



**Board of Pottawatomie County Commissioners
Regular Meeting Minutes
November 25, 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.
Derek Simmons	KMAN	Present 8:30 a.m.
Peter Clark	Public Works Director	Present 8:30 a.m.
Steve Minton	Resident	Present 8:30 a.m.
Dustin Newman	Assistant Public Works Director	Present 8:30 a.m.
Mark Portell	Wamego Times	Present 8:30 a.m.
Jennifer Merrow	Emergency Management Coordinator	Present 8:45 a.m.
Ron Eckart	Resident	Present 8:45 a.m.
Jack Allston	Economic Development	Present 8:50 a.m.
Justin Kuzilla	FHRC	Present 8:50 a.m.
Nathan Berman	Bartlett & West	Present 8:50 a.m.
Ian Hartsook	BG Consultants	Present 8:50 a.m.
Heather Gladbach	Management Assistant Finance	Present 9:50 a.m.
Dorothy Campbell	Resident	Present 10:15 a.m.

2.0 ROUTINE ITEMS:

2.1 McKee moved to approve the agenda, moving 5.2a Resolution for Temp Note to end of meeting. Weixelman seconded, carried 3-0.

2.2 McKee moved to approve November 18, 2019 minutes as amended. Weixelman seconded, carried 3-0.

3.0 CONSENT ITEMS:

3.1 Tax Roll Correction: PEDD0022 St George City 22.68-, CRIL0001 Wamego Twp 8.10- KARN0003 Wamego Twp 569.78-, DICK0027 Rock CK 212.60-. CAZE0001 Pott. Twp 12.00 & CRUI0002 Wamego City 12.00

3.2 St. Marys Historical Society: Project application \$5,000

3.3 Appointment to Juvenile Corrections: Tammy Hafenstein

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

4.0 PUBLIC COMMENTS: Steve Minton asked about the backup generator for the administration building and commented on the main hallway in the courthouse being used as a workshop.

5.0 DEPARTMENT UPDATES & ACTION ITEMS:

5.1 Commission:

5.1a & b Meeting Updates and upcoming meetings: Economic Development, Dark Story Theory and Connect Pottawatomie.

5.2 Administration: Chad Kinsley reminded commissioners of the luncheon today in Olsburg, sheriff replacement convention Tuesday at 6:30 p.m., and informed them of a meeting he will be having with the City of Wamego Wednesday concerning a stop light on Columbian Road and Highway 24.

5.2a Resolution 2019-83 temporary note; moved to end of meeting.

5.2b Resolution establishing a fund for the receipt for monies for Fire District No. 5. Commissioner McKee moved to adopt Resolution 2019-90 establishing a separate reserve fund for Fire No. 5. Commissioner Altenhofen seconded, carried 3-0. *(Document signed)*

5.2c Resolution 2019-84 Disposal of items through Midwest Auction, no action taken until more information could be researched; auction floor amounts and trade-in value.

5.2d Memorandum of Understanding (MOU) for the Green Valley EMS Station. Commissioner McKee moved to approve the MOU for enforcement of building construction standards. Commissioner Altenhofen seconded, carried 3-0. *(Document signed)*

5.3 Counselor: John Watt reported the condemnation petition would be ready for next Mondays meeting and there are currently 37 parcels on the tax foreclosure sale.

5.4 Emergency Management: Jennifer Merrow briefed commissioners on:

- Siren testing
- New coordinator, Cody Liming
- Community Emergency Response Team
- Planning meeting for Active Violence Full Scale Exercise
- Homeland Security asset deployed to Geary County
- National Agricultural Biosecurity Center, Project Manager at K-State to conduct two trainings

Merrow presented a resolution for consideration. Commissioner Weixelman moved and Commissioner McKee seconded to adopt Resolution 2019-89 appointing a county emergency manager as required by K.S.A. 48-289. Jennifer Merrow was appointed to the position of Pottawatomie County Emergency Manager September 28, 2019. Motion carried 3 to 0. *(Document signed)*

5.5 Flint Hills Regional Council: Jack Allston presented recommendations for three-year terms on the Board of Directors of the Pottawatomie County Economic Development Corporation commencing January 2020 and ending December 2022: District #1 Korey Klingenberg, District #2 Lanny Bosse, District #3 Chris Johnson and At Large Chris Stipe. Commissioner McKee moved to accept the recommendations. Commissioner Weixelman seconded, carried 3-0. Allston presented the updated Bylaws of Pottawatomie County Economic Development Corporation highlighting changes: page 3 section 2, Everyy and page 7 section 10 past presidents need not be a member. Commissioner McKee moved to accept the changes. Commissioner Weixelman seconded, carried 3-0. Justin Kuzila presented Pottawatomie County Industrial Parks Economic Impact Analysis. General discussion occurred concerning land needed for Economic Development.

5.6 Public Works: Peter Clark presented detailed bid tabs for the Limerick Land project showing Nowak Construction as the low bidder at \$499,705.60 and the alternate for the sidewalk of \$45,684.00. Commissioner Weixelman asked why the 700-foot sidewalk was needed and requested more information on it. Commissioners directed staff to gather more information from KDOT and the Trail Group concerning the cost and maintenance of the sidewalk.

6.0 NEW BUSINESS:

10:00 Public Hearing:

Altenhofen opened the hearing for sanitary sewer improvements in Nelson's Ridge Unit 6 Phase 2. Heather Gladbach reported the total cost estimates and lots. Altenhofen requested discussion from the floor once, twice and three times; with none, the hearing closed at 10:02 a.m. Commissioner Altenhofen moved to adopt Resolution 2019-85, Commissioner McKee seconded, carried 3-0.

(Document signed)

Temporary Note Renewal: Heather Gladbach presented a resolution for the issuance of \$2,200,000 principal amount of temporary renewal note with a revised rate of 2.13%. Commissioner McKee moved to adopt Resolution 2019-83 and sign the Official Transcript Certificate for the issuance of the temporary renewal notes for Nelson's Ridge Unit 6 with Bennington State Bank. Commissioner Altenhofen seconded, carried 3-0. *(Documents signed)*

10:05 Public Hearing:

Altenhofen opened the hearing for street improvements in Nelson's Ridge Unit 6 Phase 2. Heather Gladbach reported the total cost estimates and lots. Altenhofen requested discussion from the floor once, twice and three times; with none, the hearing closed at 10:06 a.m. Commissioner Altenhofen moved to adopt Resolution 2019-86, Commissioner Weixelman seconded, carried 3-0. *(Document signed)*

Bond Counsel: Heather Gladbach reported Jonathan P. Small, the County's current Bond Counsel would be retiring and requested authorization to send out a request for proposal in order to hire a new firm and bring back a recommendation mid-December. Commissioner Altenhofen moved to approve the request. Commissioner McKee seconded, carried 3-0.

10:10 Public Hearing:

Altenhofen opened the hearing for water improvements in Nelson's Ridge Unit 6 Phase 2. Heather Gladbach reported the total cost estimates and lots. Altenhofen requested discussion from the floor once, twice and three times; with none, the hearing closed at 10:15 a.m. Commissioner Altenhofen moved to adopt Resolution 2019-87, Commissioner McKee seconded, carried 3-0. *(Document signed)*

10:15 Public Hearing:

Altenhofen opened the hearing for the annexations of Willow Glen Sewer. Heather Gladbach presented a visual of the area, to be annexed into Blue Township Sewer District. Altenhofen requested discussion from the floor once, twice and three times; with none, the hearing closed at

10:19 a.m. Commissioner Altenhofen moved to adopt Resolution 2019-88, Commissioner Weixelman seconded, carried 3-0. *(Document signed)*

5.7 Public Works: Peter Clark and Ian Hartsook presented the final design for the county shop. Commissioner Weixelman requested year-end budget projection and the current amount in the Capital Improvement Fund. Peter Clark requested approval to down size the amount planned for the county shop from equipment reserve, to only transfer \$150,000 into Capital Improvements and maintain \$750,000 for equipment. Commissioner Weixelman moved to leave 600,000 for equipment and moved 300,000 into Capital Improvement. Commissioner McKee seconded, carried 3-0.

ACTION ITEMS:

Scott Schwinn requested a change to the 2020 Holidays for the landfill. On July 3, 2020, the County will be closed but he would like the landfill to remain open. Then on December 24, 2020 be open all day and be closed Saturday December 26. Commissioner Altenhofen moved to approve as requested. Commissioner McKee seconded, carried 3-0.

Approval of an agreement with BG Consultants, Inc. for the realignment of McDonald Road and Little Noxie Road and for the replacement of bridge LIN24 located at 3.5 miles north and 1.0 miles west of St. Clere (McDonald Rd over Little Noxie Creek) Commissioner Altenhofen moved to approve both agreements as presented. Commissioner McKee seconded, carried 3-0. *(Documents signed)*

7.0 Adjournment: Chair declared meeting adjourned at 11:49 a.m.

Chair, Travis Altenhofen

Vice Chair, Dennis Weixelman

Member, Deloyce McKee

seal

Attest:

County Clerk, Nancy McCarter