



Board of Pottawatomie County Commissioners
Regular Meeting Minutes
May 6, 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)	<i>Vis phone</i>
Nancy McCarter	County Clerk	Present 8:30 a.m.
Robert Reece	County Administrator	Present 8:30 a.m.
Chad Kinsley	Management Assistant-Operations	Present 8:30 a.m.
Dorothy Campbell	Resident	Present 8:30 a.m.
Peter Clark	Public Works Director	Present 8:30 a.m.
Steve Minton	Resident	Present 8:30 a.m.
John Watt	County Counselor	Present 8:30 a.m.
Mark Portell	Wamego Times	Present 8:30 a.m.
Hailey McClellan	KMAN Radio	Present 8:30 a.m.
Cole Taggart	Public Works Road Supervisor	Present 8:30 a.m.
Ashley Rice	Election Deputy (Clerk's Office)	Present 8:30 a.m.
Mary Altenhofen	Health Department	Present 8:30 a.m.
Dru Clarke	Resident	Present 8:30 a.m.
Ronald Johnson	Public Works Department	Present 8:30 a.m.
Ryan Luckert	Sheriff Deputy	Present 8:30 a.m.
Chris Schmidt	Captain (Sheriff Dept.)	Present 8:30 a.m.
Brian Woodworth	Lieutenant (Sheriff Dept.)	Present 8:30 a.m.
Rita Newell	Resident	Present 8:30 a.m.
Lisa Kenworthy	Health Director	Present 8:30 a.m.
Heather Gladbach	Management Assistant-Finance	Present 8:30 a.m.
Ken Lamb	Lead Patrolman (Road Dept.)	Present 8:30 a.m.
Scott Campbell	Building Facilities Manager	Present 8:30 a.m.
Jill Overkamp	Resident	Present 8:35 a.m.
Leslie Dugan	Accounts Payable (Clerk's Office)	Present 8:40 a.m.
Tim Eisenbarth	Noxious Weed Director	Present 9:00 a.m.
Jim Jenkins	Assistant Public Works Director	Present 9:30 a.m.
Stephan Metzger	Assistant Planner/Zoning Enforcement Office	Present 10:00 a.m.

AWARDS: Commissioners presented the following service awards and certificates:

- Ryan Luckert – Sheriff's Office – 5 years
- Ronald Johnson – Public Works – 10 Years
- Mary Herra – Appraiser's Office – 15 Years
- Mary Altenhofen – Health Department – 20 Years
- Ashley Rice - Clerk's Office - Sanborn Institute, Class of 2019 Certification program
- Leslie Dugan - Clerk's Office Sanborn Institute, Class of 2019 Certification program

2.0 ROUTINE ITEMS:

3.1 McKee moved to approve the agenda, removing the need for an executive session. Weixelman seconded, carried 3-0.

3.2 Weixelman moved to approve April 29, 2019 minutes. McKee seconded, carried 3-0.

3.0 CONSENT ITEMS:

3.1 Tax Correction: PLUM0014 St George Twp \$13.02

3.2 Ledger Transactions dated 5/3/2019 totaling \$334,780.90

3.3 Onaga Ball Program donation - \$300.00

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

4.0 PUBLIC COMMENTS:

Rita Newell commented on the timing of the replacement of the wagon in the Oxen Park, as there will be an event on May 23, 2019 and plan to visit Westmoreland.

Steve Minton commented, "We the people of Pottawatomie County are care takers", and would like the courthouse put into temporary mothball mode. He requested research be done for a grant Heritage Trust Fund to clean the limestone on the courthouse.

Dru Clarke presented a picture for the commissioners to review and asked them if they knew, what it was. It was the Territorial Capital from LeCompton KS, saying it was a model of Pottawatomie County Court House.

5.0 DEPARTMENT UPDATES & ACTION ITEMS:

5.1 Commission:

5.1a Meeting Updates: Commissioner McKee briefed on the KCCA meeting she attended and informed the other commissioners of the Manhattan City meeting Tuesday night regarding annexation.

5.1b Upcoming Meeting: Commissioners agreed to cover KMAN on the May 28, 2019 due to a request to change places with the City of Manhattan Commission.

5.2 Administration:

5.2a Weekly Updates: Robert Reece reported on franchise fees with Cox Communications.

Action Item: Commissioner Altenhofen moved to adopt Resolution 2019-35 cancelling certain checks or warrants that have not been presented to the county treasurer for payment. Commissioner Weixelman seconded, carried 3-0. *(Document signed)*

Reece briefed commissioners on a request from USD 323 reduction of speed limit on Flush Road. They requested flashing beacon lights during school hours and the speed limit be set to 45 MPH. Commissioner Weixelman would like to see the speed limit set all the way through, up and around the corner be set to 45 permanently. Commissioners directed staff to work with the school on the request.

5.3 Counselor: John Watt reported he would be out of the state for a couple weeks but his office has the phone number to reach him if something comes up concerning annexation for incorporation.

5.4 Noxious Weed: Tim Eisenbarth briefed commissioners on:

- Chemical Sales
- Recycling
- Other Projects: seed/mulch, repainting skid unit, re-done sign for Carnahan, solid spray of muck thistle & bindweed

Eisenbarth presented a site plan for a Noxious Weed Building and Buildings & Grounds Storage and Shop totaling \$145,400 as an estimate. Commissioner McKee moved to authorize starting with base work and final design approval once she views the site plan; McKee withdrew her motion and decided to wait until next week.

5.5 Public Works:

Jim Jenkins presented information on the administration building backup generator. The county received one bid for the installation of generator and automatic transfer switch for \$76,538.00. Public Works staff recommends the Board of County Commissioners direct staff to solicit quotes for separate components of the work as proposed and manage the project internally. Commissioner Altenhofen moved to reject all bids and allow county staff to act as the general contractor on the project. Commissioners Weixelman seconded carried 3-0.

Peter Clark briefed commissioners on crew activities: hauling rock, dust control prep, repairing guardrails, shoulder work, beginning crack seal, blademen working on soft spots and bridge projects.

Action Items:

- 1) Commissioner Altenhofen moved to execute an agreement for engineering services with BG Consultants, Inc. for improvements to LTR42 Bridge located on Calhoun Rd. Commissioner McKee seconded, motion carried 3-0. *(Document signed)*
- 2) Commissioner Weixelman moved to approve Cook, Flatt & Strobel Engineers to complete the biennial bridge inspections for 2019 for the fee of \$88.00 per bridge for a total of \$22,880.00. Commissioner Altenhofen seconded, carried 3-0. *(Document signed)*
- 3) City County Chip Seal Agreements: Commissioner McKee moved to authorize the chair to sign chip-seal agreements with Wheaton, Olsburg and Westmoreland Cities. Commissioner Altenhofen seconded, carried 3-0. *(Documents signed)*

Peter Clark informed commissioners that next week he would be requesting to set bid dates for two projects: HWY 24 & Green Valley Road and HWY 24 & Crown C. Clark reported on current projects: Junietta Moody and Four (4) Subdivisions, all weather depending.

6.0 OTHER BUSINESS:**6.1 Comprehensive Plan:**

Stephan Metzger presented the transportation section of the Comprehensive Plan:

- Local Road Safety Plan
- Pavement management program
- Capital Improvement Program, the program would allow the BOCC to make more informed decisions

OTHER ITEMS:

Commissioners discussed allowing the old courthouse to be opened to the general public. Commissioners all agreed to keep the courthouse locked to the public.

Commissioners agreed to add to next week's agenda a discussion on the capital improvement plan on the old commission room.

7.0 Adjournment: Commissioner McKee moved to adjourn at 11:25 a.m. Commissioner Weixelman seconded, carried 3-0.

Chair, Travis Altenhofen

seal

Vice Chair, Dennis Weixelman

Attest:

County Clerk, Nancy McCarter

Member, Deloyce McKee