



**Board of Pottawatomie County Commissioners**  
**Regular Meeting Minutes**  
**September 23, 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.
Nancy McCarter	County Clerk	Present 8:30 a.m.
John Watt	County Counselor	Present 8:30 a.m.
Chad Kinsley	Acting County Administrator	Present 8:30 a.m.
Steve Minton	Resident	Present 8:30 a.m.
Dorothy Campbell	Resident	Present 8:30 a.m.
Mark Portell	Wamego Times	Present 8:30 a.m.
Peter Clark	Public Works Director	Present 8:30 a.m.
Crystal Malchose	HR Director	Present 8:30 a.m.
Scott Schwinn	Sanitarian/Landfill	Present 8:30 a.m.
Lois Schlegel	County Appraiser	Present 8:30 a.m.
Lisa Wright	County Treasurer	Present 8:30 a.m.
Kim Cardella	Tax Supervisor/ Treasures Office	Present 8:30 a.m.
Jennifer Merrow	Emergency Management Coordinator	Present 8:45 a.m.
Sherri Schuck	County Attorney	Present 9:00 a.m.
Andrea Karnes	Victim Witness Coordinator, Office Manager	Present 9:00 a.m.
Hal Bumgarner	EMS Director	Present 9:00 a.m.
Derek Simmons	KMAN Radio	Present 9:20 a.m.

**2.0 ROUTINE ITEMS:**

**2.1** McKee moved to approve the agenda, as amended removing zoning. Weixelman seconded, carried 3-0.

**2.2** Weixelman moved to approve September 16, 2019 minutes. McKee seconded, carried 3-0.

**3.0 CONSENT ITEMS:**

**3.1** Ledger Transaction dated 9-20-19 totaling \$1,324,602.45

**3.2** Tax Corrections: HART0038 Center Township 14.44 and 20.00

**3.3** Wamego Historical Application request for \$5,000

Weixelman moved to approve consent items 3.2 & 3.3. McKee seconded, carried 3-0. (*Documents signed*)

**4.0 PUBLIC COMMENTS: none**

**5.0 DEPARTMENT UPDATES & ACTION ITEMS:**

**5.1 Commission:**

**5.1a & b Meeting Updates and upcoming meetings:** Bluestem open house, Chamber Board Meeting, Connect Pottawatomie, Flint Hills Regional, Economic Development

**5.1cKMAN Radio:** Commissioner McKee and Peter Clark will attend.

**5.2 Administration:**

**5.2a Irvine Acres Temp Note:** Commissioner Altenhofen moved to adopt Resolution 2019-71 offering for sale \$1,600,000 principal temporary notes for Irvine Acres Subdivision. Commissioner McKee seconded, carried 3-0. *(Document signed)*

**Other Item:** Crystal Malchose requested authorization to offer 16 hours of paid time off as a grand prize at the October 14, 2019 in-service day. Commissioner McKee moved to approve the request. Commissioner Altenhofen seconded, carried 3-0.

**5.3 Counselor:** John Watt reported on the condemnation hearing for the Green Valley and Highway 24 project and the tax foreclosure sale. General discussion occurred concerning benefit districts within cities and counties and how state statues pertain to each.

**5.4 Sanitarian/Landfill:** Scott Schwinn gave an August update for environmental health and the landfill transfer station. Schwinn presented a resolution for adoption. Commissioner Weixelman moved to adopt Resolution 2019-73 adopting the annual review of the Solid Waste Management Plan. Commissioner Altenhofen seconded, carried 3-0. *(Document signed)*

**5.4a Transfer Station Scale:** Scott Schwinn presented a scale fee analysis showing total customers, transfer tons and total C & D tons as well as three options for increasing revenue: Option 1 - \$0.50 scale fee, Option 2 - \$1.00 scale Fee, Option 3 - \$0.75 scale fee per ton. Schwinn requested direction on moving forward with the needed scale replacement. Commissioner McKee moved to evaluate a solution for design build, in order to get the situation corrected. Commissioner Weixelman seconded, carried 3-0.

**5.5 Attorney:** Sherri Schuck and Andrea Karnes presented year to date case filings, and an updated jury trial schedule.

**5.5 Treasurer:** Lisa Wright reported on training that she attended in Manhattan. Wright introduced her new hire, Kim Cardela, tax supervisor, and informed commissioners she will have another position opening as one of her employees will be transferring to the appraiser's office.

**5.6 Appraiser:** Lois Schlegel gave an update on:

- 2018 final Sales Ratio and 2019 Procedural Compliance Review from Property Valuation Department of Revenue
- Sales Activity for August 2019
- Office & Field Activity

**5.8 Emergency Management:** Jennifer Merrow briefed on:

- Audit by Homeland Security
- Training in Wichita for designing based exercises
- Kansas Emergency Management Association conference in Topeka
- Declaration concerning the two sinkholes on Hayes Drive
- A request for assistance with an emergency operation plan for a local faith based organization.

**5.9 Emergency Medical Services:** Hal Bumgarner briefed on:

- Ground breaking on the EMS and Sheriff Office in Blue Township
- EMS 3<sup>rd</sup> quarter number runs and average response time
- Financial Summary showing month and year to date of billed versus income

**5.10 Public Works:**

1. Peter Clark presented the contract with Thowe Construction for signatures previously approved.

2. Clark provided bid information from 9-16-19 bids on Calhoun Road Bridge. Clark recommended rejecting all bids due to the percentage over the engineers estimated. Commissioner McKee moved to reject all bids. Commissioner Weixelman seconded, carried 3-0. Commissioner Altenhofen moved to re-advertise for the project. Commissioner McKee seconded, carried 3-0. Commissioner Altenhofen moved to set October 21, 2019 at 10:00 a.m. as the bid date. Commissioner McKee seconded, carried 3-0.

**Continued 3.0 CONSENT ITEMS:**

**3.1** Ledger Transaction dated 9-20-19 totaling \$1,324,602.45  
Altenhofen moved to approve consent item 3.1. Weixelman seconded, carried 3-0. *(Documents signed)*

**6.0 Adjournment:** Chair declared meeting adjourned at 11:10 a.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