



Board of Pottawatomie County Commissioners
Regular Meeting Minutes
July 13, 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 8:33 a.m.
Greg Riat	County Commissioner, Member (via zoom)	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.
Steve Minton	Resident	Present 8:30 a.m.
Dorothy Campbell	Resident	Present 8:30 a.m.
Peter Clark	Public Works Director	Present 8:30 a.m.
Liz Parthemer	Health Officer	Present 8:30 a.m.
Crystal Malchose	HR Director	Present 8:30 a.m.
Jennifer Merrow	EMG Director	Present 8:30 a.m.
Martie Baker	Shop Clerk	Present 8:30 a.m.
Lisa Wright	County Treasurer	Present 9:00 a.m.
Gregg Webster	Zoning Administrator	Present 8:30 a.m.
Hal Bumgarner	EMS Director	Present 9:05 a.m.
Heather Gladbach	Finance Officer	Present 10:15 a.m.
Dave Arteberry	Stifle, Nicolaus & Company	Present 10:45 a.m.

Service awards presented to Jennifer Merrow, Martie Baker and Liz Parthemer.

2.0 ROUTINE ITEMS:

2.1 Weixelman moved to approve the agenda, Riat seconded, carried 2-0.

2.2 Riat moved to approve July 2 & 6, 2020 meeting minutes as corrected. McKee seconded, carried 3-0.

3.0 Comments from the Public:

3.1 Steve Minton commented on agenda setting, Christmas light funds, open meetings and the proposed 2021 budget.

3.2 Sarah Keatley (via zoom) inquired about Elm Slough Road. Peter Clark reported the traffic counter would be deployed this week.

4.0 DEPARTMENT UPDATES & ACTION ITEMS:

4.1 Commission: Commissioners discussed the CARES Act Funding and the need to reach out to townships and unincorporated cities.

4.2 Administration: Chad Kinsley reported he had met with the cities concerning the CARES Act Funding. Kinsley presented an agreement with Swindoll Janzen Hawk & Loyd to provide the

County with consultation services regarding reimbursements and direct relief with funds provided by the 2020 Coronavirus Aid, Relief, and Economic Security Act. Commissioner McKee moved to engage in the agreement. Commissioner Weixelman seconded. Commissioner Riat would like to work with businesses out of the city limits and see a working timeline. Commissioner Riat asked if Kinsley believed Swindoll Janzen Hawk & Loyd was qualified. Kinsley said he has worked with the company for five years and believes they are qualified. Chair called for the motion, carried 3-0.

Chad Kinsley requested approval for the matching grant application from Rock Creek Valley Historical Society for \$5,000. Commissioner Weixelman moved to approve the request. Commissioner Riat seconded, carried 3-0.

Chad Kinsley informed the commissioners of a need for a water-softener in the Justice Center. It's recommended in order to keep the warranty and should have been installed from the start. Commissioners directed Kinsley to have Scott Campbell report to them during next week's commissioner meeting concerning the request.

4.3 Counselor: John Watt reported he was working on contracts and lien releases on delinquent sewer bills.

4.4 Treasurer: Lisa Wright requested approval to order a QLess system to help with scheduling. Cost would be \$8,500 with an annual license fee; it could be paid out of special auto and tech fund. Commissioners requested information on other plans. Wright expressed concerns about staffing needs. Commissioners directed Wright to visit with Chad Kinsley concerning her staffing needs.

(Commissioner McKee disconnected from the meeting at 9:50 a.m.)

4.5 Sanitarian/Landfill: Peter Clark gave an update on environmental health, landfill transfer station, bush, and scale replacement and lagoon inspections.

4.6 Zoning: Gregg Webster provided a June 2020 building permits issued report with a locator map. Other items the zoning office is working on is Unified Development Regulation (UDR) and reviewing the County's Comprehensive Plan.

5.0 NEW BUSINESS:

5.1 Department Budgets:

Emergency Management: Hal Bumgarner presented the ambulance replacement plan and an outline of mileage on each ambulance. Bumgarner requested authorization to purchase a utility terrain vehicle, no action was taken.

Public Works: Peter Clark presented an overview of special highway, equipment reserve and rural highway funds and budget requests. Commissioners would like information on used versus new cost per mile on trucks.

5.2 Dave Arteberry: Presented an illustration on time value of money.

Continued, Public Works: Peter Clark presented more information on the rural highway fund, and expressed concerns about the amount of funding it will need in order to continue rural road projects.

OTHER BUSINESS:

Commissioner Weixelman moved to award Bayer Construction the bid for Heritage Hills Unit 2 at the recommendation of Peter Clark. Commissioner Riat seconded, carried 2-0.

10.0 Adjournment: Vice Chair declared meeting adjourned at 12:30 p.m.

Chair, Deloyce McKee

seal

Vice Chair, Dennis Weixelman

Attest:

County Clerk, Nancy McCarter

Member, Greg Riat