 a.m.
Robbin Cole	Pawnee Mental Health	Present 9:25 a.m.
Jim Jenkins	Assistant PW Director	Present 9:50 a.m.
Stephan Metzger	Assistant Planner/Zoning Enforcement Officer	Present 10:00 a.m.

**2.0 ROUTINE ITEMS:**

**2.1** Weixelman moved to approve the agenda, adding an executive session at the end. McKee seconded, carried 3-0.

**2.2** Weixelman moved to approve March 25, 2019 minutes. McKee seconded, carried 3-0.

**3.0 CONSENT ITEMS:**

**3.1** Tax Corrections: AMAR0004 St George Twp \$36.28, GOLD0009 St Marys Twp \$12.00, JACO0025 Emmett City -629.50 and LIST0004 Blue Twp 193.20

**3.2** Appointment to Pottawatomie Wabaunsee Regional Library Board: Alicia Matson

**3.3** Cereal Malt Beverage Temporary Permit: Hy-Vee

**3.4** Ledger Transactions dated 3/26/2019 totaling \$702.50

**3.5** Occupation License: Black Jack Hills

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

**4.0 PUBLIC COMMENTS:**

Jim Meinhardt commented on improvements needed on HWY 99 and Say Road, saying the churches and landowners within that area would be willing to help. Robert Reece stated the County

was applying for a grant that could possibly help with funding. Mr. Meinhardt thanked the County for the roadwork being done to help repair roads, and hoped it would affect the mill levy. Meinhardt expressed concerns about the amount of trash on the roadways, mostly the plastic bags.

Steve Minton commented on last week's meeting concerning the commissioners comments.

## **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.

**5.1b Upcoming Meetings:** ATA, Pawnee, Work Force Board and History Day in Havensville.

### **5.2 Administration:**

**5.2a Weekly Updates:** Meeting with Public Works and John Watt concerning right-of-way, meeting with the City of Manhattan about building codes and working on bond issue calendar.

#### **5.2b ACTION ITEMS:**

Heather Gladbach requested a hearing date. Commissioner McKee moved to set a hearing date for Heritage Hills sanitary sewer, street and water improvements for April 15, 2019 at 10:10 a.m. Commissioner Altenhofen seconded, carried 3-0.

Heather Gladbach presented a resolution for consideration amending resolution 2019-19; Raven Creek Circle being now depicted and described by extending Raven Creek Drive. Commissioner McKee moved to adopt Resolution 2019-31 amending 2019-19 as requested. Commissioner Altenhofen seconded, carried 3-0. *(Document signed)*

Heather Gladbach presented a development agreement for approval. Commissioner McKee moved to authorize the chair to sign development agreement 2019-2 with David Nelson and Unified School District No. 383 in Irvine Acres Subdivision Unit 1. Commissioner Altenhofen seconded. Commissioner McKee expressed concerns about the road width in front of the proposed school. Motion carried 3-0. *(Document signed)*

Chad Kinsley presented a resolution for consideration; ordering the disposal of surplus county personal property, a 2012 and 2013 Chevy for trade to Emergency Services Supply. Commissioner Altenhofen moved to adopt Resolution 2019-30 ordering disposal. Commissioner Weixelman seconded, carried 3-0. *(Document signed)*

### **5.3 Counselor:**

**5.3a Weekly Updates:** John Watt reported he had the agreement ready for approval with the City of Wamego and paragraph 19 was removed, relating to road annexation. Commissioner Weixelman moved to authorize the chair to sign the interlocal agreement with the City of Wamego for the truck by-pass project for the maximum amount of funds for the County, \$750,000.00. Commissioner McKee seconded. Motion carried 2-1 with Commissioner Altenhofen voting against; with removing paragraph 19, the County does not have full benefits of the project.

**5.4 Noxious Weed:** Tim Eisenbarth briefed commission on chemical sales, recycling, and other projects.

**ACTION ITEM:** Eisenbarth presented the annual cemetery-mowing contract totaling \$11,258.00 with Victor Redding. Commissioner McKee moved to authorize the chair to sign the contract as presented. Commissioner Altenhofen seconded. Motion carried 3-0. *(Document signed)*

**5.5 Pawnee Mental Health:** Robbin Cole presented updates on:

- Opening of new office in Pottawatomie County
- Full time therapist and part time needed for school base
- Need for early childhood development in Pottawatomie County
- Special meeting Thursday May 5, 2019, Crisis Intervention Training (law enforcement driven)
- Mental Health Stabilization Center set to take possession in August
- Annual meeting April 23 ,2019 in Clay Center
- During next commission update, will do a budget evaluation

**5.6 Public Works:** Peter Clark reported the crews are engaged heavily in road repairs, road closings in Northwest County due to flooding, weekend snow and wicked marathon.

**ACTION ITEMS:**

**5.6a Whispering Meadows:** Commissioner McKee moved to award to Larson Construction for Whispering Meadows as recommended by staff. Commissioner Weixelman seconded, carried 3-0

**5.6b 2019 Asphalt:** Commissioner McKee moved to award Shillings the 2019 Asphalt Bids as recommended by staff. Commissioner Altenhofen seconded, carried 3-0.

**5.6c Agreement for Services:** Commissioner Altenhofen moved to sign an agreement with Schwab Eaton for engineering services for Whispering Meadows, Unit Six. Commissioner Weixelman seconded, carried 3-0. *(Document signed)*

**5.6d Resolution for Financial Commitment:** Commissioner Weixelman moved to adopt Resolution 2019-32; submitting for grant application to the Kansas Department of Transportation for the project on Flush Road Northbound Left Turn Lane. Commissioner McKee seconded, carried 2-1. Commissioner Altenhofen voting against. *(Document signed)*

**6.0 NEW BUSINESS:**

**6.1a Agreement:** Heather Gladbach presented a development agreement for approval. Commissioner McKee moved to authorize the chair to sign Development Agreement 2019-3 with Whispering Meadows Development for improvements to Whispering Meadows Unit Six. Commissioner Weixelman seconded, carried 3-0. *(Document signed)*

**6.2 Comprehensive Plan Section One:** Stephan Metzger outlined the process in which he would be presenting the comprehensive plan during the next few commissioner meetings. Then in June, there will be a group meeting with the Planning Commission and the Board of County Commissioners to review the comprehensive plan.

**6.3 Capital Improvement Projects Update:** Commissioners reviewed the 2019-2020 Facility CIP Project tracking chart. Projects approved previously:

- Justice Center IT Server Room Fire Suppression System
- Justice Center IT Server Room HVAC Relocate
- County Office Building Backup Generator

- o County Office Building Roof Replacement
- o Green Valley EMS/SO Substation/Training Center
- o Justice Center Secure Storage of Old Court House Files
- o Building Security Systems

Commissioners discussed the remaining pending projects:

- o County Office Building restroom remodel
- o Sunflower Room remodel kitchen
- o Sunflower Room remodel vestibule
- o Sunflower Room remodel executive chamber
- o County Office Building Treasurer’s Office and IT Office/Server
- o Noxious Weed Storage Building
- o Health & Extension New Building
- o Fleet Maintenance Faculty – part a, new building
- o County Office Building Corridor Improvements
- o Fleet Maintenance Facility – part b, old shop
- o Fleet Maintenance Faculty – part c, truck barns
- o County Office Building Vehicle Storage

Commissioner McKee moved to go forward with the design of the Fleet Maintenance Facility. Commissioner Altenhofen seconded, carried 3-0. Commissioners directed staff to review the restroom remodel, Treasures Office and the IT Office and return next week with a new lay out and proposed cost.

**EXECUTIVE SESSION:**

Commissioner Altenhofen moved to recess to executive session to begin at 12:00 p.m. for up to 20 minutes under: attorney-client privilege exception; K.S.A. 75-4319 (b)(2) subject to be discussed, potential litigation. Commissioner McKee seconded, carried 3-0; others in attendance, Robert Reece and John Watt. Regular meeting resumed at 12:11 p.m. No action was taken as a result of the session.

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

\_\_\_\_\_  
Chair, Travis Altenhofen

seal

\_\_\_\_\_  
Vice Chair, Dennis Weixelman

Attest:

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

\_\_\_\_\_  
Member, Deloyce McKee