



**Board of Pottawatomie County Commissioners  
Regular Meeting Minutes  
July 22, 2019**

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 – 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)	Present 8:30 a.m.
Dawn Henry	Deputy County Clerk	Present 8:30 a.m.
Chad Kinsley	Management Assistant-Operations	Present 8:30 a.m.
John Watt	County Counselor	Present 8:30 a.m.
Peter Clark	Public Works Director	Present 8:30 a.m.
Mark Portell	Wamego Times	Present 8:30 a.m.
Mary Altenhofen	Resident	Present 8:30 a.m.
Dean Altenhofen	Resident	Present 8:30 a.m.
Lisa Kenworthy	Health Director	Present 8:38 a.m.
Cole Taggart	Road Supervisor	Present 9:02 a.m.
Stephan Metzger	Assistant Planner/Zoning Enforcement Officer	Present 9:05 a.m.
Jim Jenkins	Assistant Public Works Director	Present 9:06 a.m.
Scott Schwinn	County Sanitarian	Present 9:16 a.m.
Audrea Martens	Management Assistant	Present 9:16 a.m.
Stephen Roggenkamp	Public Works Project Coordinator	Present 9:16 a.m.
Heather Gladbach	Management Assistant-Finance	Present 9:20 a.m.

**2.0 ROUTINE ITEMS:**

**2.1** Altenhofen requested to add 6.2 (Executive Session: Land Acquisition Exception) to the agenda. McKee moved to approve the agenda. Weixelman seconded, carried 3-0.

**2.2** Altenhofen moved to approve July 15, 2019 minutes. McKee seconded, carried 3-0.

**3.0 CONSENT ITEMS:**

**3.1 Tax Roll Correction:** WHEA011 Louisville Township 55.20

**3.2 Ledger Transactions:** dated 7/18/19 totaling \$99.00

McKee moved to approve consent items. Weixelman seconded, carried 3-0.

**4.0 PUBLIC COMMENTS:** No comments from the public.

**5.0 DEPARTMENT UPDATES & ACTION ITEMS:**

**5.1 Commission:**

**5.1a Meeting Updates:** Joint City/County/County meeting, EcoDevo meeting, Developers meeting, LAPC, Flint Hills Regional Council, Blue Twp Process.

**5.1b Upcoming Meeting:** Joint Board of County Commissioners & County Planning Board Meeting, McKee going to KMAN Tuesday morning.

**5.2 Administration:** Staff attended a Public Assistant Applicant Briefing last week and will be going to the Planning Commission meeting this Thursday. Dru Clarke submitted a letter asking to tour the inside of the courthouse; more information is needed before responding to Dru.

**5.3 Counselor:** John Watt presented Resolution 2019-54 Authorizing the Joint Use of a Sewer Lagoon for the Commissioners to sign. McKee moved to approve the resolution. Altenhofen second, carried 3-0. *(doc signed)*. Watt presented Resolution 2019-55 authorizing the Acquisition of Certain Real Estate by Eminent Domain. Weixelman moved to approve the resolution. Altenhofen seconded, carried 3-0. *(doc signed)*

**5.4 Health:** Lisa Kenworthy updated on department activities for July, essential service: pertussis, rocky mountain spotted fever, and Lyme disease and what is coming up.

**5.5 Zoning:** Stephan Metzger updated commissioners on the Green Valley Plan and reminded commissioners of Thursday's meeting.

**5.6 Public Works:** Peter Clark recommended the commissioners accept Foley for a one-year skid steer lease purchase with Foley buying back. McKee moved to accept the lease purchase. Altenhofen seconded, carried 3-0. Clark presented two Supplemental Agreements to be signed by commissioners: one for improvements to the intersection of US 24 and Crown C and the other for construction of a frontage road south of US 24 to access properties south and east of Excel Rd. McKee moved to accept the Supplemental Agreements. Altenhofen seconded, carried 3-0. *(docs signed)* Clark gave a presentation of the public works 2020 budget. Clark asked commissioners for approval to advertise for a Mechanic 1 position as it is in the 2019 budget and is much needed. McKee moved to advertise for a Mechanic 1. Altenhofen seconded, carried 3-0. Discussion ensued about adjusting 2019 budget for aging equipment.

**5.7 Facility Project Update:** Jim Jenkins discussed approved projects, finished projects and pending projects. Discussion took place regarding the information technology (IT) server room and siding/windows for Public Works Building. Weixelman moved to hire an (IT) Technical Support Analyst right away for the County Office Building and put up siding/windows on the Public Works Building. Altenhofen seconded, carried 3-0.

**6.0 EXECUTIVE SESSION:** Commissioner Altenhofen moved to recess to executive session to begin at 11:46 a.m. for up to 15 minutes under: Land Acquisition Exception; matters relating to the security of a public body or agency, public building or facility or the information system of a public body or agency, if the discussion of such matter at an open meeting would jeopardize the security of such public body, agency, building, facility or information system. *(K.S.A. 75-4319 (b)(13))* Commissioner McKee seconded, carried 3-0, others in attendance, John Watt, Chad Kinsley, and Peter Clark. Regular meeting resumed at 11:56 a.m. No action as a result of the session.

Commissioner McKee moved to recess to executive session to begin at 11:57 a.m. for up to 30 minutes under: personnel matters of individual non-elected personnel; protection of privacy *(K.S.A. 75-4319 (b)(1))* Commissioner Altenhofen seconded, carried 3-0, others in attendance, John Watt and Chad Kinsley. Regular meeting resumed at 12:27 p.m. Weixelman moved to continue the

executive session for another 15 minutes. McKee seconded, carried 3-0. Regular meeting resumed at 12:39 p.m. No action as a result of the session.

**7.0 Adjournment:** Chair declared meeting adjourned at 12:42 p.m.

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Chair, Travis Altenhofen

seal

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Vice Chair, Dennis Weixelman

*Attest:*

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County Clerk, Nancy McCarter

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Member, Deloyce McKee