



Board of Pottawatomie County Commissioners
Regular Meeting Minutes
August 5, 2019

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 – 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.
Nancy McCarter	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.
Ken Lamb	Public Works	Present 8:30 a.m.
Steve Minton	Resident	Present 8:30 a.m.
Dru Clarke	Resident	Present 8:30 a.m.
Dorothy Campbell	Resident	Present 8:30 a.m.
Greg Riat	Sheriff	Present 8:30 a.m.
Sam McClain	Public Works	Present 8:30 a.m.
Dan McClain	Public Works	Present 8:30 a.m.
Crystal Malchose	HR Director	Present 8:30 a.m.
Cole Taggart	Road Supervisor	Present 8:30 a.m.
Heather Gladbach	Management Assistant-Finance	Present 8:40 a.m.
Lisa Kenworthy	Health Director	Present 8:40 a.m.
Tim Eisenbarth	Noxious Week Director	Present 8:45 a.m.
Robbin Cole	Pawnee Mental Health	Present 8:50 a.m.
Brandon Peoples	KMAN	Present 9:20 a.m.
Jim Jenkins	Assistant Public Works Director	Present 9:50 a.m.
Neil Horton	Contractor	Present 9:50 a.m.
Kolby Montross	Contractor	Present 9:50 a.m.
Phil McKinney	Schwab Eaton	Present 9:50 a.m.
Greg Fief	Schwab Eaton	Present 9:50 a.m.
Jim Taylor	Contractor	Present 9:50 a.m.
Chaz Hill	Contractor	Present 9:50 a.m.
Frank Oursler	Contractor	Present 9:50 a.m.
Bob Rogers	Contractor	Present 9:50 a.m.
Molly Minihan	Wheaton 4-H	Present 10:10 a.m.
Rayna Meyerkorth	Wheaton 4-H	Present 10:10 a.m.
Monty Meyerkorth	Wheaton 4-H	Present 10:10 a.m.
Elle Storm	Wheaton 4-H	Present 10:10 a.m.

2.0 Service Awards: Dan McClain, public works, and Greg Riat, sheriff department, each for 30 years of service.

3.0 ROUTINE ITEMS:

- 3.1** McKee moved to approve the agenda. Weixelman seconded, carried 3-0.
3.2 Weixelman moved to approve July 29, 2019 minutes. McKee seconded, carried 3-0.

4.0 CONSENT ITEMS:

- 4.1 Tax Roll Corrections:** MILL0157 Wamego City 689.60 & 702.10, GOEM0012 St George Twp 627.02, MENA001 Manhattan City 13,027.18- and CATH0003 St Marys City 1,173.32-
4.2 Ledger Transactions: dated 7/30/2019 totaling \$130.00
 McKee moved to approve consent items. Weixelman seconded, carried 3-0.

5.0 PUBLIC COMMENTS: Dorothy Campbell played a video concerning the courthouse. Dru Clarke briefed commissioners on the, "Visit Historic Pottawatomie County" brochure and volunteered to be available for people wanting tours of the courthouse and jail.

6.0 DEPARTMENT UPDATES & ACTION ITEMS:**6.1 Commission:**

6.1a Meeting Updates: ATA Bus, County Fair, Water Usages in Manhattan

6.1b Upcoming Meeting: Ground breaking for the Fire/EMS Building in Blue Township August 13, 2019 at 6 p.m. Flint Hills Regional Retreat August 16, 2019 from 9a.m.-2 p.m. in Wamego at the Iron Clad.

6.2 Administration: Chad Kinsley reported he had attended the Little Apple Marathon meeting; the marathon will be November 2, 2019 and will run the same as last years. Kinsley asked for nominations to serve on the KCAMP Board of Trustees, no action taken.

Heather Gladbach presented a resolution for consideration. Commissioner Altenhofen moved to adopt Resolution 2019-59 for the creation of a fund for Willow Glen Unit 1. Commissioner McKee seconded, carried 3-0. *(Document signed)*

Heather Gladbach presented a letter of engagement/agreement with Varney & Associates, CPAs, LLC to provide auditing services for the County for consideration. Commissioner Altenhofen moved to authorize the chair to sign the letter as presented. Commissioner McKee seconded, carried 3-0. *(Document signed)*

Crystal Malchose provided commissioners with a list of open jobs within Pottawatomie County.

6.3 Counselor: John Watt presented a petition for condemnation for construction easement on Green Valley Road. Commissioner Weixelman moved to authorize the chair to sign the petition. Commissioner McKee seconded, carried 3-0. *(Document signed)*

6.4 Noxious Weed: Tim Eisenbarth provided commissioners with an update on chemical sales, recycling, household hazardous waste (HHW), cemeteries and various other projects within the County Noxious Weed Department.

6.5 Pawnee Mental Health: Robbin Cole gave updates on:

- Grant funding for provided training Trauma Focused Therapy

- Summary of other grants: phone upgrades and equipment for play therapy for children
- Crisis Intervention Team (CIT) training for police force program
- Crisis Stabilization Center to open in October

6.6 Public Works: Peter Clark provided an update on activities and projects within the public works department: continue to address weather and ground water issues, and tracking all FEMA related issues. Commissioners requested a copy of projects with problems.

7.0 10:00 a.m. Bid for Irvine Acres Unit One: Chair declared bidding closed for Irvine Acres Unit One. Peter Clerk and Phil McKinney opened and read the bids.

Bidder	Sewer	Water	Street	Alt	Total bid
Middle Creek	44,939.00	235,193.50	1,044,174.30	(1,782.00)	1,322,524.80
Larson	277,009.00	170,989.50	1,027,234.40	(3,235.00)	1,471,997.90
Bayer	274,075.75	133,555.55	870,052.65	(1,095.80)	1,276,588.15
J & K	336,333.00	140,089.75	1,029,942.25	(1,565.50)	1,504,798.50
Engineer's Estimate	286,800.00	160,400.00	1,050,800.00	(1,975.00)	1,496,025.00

Commissioners directed staff to review bids and return with a recommendation.

Other Business: Commissioner Altenhofen moved to set September 9, 2019 at 9:45 a.m. for Irvine Acres Left Station Bids. Commissioner Weixelman seconded, carried 3-0.

Wheaton 4-H: Molly Minihan and Wheaton 4-H Club members presented purple ribbon cookies to the commission.

6.6 Public Works continued: Peter Clark provided updates on:

- Asphalt patching and chip sealing
- Dirt crew: addressing storm and tube issues
- Truck crew: hauling rock with 58% rural rock hauled and 46% county road rock hauled
- Blade-man: storm repair, shaping roads with crowns and ditch work
- Staffing: all full time positions are filled, two seasonal positions still open
- Equipment: replacement plan, rate analysis, auction items and GPS proposal
- CIP Plan: Bridge replacements, road improvements and asphalt overlays
- County Projects: Junietta & Moody Road and Elm Slough Road Improvements
- Jeffrey Road culvert replacement
- Subdivisions: Nelson Ridge Unit 6, Heritage Hills, Wildcat Woods Three and Whispering Meadows Unit 6
- KDOT Projects: Parallel Road Bridge, US 24 & Green Valley intersection, US 24 and Crown C, Limerick Lane Frontage Road and Dyer Road safety improvements
- Potential KDOT Grant:
 - Off-System Bridge Programs
 - Local Bridge Improvements Programs
 - Corridor Management Programs
- KDOT Projects only (not county) :
 - US 24 Heavy Overlay Columbian Road to St Marys
 - US 24 east-bound bridge/Blackjack Creek

6.6a Capital Improvement Plan Discussion: Jim Jenkins provided project documents and requested authorization to bid the Public Works Building Weatherization (windows, siding and

entrance vestibule). Construction is expected to be completed within 60 working days. Project is estimated at \$105,000 and will be paid out of capital improvement funds. Commissioner Altenhofen moved to go ahead with the project. Commissioner Weixelman seconded, carried 3-0.

6.7 Building Projects-Health Department & Public Works Building: Jim Jenkins reported on needed improvements to the health department, entrance ramp \$10,200, ADA restroom \$17,650, sewer repair \$2,500 exam room \$12,400. All totaling \$42,750 with \$18,754 paid from an approved grant from Sunflower Health Plan. Commissioners McKee moved to approve the project. Commissioner Altenhofen seconded, carried 3-0.

6.6 Public Works continued: Peter Clark informed commissioners of a regional meeting for an opportunity to discuss transportation priorities with the Kansas Department of Transportation in Kansas. Clark asked what projects the commissioners feel as a County should we put forward Commissioners agreed to table the discussion until next week.

8.0 EXECUTIVE SESSIONS:

8.1a Acquisition of Real Estate: Commissioner Altenhofen moved to recess to executive session to begin at 11:55 a.m. for up to 10 minutes under: land acquisition exception; protect privacy of seller (*K.S.A. 75-4319 (b)(6)*) Commissioner Weixelman seconded, carried 3-0; others in attendance: John Watt, Peter Clark and Chad Kinsley. Regular meeting resumed at 11:59 a.m. No action as a result of the session.

8.1b Non-Elected Personnel: Commissioner Altenhofen moved to recess to executive session to begin at 12:00 p.m. for up to 20 minutes under: personnel matters of individual non-elected personnel; subject: negotiations (*K.S.A. 75-4319 (b)(1)*) Commissioner Weixelman seconded, carried 3-0; others in attendance: John Watt and Chad Kinsley. Regular meeting resumed at 12:20 p.m. As a result of the session, Commissioner Weixelman moved to approve Chad Kinsley as the acting county administrator with a pay increase to \$85,000 effective 8/5/2019, until 1/8/2020 at which he will be named the successor to Robert Reece. Commissioner McKee seconded, carried 2-1. Commissioner Altenhofen voting against, saying he needed more time.

General Discussion occurred on bridge projects and equipment needs for the future.

9.0 Adjournment: Chair declared adjournment at 12:56 p.m.

Chair, Travis Altenhofen

Vice Chair, Dennis Weixelman

Member, Deloyce McKee

seal

Attest:

County Clerk, Nancy McCarter