



Board of Pottawatomie County Commissioners
Regular Meeting Minutes
July 27, 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 & 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.
Steve Minton	Resident	Present 8:30 a.m.
Barbara Ubel	Family and Community Education (Broderick FCE)	Present 8:30 a.m.
Linda Brinkman	Family and Community Education (Broderick FCE)	Present 8:30 a.m.
Linda Overkamp	Family and Community Education (Broderick FCE)	Present 8:30 a.m.
Jim Brinkman	Family and Community Education (Broderick FCE)	Present 8:30 a.m.
Dru Clarke	Family and Community Education (Broderick FCE)	Present 8:30 a.m.
Andrea Umscheid	Operations Officer	Present 8:35 a.m.
Scot Loyd	Swindoll Janzen Hawk CPA (via zoom)	Present 8:35 a.m.
Gregg Webster	Zoning Administrator	Present 8:35 a.m.
Liz Parthemer	Health Officer	Present 8:45 a.m.
Lisa Kenworthy	Health Director	Present 8:45 a.m.
Lisa Wright	County Treasurer	Present 8:55 a.m.
Peter Clark	Public Works Director	Present 9:15 a.m.
Audrea Martens	Management Assistant	Present 10:00 a.m.
Heather Gladbach	Finance Officer	Present 11:00 a.m.
Crystal Malchose	HR Director	Present 12:40 p.m.

2.0 ROUTINE ITEMS:

2.1 Riat moved to approve the agenda, adding an executive session. Weixelman seconded, carried 3-0.

2.2 Weixelman moved to approve July 20, 2020 meeting minutes. Riat seconded, carried 3-0.

3.0 Comments from the Public:

3.1 Dru Clarke reported the State Historical Society has approved the roof tiles for the old jail and requested approval to move forward with the project. Family and Community Education (FCE) members support the project and they have approved funding. Commissioner Weixelman moved to go forward with the project. Commissioner Riat seconded, carried 3-0.

3.2 Steve Minton thanked commissioners for the Christmas Light project on the Courthouse and donated \$50.00 to the project.

4.0 DEPARTMENT UPDATES & ACTION ITEMS:

4.1 Commission: Discussed gravel roads, zoom meeting with State, Federal, Homeland Security and sales tax questions. Riley County is proposing a sales tax question that would replace the current Manhattan City sales tax. Commissioners would like to research if a city can distribute sales tax to other cities and townships.

4.1a Kansas Workforce Development: Commissioner McKee moved to sign to participate with the agreement for Kansas Workforce Development. Motion died for lack of second; as the other commissioners requested John Watt review the document first.

4.2 Zoning: Gregg Webster presented a resolution for consideration; to rescind 2020-38 due to incorrect range locations. Commissioner Weixelman moved to adopt Resolution 2020-39 as presented. Commissioner Riat seconded, carried 3-0. *(Document signed)*

4.3 Administration:

4.3a CARES ACT Funds: Andrea Umscheid and Scot Loyd reported on the goals and funding for the CARES Act. Umscheid requested direction on the request from Pawnee Mental Health for \$3,126.55 in funding from the CARES Act. This would be a reimbursement for expenses caused from COVID-19. Commissioners agreed to entertain the idea for the reimbursement request. Umscheid also reported all cities resolutions and plans for CARES Act Funding are due by Thursday July 30, 2020, three of our cities have opted out Belvue, Emmett and Olsburg. Umscheid informed commissioners that a radio tower has been approved for SPARKS Funds. Commissioner Riat outlined the need for better coverage and to get everyone on the same radio.

4.4 Counselor: John Watt reported he is working on development agreements and easement on Elm Slough Road project. Tax Foreclosure matters are on hold due to COVID-19.

4.5 Clerk/Election: Nancy McCarter provided commissioners with a letter from the Division of Property Valuation reporting that the County Appraiser has met the statistical performance standards. McCarter reported on election activity; new registration in the past month 330, mailed over 2,700 advance ballots and walk-in voting has been over 100. Temporary employees worked for two weeks helping with the mailing and all staff is doing a great job. The temporary staff will be returning to help again in October as they have over 3,000 requests for advance ballot already for the November Election.

4.6 Health: Lisa Kenworthy reported on the fourth quarter State Fiscal Year (July 1, 2019 to June 30, 2020: services provided, clients serviced, grant funding and clinics.

10:00 a.m. Chair declared bidding closed for Nelson's Ridge Unit 6

4.6 Health continued: Liz Parthemer reported on COVID-19, Pottawatomie has tested 1,887, 23 pending test, 9 active and total confirmed cases has been 107.

Lisa Kenworthy informed commissioners she has resigned and her last day with the County would be August 7, 2020.

5.0 NEW BUSINESS:

Bid letting for Nelson's Ridge Unit 6: Peter Clark opened and read the bids:

Bidder	A Sewer	B water	C street	Total bid	Bid Alternate	Total
Nowark	211,439.00	139,432.00	726,826.80	1,077,697.80	-	1,077,697.80
Middlecreek	218,512.00	152,723.60	784,748.00	1,155,983.60	30,000.00	1,185,983.60
SmokyHill	207,535.60	133,637.78	1,056,820.45	1,397,993.83	6,480.00	1,404,473.83
Larson	160,204.00	108,163.20	724,261.50	992,628.70	(1,800.00)	990,828.70
Leavenworth Exca.	301,376.00	212,355.00	893,605.90	1,407,336.90	655.00	1,407,991.90
Eng. Est.	159,700.00	126,500.00	753,600.00	1,039,800.00	(3,160.00)	1,036,640.00

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

Continued 4.0 DEPARTMENT UPDATES & ACTION ITEMS:

4.7 Treasurer: Lisa Wright reported on the QLess System informing commissioners it could be reimbursable through the CARES Act Funds. Commissioner Weixelman moved to go forward with the system. Commissioner Riat seconded, carried 3-0. Wright outlined the space needs. Chad Kinsley informed commissioners the cost could be 13,000 to 15,000 for the remodeling. Commissioner said they would like to visit the area before moving forward. Commissioner McKee inquired about staffing needs. Wright said she has been working with Kinsley and they have agreed to revisit the issues once she is running full staff again.

4.8 Public Works: Peter Clark presented an agreement for professional services with Bartlett and West to preform geotechnical borings for construction to stabilize a slope between Booth Creek and Booth Creek Road, between Carnahan Road and Sagebrush Road. Commissioner Riat moved to sign the contract. Commissioner McKee seconded, carried 2-1, Commissioner Weixelman voting against.

Peter Clark requested approval to re-submit for a multi-use trail grant in Blue Township as a stand along project. Commissioner McKee moved to re-submit the grants. Commissioner Riat seconded, carried 3-0.

Peter Clark briefed commissioners on the off-system bridge program; these are bridges not on major collector roads. Armstrong Bridge is good candidate. Discussion occurred when low water crossings could be considered. Clark outlined the need to replace three and a half bridges a year. The county has 266 bridges with a life span of 75 years per bridge.

Peter Clark briefed commissioners on Road & Bridge and Rural Highway funds. Clark said the cost of rock has increased but the ones hauled have decreased. Clark reported the rock funds have exceeded their budgets and would like to transfer \$150,000 to \$200,000 in Rural Highway and \$30,000 to \$40,000 to the County road rock fund. Commissioner Riat stated he believes we have become inefficient and directed Clark to look at a budgeting plan to work toward a more efficient plan. General discussion occurred concerning the need for ditch cleaning and how no contracts from outside contractors were returned. Clark outlined the Rural Highway Fund and the need to look at funding it. Clark was directed to work with Chad Kinsley on the issue.

6.0 CONSENT ITEMS:

6.1 City of Louisville request for baseball diamond

6.2 Tax Corrections: FOUT0001 24.36- and THOM0079 51.28

6.3 Ledger Transactions dated 7/24/2020 totaling \$625,948.07

Commissioner McKee moved to approve all consent items. Commissioner Riat seconded, carried 3-0. *(Documents signed)*

Commissioner McKee moved to sign the Chief Elected Officials' Agreement with Kansas Workforce Development as John Watt had reviewed it. Commissioner Weixelman seconded, carried 3-0. *(Document signed)*

7.0 OTHER BUSINESS:

2021 Budget: Heather Gladbach requested approval to publish and set August 10, 2020 at 10:00 a.m. for the 2021 County Budget Hearing. Commissioner Riat moved to approve the request. Commissioner McKee seconded, carried 3-0.

8.0 Executive Session:

8.1 Commissioner McKee moved to recess to executive session to begin at 12:40 p.m. for up to 20 minutes under: personnel matters of individual non-elected personnel, (K.S.A. 75-4319 (b) (1) subject employee performance. Commissioner Riat seconded, carried 3-0. Others in attendance were Chad Kinsley, Crystal Malchose, Peter Clark and John Watt. Regular meeting resumed at 1:00 p.m. Commissioner McKee moved to return to executive session for another 15 minutes. Commissioner Weixelman seconded, carried 3-0. Regular meeting resumed at 1:15 p.m. Commissioner Weixelman moved to return to executive session for another 15 minutes. Commissioner McKee seconded, carried 3-0. Regular meeting resumed at 1:30 p.m. Commissioner Weixelman moved to return to executive session for another 5 minutes. Commissioner McKee seconded, carried 3-0. Regular meeting resumed at 1:35 p.m. Commissioner Weixelman moved to return to executive session for another 5 minutes. Commissioner McKee seconded, carried 3-0. Regular meeting resumed at 1:40 p.m. with no action as a result of the session.

9.0 Adjournment: Chair declared meeting adjourned at 1:40 p.m.

Chair, Deloyce McKee

Vice Chair, Dennis Weixelman

Member, Greg Riat

seal

Attest:

County Clerk, Nancy McCarter