



Board of Pottawatomie County Commissioners
Regular Meeting Minutes
September 9, 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	Acting County Administrator	Present 8:30 a.m.
John Watt	County Counselor	Present 8:30 a.m.
Crystal Malchose	HR Director	Present 8:30 a.m.
Peter Clark	Public Works Director	Present 8:30 a.m.
Dorothy Campbell	Resident	Present 8:30 a.m.
Mark Portell	Wamego Times	Present 8:30 a.m.
Dru Clarke	Resident	Present 8:30 a.m.
Steve Minton	Resident	Present 8:30 a.m.
Tim Eisenbarth	Noxious Weed Director	Present 8:30 a.m.
Lisa Wright	County Treasurer	Present 8:30 a.m.
Hal Bumgarner	EMS Director	Present 8:30 a.m.
Jennifer Merrow	Emergency Management Coordinator	Present 8:30 a.m.
Lois Schlegel	County Appraiser	Present 8:30 a.m.
Chris Trudo	EMGT Director	Present 8:30 a.m.
Scott Schwinn	County Sanitarian	Present 8:30 a.m.
Gregg Webster	Zoning Administrator	Present 8:30 a.m.
Brad Hartenstein	Flint Hills Area Builders Assn.	Present 9:00 a.m.
Lori Feldkamp	Big Lakes Development	Present 9:15 a.m.
Brandon Peoples	KMAN	Present 9:25 a.m.
Derek Simmons	KMAN	Present 9:25 a.m.
Misty Hinds	Nowak Const.	Present 9:30 a.m.
Frank Oursler	Middlecreek Corp.	Present 9:30 a.m.
Greg Fief	Schwab Eaton	Present 9:30 a.m.
Nathan Galle	Walters-Morgan Const.	Present 9:30 a.m.
Stephan Metzger	Assistant Planner/Zoning Enforcement Officer	Present 9:30 a.m.
Brad Claussen	City of Manhattan	Present 9:30 a.m.
Eleanor Sharp	Smokey Hill LLC	Present 9:30 a.m.

2.0 ROUTINE ITEMS:

- 2.1 McKee moved to approve the agenda as amended. Weixelman seconded, carried 3-0.
- 2.2 McKee moved to approve August 26, 2019 minutes. Weixelman seconded, carried 3-0.

3.0 CONSENT ITEMS:

- 3.1 Ledger Transactions dated 9/6/2019 totaling \$402,990.10
- 3.2 Ledger Transactions dated 8/29/2019 totaling \$184.00

Commissioner Weixelman moved to approve consent item 3.2. Commissioner Altenhofen seconded, carried 3-0. *(Document signed)*

4.0 PUBLIC COMMENTS: Dru Clarke provided information concerning Hopkins Creek Road as a minimum maintenance road. Commissioners directed public works to address the issue.

Continued 3.0 CONSENT ITEMS

Commissioner McKee moved to approve consent item 3.1. Commissioner Weixelman seconded, carried 3-0. *(Document signed)*

5.0 DEPARTMENT UPDATES & ACTION ITEMS:

5.1 Commission:

5.1a Meeting Updates: KMAN, Work Force Board Meeting, Wamego City Retirement for Merl Page and Northeast Kansas County Officials.

5.1b Upcoming Meeting: Job Fair at Flint Hills Job Corp and Blue Township.

5.2 Administration:

Commissioner McKee moved to appoint Chad Kinsley to the North Central Kansas Juvenile Detention Board. Commissioner Altenhofen seconded, carried 3-0. *(Document signed)*

Commissioner Altenhofen moved to authorize filling the operation officer position. Commissioner Weixelman seconded, carried 3-0.

Employee Policy Manual: Commissioners reviewed the proposed policy changes provided by Crystal Malchose. Commissioners agreed to all the policy changes 1-25 as presented, Malchose will return at 10:15 a.m. today with a final copy for approval.

5.3 Noxious Weed: Tim Eisenbarth provided an update on July and August chemical sales, recycling, household waste, cemetery moving, and spraying and inspection projects.

5.4 Big Lakes Development: Lori Feldkamp updated commissioners on:

- Remodeling project on two properties due to flooding
- Board retreat to plan for 2020
- Construction of new home is 75% completed and 83% of funding raised

5.5 Public Works: Peter Clark updated commissioners on weather issues continuing to be addressed along with a map showing damage sites.

6.0 NEW BUSINESS:

6.1 9:45 a.m. Bids Irvine Acres Lift Station: Chair declared bidding closed for the Irvine Acres Lift Station. Peter Clark and Greg Fief opened and read the bids:

Bidder	Base Bid	Bid Alter	Total bid
Middlecreek	872,233.00	(2,460.00)	869,773.00
Nowak	846,454.00	13,595.00	860,049.00
Walters	855,194.00	27,960.00	883,154.00
Engineer's Estimate	771,100.00	122,120.00	893,220.00

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

6.2 10:00 a.m. Hearing concerning Building Codes: Chair opened the hearing for Blue Township Sewer District Building Codes. John Watt outlined the statutes regarding the hearing and stated the effective date of the codes would be January 1, 2020. . Altenhofen requested comments from the floor once. Steve Minton asked how the building codes would affect abandoned houses with weeds and trash needing addressed. Watt stated the codes are for buildings built after January 1, 2020 and would only address the building. Altenhofen requested comments from the floor for a second and third time with none the hearing closed at 10:16 a.m.; John Watt will get the codes and agreement ready for signing next Monday. Brad Claussen thanked the County for working with the City of Manhattan.

Continued 5.0 DEPARTMENT UPDATES & ACTION ITEMS:

5.6 Counselor: John Watt reported tax foreclosure documents are still in the works and should be filed late this month. Watt asked commissioners for direction on the opioids crisis settlements/lawsuits. Commissioners would like to have more information on the subject before moving forward.

UNFINISHED BUSINESS: Crystal Malchose provided an updated Employee Handbook and Policy Manual and a resolution prohibiting smoking in all facilities for approval. Commissioner Weixelman moved to approve the manual and to adopt Resolution 2019-67 as provided. Commissioner McKee seconded, motion carried 3-0. *(Document signed)*

Continued 5.5 Public Works: Peter Clark gave an update on asphalt, bridge, dirt and truck crew activities. Clark also provided updates on staffing, equipment, and capital improvement projects, county projects, subdivision projects and KDOT projects.

Action Items: Agreement with Kansas Department of Transportation for a local road safety plan, this is a 90/10 cost share program. The Secretary of Transportation would prepare a local road safety plan that will serve as guidance for Pottawatomie County in efforts to improve safety. Commissioner McKee moved execute the agreement for the local road safety plan. Commissioner Altenhofen seconded, carried 3-0. *(Document signed)*

Public Works siding and window project: Clark provided bid information on the siding and window project and recommended Thowe Construction with the base bid of \$104,146.24 plus item 5 for \$4,800 and item 6 \$17,000. Commissioner Altenhofen moved to approve the base bid. After discussion, Altenhofen amended his motion to include items 5 & 6 for a total of \$125,946.24. Commissioner McKee seconded, carried 3-0. Commissioners requested an updated listing of all CIP projects.

7.0 EXECUTIVE SESSION: Commissioner Altenhofen moved that they recess to executive session for 20 minutes beginning at 11:40 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); to maintain the privacy regarding seller. Commissioner McKee seconded and motion passed 3-0, others in attendance, Peter Clark, John Watt, and Chad Kinsley. Public session resumed at 11:57 a.m. with no action as a result of the session.

General Discussion:

Commissioners discussed the meeting date with Patrick Zollner and possibly changing it to Oct. 28, 2019. Commissioner directed Chad Kinsley to contact Mr. Zollner, if Oct. 28, 2019 will not work then keep the Oct. 7, 2019 date.

8.0 Adjournment: McKee moved to adjourn at 12:11 p.m. Altenhofen seconded, carried 3-0.

Chair, Travis Altenhofen

seal

Vice Chair, Dennis Weixelman

Attest:

County Clerk, Nancy McCarter

Member, Deloyce McKee