



**Board of Pottawatomie County Commissioners**  
**Regular Meeting Minutes**  
**April 20, 2020**

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 – Greg Riat

**1.0 8:40 AM CALL TO ORDER REGULAR MEETING WITH FLAG SALUTE & PRAYER**

Attendee Name	Title	Status
Dennis Weixelman	County Commissioner, Vice Chair	Present 8:30 a.m.
Deloyce McKee	Chair Commissioner, Chair	Present 8:30 a.m.
Greg Riat	County Commissioner, Member	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.
Cody Liming	Emergency Management Coordinator	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 8:30 a.m.
Jared Barnes	Fire Supervisor (via zoom)	Present 8:30 a.m.
Hal Bumgarner	Emergency Medical Services (via zoom)	Present 8:30 a.m.
Jennifer Merrow	Emergency Management (via zoom)	Present 8:30 a.m.
Lisa Wright	County Treasurer	Present 9:30 a.m.
Scott Campbell	Facility Manager	Present 10:30 a.m.

**2.0 ROUTINE ITEMS:**

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

**2.2** Weixelman moved to approve April 6, 2020 minutes and April 7, 8, & 9 2020 special meeting minutes. McKee seconded, carried 3-0.

**3.0 CONSENT ITEMS:**

**3.1 Tax Corrections:** MORT0004 Louisville Township 179.74, 232.78 & 204.38

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

**4.0 Comments from the Public: none**

**5.0 DEPARTMENT UPDATES & ACTION ITEMS**

**5.1 Commission:** Weixelman briefed on the daily meetings. Riat said he had a question for Peter Clark today, concerning Havensville. McKee briefed on the Flint Hills Regional Council needing help with grant writing. Wamego Match Day will be June 5, 2020. McKee also reported she has 500 N95 masks donated to her if any medical personnel is in need.

**5.2 Administration:** Chad Kinsley explained a possible exit plan for consideration. After the stay at home order is lifted, wait one week before running full staff. Then wait another week before opening to the public.

**5.2a** Resolution to cancel prior year checks:

Commissioner Weixelman moved to adopt Resolution 2020-24 authorizing cancelling checks not claimed for two years. Commissioner McKee seconded, carried 3-0. *(Document signed)*

**5.3 Counselor:** John Watt presented a letter of support for the Belvue Bridge BUILD grant application addressed to the Wabaunsee County Commissioners. Commissioner Riat moved to sign the letter as presented. Commissioner McKee expressed concerns about the funding. Commissioner Weixelman seconded, carried 2-1, Commissioner McKee voting against.

**5.4 Appraiser:** Lois Schlegel provided an update on property valuation department concerning COVID-19 changes to policies and dates for extension. Then reviewed Board of Tax Appeals hearings, and reviewed informal hearings, sales information for March and other office and field activities. Staff is working with digital/aerial photograph in order to avoid door to door/onsite inspections.

**Other Item:** Commissioner McKee acknowledged Alvin Matzke provided commissioners with information on COVID-19.

**5.5 Treasurer:** Lisa Wright presented for approval account payable checks payable to vendors or individuals with outstanding taxes; the checks will be voided and then rewritten then applied to the vendors or individual's delinquent taxes. Commissioner McKee moved to approve as requested. Commissioner Riat seconded, carried 3-0. Lisa Wright addressed the question about checks written for under \$5.00, statute requires refund for all abatements even if under \$5.00. For other items, the refund must be over \$5.00 before a check is written. Wright provided a report with information on tax receipts from 3-23-2020 to 4-16-2020 compared to 3-23-2019 to 4-16-2019.

## 6.0 NEW BUSINESS:

### Public Hearing:

**10:00 a.m.,** McKee opened the hearing for Heritage Hills Unit 2 Development Sewer Annexing. McKee requested discussion from the floor once, twice and three times; with none, the hearing closed at 10:02 a.m.

**Resolution:** Commissioner McKee moved to adopt Resolution 2020-25 annexing into the Blue Township Sewer Benefit District Heritage Hills Unit 2 Development. Commissioner Riat seconded, carried 3-0. *(Document signed)*

**Continued 5.5 Treasurer:** Commissioners asked about extra help and if there was any need to close half a day once we open back up. Wright said, maybe for title work only allowing one person per employee, once we open back up. No action was taken.

**5.6 EMGT:** Jennifer Merrow reported health department has one new positive, totaling six; only one active case, others are recovering. Total COVID-19 test given within county is 121, with two pending. Meeting today concerning FEMA reimbursement for private and non-profit groups.

**5.7 Fire:** Jared Barnes briefed on number of runs for the year. As of the end of March 269 calls 55 of them grass fires and 88 where EMS responded calls. March 2019, we had 13 grass fire calls, 138 EMS calls and March 2018, 54 grass fire calls and 125 EMS calls. As of March 6, 2020 total acres burned 1,405 and as of March 20, 2020 3,506 acres. Commissioner Riat inquired about an Onaga fires with possible injuries. Barnes replied he would have to follow-up on that question.

**5.8 Emergency Medical Services:** Hal Bumgarner reported on numbers of calls for March are down about thirty percent and overall throughout the state down about twenty eight percent. Currently the ambulance factory is closed down, so this will effect receiving our new ambulances.

**5.9 Public Works:** Peter Clark presented a 2020 dump truck analysis and acquisition. The current fleet consists of 13 trucks. Clark provided cost of ownership, cost per mile, fuel cost operation, average benefit wage per mile, average insurance per mile and total cost per mile per truck. Clark then presented the cost per mile for the 2020 on-call hauling prices. Clark required approval to replace truck 22 and 19; both are tandem Sterling LT9500 models. Bids received on March 5, 2020 for two-tandem axle trucks are 2020 Peterbuilt 348 models and, came in at \$138,500 each and with necessary additions of \$15,000 each. Commissioners requested more information on fuel and insurance rates next week. Commissioner Weixelman moved to give Clark authorization to negotiate the purchase of both trucks for \$256,000 or less. Commissioner Riat seconded, carried 3-0.

Peter Clark outlined a draft on-call maintenance contract, showing the district and equipment page added. Commissioners directed Clark to get clarification on how labor and hours would be calculated.

Commissioner McKee asked about securing fuel for future. Commissioner Riat advised looking into a forward contract.

Commissioner Riat asked Clark to look into getting a traffic study on Highways 16 and 63 for truck traffic concerns, putting in a crosswalk with for flashing lights for the safety of children crossing the highway. Commissioner Riat asked to contact the City of Belvue concerning a road south of the railroad tracks within their city.

## 7.0 CONSENT ITEM:

**7.1** Ledger Transactions dated 4/17/2020 totaling \$929,605.33

Commissioner Weixelman requested to have rock samples tested in the future, find out who has the best rock for heavily traveled roads in the county. Commissioner McKee asked if there was some way to intergrade recycled asphalt produce (RAP).

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

**8.0 Work Session: Capital Improvement Project:** Chad Kinsley provided an updated approved and pending CIP project list. Commissioner Weixelman requested to keep the CIP projects at 1.2 million for 2020. After discussion and review of pending projects, commissioners agreed to move forward on:

- County Office Building restroom and overflows to IT room Hallway remodel but doesn't include widening \$58,000
- Redundant Server Room with research on Cloud Storage \$250,000
- Transfer Station Wash Pad \$30,000 (outside wash for compliance with KDHE)
- Transfer Station Floor Repair \$20,000 (replacement of 310 sq. ft. of 10" concrete)
- Health Department Exterior Remodel \$30,000 (north side trip hazard)
- Hartwich Radio Tower Control Building \$60,000 building extension (climate control)
- Wamego EMS/Fire/EMGT Parking Lot \$25,000 (backside gravel or millings)
- Outside Justice Center Geothermal Loop \$40,000 this year and budget \$40,000 for next year

- Transfer Station Scale House Remodel, yes to \$25,000 and look into porta-potty rental for public
- Transfer Station Liner \$90,000 (install a metal liner on interior with new lighting)

Chad Kinsley requested clarification or approval of changing for grass/leaf loads they are receiving at the Landfill. Commissioner Weixelman moved to change every load \$10.00. Commissioner McKee seconded, carried 3-0.

Commissioners directed Kinsley to visit with the Sheriff concerning the Wamego sub-station listed on the CIP request.

Commissioners agreed to have briefings at the EOC Building in Wamego this week on Wednesday (4/22) and Friday (4/24) unless something comes up.

**9.0 Adjournment:** Chair declared meeting adjured at 1:10 p.m.

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Chair, Deloyce McKee

seal

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Vice Chair, Dennis Weixelman

*Attest:*

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County Clerk, Nancy McCarter

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Member, Greg Riat