



Board of Pottawatomie County Commissioners
Regular Meeting Minutes
May 4, 2020

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 – Greg Riat

1.0 8:32 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.
Tim Eisenbarth	Noxious Weed Director	Present 8:35 a.m.
Gregg Webster	Zoning Administrator	Present 8:40 a.m.
Lisa Kenworthy	Health Director	Via Zoom 11:40 a.m.

2.0 ROUTINE ITEMS:

2.1 McKee moved to approve the agenda, adding Lisa Kenworthy. Riat seconded, carried 3-0.

2.2 Weixelman moved to approve April 27, 2020 minutes and April 24 & 29, 2020 special meeting minutes. Riat seconded, carried 3-0.

3.0 CONSENT ITEM: move items to end of agenda.

4.0 Comments from the Public: with none, Chair closed the floor

5.0 DEPARTMENT UPDATES & ACTION ITEMS

5.1 Commission: Commissioner Weixelman briefed on Pottawatomie Wabaunsee Regional Library meeting he attended, saying they are working on their 2021 budget with a projected 1% cost of living adjustment (COLA). Weixelman asked about the guidelines for reopening. John Watt said the county could have additional restrictions along with the governor’s order. Commissioner Riat expressed concerns about the county web site and the guidelines with the fines that were posted; he had received phone calls concerning them. Commissioners agreed to review and discuss the order with Lisa Kenworthy later in the meeting. Commissioner McKee reported on the meeting with Manhattan, Geary and Pottawatomie concerning businesses, and the Flint Hills Regional Counsel is in need of an administrator. McKee directed Chad Kinsley to look into helping with grant writing.

5.2 Administration: Chad Kinsley reported he would be working on 2021 budgets and having budget meetings with departments, so his time may be limited on Wednesday and Friday for EOC Meetings.

5.3 Noxious Weed: Tim Eisenbarth briefed on chemical sales, recycling, household hazard waste, and cemetery mowing. The new building for his department has the sewer, water electric, and

phone fiber dug in. They have removed the old foundation at the Havensville Fire Station and are prepared to seed and mulch. Eisenbarth reported Vic Redding is not interested in mowing the Green Valley Emergency Station; he does not have the right equipment. The flagpoles are on order for the Green Valley Station. Eisenbarth briefed the commissioners on a future need for a hard surface parking lot and a canopy overhang for the front of household hazards waste building at the landfill. Commissioner McKee requested numbers for the cost of the project. Peter Clark added he could review the cost along with the other concrete work going to be done at the landfill; this could have some cost savings. Eisenbarth requested direction for summer help because they need help with spraying and there would need to be two employees in a truck, maybe it is time to address this and look at something different. Commissioners agreed to move forward with hiring summer help and have employees wear masks; discuss this with employees to make sure they are comfortable with it.

5.4 Counselor - Review Developers Agreement: John Watt outlined the history of developer's agreements and policies for paved roads. Current policy as of 2018, all developments must be off paved roads. The reason for the review of the policy concerns Green Valley Road north and a second entrance to Brandt Rudzinski subdivision. The County would not be coming to him to pave the road and it does not guarantee that the County has to develop that road for him under current policy. Watt said he has reviewed the draft development agreement and the other entrance is an alternative one just for construction of infrastructure such as sewer, water and roads. Can the alternative entrance be used for the building of the houses, which is up to the commission? Discussion occurred concerning the need to put a road plan together. Commissioner Riat would like to have Gregg Webster and John Watt come up with a plan on what would make the most sense going forward or just an outline of what should be next. Watt questioned what roads or areas should be included in this plan. Peter Clark said development that has already occurred needs to be considered, funding is a problem, and how much are the developers willing to put on the table. Clark said he could review the current information he has on file. John Watt said the issues for today is the second entrance, how can it be utilized and would it be blocked off. Currently it is to allow only for infrastructure, do the commissioners want to allow home construction? Commissioners agreed to have John Watt re-draft the agreement by modifying paragraph 15, to allow the second/alternative entrance for construction traffic until 75% of the house building is completed then it needs blocked off. John Watt said he would have the re-draft ready for next Monday's meeting.

5.5 Clerk/Election: Nancy McCarter briefed commissioners on activities in her office:

- Advance voting applications have started coming in for the August Primary
- Staff will be receiving cybersecurity and signature verification training provided by the Secretary of State's Office
- New processes for accounts payables
- Voter registration documents work was over 535 entries in the last week
- Updating deeds and addresses daily

McCarter reported she is down one employee and needs to re-hire an office assistant as soon as possible. Commissioners directed McCarter in review the idea of combining the medical billing clerk from the health department with her office assistant position, and present the findings during next week's meeting.

5.6 Public Works:

5.6a Recommendation for 2020 Asphalt Projects

Peter Clark presented bid tabulations for the 2020 Asphalt Projects and after review staff recommends awarding the projects to Bettis Asphalt, of Topeka, the lowest bidder for \$1,163,271.00. Commissioner McKee moved to award the project as requested. Commissioner Riat seconded, carried 3-0. **Other Items:** Clark reported he was working on setting a date for the Belvue Bridge committee meeting. Commissioners informed Clark of a few concerns: truck traffic on Freemont Road and requested him to review a sewer line that is not connected and is not in use but the resident is being billed. Discussion occurred concerning a 4-way stop sign on Green Valley and Junietta. Clark said there needs to be a resolution adopted, but he could put up temporary signage.

6.0 CONSENT ITEM:

6.1 Ledger Transactions: dated 5/1/2020 totaling \$717,726.67

6.1 Tax Correction: MOHE0002 Wamego City 12.48

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

7.0 NEW BUSINESS:

Lisa Kenworthy (via zoom) spoke about guidelines, fines, and the Board of Health. There was something put on the County web page that was not accurate, it was not in formal order structure. Kenworthy said she was working on it today. Chair adjourned as Board of County Commissioners (BOCC) and convened as Board of County Health (BOH) at 11:52 a.m. Kenworthy said that under K.S.A. 65-127 any person found guilty of violating the guidelines/order shall be fined up to \$100 for each offense, but would be reevaluating it in two weeks. The order states that day cares will not have more than 10 people per room; as set by Riley County, they oversee Pottawatomie County’s day cares. Restaurants are limited to 50% occupancy. Kenworthy said she is working on adjusting the format of the order and needs the BOH to pass the order today. Commissioner Weixelman moved to pass the order as requested, having John Watt review the parts about daycares and restaurants before posting it. Commissioner McKee seconded, carried 2-1. Commissioner Riat voting against saying that business owners of restaurants are able to keep the order set by the Governor, the County does not need to set a more stringent restriction.

8.0 Adjournment: Chair declared meeting as Board of Health adjourned at 12:23 p.m.

Chair, Deloyce McKee

Vice Chair, Dennis Weixelman

seal

Attest:

County Clerk, Nancy McCarter

Member, Greg Riat