



**Board of Pottawatomie County Commissioners  
Regular Meeting Minutes  
June 1, 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 8:32 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.
Tim Eisenbarth	Noxious Weed Director	Present 8:30 a.m.
Steve Minton	Resident	Present 8:30 a.m.
Crystal Malchose	HR Director	Present 8:30 a.m.
Debbie Werth	Grant Writer	Present 8:30 a.m.
Terry Force	PCEDC Board of Director	Present 8:45 a.m.
Heather Gladbach	Finance Officer	Present 8:48 a.m.
Jack Allston	Economic Development (via zoom)	Present 9:00 a.m.
Jessica Venneberg	Economic Development (via zoom)	Present 9:00 a.m.
Ben Shoenberger	County Fair Board	Present 9:15 a.m.
Peter Clark	Public Works Director	Present 9:40 a.m.
Stacy Servaes	Mid-American	Present 9:55 a.m.
Bill Attebery	Mid-American	Present 9:55 a.m.
Cody Williams	ACAP	Present 9:55 a.m.
Arthur Sewell	Vance Brothers	Present 9:55 a.m.
Stacie Eiche	Manager of Wamego City	Present 10:20 a.m.
Julie Walter	Area Agency on Aging	Present 11:15 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 May 18, 2020 minutes and May 15 & 22, 2020 special meeting minutes. Riat seconded, carried 3-0.

**3.0 CONSENT ITEM:**

**3.1 Tax Corrections:** MENA0001 \$46,917.14- & IMPE0001 607.72-

**3.2** Resolution for disaster relief 2020-32

Commissioner McKee moved to approve consent items and adopt Resolution 2020-32.

Commissioner Weixelman seconded, carried 3-0. (*Documents signed*). Commissioners requesting a follow-up on the tax correction, Kinsley will contract the County Appraiser for more information.

**4.0 Comments from the Public:** Steve Minton commented on COVID-19 and the need to live stream commission meetings.

## 5.0 DEPARTMENT UPDATES & ACTION ITEMS

**5.1 Commission:** Briefed on road concerns, COVID-19 meeting, Fleet Facility and Block Grant.

**5.2 Administration:** Crystal Malchose provided commissioners with current recruitment information. Commissioners agreed to move forward with the zoom meeting on Friday June 5, 2020 in order to stay updated. Commissioner Weixelman agreed to entertain the idea of videoing commissioners meetings, in the next four to five months. Kinsley reported he had two meetings this Thursday June 4, 2020 one concerning the wage study and the other concerning health insurance. Heather Gladbach presented 2020-1 budget adjustments for consideration, the proposed adjustments are from one department to another within the County General Fund. Commissioner Weixelman moved to authorize the chair to sign the request as presented. Commissioner Riat seconded, carried 3-0. *(Document signed)*

**5.3 Counselor:** John Watt reported he was working on documents for the administration, public works and COVID-19 orders.

## 6.0 NEW BUSINESS:

**6.1 HEARING 9:00 a.m.,** Chair opened the hearing for the Block Grant. Debby Werth and Jack Allston briefed on the eligibility for business to apply. Chair called for comments for the public once, twice and three times with none, the hearing was closed. Commissioner McKee moved to adopt Resolution 2020-33 authorizing applying for the Community Development Block Grant Program, (CDBG-CV) and to sign the application. Commissioner Riat seconded, carried 3-0. *(Documents signed)*

## CONTINUED WITH DEPARTMENT UPDATES & ACTION ITEMS

**5.4 Noxious Weed:** Tim Eisenbarth briefed on chemical sales, recycling, household hazardous waste and cemeteries. Other projects replaced boards at Oxen Park and sprayed yards at fire stations and patrol locations, poured footings for new shed.

## CONTINUED NEW BUSINESS:

**6.2 County Fair 2021 Budget Request:** Ben Shoenberger thanked the commission for their continued support and requested level funding of \$85,000 for 2021.

## CONTINUED WITH DEPARTMENT UPDATES & ACTION ITEMS

**5.5 Public Works:** Dustin Newman briefed commissioners on roads in need of repair and outlined the road concerns after the rain.

Peter Clark reported on the rock quarries quality of rock, saying the analysis varies within the quarries in the area. The findings are that secondary rock is currently being use on roads.

**10:00 a.m.** Chair closed the bidding for the chip seal project.

Clark continued with the rock report saying KDOT currently does road quality analysis in which the county is using.

## CONTINUES NEW BUSINESS:

**6.3 Bid Closing for Chip Seal Projects:** Peter Clark opened and read the bids:

Bidder	Chip Seal	Fog Seal	Total bid
Vance Brothers	240,130.00	21,760.00	261,890.00
APAC Kansas	254,445.00	9,010.00	263,455.00
Mid-American	238,607.00	11,390.00	249,997.00
Eng Est.	191,800.00	14,450.00	206,250.00

Staff will review all bids and return next week with a recommendation.

**6.4 Highway 24 and Balderson:** Stacie Eichem outlined a proposed improvement project for HWY 24 and Balderson and asked if the county would be willing to do a cost share. These improvements would allow the area to be labeled a truck route. John Watt outlined the current agreements with the city, but if the county proceeded with this proposed project, there would need to be a new agreement written. Eichem stated the city is applying for a grant, the total project cost would be \$1,363,932, the city and county would pay for the engineering and observation part for a cost estimate of \$192,000 with the county share being \$96,000. Commissioners asked Eichem about deadlines and if the project is necessary in order to call it a truck route. Eichem agreed to do more research.

## CONTINUED WITH DEPARTMENT UPDATES & ACTION ITEMS

**5.5 Public Works:** Peter Clark briefed on staffing, equipment, Fleet Facility, Elm Slough, Asphalt Projects, urban concrete repairs, MCR17 Overland Road, and revised County Road and Bridge Standards. Commissioner Riat moved to go forward with the MCR17 Bridge. Commissioner Weixelman would like to see the cost brought back next week. Chair declared motion died for lack of second. Clark continued with briefing on subdivision projects: Willow Glen Unit I, Irvine Acres Unit 1, Nelson Ridge Unit 6 and Heritage Hills Unit 2. Commissioners agree to set the bidding opening for July 6, 2020 at 10:00 a.m. for Heritage Hills Unit 2.

## CONTINUES NEW BUSINESS:

**6.5 Economic Development:** Jack Allston, Terry Force and Jessica Venneberg presented the 2020 Economic Development Corporation update and budget request. Allston outlined:

- Labor Force Participation Rate
- Employment in Pottawatomie County & Median household income
- Sale Tax & Property Tax Revenue
- Building Permit numbers
- COVID-19 Unemployment Rates
- Pottawatomie County Growth Projections
- Goal: Infrastructure Development & Sites, Workforce Development, Organizational & Regional Development, Business Retention & Attraction and Small Business Development.

Economic Development proposed 2021 Budget with a level request from the County for \$240,000.

**6.6 Flint Hills Area Agency on Aging 2021 Budget Request:** Julie Walter provided an overview of the resources offered and outlined the fact sheet for Pottawatomie County services provided for 2019. The request for 2021 is \$27,660 and increase over last year's request of \$23,336. Commissioners agreed to review the request.

## CONTINUED WITH DEPARTMENT UPDATES & ACTION ITEMS

### 5.5 Public Works: Peter Clark briefed on current KDOT Grant Projects:

- Parallel Road Bridge
- US 24 & Green Valley Intersection
- US 24 & Crown C Intersection
- Limerick Lane
- Dyer Road Safety Improvements
- Lock Road Safety Plan

Clark reported he was waiting on information concerning the hearing on the Davis Bacon Wages; there is a possibility of the projects related to the hearing could be divorced from the Federal part of the grant. He would like to re-visit this with commissioners next week.

Clark reported potential KDOT Grant they are considering:

- US 24 & Columbian Traffic Signal
- K99 & Say Road Intersection
- US & Blackjack Road

### KDOT Only Project for 2020:

- K99 resurface from Frankfort to Wamego
- US 24 Eastbound bridge over Black Jack Creek

### Other Project:

- US 2 Corridor meeting
- Elbo Creek Detention Pond
- Utility Permit Revisions
- Flood Engineering for Booth Creek landslide
- Belvue Bridge
- Timbercreek Water District
- Transfer Station Interior Panels
- Transfer Station Scale Contract
- Transfer Station Concrete Work
- Landfill Waste Pad
- Fleet Maintenance Facility

Clark requested approval of a change order for site grading for \$15,100 for the Fleet Facility. Commissioner Weixelman moved to approve the change order request. Commissioner McKee seconded, carried 2-1, with Commissioner Riat voting against.

### General Discussion Items:

- Havensville Truck Traffic
- Pauling Run Road
- Pond backing up
- Jared Rd
- Bridge on HWY 16
- Bridge on Green Road

### 7.0 Consent Item:

**Ledger Transactions:** Dated 5/29/2020 totaling \$661,673.29

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

**8.0 EXECUTIVE SESSION:** Commissioner McKee moved to recess to executive session to begin at 1:02 p.m. for up to 15 minutes under: land acquisition exception; subject: maintain privacy for

potential seller (*K.S.A. 75-4319 (b) (6)*) Commissioner Riat seconded, carried 3-0, others in attendance, Chad Kinsley, Peter Clark and John Watt. Commissioner McKee moved to return to executive session for another 5 minutes. Commissioner Riat seconded, carried 3-0. Regular meeting resumed at 1:22 p.m. with no action as a result of the session.

**9.0 Adjournment:** Chair declared meeting adjourned at 1:23 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