



Board of Pottawatomie County Commissioners
Regular Meeting Minutes
November 18, 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

8:30 a.m., the Pottawatomie County Board of Canvassers met. Present Travis Altenhofen, chair, Pat Weixelman, vice chair, Deloyce McKee, member, Nancy McCarter, county clerk, Ashley Rice, deputy election clerk.

The Commissioners adjourned as the Board of Canvassers and convened as the Board of County Commissioners at 9:30 a.m.

1.0 9:30 AM CALL TO ORDER REGULAR MEETING WITH FLAG SALUTE

Attendee Name	Title	Status
Travis Altenhofen	County Commissioner (Chair)	Present 9:30 a.m.
Dennis Weixelman	County Commissioner (Vice Chair)	Present 9:30 a.m.
Deloyce McKee	County Commissioner (Member)	Present 9:30 a.m.
Nancy McCarter	County Clerk	Present 9:30 a.m.
Chad Kinsley	Acting County Administrator	Present 9:30 a.m.
John Watt	County Counselor	Present 9:30 a.m.
Derek Simmons	KMAN	Present 9:30 a.m.
Peter Clark	Public Works Director	Present 9:30 a.m.
Steve Minton	Resident	Present 9:30 a.m.
Dorothy Campbell	Resident	Present 9:30 a.m.
Mark Portell	Wamego Times	Present 9:30 a.m.
Lori Feldkamp	Big Lakes	Present 9:30 a.m.
Lois Schlegel	Appraiser	Present 9:30 a.m.
Betty Abitz	Register of Deeds	Present 9:30 a.m.
Gregg Webster	Zoning Administrator	Present 9:45 a.m.
Scott Schwinn	Sanitarian/Landfill	Present 10:00 a.m.

2.0 ROUTINE ITEMS:

2.1 McKee moved to approve the agenda. Weixelman seconded, carried 3-0.

2.2 Weixelman moved to approve November 4, 2019 minutes. McKee seconded, carried 3-0.

3.0 CONSENT ITEMS:

3.1 Tax Roll Correction: RWAC0001 St. George Twp 2.20-, BUDE0008 Spring Creek 168.82 & 121.68, DURS0002 Sherman 87.00, PACK0002 St George Twp 52.78 PINI0008 Havensville City 9.46 & 5.74.

3.2 Ledger Transactions: 11/15/2019 totaling \$917,602.66

3.3 Occupation License: The Little Grill

Commissioner Altenhofen moved to approve consent items 3.1 & 3.3. Commissioner McKee seconded, carried 3-0. (*Documents signed*)

4.0 PUBLIC COMMENTS: Steve Minton commented on the new Green Valley EMS Station and expressed concerns about the roof pitch.

5.0 DEPARTMENT UPDATES & ACTION ITEMS:

5.1 Commission:

5.1a & b Meeting Updates and upcoming meetings: Commissioner McKee reported on the Kansas Association of Counties (KAC) Conference in Wichita.

5.2 Administration:

5.2a Chad Kinsley reported on several meetings: KAC, Blue Township Fire, Juvenile Detention, Riley County Legislature Conference, and City County County.

5.2b Kinsley reported during December 9, 2019 commission meeting he would present information concerning a county coroner replacement.

5.2c Peter Clark recommended the Willow Glen bid be awarded to Josh Connet for a total of \$778,447.00 with hiring supplemental inspectors. Commissioner McKee moved to approve the recommendation. Commissioner Weixelman seconded, carried 3-0.

OTHER ITEMS:

Commissioner McKee moved to amend today’s agenda to include a 10:00 a.m. bid closing for Limerick Lane. Commissioner Weixelman seconded, carried 3-0.

Commissioner Altenhofen moved to adopt Resolution 2019-81 ordering the disposal of surplus county personal property by public auction. Commissioner Weixelman seconded, carried 2-0 with Commissioner McKee abstaining.

Chad Kinsley presented three items for approval:

- 1) Commissioner McKee moved to sign a letter of support for the general public transportation program and the SFY19 5311 grant application. Commissioner Altenhofen seconded, carried 3-0. *(Document Signed)*
- 2) Service Agreement for Transportation Services: Commissioner Altenhofen moved to authorize the chair to sign the agreement with ATA for transporting eligible County passengers. Commissioner Weixelman seconded, carried 3-0. Commissioner McKee stated she would like run numbers. *(Document signed)*

10:00 a.m. Chair declared bidding closed for Limerick Lane Project.

- 3) Commissioner Altenhofen moved to sign a letter of support for the Flint Hills Area Transportation Agency 5311 Grant Application. Commissioner Weixelman seconded, carried 3-0. *(Document Signed)*

Peter Clark opened and read the bids for Limerick Lane Project:

Bidder	Add#1	Base bid	Total bid
Nowak Const	45,684.00	499,705.60	545,389.60
Middlecreek	47,376.00	618,499.00	665,875.00
Engineer's Estimate	33,840.00	570,700.00	604,540.00

Staff will review and return next Monday with recommendation.

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5.3 Counselor: John Watt presented a resolution for adoption. Commissioner Altenhofen moved to adopt Resolution 2019-82 authorizing the acquisition of certain real estate through home rule by eminent domain. Commissioner McKee seconded, carried 3-0. *(Document signed)*

5.4 Big Lakes: Lori Feldkamp provided an agreement for services for the term of one year commencing January 1, 2020, ending December 31, 2020, and agreeing to provide an appropriation for 2020 of \$170,605 and a letter of support for the KDOT Application for a \$5,000 grant for transportation assistance from July 1, 2020 to June 30, 2021. Commissioner Altenhofen moved to approve both items provided. Commissioner Weixelman seconded, carried 3-0. *(Documents signed)* Feldkamp continued with a general update from Big Lakes: staffing, waiting list and the opening of the new group home on December 2, 2019.

5.5 Sanitarian/Landfill: Scott Schwinn presented October environmental health permits and landfill totals and requested approval to change the signage at the Landfill to read all loads not just commercial, must be in by 4:15 p.m. in order to help prevent overtime. Commissioner McKee moved to approve the request. Commissioner Altenhofen seconded, carried 3-0.

5.6 Register of Deeds: Betty Abitz requested closing her office on noon on Dec. 31, 2019. Commissioner Altenhofen moved to authorize the Register of Deeds Office to close at noon on Dec. 31 for yearend processes. Commissioner McKee seconded, carried 3-0. Commissioners also agreed to make this part of the annual holiday and closing list each year for both the treasures office and the register of deeds office. Abitz provided commissioners with a records management report for the month of October showing the activity within the office.

5.7 Zoning Administrator: Gregg Webster provided the October building permit report and the agenda packet for November 21, 2019 Planning Commission.

5.8 Appraiser: Lois Schlegel provided an update on parcels currently in Board of Tax Appeal status, and gave an update on sales and activities for October 2019.

Continued 3.0 CONSENT ITEMS:

3.2 Ledger Transactions: 11/15/2019 totaling \$917,602.66

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

6.0 EXECUTIVE SESSION:

Commissioner Altenhofen moved to recess to executive session at 11:15 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 employee contract.

Commissioner Weixelman seconded, carried 3-0. Others in attendance, Chad Kinsley and John Watt. Regular session resumed at 11:25 a.m. Commissioner Weixelman moved to continue the session another 10 minutes. Commissioner McKee seconded, carried 3-0. Regular meeting resumed at 11:35

a.m. As a result of the session Commissioner Altenhofen moved to execute an employment contract for the county administrator position. Commissioner McKee seconded, carried 3-0. *(Document signed)*

7.0 Adjournment: Chair declared meeting adjourned at 11:40 a.m.

Chair, Travis Altenhofen

seal

Vice Chair, Dennis Weixelman

Attest:

County Clerk, Nancy McCarter

Member, Deloyce McKee