



**Board of Pottawatomie County Commissioners**  
**Regular Meeting Minutes**  
**June 22, 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 8:30 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.  |
| Mark Portell     | Wamego Times                                 | Present 8:30 a.m.  |
| Ryan Courtright  | City of Manhattan                            | Present 8:30 a.m.  |
| Darren Emery     | City of Manhattan                            | Present 8:30 a.m.  |
| Steve Minton     | Resident                                     | Present 8:30 a.m.  |
| Dorothy Campbell | Resident                                     | Present 8:30 a.m.  |
| Lisa Wright      | County Treasurer                             | Present 8:38 a.m.  |
| Nicole Vahling   | Motor Vehicle/Tax Clerk                      | Present 8:38 a.m.  |
| Peter Clark      | Public Works Director                        | Present 8:41 a.m.  |
| Jared Barnes     | Fire Supervisor                              | Present 8:45 a.m.  |
| Greg Webster     | Zoning Administrator                         | Present 8:46 a.m.  |
| Dustin Newman    | Assistant Public Works Director              | Present 9:00 a.m.  |
| Lois Schlegel    | County Appraiser                             | Present 9:00 a.m.  |
| Robin Knoblauch  | Deputy County Appraiser                      | Present 9:00 a.m.  |
| Stephan Metzger  | Assistant Planner/Zoning Enforcement Officer | Present 9:05 a.m.  |
| Stacie Eichem    | City of Wamego                               | Present 10:02 a.m. |
| Crystal Malchose | HR Director                                  | Present 10:55 a.m. |

**2.0 ROUTINE ITEMS:**

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

**2.2** Weixelman moved to approve June 15, 2020 meeting minutes. Riat seconded, carried 3-0.

**3.0 CONSENT ITEMS:**

**3.1** Tax Roll Corrections: OCHS0003 36.26, LIMD026 76.74, WARN0015 147.67 & 153.78, COXJ0003 12.68

**3.2** Reviewed annual township reports for St. Marys and Louisville  
Commissioner Weixelman moved to approve the consent items. Commissioner Riat seconded, carried 3-0. *(Documents signed)*

**4.0 Comments from the Public:** none

**5.0 DEPARTMENT UPDATES & ACTION ITEMS:**

**5.1 Commission:** Commissioners commented on Friday’s meeting, Thursday’s Economic Development meeting, City County County meeting, CARES Act, and weekly newspapers updates on COVID-19 to keep the public informed.

**5.2 Administration:** Chad Kinsley reported the web page committee is working on a new design. This week they will continue to work on budgets and wage study.

**5.3 Counselor:** John Watt briefed on the process the City of Manhattan has for splitting lots without re-plating.

**5.4 Zoning:** Gregg Webster presented a road vacation petition for Road #15 in Mill Creek Township and requested setting a hearing date. Commissioner Riat moved to set July 20, 2020 at 10:00 a.m. for a public hearing for the road vacate request. Commissioner Weixelman seconded, carried 3-0.

**5.5 Treasurer:** Lisa Wright introduced her new hire, Nicole Vahing. She was previously employed by the Ellis County Treasures Office and comes with 1.5 years of experience. Wright also briefed the current change in hours the County Office Building is open, agreeing with the closing at 4:00 p.m. Wright also briefed on staffing, motor vehicle receipts, sales tax numbers, reports sent out to school, and budget estimate sheets to complete.

**5.6 Clerk/Election:** Nancy McCarter reported on the mailer sent to all active voters receiving advance-voting applications; several hundred had been returned requesting ballots. First batch of military ballots for the primary has been sent out, working on assigning poll workers, large candidate publication is coming out. Extra hours opened for early voting will be July 31 until 6:00 p.m. and August 1, 9:00 a.m. to 1:00 p.m.

**5.7 Fire:** Jared Barnes briefed on year to date calls, acres burned, training, fit testing and requested approval to purchase a breathing air trailer. Barnes recommended Eagle Air for \$131,527.91. Commissioner McKee moved to go forward with the purchase. Motion died for lack of second. Commissioners requested more information on the unit such as; warranty information, life span, and is this the best one for the money. Barnes inquired about the lease agreement with Jeffery Energy Center and a skid unit. Commissioners directed Barnes to work with John Watt to develop an agreement.

**5.8 Appraiser:** Lois Schlegel presented an agreement for services with Ryan Janzen owner of Equitable Solutions, LLC to assist the County in reviewing its commercial land study. Commissioner Weixelman moved to authorize the Chair to sign the agreement as presented. Commissioner Riat seconded, carried 3-0. *(Document signed)*

**5.9 Zoning:** Stephan Metzger presented an update on codes and licensing for Blue Township Sewer District. January 1, 2020 the building codes went in to effect. The County administers the licensing and permitting while the City of Manhattan does the inspections. To date we have issued 132 total licenses, 52 are contractors and 80 are individuals. Darren Emery and Ryan Courtright reported they have had very little push back and that 95% of the people they are working with are the same they work within the City of Manhattan. The goals for the future are to clarify permits for pools and spas, and more education on the process.

## **6.0 NEW BUSINESS:**

**6.1 City of Wamego:** Stacie Eichem, city manager of Wamego gave an update on the HWY 24 and Balderson improvement grant. KDOT will not make it a truck route just lower the speed limit. The City of Wamego has applied for the grant. Still waiting for verification on the east turn lane and the east bound acceleration lane.

## **Continued 5.0 DEPARTMENT UPDATES & ACTION ITEMS:**

**5.10 Public Works:** Dustin Newman provided an update on the purchase of a landfill backhoe. They had received three bids: John Deere \$105,370, CAT \$94,875.00 and JCB \$80,280.00. After comparing the three, staff recommends the purchase of the JCB 3CX 15HFCE. Commissioner McKee moved to authorize the purchase. Commissioner Riat seconded, carried 2-0. Commissioner Weixelman abstained.

Dustin Newman requested authorization to purchase a replacement boom truck. Public Works staff recommends the purchase of the Peterbilt 348 truck from Doonan Peterbilt. After the purchase, they would recommend sending the truck to Custom Truck to have them complete the truck with mounting of the crane, bed system and grapple that is included in their total bid price. Commissioner Riat requested information on hours and numbers of miles the truck has been used. Commissioners directed staff to get a trade-in or sell out right price on the crane the County currently owns. No action was taken.

Peter Clark requested authorization to advertise and set a bid letting date for Nelsons Ridge Unit 6, Phase 2. Commissioner McKee moved to authorize advertising and set July 27, 2020 at 10:00 a.m. for the bid letting. Commissioner Weixelman seconded, carried 3-0.

Peter Clark provided commissioners with an outline of the Flint Hills Metropolitan Planning Organization (MPO). Commissioners requested more information on the MPO in writing, what have we gained over the last five years from the program and can they pull out. Peter Clark will arrange for Stephanie Peterson to provide the commissioners with information.

**OTHER BUSINESS:** Commissioners directed Clark to look into a request they received for a possible stop sign at Elm Slough and Vineyard. Clark agreed to research it, but if it does not warrant a stop sign, it could cause more accidents.

**7.0 EXECUTIVE SESSIONS:**

**7.2** Commissioner McKee moved to recess to executive session to begin at 12:05 p.m. for up to 15 minutes under personnel matters of individual non-elected personnel, (K.S.A. 75-4319 (b)(1) subject performance. Commissioner Weixelman seconded, carried 3-0, others in attendance, Chad Kinsley, Crystal Malchose, and John Watt. Regular meeting resumed at 12:20 p.m. Commissioner Weixelman moved to continue the session another 10 minutes. Commissioner McKee seconded, carried 3-0. Public session resumed at 12:30 p.m. with no action as a result of the meeting

**8.0 Adjournment:** Chair declared meeting adjourned at 12:32 p.m.

\_\_\_\_\_  
Chair, Deloyce McKee

\_\_\_\_\_  
Vice Chair, Dennis Weixelman

seal

Attest:

\_\_\_\_\_  
County Clerk, Nancy McCarter  
Board of Pottawatomie County Commissioners

\_\_\_\_\_  
Member, Greg Riat