



**Board of Pottawatomie County Commissioners**  
**Regular Meeting Minutes**  
**April 8, 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.
Peter Clark	Public Works Director	Present 8:30 a.m.
Mark Portell	Wamego Times	Present 8:30 a.m.
Scott Schwinn	Sanitarian/Landfill	Present 8:40 a.m.
Hailey McClellan	KMAN Radio	Present 8:40 a.m.
Gregg Webster	Zoning Administrator	Present 9:10 a.m.
Betty Abitz	Register of Deeds	Present 9:15 a.m.
Stephan Metzger	Assistant Planner/Zoning Enforcement Officer	Present 9:20 a.m.
Nathan Berman	Bartlett & West	Present 10:20 a.m.

**2.0 ROUTINE ITEMS:**

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

**2.2** McKee moved to approve April 1, 2019 minutes as amended. Weixelman seconded, carried 3-0.

**3.0 CONSENT ITEMS:**

**3.1** Ledger Transactions dated 4/5/2019 totaling \$439,925.94

**3.2** Allocation request from City of Olsburg, Special Parks

Commissioner McKee moved to approve consents items, with a donation of \$800.00 to the City of Olsburg. Commissioner Altenhofen seconded, carried 3-0. *(Documents Signed)*

**4.0 PUBLIC COMMENTS:**

Steve Minton commented on statements regarding the new county office building.

**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:** Economic Development and EMS Committee meeting April 11, 2019 at 8:30 a.m.

**5.2 Administration:**

**5.2a Weekly Updates:** Chad Kinsley briefed commission on changes within the public transportation dispatching.

**5.3 Counselor:** John Watt briefed commission on:

- Interlocal agreement with the City of Wamego for the truck by-pass has been signed by the City.
- Last week a meeting was held with the City of Manhattan concerning code enforcements.
- Described the Highway Beautification Act nicknamed “Lady Bird Johnson”. It requires certain junkyards or unsightly messes along primary roads to remove the junk or screen it to preserve roadside beauty. Any person with a concern would need to submit pictures and a report to the Sheriff if they fill the act needed to be enforced.

**5.4 Sanitarian/Landfill:** Scott Schwinn briefed commission on:

- Environment Health permits, test, inspections and consultations
- May 2019 amnesty month
- Improperly covered trailers and vehicles
- Landfill scales undergoing repairs

**5.5 Register of Deeds:** Betty Abitz briefed commission on:

- Deed recordings
- Mortgage indebtedness
- Recording and services fees

**5.6 Zoning:** Gregg Webster presented building permits issued for March with a locator map.

**Action Item:** Approve final plat for Irvine Acres Unit 1 accepting the dedication of road right of way and public easements. Commissioner McKee moved to approve the final plat for Irvine Acres Unit 1. Commissioner Altenhofen seconded. Chair opened for discussion; Commissioner McKee commented on the green space and the need for a walk across over the creek. Motion carried 3-0.

*(Plat signed)*

**5.6a Jim Kaup memo:** Stephan Metzger provided commissioners with a copy of a memo from Kaup Law Office, pages that detail the Kansas statutory law and case law governing the incorporation of cities, emphasizing the Board of County Commissioners role in the incorporation process.

**5.6b Draft report on Green Valley Governance Plan Neighborhood Meetings:** Metzger requested authorization to remove “draft” from the document and mail out the report to the homeowners association in Green Valley. Commissioner agreed to remove “draft” and mail.

**6.0 OTHER BUSINESS:**

**6.1 Comprehensive Plan Section One:** Stephan Metzger presented and outline of the land use chapter of the comprehensive plan:

- Site new growth
- Preserve existing agricultural
- Ensure high quality
- Provide housing needs
- Preserve existing rural

Metzger asked what the commissioners needed from him going forward. Commissioners would like more information concerning utility easements and waterline maps.

**EXECUTIVE SESSION:** Commissioner McKee moved that they recess to executive session for 30 minutes beginning at 11:00 a.m. under the following exception to the Kansas Open Meetings Act: Land Acquisition Exception, preliminary discussions relating to the acquisition of real property KSA 75-4319 (b)(6); to maintain the privacy regarding seller. Commissioner Altenhofen seconded and motion passed 3-0, others in attendance, Peter Clark, Chad Kinsley, Robert Reece, Nathan Berman and John Watt. Public session resumed at 11:30 a.m. Commissioner Weixelman moved to continue the session another 10 minutes. Commissioner Altenhofen seconded, carried 3-0. Regular meeting resumed at 11:38 a.m. Commissioner Altenhofen moved to authorize \$800,000 for land acquisition. Commissioner McKee seconded, carried 3-0.

**OTHER BUSINESS:**

- Chair signed the 2019 Asphalt Projects Contracts previously approved with Shillings.
- Discussion occurred concerning Elk Creek Road design.

**7.0 Adjournment:** Chair declared meeting adjourned at 12:04 p.m.

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

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

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

seal

Attest:

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