



Board of Pottawatomie County Commissioners
Regular Meeting Minutes
May 11, 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 8:30 AM CALL TO ORDER REGULAR MEETING WITH FLAG SALUTE

Attendee Name	Title	Status
Dennis Weixelman	County Commissioner, Vice Chair	Present 8:30 a.m.
Deloyce McKee	Chair Commissioner, Chair (via zoom)	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.
Scott Schwinn	Sanitarian/Landfill	Present 8:40 a.m.
Betty Abitz	Register of Deeds	Present 9:00 a.m.
April Swartz	Varney & Associates	Present 9:17 a.m.
Gregg Webster	Zoning Administrator	Present 9:18 a.m.
Heather Gladbach	Finance Officer	Present 9:25 a.m.
Dustin Newman	Assistant Public Works Director	Present 10:00 a.m.
Mike McCormick	Road Supervisor	Present 10:00 a.m.
Scott Campbell	Buildings & Grounds Supervisor	Present 10:10 a.m.

2.0 ROUTINE ITEMS:

2.1 Weixelman moved to approve the agenda, adding an executive session. Riat seconded, carried 2-0.

2.2 Riat moved to approve May 4, 2020 minutes and May 1 & 6, 2020 special meeting minutes as amended. Weixelman seconded, carried 3-0.

3.0 CONSENT ITEM:

3.1 Tax Correction: ZALE0001 St George City 16.08-
Commissioner Weixelman moved to approve consent item. Commissioner Riat seconded, carried 3-0. *(Documents signed)*

4.0 Comments from the Public: Steve Minton commented on the homes being built in Green Valley and the COVID-19, the key to any battle is to keep focus, and teamwork.

5.0 DEPARTMENT UPDATES & ACTION ITEMS

5.1 Commission: Commissioner McKee reported she was keeping up with the Governors updates, GTM is making masks for the community and hoping for a delay in the increased Davis Bacon wage rate due to the economy. Commissioner Weixelman reported he did a walk through in some of the County Offices seeing if they are ready to open to the public.

5.2 Administration: Chad Kinsley reported he has been having budget meetings with departments and has been pleased with the responses. This week he has more budget meetings and a Fleet Facility meeting on Thursday.

Action Item: Development Agreement: Commissioner Weixelman moved to adopt Resolution 2020-29, agreement with Legatus, L.L.C. for Heritage Hills, Unit Two. Commissioner Riat seconded, carried 3-0. *(Document signed)*

5.2a Review of office assistant for County Clerk: McCarter reported she had visited with Lisa Kenworthy concerning the request from the commissioners to consider combining a position with the health department. Both McCarter and Kenworthy did not agree with the idea. McCarter and Kinsley agreed to move the utility payments back to the Clerk's Office with the right person in that position, other duties will be put on the Office Assistant. Commissioner Weixelman directed staff to look at revamping the approach for delinquent sewer payments.

5.3 Sanitarian/Landfill: Scott Schwinn briefed commissioners on environmental health permits, inspection, water test and consultations. Landfill tons shipped, illegal dump program, scale replacement, and lagoon inspections.

5.4 Register of Deeds: Betty Abitz briefed on documents filed saying 70% of them were e-filed and the others either by mail or through the door.

5.5 Zoning: Gregg Webster briefed on building permits issued for April 2020 showing a total cost of \$4,789,914.00. His office will begin reviewing the comprehensive plan and he reminded people to turn in their 2020 Census report, it helps determine the number of seats each state will have in the U.S. House of Representatives, drawing congressional districts and Federal funding.

6.0 NEW BUSINESS:

Varney & Associates Audit Presentation: April Swartz met with the Commissioners to present and review their audit report for the county's 2019 audit. The auditors had no concerns with the County's audit and in their opinion, it was clean. Commissioner McKee motioned to accept and file the audit as presented. Commissioner Weixelman seconded, carried 3-0.

Other Business:

Peter Clark presented a proposed change order for the Fleet Facility; building pad evaluation modification. The estimated cost of the order would be \$28,000 to bring the pad down by a foot. This would help with and easier access to the building. Commissioners requested more information concerning the request and a list of everything that could be affected along with a list of responsibility from Schultz and the County.

Dustin Newman and Scott Campbell requested authorization to purchase one new Koehler 180REZXB 120/208 volt 3-phase natural gas generator from CK Power for \$72,416.00. Commissioner requested a more detailed cost before approving.

Mike McCormick and Dustin Newman presented a gravel road improvement outline, better management of rock; work with quarries to get better rock, rebuilding roads, clean ditches and check tubes for proper drainage. Newman agreed to look into a high-pressure system for cleaning tubes.

Newman reported on a possible purchase of a semi-truck for the Road and Bridge Department. Commissioner Riat moved to approve the purchase of the 2018 semi-truck. Commissioner McKee seconded, carried 3-0.

Peter Clark request a bid opening date of June 1, 2020 at 10:00 a.m. for chip seal projects. Commissioners agreed to set the date as requested.

Clark presented a resolution for consideration; authorizing the placement of stop signs at Green Valley and Junietta Road, Salzer Road and Westerly Heights Drive/Snodgrass Road and Mt. Calvary Road and Shawguese Road. Commissioner Weixelman moved to adopt Resolution 2020-28 for the placement of the stop signs as requested. Commissioner Riat seconded, carried 2-0. (*Document signed*)

Peter Clark requested authorization to solicit a design agreement with a local engineering firm for the design of the Green Valley Interceptor Project. Funding for the project would come from the Blue Township Sewer Reserves and Operation Funds. If sufficient fall in elevation from the Elbo Creek Lift Station, all the way down to Green Valley Road, and across Elbo Creek to gravity flow all, the sewer inflows with a new sewer interceptor line to the first manhole south of Elbo Creek, at the southwest corner of the Timber Creek II subdivision, it would not necessary to pump sewer from the Elbo Creek and the Timber Creek Lift Station. Taking both of the lift stations off-line would have a considerable operational cost savings. Commissioners agreed to go forward with the cost estimate.

Executive session: Commissioner Weixelman moved to recess to executive session to begin at 11:45 a.m. for up to 30 minutes under: personnel matters of individual non-elected personnel; subject: performance (*K.S.A. 75-4319 (b)(1)*) Commissioner Riat seconded, carried 2-0, others in attendance, Chad Kinsley and Crystal Malchose. Regular meeting resumed at 12:15 p.m. with no action as a result of the session.

8.0 Adjournment: Chair declared meeting adjourned at 12:15 p.m.

Chair, Deloyce McKee

Vice Chair, Dennis Weixelman

Member, Greg Riat

seal

Attest:

County Clerk, Nancy McCarter