



Board of Pottawatomie County Commissioners
Regular Meeting Minutes
August 3, 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.
Peter Clark	Public Works Director	Present 8:30 a.m.
Crystal Malchose	HR Director	Present 8:30 a.m.
Stephan Metzger	Assistant Planner/Zoning Enforcement Officer	Present 8:30 a.m.
Andrea Umscheid	Operations Officer	Present 8:35 a.m.

2.0 ROUTINE ITEMS:

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

2.2 Weixelman moved to approve July 27, 2020 meeting minutes. Riat seconded, carried 3-0.

3.0 CONSENT ITEMS:

3.1 Ledger Transactions dated 7/30/2020 totaling \$175.49

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

4.0 Comments from the Public: none

SERVICE AWARDS: The following employee received a service award: Rob Gordon (Sheriff's Office) 5 years

5.0 DEPARTMENT UPDATES & ACTION ITEMS:

5.1 Commission: Commissioners commented on Havensville Streets, Holy Cross Road, Fleet Facility, Wamego Senior Center drainage concerns, Manhattan Sales Tax, Blue Township Fire Station drainage needs and Community Development Block Grant (CDBG).

5.1a County Web Page: Stephan Metzger briefed commissioners on the redesign of the County Web Page; it will be up August 10, 2020. The page should be more user friendly for phone users.

5.2 Administration:

5.2a Crystal Malchose provided commissioners with recruitment information known as of August 3, 2020.

OTHER BUSINESS: Lucky-` Leven 4-H Club presented purple ribbon cookies to the commission.

5.2b Sales Tax: Commissioners discussed the need to communicate with the City of Manhattan concerning a possible sales tax. Pottawatomie County needs to play a part of the discussion during the City County Meeting. Commissioner McKee agreed to attend a meeting Tuesday (August 4, 2020) that the City of Manhattan is holding.

5.2c Chad Kinsley reported on various meetings he would be attending: health insurance, wage study, and SPARK Funding.

5.2d Chad Kinsley presented a resolution for consideration. Commissioner McKee moved to adopt Resolution 2020-40, a proclamation for State of Local Disaster. Commissioner Weixelman seconded, carried 3-0. *(Document signed)*

5.2e Community Development Block Grant (CDBG): Chad Kinsley and Jack Allston (via zoom) requested approval to request for proposals for administrative services for the CDBG. Commissioner McKee moved to approve the letter as presented to send out for RFQ for the grant. Commissioner Riat seconded, carried 3-0. *(County Clerk signed letter)*

5.2f Chad Kinsley informed commissioners the water softener for the Justice Center would have a five-year warranty.

5.2g Chad Kinsley reported that May sales tax revenue was up from May of last year.

5.3 Counselor: John Watt reported he was finalizing the rural development agreement for property sought off highway 24 and working on title insurance commitment for the Ubel property. Commissioners Riat asked about masks being worn at schools. John Watt said the school should be making the decision not the County Commissioners and strongly recommended to stay out of it. They would be stepping into a quagmire.

5.4 Public Works:

5.4a Peter Clark presented a contract previously approved for signatures. Commissioners signed the contract for Heritage Hills Phase Two with Bayer Construction.

5.4b Nelson Ridge Phase Two: Peter Clark presented the bid tabulations from Nelson's Ridge Submission Unit Six, Phase Two and recommended awarding the bid to Larson Construction for the amount of \$990,828.70. Commissioner McKee moved to approve as recommended. Commissioner Weixelman seconded, carried 3-0.

5.4c Bridge: Peter Clark informed commissioners a bridge on Shannon Creek Road has been closed and is in need of repair. Commissioner Riat questioned the need to repair bridges before closing them. Commissioner Weixelman advised looking at ideas for repairs over replacement.

Commissioner Riat reported on the need to review a few roads near Havensville and look at why the County stopped maintaining them. Peter Clark said he did not know of any written agreement with the City, and then stated according to KSA 12-520; concerning annexation of roads, that abuts cities. Clark and Riat agreed to meet with the City. Commissioner McKee would like the County to repair the roads then have the City annex them.

Commissioner Riat informed Clark of a culvert on Holy Cross Road and a concrete tube on Green Road, both needing cleaned out. Clark agreed to follow-up on the requests.

6.0 Executive Session:

6.1 Commissioner McKee moved that they recess to executive session for 10 minutes beginning at 10:48 a.m. under the following exception to the Kansas Open Meetings Act: Land Acquisition Exception, preliminary discussions relating to the acquisition of real property KSA 75-4319 (b)(6); subject negotiation. Commissioner Riat seconded and motion passed 3-0, others in attendance John Watt, and Chad Kinsley. Public session resumed at 10:58 a.m. with no action as a result of the session.

6.2 Commissioner Riat moved to recess to executive session to begin at 11:00 a.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 Weixelman seconded, carried 3-0. Others in attendance were Chad Kinsley. Regular meeting resumed at 11:20. Commissioner Riat moved to return for the session for another five minutes. Commissioner Weixelman seconded, carried 3-0. Regular meeting resumed at 11:25 a.m. with no action as a result of the session.

9.0 Adjournment: Chair declared meeting adjourned at 11:26 a.m.

Chair, Deloyce McKee

Vice Chair, Dennis Weixelman

seal

Attest:

County Clerk, Nancy McCarter

Member, Greg Riat