



**Board of Pottawatomie County Commissioners
Regular Meeting Minutes
November 4, 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.
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.
Crystal Malchose	HR Director	Present 8:30 a.m.
Lisa Wright	County Treasurer	Present 8:30 a.m.
Susan Snapp	GIS Director	Present 8:30 a.m.
Peter Clark	Public Works Director	Present 8:30 a.m.
Derek Simmons	KMAN Radio	Present 8:40 a.m.
Robbin Cole	Pawnee Mental Health	Present 8:30 a.m.
Ross Hill	Resident	Present 8:30 a.m.
Ian Reekie	Schwab Eaton	Present 9:45 a.m.
Shannon Locke	J&K Contracting	Present 9:45 a.m.
Greg Shandy	J&K Contracting	Present 9:45 a.m.
Will Siebert	Larson Const.	Present 9:45 a.m.
Joanna Nowak	Nowak Const.	Present 9:45 a.m.

2.0 ROUTINE ITEMS:

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

2.2 Weixelman moved to approve October 28, 2019 minutes. McKee seconded, carried 3-0.

3.0 CONSENT ITEMS:

3.1 Ledger Transactions: 11/1/19 totaling \$525,977.59 and 10/28/19 totaling 61.00
Commissioners agreed to move to the end of the meeting.

4.0 PUBLIC COMMENTS: Dorothy Campbell informed commissioners of the passing of Ruby Zabel.

5.0 DEPARTMENT UPDATES & ACTION ITEMS:

5.1 Commission:

5.1a & b Meeting Updates and upcoming meetings: Commissioner Altenhofen read an email from Kathryn Murray concerning the intersection of Hartwich and Wheaton road. Clark reported they are currently working on doing some changes such as advance warning, enhanced rubble strips and a larger stop sign. Commissioner Weixelman reported he had attended the Regional Library Meeting.

Weixelman expressed concerns about windrows going into winter, and thanked Public Works for all their hard work. Commissioner McKee reported on KCCA Budget and informed about possible environmental fees on rock.

5.2 Administration: Chad Kinsley reported USI Insurance will have a 2% increase, Friday there is a Blue Township Meeting and he would be attending Kansas Association of Counties next week.

Crystal Malchose presented a current recruitment list of positions within the County and reported ADP was up and running.

Action Items:

Holidays for 2020: Commissioner Weixelman moved to approve as presented. Commissioner Altenhofen seconded, carried 3-0.

Health Insurance increase for 2020: Commissioner McKee moved to have the County pick up the 2% increase for health insurance and no increase to employees. Commissioner Altenhofen seconded, carried 3-0.

Commissioners discussed the resignation of Joel Hutchins and directed staff to put together a request for proposal with a deadline of December and report back to commission on December 9, 2019.

5.3 Treasurer: Lisa Wright reported she had received the tax roll from the Clerk and was able to take taxes and plans on printing and sending them out on the 7th or 8th of November.

5.4 Counselor: John Watt reported he was continuing working on the condemnation.

5.5 Geographic Information Systems: Susan Snapp invited the commissioners to her office on November 13, 2019 for GIS Day; it is an annual event celebrating the technology of geographic information systems. Snapp also reported the new updated ownership books are available.

5.6 Pawnee Mental Health: Robbin Cole reported the Stabilization Center is now open and gave an overview of staffing and funding.

6.0 NEW BUSINESS:

6.1 10:00 a.m. Chair declared bidding closed for Willow Glen. Peter Clark opened and read the bids:

Bidder	sewer	water	street	Total bid
Josh Connet	154,028.50	90,608.00	533,810.50	778,447.00
Nowak	292,572.20	164,996.50	671,426.00	1,128,994.70
Larson	165,619.00	97,605.70	594,108.90	857,333.60
J & K	176,691.50	108,742.80	603,149.10	888,583.40
Engineer's Estimate	177,004.00	109,953.00	606,419.00	893,376.00

Staff will review and return with a recommendation.

6.2 Ross Hill requested \$17,000 in funding for the Wamego Senior Center kitchen remodel. Commissioner Weixelman moved to approve the request for 2020 funding. Commissioner McKee seconded, carried 3-0. Commissioner Weixelman stated he would like to talk about them (Wamego Seniors) taking the building within the next six months.

Department Update continued:

5.7 Public Works: Peter Clark presented the contract for 2019 Bridge Replacement Bridge No. LTR42 on Calhoun Road precisely approved for signatures. *(Documents signed)*

Peter Clark presented an update on asphalt, dirt, truck and blademen crews as well as staffing, equipment, CIP planning, and KDOT grant projects. Commissioners all agreed to move forward with LIM24 project.

Continued 3.0 CONSENT ITEMS:

3.1 Ledger Transactions: 11/1/19 totaling \$525,977.59 and 10/28/19 totaling 61.00
Commissioner McKee moved to approve the consent items. Commissioner Weixelman seconded, carried 3-0. *(Documents signed)*

7.0 Executive Session:

7.1 Commissioner Altenhofen moved to recess to executive session at 11:20 a.m. for up to 10 minutes under the following exception to the Kansas Open Meetings Act of personnel matters of individual non-elected personnel, *(K.S.A. 75-4319 (b)(1))* subject to be discussed during session; employee evaluation. Commissioner Weixelman seconded, carried 3-0. Others in attendance, Chad Kinsley and John Watt. Regular session resumed at 11:40 a.m. with no action as a result of the session.

7.2 Commissioner Altenhofen moved to recess to executive session at 11:40 a.m. for up to 10 minutes under the following exception to the Kansas Open Meetings Act attorney-client privilege, *(K.S.A. 75-4319 (b)(2))* subject to be discussed during session; potential litigation. Commissioner Weixelman seconded, carried 3-0. Others in attendance, Chad Kinsley and John Watt. Regular session resumed at 11:50 a.m. with no action as a result of the session

Other Business:

Chad Kinsley requested moving buildings and grounds to its own department and under the administration. Commissioner Altenhofen moved to have buildings and grounds report to administration as its own department. Commissioner Weixelman seconded, carried 3-0.

8.0 Adjournment: Chair declared meeting adjourned at 12:00 p.m.

Chair, Travis Altenhofen

Vice Chair, Dennis Weixelman

seal

Attest:

County Clerk, Nancy McCarter
Board of Pottawatomie County Commissioners

Member, Deloyce McKee