



COUNTY COMMISSION

Ron Sellers
District 1
Member

Ron Hirst
District 2
Chair

Daniel P. Friesen
District 3
Vice-Chair

Courthouse
206 W. 1st Avenue
Hutchinson, KS 67501

AGENDA

**Annex Conference Room
125 W. 1st Avenue
Tuesday, August 10, 2021, 9:00 A.M.**

I. Call to Order

II. Pledge of Allegiance to the American Flag and Prayer

III. Welcome and Announcements by Commission Chair

IV. Public Comment on Items not on the Agenda.

Please come forward to the podium, state your name and address and limit your remarks to not more than 5 minutes per item.

V. Determine Additions or Revisions to the Agenda

VI. Consent Agenda

If any Commissioner would like further discussions or explanation of any item they may ask that it be removed from the consent agenda for additional consideration.

A. Vouchers (bills or payments owed by the county or related taxing units).

B. Agreement with the City Tele-Coin Company, Inc to provide telephone services for inmates at the Reno County Correctional Facility.

C. 2021 Annual Review and Revisions to the South-Central Kansas Solid Waste Management Plan.

D. Letter of Understanding between Reno and Rice County WIC partners regarding shared registered dietitian services.

i. **Action** – Motion to **approve** the Consent Agenda

Friesen Sellers Hirst

VII. Business Items

A. Health Department COVID-19 Update

VIII. County Administrator Report

A. Department Reports

B. Financial Reports

IX. County Commission Report/Comments

X. Adjournment



**AGENDA
ITEM #06B**

AGENDA ITEM

AGENDA DATE 8/10/2021

PRESENTED BY Sheriff Darrian Campbell

AGENDA TOPIC Contract with City Telecoin communications (CTC)

SUMMARY & BACKGROUND OF TOPIC

Communication systems in the correctional facility are supplied by a company known as City Telecoin Communications (CTC). Inmates utilize the tele systems to communicate with family members and other persons outside of the facility. This contract is to define the services provided by CTC to the Reno County Correctional Facility.

ALL OPTIONS

RECOMMENDATION/REQUEST

This is the same company and contract the facility has been operating under. Request to approve and renew the contract.

POLICY / FISCAL IMPACT

CORRECTIONAL COMMUNICATIONS SERVICES AGREEMENT

Made on this day of _____, by and between these parties:

City Tele-Coin Company, Inc. (hereinafter referred to as "CITY"), and

Reno County, Kansas (hereinafter referred to as "RENO")

WHEREAS, **RENO** has requested **CITY** to perform the services hereinafter described and **CITY** has agreed to perform such services, subject to the terms and conditions hereinafter set out:

NOW IN CONSIDERATION of the payment of fees provided hereinafter and other terms and conditions hereinafter set out, **RENO** and **CITY** hereby agree:

(A) THE WORK

RENO agrees that it is the manager of the locations listed directly hereunder in *Section A.1 - Locations*, and that said locations require inmate and pay telephone communication services, and that said communications services are to include all local, *interLATA*, *intraLATA*, and interstate telephone services. **CITY** shall install, service, and maintain inmate and pay telephone services using methods consistent with sound, generally recognized practices ordinarily associated with the type of work to be performed, to include all existing and future facilities under the management of **RENO**. **CITY** will be responsible for any and all local, long distance, and equipment charges. **CITY** shall remit to **RENO** its portion of the revenues as set out herein below. Parties acknowledge that **CITY** shall be the exclusive provider of such services during the time this agreement is in force and effect.

(1) LOCATIONS

- (a) **Reno County Jail**
1800 South Severance Street
Hutchinson, Kansas 67501

--- REMAINDER OF PAGE LEFT BLANK ON PURPOSE ---

(B) COMMISSIONS

As to any inmate phone that is located within those locations listed in Section A.1 whereby service to that phone is being provided by CITY successive of cut-over, revenue shall be deemed commissionable and henceforth payable by CITY to RENO commencing with the exact point in time in which the first billable or prepaid call has been initiated from that phone; moreover, such revenue shall remain commissionable and payable on any such phone until service to that phone has been reassigned through contractual reassignment.

- (1) CITY shall remit to RENO 66% (Sixty-Six Percent) of all Billable Usage Revenue generated through *Gross Collect, Prepaid Inmate Calling Cards, and Direct Pay* telephone traffic (local, intraLATA, interLATA, and interstate) originating from the facility managed by RENO, as listed in Section A "The Work" and processed by CITY's call processing system. Billable Usage Revenue is defined as Gross Revenue minus all applicable state, County, city, and/or federal taxes, and all fees applicable by law. CITY will pay all said commissions on a monthly basis along with a monthly report of all said monies.
- (2) *Remittance and Acceptance – Remittance* of commissions shall commence Twenty (20) Days after installation of equipment. Furthermore, CITY shall remit commission payments to RENO on a monthly basis on or around the 20th day of each month. Any objection to a commission payment shall be brought to the attention of CITY by way of written notice by RENO, and shall be made within 30 days after receiving said commission payment. *Acceptance* of said commission payment shall be final and binding if no objections are brought forth within 30 days after receipt thereof.
- (3) *Adverse Conditions* – The parties acknowledge that any time while this contract is in force and effect, the Kansas Corporation Commission, the Louisiana Public Service Commission, the Federal Communications Commission, or any other governmental or regulatory agency that has legal authority over inmate telecommunications, may change rates or impose restrictions or otherwise modify any rules or regulations under which inmate telecommunications are currently operating, so that such changes, restrictions, or modifications affect inmate telephone traffic in a way that causes RENO'S generated revenue from such traffic to be adversely affected.

(C) TERMS

The initial term of this agreement shall be for period beginning March 1, 2021, with the initial term completed in Twenty-Four (24) Months on March 1, 2023. Any renewal or extension of this contract shall be executed by the parties hereto on or before March 1, 2023.

(D) ASSIGNMENT

CITY's interest in and to this service agreement may be transferred or assigned, at the discretion of CITY, to any banking or financial institution to provide the financial requirements needed to provide the equipment and services listed in this agreement, or any other legal entity.

(E) EQUIPMENT

CITY agrees to provide for RENO adequate equipment with the ability to perform monitoring, recording, and cutoff switches. CITY has the right, and maintains the right, to remove or relocate any telephone equipment, from any location which is the subject of and governed by the terms of this agreement that CITY, in its sole and absolute discretion, determines is not economically profitable. The removal or relocation of the equipment shall not be undertaken until RENO is given ten (10) days written notice of CITY's intent to remove said equipment. The removal of equipment under terms herein shall in no way create or constitute a default of the terms of this contract. CITY agrees that upon removal or relocation of equipment it will restore the site where said equipment was removed from to its original condition. This excludes ordinary wear and tear, any condition(s) resulting from prior material, and any condition(s) resulting from actions of individuals other than employees or agents of CITY. CITY agrees to install and maintain at least the minimum number of coin-less inmate telephones as needed at the facility and/or as many as requested by RENO, subject to industry standards.

(F) OBLIGATIONS OF RENO

RENO agrees to undertake and perform the following: (i) Provide all necessary power and space for proper installation and maintenance of the equipment; (ii) Provide safe and secure access to the equipment by **CITY** and its employees or agents as needed by **CITY**; (iii) Allow **CITY** to affix signs to the equipment, as required by law. Said signs are to be furnished by **CITY**, and **RENO** will not allow any other signs, equipment or information to be affixed to the equipment or in the immediate area unless mutually agreed to by both parties.

(G) DEFAULT

In the event either party fails to perform one of its obligations under this agreement (i) *by defaulting on a payment due; (ii) by non-performance or by interfering with the other party's performance or ability to perform; or (iii) through inability to perform their obligations under this agreement*, and such default or failure continues for more than thirty (30) days after the non-defaulting party shall have given the defaulting party written notice specifying such default and demanding that the default be remedied or, in the case of any such default which cannot be remedied with thirty (30) days, if defaulting party fails to proceed promptly to remedy any such default receiving such notice, (iv) *or if either party shall make voluntary assignment in bankruptcy or proposal to its creditors or take any similar action or if any bankruptcy, reorganization, proposal, insolvency, receivership, or similar proceeding is instituted against such party and not consented to by such party, such proceeding is not discontinued or dismissed with thirty (30) days from the date of its commencement*, then the non-defaulting party may terminate this Agreement by giving written notice to the defaulting party. No failure of either party hereto to enforce any remedy available to it or delay of such party shall be considered to prohibit such party from enforcing any such remedy. The rights and remedies of the parties hereto contained in this Agreement shall not be exclusive but shall be cumulative, in addition to all other rights and remedies existing at law or in equity available to the parties hereto.

(H) GOVERNING LAW

This Agreement and the rights and obligations of **RENO** and **CITY** hereunder shall be subject to and interpreted in accordance with the laws of the State of Kansas.

(I) NOTICES

Notices or other communications required to be given under this agreement shall be in writing and may be delivered by courier or prepaid certified mail and addressed as follows:

TO RENO: Reno County Sheriff's Office

Attn: Sheriff Darrian Campbell
1800 South Severance Street
Hutchinson, Kansas 67501

(PH) 620-694-2735
(FX) 620-694-2702

TO CITY: City Tele-Coin Company, Inc.

Attn: Jerry Juneau, Sr.
4501 Marlena Street
Bossier City, Louisiana 71111

(PH) 318-746-1114 or 800-682-0707
(FX) 318-746-1214

(J) EQUIPMENT OWNERSHIP

RENO acknowledges and agrees that **CITY** shall remain the sole and exclusive owner of all inmate communication equipment, from the interface to, and including, the inmate telephone unit.

(K) HOLD HARMLESS

RENO agrees to defend, hold harmless, and indemnify **CITY** from any and all damages, of any nature and kind, caused by **RENO**, its agents, employees, or assigns, whether the damage be to the person or property, and shall include but not be limited to attorney fees incurred by **CITY** in defense of a claim for damages caused by **RENO**. Further, holding **CITY** harmless and indemnifying **CITY** specifically, but not limited to any and all damages that are in any way, shape, or form related to the improper or illegal use by any individual, including but not limited to inmates, of any equipment or exposed conduit installed by **CITY**, whether the damage be to the person or property, including but not limited to attorney's fees incurred by **CITY** in defense of any such damage or claim for any such damage(s).

CITY agrees to defend, hold harmless, and indemnify **RENO** from any and all damages, of any nature and kind, caused by **CITY**, its agents, employees, or assigns, whether the damage be to person or property, and shall include but not be limited to attorney fees incurred by **RENO** in defense of claim for damages caused by **CITY**.

(L) REPAIR SERVICE

CITY shall provide reasonable response time for repairs Monday through Friday, 9 a.m. to 5 p.m. CITY shall respond within 24 hours after receipt of verbal notice, email notice, or facsimile notice, as set out herein below, except where it is impossible to restore the service due to acts beyond the control of CITY such as riot, fire, war, flood, parts unavailability, and strike.

- (i) Verbal Notice.....318-629-0760
- (ii) Facsimile Notice.....318-746-1214
- (iii) E-Mail Noticesupport@citytelecoin.com
- (iv) Emergency.....318-588-7094 or 318-629-0760

(M) PREPAID CALLING CARDS

Prepaid calling cards will be provided to RENO to be used for resale to inmates at RENO only. The prepaid cards provided will not be subject to return or refund. Calling cards are subject to any applicable per charge surcharge fee together with all federal, state, and local taxes. All calling cards will be honored beginning with their first use or sale. Should you desire a third-party commissary operator to handle the prepaid calling card purchases for your facility, we will work with said commissary operator to facilitate the sale of calling cards to you. It is your obligation to notify CITY in writing as to the name of the commissary operator you wish to use for the sale of the cards to you. The change to commissary operative will become effective upon our receipt of your notice to change. The change to a commissary operative will not affect your liability for the cost of the cards. You will remain primarily liable for said cost of purchase.

CITY shall invoice you for each of your orders for calling cards. All applicable sales taxes and other charges, including to shipping and handling, will be included in said invoice. You specifically agree to pay said invoice within thirty (30) days of your receipt of your order. Should you provide CITY with a Sales and Use Tax Resale Certificate wherein you take responsibility for, and assume the sole liability for, charging and collecting applicable taxes from the end users, and for remitting said taxes to the proper taxing authority, CITY will not charge the sales taxes on the purchase invoice submitted to you upon purchase of the prepaid calling cards.

Should the invoice not be paid within said thirty (30) days, CITY hereby reserves, and RENO hereby authorizes, CITY to charge reasonable interest on any amounts past due. Further, should the invoice amount not be paid within the thirty (30) day period, you specifically authorize CITY to deduct the balance due from any earned commissions which you may have coming due from CITY. It is understood that sales taxes will be charged unless a valid reseller's certificate is received by CITY prior to the time of sale.

(N) EXCLUSIVITY PROVISION

RENO hereby states and affirms that CITY shall, during the terms of this agreement and any rollover term, be the exclusive sole provider of any and all inmate telecommunications systems, including but not limited to inmate telephone systems.

--- REMAINDER OF PAGE LEFT BLANK ON PURPOSE ---

(A) ENTIRE AGREEMENT

This agreement constitutes the entire agreement between the parties and may be modified or amended only by written agreement signed by both parties.

(B) SEVERABILITY

If any term, sentence, paragraph, or provision of this agreement or the application thereof, be deemed invalid or unenforceable, the remaining terms, sentences, paragraphs, and provisions shall not be affected and shall remain valid and enforceable to the maximum extent allowed by law and the terms of this agreement.

THUS DONE AND SIGNED on this day, _____.

Reno County Sheriff's Office

By: _____
Signature

Print Name

Title

THUS DONE AND SIGNED on this day, _____.

**The Board of County Commissioners of Reno
County, Kansas**

By: _____
Signature

Print Name

Title

THUS DONE AND SIGNED on this day, _____.

City Tele-Coin Company, Inc.

By: _____
Signature

Print Name

Title



AGENDA ITEM

**AGENDA
ITEM #06C**

AGENDA DATE August 10th, 2021

PRESENTED BY Megan Davidson, Reno County Solid Waste Director

AGENDA TOPIC 2021 Annual Review and Revisions to the South Central Kansas Solid Waste Management Plan

SUMMARY & BACKGROUND OF TOPIC:

The members of the South Central Kansas Solid Waste Authority are Reno Co, Kingman Co and Rice Co. Every year a review is made by each county. Any updates or revisions to the Solid Waste Management Plan are submitted to the county commissions for approval. Upon approval the annual review is submitted to the state (Kansas Department of Health and Environment) for final approval.

Updates would include changes to committee members, plan changes not previously listed on the 5 Year Plan (previously submitted in 2020) for Reno, Rice and Kingman Counties.

The only updates for 2021 were to the membership list. Reno County added: Karla Nichols, Ron Hirst and Steve Garza.

ALL OPTIONS

1. Approval of annual updates to the South Central Kansas Solid Waste Management Plan
2. Table approval to a later agenda date for further review

RECOMMENDATION/REQUEST:

Approve annual updates to the South Central Kansas Solid Waste Management Plan

POLICY / FISCAL IMPACT :

None. It is a requirement of the Kansas Department of Health and Environment, that the plans are reviewed and updated annually.

Adopted by the South Central Kansas Solid Waste Authority

BORAD OF COUNTY COMMISIONERS
OF RENO COUNTY, KANSAS

Chairman- Ron Hirst

Member- Daniel Friesen

Member- Ron Sellers

DATE: _____

ATTEST:

County Clerk

Solid Waste Management Plan

SOUTH CENTRAL KANSAS SOLID WASTE AUTHORITY

MEMBERSHIP LIST

RENO COUNTY

Megan Davidson – Chairman
703 S. Mohawk Rd.
Hutchinson, KS 67501
620-694-2586

Don Brittain – Public Works
600 Scott Blvd.
South Hutchinson, KS 67505
620-694-2976

Karla Nichols – Public Health
209 W. 2nd
Hutchinson, KS 67501
620-694-2990

Delwin Crabtree – Private Industry
Stutzman Refuse
315 W. Blanchard
South Hutchinson, KS 67505
620-662-2559

Marvin Nisly – Private Industry
Nisly Brothers Trash Service
5212 South Herren Road
Hutchinson KS 67501
620-662-6561

Ron Hirst – County Commissioner
206 W. 1st
Hutchinson, KS 67515
620-694-2929

Steve Garza - Mayor
City of Hutchinson
P.O. Box 1567
Hutchinson, KS 67501
620-694-1900

KINGMAN COUNTY

Ira Hart – 2nd Class City
324 N. Main
Kingman, KS 67068
620-532-3111

Charles Arensdorf – County
P.O. Box 474
Kingman, KS 67068
620-532-3771

Mary Schwartz – Public Health
125 N. Spruce
Kingman, KS 67068
620-532-2221

Jerry Vanlandingham – Rural Representative
304. Central Ave.
Zenda, KS 67159
620-243-7851

RICE COUNTY

Thomas Robl – County Representative
718 W. 5th
Lyons, KS 67554
620-257-2231

Chad Buckley – 2nd Class City
201 West Main
Lyons, KS 67554
620-257-2320

Craig Crossette – 2nd Class City
114 N. Broadway
Sterling, KS 67579
620-278-3423

J.L. Herold – 3rd Class City
213 Willow
Chase, KS 67524 620-257-8035

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ATTACHMENTS

Map 1 – Principal Growth Areas of Kingman County

Map 2 – Principal Growth Areas of Rice County

Map 3 – Principal Growth Areas of Reno County

Map 4 – Hauler Transportation Routes for Rice County (Weekly)

Map 5 – Hauler Transportation Routes for Rice County (Daily)

Map 6 – Hauler Transportation Routes for Rice County (Weekly-Wednesday)

Map 7 – Hauler Transportation Routes for Reno County (Stutzman Hauler)

Map 8 – Hauler Transportation Routes for Reno County (Nisly Hauler)

Attachment 9 – Summary of Total Solid Waste Received at the Reno County Landfill

1.0 LOCATION AND DESCRIPTION OF THE SOLID WASTE PLANNING PROGRAM

1.1 SOLID WASTE AUTHORITY INFORMATION

The South Central Kansas Solid Waste Authority, referred to as the "Authority" herein, consists of three Kansas Counties: Kingman, Rice, and Reno. They are located in central to south-central Kansas and consist of a total of 3,561 square miles. The area spans seventy-eight (78) miles from north to south and forty-two (42) miles from east to west.

1.2 CITIES LOCATED WITHIN THE AUTHORITY

There are thirty (31) incorporated cities within the Authority. Seven (7) of the cities are located in Kingman County, nine (9) in Rice County, and fourteen (15) in Reno County. Table 1, below, lists the following information of these cities: 1) the county it is located in, 2) its population according to the 2010 United States Census, 3) the cities' classification according to Kansas Statutes, 4) the type of governmental structure of its governing body, and 5) the latest assessed tax valuation of each city and county according to 2013 valuations.

TABLE 1

Kingman County Total Population: 7,854

City	Population	Class	Government Body	Assessed Valuation
Cunningham	465	3 rd	Mayor/Council	
Kingman	3,166	2 nd	Commission	
Nashville	62	3 rd	Mayor/Council	
Norwich	490	3 rd	Mayor/Council	
Penalosa	16	3 rd	Mayor/Council	
Spivey	76	3 rd	Mayor/Council	
Zenda	87	3 rd	Mayor/Council	

Rice County Total Population: 9,977

City	Population	Class	Government Body	Assessed Valuation
Alden	148	3 rd	Mayor/Council	
Bushton	279	3 rd	Mayor/Council	
Chase	477	3 rd	Mayor/Council	
Frederick	18	3 rd	Mayor/Council	
Geneseo	267	3 rd	Mayor/Council	
Little River	523	3 rd	Mayor/Council	
Lyons	39451	2 nd	Mayor/Council	
Raymond	79	3 rd	Mayor/Council	
Sterling	2,336	2 nd	Commission	

Reno County Total Population: 62,510

City	Population	Class	Government Body	Assessed Valuation
Abbyville	87	3 rd	Mayor/Council	
Arlington	615	3 rd	Mayor/Council	
Buhler	1,317	3 rd	Mayor/Council	
Haven	1,212	3 rd	Mayor/Council	
Highlands	275	3 rd	Mayor/Council	
Hutchinson	41,310	1 st	Mayor/Council	
Langdon	41	3 rd	Mayor/Council	
Nickerson	1,021	3 rd	Mayor/Council	
Partridge	242	3 rd	Mayor/Council	
Plevna	240	3 rd	Mayor/Council	
Pretty Prairie	672	3 rd	Mayor/Council	
South Hutchinson	2,539	2 nd	Mayor/Council	
Sylvia	304	3 rd	Mayor/Council	
Turon	378	3 rd	Mayor/Council	
Willowbrook	88	3 rd	Mayor/Council	

1.3 THE CLASSES OF CITIES

Kansas State Statutes annotated (K.S.A.) 13-101, 14-101, and 15-101 lists the population requirements for cities of the 1st Class, 2nd Class, and 3rd Class, respectively. Statute 13-101 states that cities with populations greater than 15,000 inhabitants shall be cities of first class. K.S.A. 14-101 states that if a city's population falls between 2,000 and 15,000, then that city shall be a city of the second class. A city of the third class in Kansas according to Statute 15-101 shall have a population below 2,000. Hutchinson is the only municipality in the Authority that is a city of the 1st Class. The cities of Kingman, Lyons, South Hutchinson, and Sterling are cities of the 2nd Class. All of the other incorporated municipalities in the Authority are cities of the 3rd Class.

1.4 THE GOVERNMENTAL STRUCTURE OF THE CITIES AND COUNTIES

The Kansas Statutes also specifies the composition of the governing bodies of the different classes of cities. Cities of any of the three classes have the freedom in the statutes to have either a mayor/council or board of commissioner's type of governing body. Two of the Authority's cities have a commission type of governing body: Kingman and Sterling. The rest have a

mayor/city council type of governing body. K.S.A. 14-109 requires that city of the 2nd class have not less than four or more than twelve individuals on their city council. Statute 15-105 specifies that the city council of a city of the second class shall have five members.

All three of the counties in the Authority have a board of commissioners they each are composed of three members.

1.5 DESCRIPTION OF THE POPULATION DENSITIES OF THE AUTHORITY

Table 2 indicates the following information about the Authority: 1) the populations of all cities over 2,000 persons and the individual counties, 2) the land areas of these cities and the counties, 3) the population densities of the cities and the counties and 4) the total population, land area and population density of the Authority. Population numbers for the cities and counties listed below are based upon 2013 census data.

TABLE 2

City	Population	Area (Square Miles)	Population Density (per Square Mile)
Hutchinson	41,310	22.75	1,854.6
Kingman	3,166	3.53	902.6
Lyons	3,811	2.36	1,584.3
South Hutchinson	2,539	2.89	856.1
Sterling	2,314	1.71	1,394.0
Total of the Authority	54,027	33.24	1,318.32
County	Population	Area (Square Miles)	Population Density (Square Miles)
Kingman	7,854	864	9.1
Reno	62,510	1,255	51.4
Rice	10,011	726	13.9
Total of the Authority	82,055	2,845	24.8

The population densities for these larger cities ranges from, 856.1 persons per square mile for South Hutchinson, to 1,854.6 persons per square mile for Hutchinson. Reno County, which contains Hutchinson, has the highest population density of the three counties at 51.4 persons per square mile. The population density of the entire Authority is 24.8 persons per square mile.

1.6 POPULATION PROJECTIONS FOR INDIVIDUAL COUNTIES AND AUTHORITY

Population projections were made for each of the counties and the Authority itself. The linear method was used in these projections which were made for the years 2020 and 2030. Table 3 lists these projections.

TABLE 3

County	Population 2017	Projections		Change (2017-2040)
		2030	2040	
Kingman	7,858			
Reno	62,510	58,577	55,720	-10.9% decrease
Rice	10,083			
Total of the Authority:				

The projections show a population decline in Kingman and Rice counties and of the Authority itself over the next twenty years. Projections show a small gain for Reno County. Each of the counties are essentially rural type counties and the projection of declines is consistent with state and regional trends over the last several decades in the United States for these same types of counties. What this essentially means is that unless the per capita amount of solid waste in the Authority goes up, the overall production of solid waste should go down or remain the same over the time period.

1.7 SEASONAL FLUCUATIONS OF SOLID WASTE PRODUCTION

The time of year, season, or a major event in a county can have an influence in the production of solid waste. There typically is a slight increase in production during the months of March, April, May, and June in the Authority because of people's propensity to inventory personal items and throw things away. There is also an increase following Christmas. Table 4 lists major events that contribute to increases in trash production and when and where the events occur.

TABLE 4

Event	Month	Location
National Junior College Basketball Tournament	March	Hutchinson
Spring Expo	March	Hutchinson
Rice County Days	May	Lyons
Pretty Prairie Rodeo	July	Pretty Prairie
Kansas State Fair	September	Hutchinson
Abbyville Rodeo	May	Abbyville
Hutchinson Rod Run	October	Hutchinson
Draft Horse Sale	March, April, and October	Kingman
Heartland Youth Rodeo Association	November-February	Kingman

The largest solid waste producer of the list is the Kansas State Fair because it has a ten-day duration and attracts a large number of people.

2.0 PROBABLE AREAS OF DEVELOPMENT

Section D projected either no population change or a population for a 2% increase, Authority over the next 15 years, but that does not necessarily mean there will not be physical development in the Authority. Maps 1, 2, and 3 show areas of possible development in Kingman, Reno, and Rice Counties, respectively.

Map 1 delineates an area of Kingman County where development could occur. The area is located in the eastern portion of the county where there has been sparse residential development over the past several years. The trend of households being established in this area and individuals commuting to Wichita can be expected to continue. It is expected that of this development, the new homes would be located along paved roads, not dirt or gravel roads.

Map 3 shows three main possible future development trends in Reno County. The first is for residential development north and northeast of Hutchinson. The second is for commercial or industrial development west and southwest of South Hutchinson. Some residential development is also expected. The growth around South Hutchinson is expected because of the Kansas Highway 96 Bypass on the west side of Hutchinson and South Hutchinson. The third trend is for development in or around the City of Haven. K-96 in Reno County has been expanded from a 2 to 4-lane highway. These improvements in the county's transportation system should help facilitate development in these above- mentioned areas.

Map 2 shows two areas of potential development in Rice County. One area is northwest of Chase, where Cal-Maine Foods Company was built and is now in operation as an egg processing plant. The second is around the City of Sterling where Sterling College is an invitation for residential development. This has been a trend over the past ten years.

3.0 GEOGRAPHIC, SOIL, CONDITIONS, AND CLIMATE

Kingman County is nearly level with gently rolling plains which are only slightly dissected. The two main drainage systems are the South Fork of the Ninnescah River located in the northern third of the county, and the Chickaskia River, which is located in the southern third of the county. They are deep, loamy or clay, and nearly level to strongly sloping. The two primary soil types are the Farnum- Shellabarger and Albion-Shellabarger. They are both well drained and have loamy subsoil. They are located in almost all areas of the county. Kingman County has a continental climate and annual precipitation ranges from 22 to 34 inches. Precipitation is heaviest from May through September.

Reno County's topography is gently rolling throughout the northwest and central parts of the county. Slopes increase around major drainage ways, of which there are four: 1) the Arkansas River, that cuts from north-central, southeasterly towards the east-central portion of the county, 2) the Little Arkansas River, which passes through the northeast corner of the county also in a southeasterly direction, 3) the North Fork of the Ninnescah River, which flows primarily west to east, but also towards the south in the southern third to on-half of Reno County, and 4) the Cow Creek in the central and southeast. There are three large areas of different soil types that are worth noting: 1) Pratt-Carwile, a deep sandy to clay soil, in the western part of the county, 2) Farnum-Naron, a deep brownish loamy soil, found in the central part of the county, and 3) Elsmere-Tivoli, a deep excessively drained sandy soil, located in the northeast part of the county. Climate is continental. Average precipitation is 29.1 inches.

Rice County in the northwestern, north-central, and central portions of the county is nearly level and gently sloping. Its northeastern and east-central regions are more rolling. There are greater erosion hazards here. In the southwestern and southeastern areas the terrain is steep. Rice County has three major drainage systems: 1) the Arkansas River in the southwest and south-central, 2) the Cow Creek in the central and southeast, and 3) the Little Arkansas River in the northeast and east central. These flow in a general northwest to southeast pattern. Most of the soils are deep except for the Hedville and Kipson soils which are generally located in the northeastern portion of the county. The soil type that covers the greatest area is Crete-Geary. It is located in the northwest, north-central, and central part of the county. It has a high available water capacity. Like Kingman and Reno Counties, Rice also has a continental climate. The average precipitation is 26.2 inches with most of it occurring between April to October.

In summary, the Authority is of similar geography, soils, and climate with generally a rolling terrain, several large drainage basins, deep soils ranging from clay to sandy and a continental climate with hot summers and mild to cold winters where the bulk of precipitation falls between April through September.

4.0 REGIONAL TRANSPORTATION NETWORK

The enclosed maps encompass the counties of Kingman, Reno, Rice, and Stafford. As requested, interstate and state highways, secondary roads, and major municipal thoroughfares are included. The map (9) includes weight limitations of Reno County bridges with a span of twenty feet and over.

5.0 INFORMATION ON SOLID WASTE GENERATION

5.1 ANALYSIS OF SOLID WASTE PRODUCED

TABLE 5

Total Solid Waste Received at the Reno County MSWLF for Calendar Year 2019

County	Solid Waste Received (tons)	Average Daily Tonnage	% of Total Tonnage
Harvey	19,126.69	105	15.39%
Kingman	1,742.35	10	1.4%
McPherson	228.22	1	.18%
Reno	96,029.53	528	77.25%
Rice	6,861.64	38	5.52%
Stafford	317.72	2	.26%
Total:	124,306.15	397	100%

5.2 TYPES OF WASTE

5.2.1 Special Waste

K.A.R. 28-29-101 defines special waste as any solid waste that due to physical, chemical, or biological characteristics may:

- Present concerns regarding handling, owner or operator safety, management, of disposal; and
- Require special management standards.

These wastes are commonly divided into three categories. They are regulated waste, high volume/hard to handle waste, and waste that requires precautionary handling. Many of the special wastes post no substantial threat to human health or the environment when properly handled at a permitted solid waste facility. The owner/operator of the permitted solid waste facility should address the proper handling and disposal of these wastes in their operating plan for the facility.

5.2.2 Tree Waste

Tree waste is considered to be a hard to handle high volume waste. Three options for the disposal of tree waste are 1) landfill disposal, 2) burning at a Kansas Department of Health and Environment (KDHE) permitted site, and 3) processing for firewood and wood chips. Tree waste is hard on landfill equipment. It also takes considerable landfill space. The processing of tree waste for firewood and wood chips would require capital investment for distribution of the firewood and wood chips would need to be developed and administrated. The solid waste facilities usually have the personnel and equipment on hand to manage a burn site properly. KDHE permits and regulates these sites to insure that only appropriate wastes are burned.

Yard waste is high volume waste that can be either composted or landfilled. Composting produces a usable soil conditioner and saves space in landfills.

There are various levels of technology for composting. Yard waste can be composted by the homeowner or by the solid waste facility.

5.2.3 White Goods

White goods are both a regulated waste and a hard to handle waste. PCB's and gasses must be removed from appliances before final disposal or recycling. White goods are difficult to compact and hard on landfill equipment. Many communities have banned appliances from the landfill or require certification that the gasses and PCB's have been removed before they are accepted for land filling. The alternative to landfilling is to recycle the appliances. Reno County does have a certified employee that reclaims the gases to send off for disposal and reclamation. Rice County hire private licensed repairmen that are certified to extract the Freon from the white goods.

5.2.4 Waste Tires

Waste tires are a regulated waste. Whole tires can no longer be landfilled. Waste tires may be monofilled or recycled. The KDHE strongly encourages recycling and provides grant funding for recycling projects.

5.2.5 Construction and Demolition Debris

Construction and demolition (C&D) debris is considered to be a hard to handle high volume waste. C&D is difficult to compact and can cause wear and damage to landfill equipment. It also takes considerable landfill space. The KDHE does permit landfills for the

disposal of C&D that do not have to meet the liner and leachate collection standards of a Subtitle D landfill. Some C&D may be reused. We are operating a recycling program that crushes concrete for use as a road material. This will reduce our waste stream.

5.2.6 Contaminated Soils, Asbestos, and KDHE-Authorized Industrial Waste

These wastes may be hard to handle, high volume, and/or regulated. The landfill operator is required to keep records on the disposal of these wastes. Special handling or precautions may be needed. There is usually no variable alternative to landfilling.

5.2.7 Dead Animals

Dead animals are a precautionary handling waste due to the possible risk of disease. The best alternative for dead animals would be for the animal to be cremated or handled by a rendering company. Landfilling should be the last option.

5.2.8 Biomedical Waste

Biomedical waste originating from hospitals, medical and dental offices, nursing homes, etc., are a regulated waste, household biomedical waste is not. Possible means of disposal includes incineration, sterilization prior to landfilling, and bagging waste in specially marked plastic bags and covering immediately with several feet of solid waste. Currently the Reno County Health Department has a permit through the State and the medical waste is brought out to the landfill, while the Clinics and Hospital in Reno County handle their own medical waste disposal. In Kingman County their health department and hospital also handle the disposal of their own medical waste.

5.2.9 Hazardous Waste

Hazardous waste is well known of the regulated waste with the most complicated set of regulations. Normally it is the duty of the hazardous waste generator to determine if waste is hazardous; however, if it is disposed of at a landfill the owner and the operator may share liability. Regulations require that the owner/operator of a MSW landfill set up a program to detect and prevent disposal of regulated quantities of hazardous waste. A waste material can be classified as legally hazardous if it is listed in tables promulgated by EPA or if the waste exhibits one or more of the four characteristics for hazardous waste.

- Ignitable (has a flash point of less than 60 degrees C or 142 degrees F);
- Reactive (normally unstable or reacts violently with water);

- Corrosive (has a pH less than or equal to 2, or greater than or equal to 12.5); and
- EP Toxic (to determine if waste is EP Toxic it must be tested using the standardized test known as toxicity characteristic leaching procedure (TCLP)).

The State of Kansas divides hazardous waste into two categories, hazardous and acutely hazardous. Hazardous waste is defined by the State as "waste or combination of wastes which because of its quantity, concentration, or physical, chemical, biological or infectious characteristics, or as otherwise determined by the secretary to cause, or significantly contribute to an increase in mortality or an increase in serious irreversible or incapacitating reversible illness, or pose a substantial present or potential hazard to human health or the environment when improperly treated, stored, transported, disposed, or otherwise managed."

Hazardous waste shall not include:

- Household waste;
- Agricultural waste returned to the soil as fertilizers;
- Mining waste and overburden from the extraction, beneficiation, and processing of ores and minerals, if returned to the mine site;
- Drilling fluids, produced water, and other waste associated with the exploration, development and production of crude oil, natural gas, or geothermal energy;
- Fly ash, bottom ash, slag, and flue gas emission control waste generated primarily from the combustion of coal or other fossil fuels;
- Cement kiln dust; and
- Materials listed in 40 CFR 261.4, as in effect on July 1, 1983. Acutely hazardous waste is defined by Kansas regulations as "a commercial chemical product or manufacturing chemical intermediate having a generic name listed in 40 CFR 261.33 (3), as in effect on July 1, 1984, or an off-specification commercial chemical product or manufacturing chemical intermediate, which, if either met specifications, would have a generic name listed in 40 CFR 261.33 (3), as in effect on July 1, 1984.

The quantity of hazardous waste produced by a generator determines the disposal requirements imposed on the generator by both EPA and KDHE. Where the State regulations are more restrictive than Federal Regulations, the State regulations take precedence. The categories as defined by the KDHE include:

"Generator" means any person who meets any of three following conditions:

- Generates in any single calendar month or accumulates at any time 1,000 kilograms (2,200 pounds) or more of hazardous waste;

- Generates in any single calendar month or accumulates at any time 1 kilogram (2.2 pounds) or more of acutely hazardous waste; or
- Generates or accumulates at any time 35 kilograms (55 pounds) or more of debris and contaminated materials from the clean up or spill of acutely hazardous waste.

"Kansas Generator" means any person who meets all of the following conditions:

- Generates 25 kilograms (55 pounds) or hazardous waste and less than 1,000 kilograms (2,000 pounds) in any single calendar month;
- Accumulates at any time no more than 1,000 kilograms (2,200 pounds) of hazardous waste or 1 kilogram (2.2 pounds) of acutely hazardous waste; and
- Generates or accumulates at any time no more than 25 kilograms (55 pounds) or more of debris and contaminated materials from the cleanup or spill of acutely hazardous waste.

"Small Quantity Generator," also referred to as Conditionally Exempt Small Quantity Generator (CESQG) means any person who meets all the following conditions:

- Generates less than 25 kilograms (55 pounds) of hazardous waste, or less than 1 kilogram (2.2 pounds) of acutely hazardous waste in any single calendar month;
- Accumulates at any time no more than 1,000 kilograms (2,200 pounds) of hazardous waste or 1 kilogram (2.2 pounds) of acutely hazardous waste; and
- Generates or accumulates at any time no more than 25 kilograms (55 pounds) or more of debris and contaminated materials from the cleanup or spill of acutely hazardous waste.

The EPA and Kansas generators are strictly regulated by the KDHE. The regulations do not apply to small quantity generators, who may with authorization from KDHE legally dispose of their hazardous waste in a municipal solid waste (MSW) landfill.

Issues concerning the disposal of small quantities of hazardous waste and excluded waste that may need to be addressed are:

- Who is producing these wastes?
- How is it being disposed?
- What is the total volume of waste being disposed?
- What are the hazards associated with these wastes?
- Does the hazard pose a significant risk to people or the environment?

- Is there a viable means to diverting the waste from the landfill?

5.2.10 Household Hazardous Waste

Any household product that contains chemical ingredients that are corrosive, toxic, ignitable, or reactive can potentially become household hazardous waste. Under hazardous waste laws it is excluded from hazardous waste requirements and may legally be landfilled. Permanent household hazardous waste programs may be used to recycle, or collect, package, store, and ship household hazardous waste.

The committee should consider if the present methods of disposal are adequate in protecting human health and the environment, are cost effective, and if educational programs would improve public awareness and proper disposal.

5.3 ESTIMATE OF FUTURE WASTE GENERATION

Estimate of the volume of solid waste would stay about the same or possibly a small increase (less than 10% per year). Assuming the solid waste stream would increase due to residential and commercial growth, but a voluntary recycling effort would decrease the volume of solid waste disposed in the landfill.

6.0 EXISTING SOLID WASTE SYSTEMS

6.1 STORAGE, COLLECTION, PROCESSING & DISPOSAL OF SOLID WASTE

6.1.1 Storage

Residential solid waste is stored in trash receptacles. Commercial/industrial solid waste is stored in dumpsters.

6.1.2 Collection

Municipal residential collections are picked up by private or city haulers. This service is billed to the customer. Commercial and industrial property is picked up as needed by private haulers. This service is billed to the customer.

Rural residents can contract with private haulers for solid waste collection. This service is billed to the customer.

6.1.3 Transportation

Collection of residential or commercial solid waste is by city owner or private owned trucks. These vehicles transport the refuse from Reno County, Rice County, and Kingman County to the Reno County Landfill. In Rice County, municipal solid waste is delivered to the Rice County Transfer station.

6.1.4 Intermediate Disposal and Resources Recovery

Intermediate disposal activity includes distribution of compost material, and stockpiling of white goods for pick-up by scrap dealers. Resource recovery is accomplished by the recyclers listed in Section 6.3.

6.2 EXISTING STRUCTURE OF THE SOLID WASTE SYSTEM

Reno County owns and operates a Regional Solid Waste Landfill and contracts with Rice County, Kingman County, McPherson County, Harvey County, and Stafford County for disposal of their solid waste.

The Regional Counties may operate the following:

- Brush site;
- Yard waste compost site;
- Collection of white goods for recycling;
- Tire recycling;
- Construction/demolition site; and
- Household hazardous waste.

6.3 INVENTORY OF SALVAGE YARDS, SCRAP DEALERS AND RECYCLERS

Listed below are the recycling centers in the solid waste region. This plan also supports other public and private recycling efforts within the region.

Recycling, Salvage Yard and Scrap Dealers Information	
ABC Salvage 1313 E Hwy 56 Lyons, KS 67554	Bob's Trading Post 308 N Main Hutchinson KS 67501 620-669-9441
City of Hutchinson 1900 S Plum Hutchinson KS 67501 620-694-2621	Kilpatrick Auto Supply 3201 E 11 th Ave Hutchinson KS 67501 620-662-2911
Kingman County Area Recycle 337 N Marquette St Kingman, KS 67068 620-532-4252	Kingman Salvage 1610 E Hwy 54 Kingman KS 67068 620-532-5600
Lyons Tire 1019 W Hwy 56 Lyons KS 67554 620-257-2972	McKinnis Iron & Metal, Inc 316 N State Street Lyons KS 67554

Midwest Iron 700 S Main Hutchinson KS 67501 620-662-0551	Nisly Brothers 5212 S Herron Rd Hutchinson KS 67501 620-662-6561
PC Metals 320 S Hwy 61 Arlington KS 67514 620-538-4410	Pifer's Auto Salvage 6809 E 17 th Ave Hutchinson KS 67501 620-662-8564
Reno County Landfill HHW Facility 703 S Mohawk Rd Hutchinson KS 67501 620-694-2586	Rice County Solid Waste Landfill 1380 US-56 Lyons KS 67554 620-257-2231
Silas Enterprises 2115 E 11 th Ave Hutchinson KS 67501 620-665-4000	Sonoco Paper 100 N Halstead Hutchinson KS 67501 620-662-9344
Stutzman Refuse Disposal 315 W Blanchard Ave South Hutchinson, KS 67505 620-662-2559	Willems Appliance Service Hutchinson KS 67501 620-663-8382

7.0 SOLID WASTE ISSUES AND PROBLEMS

7.1 DEFICIENCIES OF EXISTING SOLID WASTE SYSTEM

7.1.1 Environment Management Objectives

The objectives are to minimize the amount of solid waste to be handled and to process it in the most efficient manner, which is consistent with current (and future) environmental concerns.

The landfill management should continue to listen to the citizens' comments and complaints so the regulations concerning waste collection and disposal can best serve the public and environment.

Open lines of communication must be maintained with private haulers and private recycling businesses to insure that their efforts are compatible with the benefit of the public.

7.1.2 KDHE Regulations and Standards

The KDHE should continue to listen to the counties and cities as well as the citizens so that reasonable regulations and standards can be adopted that best serve the public and the environment.

7.1.3 Illegal Dumping

Illegal dumping of municipal solid waste does occur at times, but this is infrequent and to a small degree. When these sites are discovered, an attempt is made to find the people responsible for illegal disposal. This matter is then turned over to law enforcement and the legal system.

7.2 FUTURE CONSTRAINTS

Reno County has land purchased for future expansion of the landfill in the years to come.

7.3 FUTURE NEEDS

The solid waste region will continue to emphasize the recycling of materials in order to reduce the waste stream going into the landfill.

8.0 APPLICABLE SOLID WASTE TECHNOLOGY OPTIONS

8.1 SOLID WASTE MANAGEMENT SYSTEM

8.1.1 Storage System

We have not had any issues with the current storage system.

8.1.2 Collection and Transportation System

We have not had any issues with the way our collection and transportation system is handled.

8.1.3 Processing System

Current processing systems include land disposal, composting, recycling and household hazardous waste.

8.1.4 Recycling and Reuse Systems

See Section 6.3. Also, efforts are made in the composting of yard waste, recycling of white goods (appliances, etc.), recycling of tires, and certain household hazardous wastes (latex paints, pesticides and herbicides). The composting site for Reno County is used for onsite application to the slopes for fertilization and to help vegetation growth. Kingman County currently does not have an active composting site. Reno County recycles the tires they receive via a third party vendor to make park benches, picnic tables, and playground material. Reno County sends scrap metal to a scrap yard to be recycled after the Freon has been extracted from the white goods. Reno County currently has a HHW Facility with a reuse program for the citizens of Reno County. White goods can be brought to Kingman County and then a certified repairman will extract the Freon.

8.1.5 Disposal System

Municipal solid waste will be disposed of at an approved Subtitle D landfill. Construction/demolition materials are disposed of at an approved site. Tree/brush material is recycled into chips or burned at approved sites.

8.1.6 Existing Development, Air, Water, and Land Resource Protection

The regional solid waste facility is in compliance with the Reno County development regulations and the Reno County zoning regulations.

8.2 PUBLIC ACCEPTANCE AND IMPACT OF TECHNOLOGY OPTIONS

The public should accept all technology options readily, as they all address the pertinent environmental, economic and social issues.

9.0 RECOMMENDED SOLID WASTE MANAGEMENT SYSTEM

9.1 CONSTRAINTS THAT LIMITED SELECTION

- Monetary;
- Future liability of on-site disposal; and
- Proximity of probable approved landfill site.

9.2 MEASURES TO BE TAKEN TO OVERCOME HINDRANCES

A transfer station for Rice County has been constructed.

9.3 RECOMMENDED METHOD FOR ADMINISTRATION AND OPERATION

9.3.1 Administration

The Solid Waste Department of Reno County and the Public Works Departments of Rice and Kingman Counties will continue to administer involvement in the South Central Kansas Solid Waste Authority. Reno County manages and operates the regional solid waste facility and bills Rice, Kingman, Stafford, Harvey, and McPherson Counties for the direct and indirect costs to operate all facets of the regional landfill.

9.3.2 Legal

To insure the regional solid waste facility is operated in compliance with applicable KDHE rules, regulations, standards and procedures.

9.3.3 Public Relations/Education

A more extensive education program should be implemented to advise the citizens within the solid waste region of solid waste issues. These issues should include recycling, reuse, composting, and household hazardous waste operations. County Solid Waste and Public Works Departments will work in conjunction with County Health Departments and interested citizens/business to implement these programs.

9.4 RATING THE SYSTEM

1. Resource Conservation – Very Important
2. Aesthetic – Important
3. Economics – Very Important
4. Flexibility – Important
5. Health and Safety – Very Important
6. Implement ability – Very Important
7. Customer Service – Important
8. Quality of the Environment – Very Important

9.5 EVALUATION METHODS USED FOR SELECTION

Due to economic and monetary constraints within the solid waste region, a regional solid waste facility located at the present Reno County landfill does accommodate Reno County and the surrounding counties. The surrounding counties are transporting their solid waste either through a transfer station or direct haul by private haulers. Other small surrounding counties may contract with Reno County to transfer their solid waste to the Reno County landfill.

The South Central Kansas Solid Waste Authority supports only one Subtitle D landfill within this regional area.

9.6 SPECIAL WASTE

Industrial waste, sludge's, contaminated agricultural wastes, and medical wastes may be

disposed at the Reno County landfill if an industrial solid waste authorization is obtained from the KDHE. The region encourages medical waste to be disposed of in permitted incinerators if at all possible.

Even though small quantities of hazardous wastes are authorized for disposal in the Reno County Subtitle D landfill, the region encourages small quantity generators to dispose of their small quantities of hazardous waste at an authorized hazardous waste site. Transportation pickup should be coordinated with the household hazardous waste program.

10.0 PLAN OF SOURCE REDUCTION

10.1 YARD WASTE COMPOSTING

Reno County landfill does provide an area for grass clippings, leaves, etc. County and City Public Works Departments utilize the yard waste compost that is produced. Rice and Kingman Counties are encouraged to provide similar sites within their counties.

10.2 TREE/BRUSH SITE

Reno County landfill does provide an area for burning and or grinding of trees and brush as permitted by the KDHE. Rice and Kingman Counties also provides similar sites within their counties.

10.3 TIRE RECYCLING

As whole tires are banned from disposal in landfills, Reno, Rice, and Kingman Counties are collecting and paying private companies who monofill or recycle these tires according to KDHE Regulations.

10.4 HOUSEHOLD HAZARDOUS WASTE

Reno County has established a permanent household hazardous waste transfer facility located at the Reno County landfill and permitted through the KDHE. Certain household hazardous wastes (latex paints, pesticides, herbicides) are recycled and available through the HHW Reuse building, for Reno County residents. A container is provided for recycling waste oil. Lead acid batteries are recycled through private businesses or accepted at the landfill for recycling. An authorized trailer transports household hazardous waste from Rice, Kingman, Stafford

Counties, and Reno County to the Reno County transfer facility.

10.5 APPLIANCES, ETC.

Reno and Rice County collect appliances, etc. and recycle the appliances through authorized recyclers.

10.6 CONSTRUCTION AND DEMOLITIONS SITES

Reno County landfill provides an area for construction and demolition material. Rice and Kingman counties also provide similar sites within their counties. Concrete recycling is now in place.

10.7 MATTRESS RECYCLING

Reno County landfill provides a mattress recycling building where Reno County residents can recycle their used mattresses. The Hutchinson Correctional Facility comes and picks them up and takes them back to their facility to be recycled. Harvey, McPherson, and Rice County also accept mattresses to be recycled at the Hutchinson Correctional Facility.

11.0 EDUCATIONAL PROGRAM

County Public Works Departments, County Health Departments, and interested citizens/businesses have developed brochures on the following topics:

- Household hazardous wastes; and
- Directory of businesses that will recycle specified products.

These brochures are made available to the public and to the schools. Another source of educational material is available through the KDHE.

12.0 SUMMARY OF THE SOLID WASTE MANAGEMENT PLAN

Reno County has established a regional solid waste facility at the present Reno County landfill site. Rice County, Kingman County, Stafford County, Harvey County, and McPherson County have contracted with Reno County to transfer their solid waste to the Reno County landfill site. Other small surrounding counties may contract with Reno County to transfer their solid waste to the Reno County landfill.

The South Central Kansas Solid Waste Authority supports only one Subtitle D Landfill within this regional area.

Reno County has been operating a Subtitle D landfill (liner and leachate collection system) since November 1, 1996. The details and plans for the Subtitle D landfill is outlined in the application for permit for the Reno County "Site D" MSWL approved by the KDHE on August 12, 1996. This site has an estimated 8-year life at approximately 400 tons/day disposal rate. Reno County is currently in the process of a vertical expansion to give an additional 55-year life expectancy to the landfill.

The Reno County Regional Solid Waste facility is owned and operated by Reno County. The hours of operation are Monday through Saturday from 8:00 a.m. to 5:00p.m. (except holidays) and provides the following:

- Regional landfill facility;
- Regional household hazardous waste collection transfer site (paints, herbicides, pesticides, waste oil, etc.);
- Yard waste compost site with the compost product utilized by County/City Public Works Departments;
- Used tire collection site for recycling;
- Appliance, etc. collection site for recycling;
- Tree/brush collection site for burning;
- Construction/demolition site; and
- Authorized industrial waste site.

Revenues to operate the regional solid waste facility are derived from the following sources.

K.S.A. 65-3410

Reno County property owners and businesses are assessed annually a fee on their property tax statement.

K.S.A. 65-3415F

A tonnage fee is collected from Rice County, Kingman County, McPherson County, Stafford County, and Harvey County.

County Public Works Departments, County Health Departments, and interested citizens/businesses have developed brochures on the household hazardous wastes and a directory of businesses that will recycle products. These brochures are made available to the public and to the schools.

This solid waste management plan will be reviewed annually by the Solid Waste Management Committee. A public hearing will be held every five years to discuss the solid waste management plan and future goals of the solid waste region.



AGENDA ITEM

**AGENDA
ITEM #06D**

AGENDA DATE August 10, 2021

PRESENTED BY Karla Nichols – Director, Public Health

AGENDA TOPIC Reno County and Rice County Women Infant and Children (WIC) partners regarding sharing WIC registered dietitians - Letter of Understanding

SUMMARY & BACKGROUND OF TOPIC

In fulfillment of the State-funded WIC program, the Reno County Health Department employs a dietitian and shares these services with Rice County. This is an annual contract that has been in place for the last 3 years.

ALL OPTIONS

Options:

- 1: Sign the Letter of Understanding as presented.
- 2: Not sign the Letter of Understanding with Rice County.

RECOMMENDATION/REQUEST

Reno County Health Department requests that the County approve the Letter of Understanding as presented.

POLICY / FISCAL IMPACT

The Reno County Health Department has included the continuation of this funding in the proposed 2022 budget. There is a desire to continue this project. Funding is provided by the State-administered WIC program.



209 West 2nd Ave.
Hutchinson, Kansas 67501-5232
(620) 694-2900
Fax (620) 694-2901
www.renogov.org/health

**Reno County and Rice County Health Department
Letter of Understanding
October 1, 2021 through September 30, 2022**

This is an agreement between Reno and Rice County WIC partners regarding sharing WIC registered dietitians.

Reno County Health Department will:

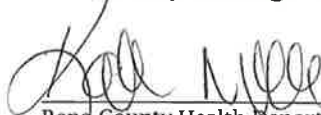
1. Employ WIC trained registered dietitians and provide continuing education needed to maintain registration and Kansas licensure.
2. Bill Rice County each month based on hours used plus mileage.

The Registered Dietitian will:

1. Provide education and consulting time with WIC clients and staff for approximately 288 hours per year, to include drive time.
2. Provide civil rights in-service for WIC staff annually, or as needed.
3. Provide itemized monthly time and effort reporting of registered dietitian time and mileage.
4. Work in conjunction with Rice County WIC Coordinator to develop and produce the required nutrition services plan. Reno registered dietitian will type and submit final nutrition services plan to the State Agency.
5. Serve as a resource for the clinical portion of the WIC program.


Rice County agrees to:

1. Share vacation, and sick leave for the dietitians, not to exceed 10% of estimated consulting time.
2. Reimburse Reno County Health Department no longer than 30 days post billing.
3. Pay proportional share of registered dietitian which includes salaries and fringe benefits. Current rate of pay including fringe benefits is \$33.55 per hour x approximately 288 hours = \$9665 annual contract Registered Dietitian expenditure for Rice County.
4. Pay mileage at current Federal rate.


Reno County Health Department 7/21/21 Date

Reno County Commissioner Date


Rice County Health Department Date


Rice County Commissioner Date



Public Health
Present. Promote. Protect.



**COVID-19
RESPONSE
PLAN**

**August
2021**

Reno County Health Department's Response Plan:

We will follow current guidance from KDHE and CDC. It is our mission to educate and inform Reno County Residents on matters of public health and safety.

Reno County Health Department's
Response involves three points:

1. Vaccinations
2. Testing
3. Precautions

Vaccinations

- COVID-19 vaccine available to anyone over the age of 12
- Vaccines available are Moderna, Pfizer, and Johnson & Johnson
- Sites in Reno County to get the COVID-19 vaccine include the Reno County Health Department, Dillons, Medicine Shop, Walmart, Walgreens, Hutchinson Clinic, and Prairie Star Health Center. You may go to <https://vaccinefinder.org/> and find locations.
- The vaccines are free to any Reno County Resident, regardless of citizen status or insurance
- For a ride to one of the vaccine sites, call RCAT at 620-694-2913

Testing

- COVID-19 affects different people in different ways. Infected people have had a wide range of symptoms reported – from mild symptoms to severe illness.
- Symptoms may appear 2-14 days after exposure to the virus. People with the below symptoms may have COVID-19:
 - -Fever or chills
 - -Cough
 - -Shortness of breath or difficulty breathing
 - -Fatigue
 - -Muscle or body aches
 - -Headache
 - -New loss of taste or smell
 - -Sore throat
 - -Congestion or runny nose
 - -Nausea or vomiting
 - -Diarrhea
- If you are sick you may get tested through your provider or the Free Community Testing site. Log on to <https://www.gogettested.com/> for more information and directions as to how to sign up.

Testing to Treatment

- The Reno County Medical Collaborative has been meeting to discuss a common path for testing to treatment
- If a resident is found to have a positive test result, those results are sent to the Epidemiologists at Reno County Health Department for follow up.
- The Epidemiologist contacts the resident and investigates case, including high risk factors for developing a severe case of Covid-19
 - *65 years of age or older*
 - *55 years of age and have heart disease, hypertension or a chronic respiratory disease such as COPD*
 - *Have a BMI above 35*
 - *Chronic Kidney Disease*
 - *Diabetes*
- When one of the criteria is met above for increased risk of Covid-19, the patient will be asked to seek medical treatment for Monoclonal Antibodies
- Epi investigator will contact a Primary Care Provider for infusion treatment to be arranged

Precautions

We want to remind community members to be vigilant in mitigating measures such as social distancing by more than 6 feet, mask wearing, sanitizing hands, and staying home when you are sick. These measures, along with vaccinating, are the best defense against contracting COVID-19.

Projections

- Reno County has 3,589 Reno County Residents, or 27% percent of the 65+ population, that are not vaccinated.
- 60% of Reno County Residents are not vaccinated.
- As of 8/4, we have 117 active COVID-19 cases.
- Nationally, cases were doubling every 3 weeks. It looks like it may be moving faster in Reno County because we are far below the national vaccination average and about 6 points behind the statewide average.
- August 11th, the projection is 168 active cases. That would put us on track to be over 250 active cases by September 1st.

What You Can Do

- Covid-19 is a preventable disease for those that are eligible to receive the vaccine – Get Vaccinated!
- Prevention is the key to good health, maintain appropriate weight, make sure you are working with your primary care provider to treat or prevent diabetes, hypertension and other chronic diseases.
- Be vigilant in mitigating measures such as social distancing by more than 6 feet, mask wearing, sanitizing hands, and staying home when you are sick.
- If you are sick, and think you may have Covid-19, get tested. Call your physician or go to <https://www.gogettested.com/> for testing locations.
- Be aware that Hutchinson Regional Medical Center, and most Kansas Hospitals, are seeing increased admissions due to other health conditions such as stroke, hypertension, diabetes due to residents not seeking medical attention during the pandemic last year; these patients are now coming to the hospital with increased health conditions. Along with this, several nurses have left the profession of nursing due to Covid-19 fatigue, thus, there is a staffing issue with the shortage of nurses. In turn, this limits the hospital capacity for adding new hospital admissions.
- Available nurses can apply for open positions at the hospital.
- We need to encourage youth to go into the nursing profession to help lessen the nursing shortage.



AGENDA ITEM #08A

120 W. Avenue B, Hutchinson, KS 67501

(620)694-2911 Fax: (620)694-2767

Monthly Report for July 2021

Submitted by

Barbara Lilyhorn

Director- Department of Aging and Public Transportation

Staff

- **We have two driver positions tentatively filled – and are waiting for the required testing to be successfully completed. In addition to the usual pre-hire testing performed by Reno County, our KDOT/ U.S.C. 49-5311 grant requires that Rcat drivers must pass a Commercial Driver Fitness Determination medical exam even if they do not have a Commercial Driver’s License.**
- **1 driver position remains open.**

Budget

The Department of Aging and the Department of Public Transportation have spent 45% and 41% respectively of the Department budgets – a composite total of 41% of the entire 002 expenditure budget as of 7/30/21. Composite revenue is 43%. Rcat continues to have eligible grant expenditures reimbursed at 100% for the Operations portion of the grant and has returned to the normal 80% reimbursement rate for the Administrative portion of the grant as of July 1.

Bright Spots

- **The Department of Aging completed the distribution process for 190 Kansas Senior Farmers Market Nutrition Program voucher booklets from the South-Central Kansas Area Agency on Aging (SCKAAA) via the Kansas State Department of Aging and USDA. Assuming that all vouchers will be “cashed”, the program will bring \$6,650 new monies into the county. To recap the program: The vouchers were received by income eligible Seniors (annual gross household income \geq 185% of poverty guideline). The voucher booklets are worth \$35 - checks are in increments of \$5 and may be used for fresh produce, honey and herbs purchased through authorized vendors. A second allotment of 12 vouchers was received 7/29/21 and 4 have already been requested.**
- **After months of delay, KDOT issued the orders for vehicles awarded in the FY 2022 grant (which began on July 1). I placed an order for 3 Fixed Route Buses with Midwest Transit Equipment – auto industry constrictions have impacted transit vehicles and some of the KDOT selected vendors withdrew in June (Kansas Truck). While Rcat has never worked with Midwest Transit Equipment, they are a Ford Starcraft Allstar dealer, and we have a 2016 model in the fleet that has been a very good vehicle.**



RENO COUNTY
125 West First Ave.
Hutchinson, Kansas 67501
(620) 694-2915
Fax: (620) 694-2987

RE: Monthly report ending July 2021

Dear Randy Partington, County Administrator:

Staffing changes or issues

We have vacancies in Residential for a Field Appraiser I position and The County Appraiser's position is open.

Financial summary

- As of July, the Appraiser's office will have spent approximately 48% of the year-to-date budget, with the majority of it being payroll. The remaining expenses were primarily regular/seasonal monthly expenses.

Projects/Issues/Challenges/Concerns

Personal Property

- Personal property is continuing to help train on Ag questionnaires.
- Personal property staff is adding and removing personal property items as calls and documents come in.
- Personal property is helping taxpayers coming in or calling to address warrants they received for non-payment of their personal property items.
- The water report was released by PVD and Personal property staff will be working with Residential staff on this.

Residential Department

- Residential staff is continuing to do 17% re-inspection
- Residential staff is working on the pre-compliance clean up queries.
- Residential staff continues to do Payment under protest and upper-level hearings

- Residential staff is working on Ag questionnaires and Ag site inspections.
- The water report was released by PVD and residential staff will be training on the calculations needed for this report.
- The new cost tables have been loaded for Residential properties.

Commercial Department

- Commercial staff is continuing to do 17% re-inspection
- Commercial staff continues to do payment under protest and upper-level hearings
- The new cost tables have been loaded for Commercial properties.



120 W. Avenue B, Hutchinson, KS 67501
620-694-2585
Fax: 620-694-2767

Budget YTD summary

As of July 30th, we are at 54% of the overall budget. This amounts to \$84,278 out of the overall budget of \$154,752. The internal service fund (fuel and parts) stands at 30% or \$129,758 out of total of \$428,000,

Projects/Issues

We received the 2 new patrol SUVs and Ron has completed upfitting one that has gone into service. We will strip the equipment out of the other unit and get the old unit into service with the Appraisers and start the upfitting of the other new unit. Other than that it has been routine maintenance and service with the hot weather causing a few issues.



Donna Patton
County Clerk

RENO COUNTY
125 West 1st Ave.
Hutchinson, Kansas 67501
(620) 694-2934
Fax: (620) 694-2534
TDD: Kansas Relay Center 1-800-766-3777

Clerk/Election Monthly Report for July

The Election Office has received our duplicate registrant check list, so we have started cleaning up our voter registration rolls and will be mailing out notices to those who have possibly moved. We are checking on supplies that we will need for the General Election and ordering those.

We have made a few changes in our offices. Jami Radloff was my Deputy County Clerk and is now our Payroll Associate, Karen Fisher was the Payroll Associate and is now an Election Associate, and Jenna Fager was my Deputy Election Officer and is now my Deputy County Clerk. This was mutually agreed on and it is working out well.

In the Clerk's Office, I have received notification from most of the taxing entities that may or may not exceed their Revenue Neutral Rate. Out of 81 taxing entities that we are the home county, 55 were yes, 14 were no and I didn't hear from 12.

By the end of July, 53% of the year-to-date budget in the Clerk's Office was used and 37% in the Election's Office with most of that being used for payroll.

Donna Patton



COMMUNITY CORRECTIONS

115 West 1st
Hutchinson, Ks. 67501
Phone 620-665-7042
Fax 620-662-8613

Commission Update

July 2021

Staffing

Staffing levels remain flat from last fiscal year. According to the KDOC's recommended caseload size and our average daily population we should have 3.6 more full time equivalent officers than we have. This would require a funding increase of approximately \$243,000. Statewide adult Community Corrections needs an additional 45.3 officers which would cost more than \$3.5 million.

Projects / Concerns

The KDOC's new client data system is still a work in progress. Part of our plan to significantly reduce paper usage relies on this new data system. The new system, named Athena, allows documents to be stored in it connected to individual clients. This will allow us to reduce paper use by storing documents in Athena rather than a paper file. We will continue working towards having officers use a laptop for testifying in court rather than a paper file but officers are still learning the new system. Faith and confidence in Athena will take some time considering the current data issues.

COVID-19 concerns are rising again as the numbers rise. We gave up four offices to Court Services since they are adding new officers. During the first round of COVID-19 we used these additional offices as interview rooms so this will no longer be an option. We are working to keep staff safe while still meeting agency goals and keeping the community safe.

Budget

We ended fiscal year 2021 in July and were just under budget in the KDOC grants. We did not receive an increase in funding from KDOC so assistance from the County is greatly appreciated and positively affects community safety. All KDOC grant reports are on target to be submitted to the State on time which will close out fiscal year 2021 for the agency.

Communications Monthly Report- July 2021

Health Department Communications:

- Press Releases: FOX BOGO vaccination, Walk with Ease, KDHE/Applebee's, Immunization Clinics, Delta Variant, COVID-19 cases increase
- Social and Web: Reno Recovery Collaborative, Walk with Ease, mosquito bite info, streptococcus month, covid cases increase, Delta variant, immunization clinics, Kingman high Q&A, Childcare provider training
- Video: Taped/edited ACES training, Shortened Reno Recovery promo
- Flyers/Graphics: Applebee's coupons, Spanish Immunization

Website:

- General updates for all departments, 3 to 5 commissioners page, budget information, 7 news flashes
- New web pages progressing, went through updates and finalizing layout

Videos/Photos:

- Bridge construction, sewer/water districts, hot mix road overlay, Community corrections interviews and client/officer interactions, edited Don Brittain and Public Works Spotlight videos, New HR Specialist Spotlight, Drug Court Published, Photos from Commission meetings, Sheriff/Police meeting

Social Media:

- Followers/posts:
 - Facebook Reno Co.: 2,703 (+29), 56 posts
 - Facebook EMA: 11,017 (+17), 8 posts
 - Twitter: 779 (+13), 71 tweets
 - YouTube: 183 subscribers (+14)
 - Top Post Reno Co. Facebook page: Delta Variants in Reno County
 - 16,042 reach, 2,283 post clicks, 27 link clicks, 110 shares, 4 hide posts
 - Top Post Emergency Management Facebook page: Delta Variants
 - 5,328 reach, 1,752 post clicks, 74 shares, 7 hide posts
 - Top post Reno County Twitter: Delta Variants
 - 1,305 impressions, 128 engagements
 - Top video YouTube: Community Conversations (published June 30)
 - 243 views, 6 likes
 - Other posts: HR job openings, HR generalist spotlight, road closings, throw-back Thursday courthouse photos, budget session and commission meeting live updates, July 4th office closings, public works infographic, Don Brittain Overview, Sheriff/Police meeting updates

Committee meetings: Website Committee

Issues: No issues to report

Upcoming: Reno County will have a booth at Third Thursday to promote County Services, Job Openings, and 3 to 5 Commissioner Expansion

DISTRICT ATTORNEY
Thomas R. Stanton

DEPUTY DISTRICT ATTORNEY
Andrew R. Davidson

**SENIOR ASSISTANT
DISTRICT ATTORNEY**
Kimberly A. Rodebaugh

ASSISTANT DISTRICT ATTORNEYS
Natasha Esau
Valerie D. Hansen
Jennifer L. Harper
Sierra M. Logan



TELEPHONE: (620) 694-2715
FAX: (620) 694-2711

Victim-Witness Service
(620) 694-2773

Investigator Daniel Nowlan
(620) 694-2765

JULY 2021 BOCC UPDATE

August 2, 2021

Staffing changes or issues:

As of June 30, 2021, the Reno County District Attorney's Office employees nineteen; 6 attorney /prosecutors; 1 investigator/coroner assistant; 1 part-time assistant coroner; 1 victim/witness coordinator; 1 diversion coordinator; nine office legal staff.

We have hired Phillip Tomlinson to fill the Assistant District Attorney Position vacated by Natash Esau in June. Phillip will begin his employment with us on August 2, 2021 under a temporary license to practice law. Phillip will take the bar exam the last week of July. This will require the attorneys in the office to carry a heavier caseload than normal, and I expect this to be the case until Phillip is fully trained in his position. I hope to be back to a normal flow of cases by October 1.

Jury Trials are beginning to increase, Covid restrictions have relaxed for those who have received the Covid vaccine. It remains to be seen if an increase in Covid variant infections leads the court to reinstate previous Covid restrictions.

In the month of July, there was 1 individual that graduated from Drug Court.

Budget summary:

FY2021 expenditures to date are at 57% of budget.

Projects-Issues-Challenges-Concerns

The number of jury trial each month are increasing. With our office being down an attorney right now that is an ever- increasing struggle.

A handwritten signature in blue ink, appearing to read "Thomas R. Stanton", is written over a horizontal line.

Thomas R. Stanton
Reno County District Attorney



Emergency Management

Reno County
206 W 1st Ave
Hutchinson, KS 67501
620-694-2974

Staffing changes or issues (if any)

There are no staffing changes to report. In my department, I have a full time Emergency Management Specialist and due to COVID we have hired a temporary full time administrative assistant. We continue to work hard to maintain daily operations.

Budget YTD summary

At the end of July, I have used 57% of my year-to-date budget with most of that coming from payroll. There are not any large expenditures planned in the month of August.

Projects/Issues/Challenges/Concerns

Emergency Management continues to be very busy. We continue to fulfill personal protective equipment requests, work through the rewrite of the Local Emergency Operations Plan, participated in webinars, attended a pipeline security awareness class, and participated in two emergency drills with private organizations.

RE: Monthly report ending July 2021

Dear Randy Partington, County Administrator:

Staffing changes or issues

We have vacancies in Environmental Health, Administration, and Older Adult Services; we are reviewing resumes and conducting interviews.

Financial summary

With most of our grants ending June 30, and new grants starting July 1st, we are working with supervisors on requests and reports.

Projects/Issues/Challenges/Concerns

Vaccine Administration. 40.7% of Reno County residents have received at least 1 dose of the vaccine. We have had several immunization events with schools and community partners during the month.

Public Invitation from the Reno Recovery Collaborative. The Collaborative is inviting everyone to take part in their next event on Friday, August 13th at 7pm at the Fox Theater.

KDHE Mobile Lab. KDHE's mobile lab is back in Hutchinson to administer COVID-19 and Hepatitis A vaccines, along with rapid COVID testing. The lab is set up at the Salvation Army, 700 N Walnut Street, in Hutchinson, from 8am to 3pm on July 14, 21, 29, and August 4. All services are free and confidential.

Free Mosquito Dunks Available. While supplies last, there are free larvicide mosquito dunks and directions for proper usage available to all Reno County residents at the Reno County Health Department, 209 West 2nd Avenue, and at local municipalities.

Health Department Staff Education. In July, we teamed up with Wichita State University Center for Community Engagement (CEC), with the support of USD 308, in becoming a Trauma Informed Community with staff completing the ACES (Adverse Childhood Experiences) Training. This training program educated staff on ways to recognize ACES, and teach resiliency skills, in working with our many initiatives, such as, substance abuse and mental health.

Upcoming Projects

Vaccine Administration. We continue to look toward educational opportunities to discuss the benefits of receiving the Covid-19 vaccine rather being susceptible to getting the virus. We have several vaccine administration events scheduled in August.

Sincerely,
Karla Nichols
Director of Public Health





RENO COUNTY
206 West First Ave.
Hutchinson, Kansas 67501-5245
PHONE: (620) 694-2982
FAX: (620) 694-2508

Board of Commissioners - Department Update
Human Resources – July 2021
Helen Foster – Human Resources Director

Staffing

Human Resources has gained a new employee to fill the open position of the Human Resources Generalist/ Program Manager. At this time, Human Resources will have a new employee starting on the 2nd of August to fill the Administrative Associate IV position. This will bring Human Resources to full staff.

Compensation Study

Phil from TAG will be coming to Reno County the first week of August to participate in a workday with Human Resources and Administration. During this work study, Phil will be working with Human Resources to retrieve data about our current employees. Phil is expecting to provide some preliminary data at the end of the day for Randy to be able to make budgeting assessments. While Phil is at Reno County, we will begin scheduling individual Department Heads for meetings to discuss the data from the study and identify any outliers.

Health Insurance Quotes

USI took our health and dental plan to market. Market data has been discussed with Randy and I. Blue Cross will be responding with new quotes requested by Rick at USI. It is anticipated that a decision will be made within the next 1-1 ½ weeks for our open enrollment to stay on schedule. USI and Benefits Direct have been working closely with me to finalize a timeline for the County open enrollment to be completed. Reno County will be moving to one plan year for all benefits and Benefits Direct will be providing the open enrollment platform for employees to elect benefits. This will be an active open enrollment this year which will require all employees to reach out to Benefits Direct via online portal, phone or in-person to elect benefits due to possible changes in Health and Supplemental Benefits.

Position Openings

At the end of June, Reno County had 23 positions open and only 3 new positions opened during June. Applicants have averaged in the high 50's to low 60's for the last couple of months. This is up from an average 27 applicants a month through May. I will not have the data for July until later this month, but would anticipate that the amount is still increasing.

Turnover Reports

Reno County shows a large increase in separations for the month of June. This has increased our overall turnover rate to 15.52%. We had 12 separations within the month of June and the primary reason for voluntarily leaving among those separations were for a new employer with higher wages.

As of June 30, 2021

Straight Voluntary	9.36%
Voluntary Rate incl Retirees/Med	12.81%
Involuntary Rate:	0.74%
Total Rate ALL	15.52%
Total Rate incl. (ALL - TEMP)	13.793%
Retiree	3.2%



RENO COUNTY
206 West First Ave.
Hutchinson, Kansas 67501-5245
620-694-2523
Fax: 620-694-2954

Aug. 2, 2021

Monthly Report Information Services

Michael Mathews

Staffing changes or issues

We are currently at full staff and having no issues

Budget YTD summary

At the end of July, I have used 68% of our adopted budget, we are on track for our year the majority of our large support contracts are now paid.

Projects/Issues/Challenges/Concerns

We have received all of the recommendations from our review of the core software's that we use AP, HR Payroll and tax. We are currently reviewing all of them and prioritizing each one to determine what ones will bring the most efficiency to all of the departments. We continue to receive around 80 work tickets per week and try to close the all as quickly as possible.

Issues that we dealt with the past month include. We had very few issues this month.

July was a good month with few problems.



Maintenance & Purchasing Monthly Report 8-1-2021

Harlen Depew, Director

Staffing: The Maintenance Dept. continues to accept applications for an entry level 1st shift maintenance technician, as well as several vacant custodial positions. No new hires within the past month.

Budget YTD summary

The Maintenance & Purchasing operating budget is still on track for this time of the year.

Projects/Issues/Challenges/Concerns

Courthouse improvement projects have been progressing at a somewhat accelerated rate over the past month.

Getting applicants for vacant positions is an ongoing challenge / concern.

I'm grateful for our current group of quality employees who are working quite hard to stay on top of the most important tasks that need to be done, and to fill the gaps as best we know how. I know they are tired, but they keep coming in with good attitudes and that means a lot.

In conjunction with our wage and compensation study, we have been evaluating some possible changes to our department work assignment structure, in an effort to minimize the number of department vehicles we will need going forward, and to provide more dedicated manpower at the Reno County Correctional Facility. In general, some changes may be needed to better accommodate the new facilities added to our work load over the past number of years, and to stay on top of the increasing demand in work at RCCF as equipment ages and normal wear and tear takes its toll.



Public Works
600 Scott Boulevard
South Hutchinson, Kansas 67505
620-694-2976
Don Brittain, Director

July 2021 Monthly Report

Staff

Public Works is short one (2) full time equipment operator and (2) temporary employees.

YTD Budget Spent

Road & Bridge 36%
Planning & Zoning 48%
Noxious Weed 57%
Highlands Water District #8, 6%
Yoder Water District #101, 21%
Cedarview Lodge Sewer District #1, 42%
Habit Sewer District #202, 18%
Yoder Sewer District #201, 24%
Blue Spruce District #3-10, 12%
Highlands District #8, 35%

Equipment

All items have been ordered based off the equipment plan and in the process of being built.

Projects

Asphalt Crew has finished overlaying on 56th Ave, G Ave, Long View Rd, and Irish Creek Rd, and now overlaying on Pleasant Valley Rd.
Mowing/Sign Crew is mowing throughout the County and replacing signs as needed.
Dirt Crew is replacing culverts throughout the County.
Bridge Crew finished building Smoots Creek Road bridge and will begin building Riverton Rd bridge 12.95

Contracted Projects

43rd Avenue Bridge is 85% complete and ahead schedule.
Nickerson Road Bridge is 90% complete and on schedule.

Challenges

Working on how to pay for rehabilitating Sewer District 201 Yoder and Sewer District 202 Habit
Working on solving the Water District 101 Yoder high nitrate problem and how to pay for it.
Working with South Hutchinson on the Scott Blvd. bridge.

**Register of Deeds Monthly Report for
County Board of Commissioners
July 2021**

Current Business:

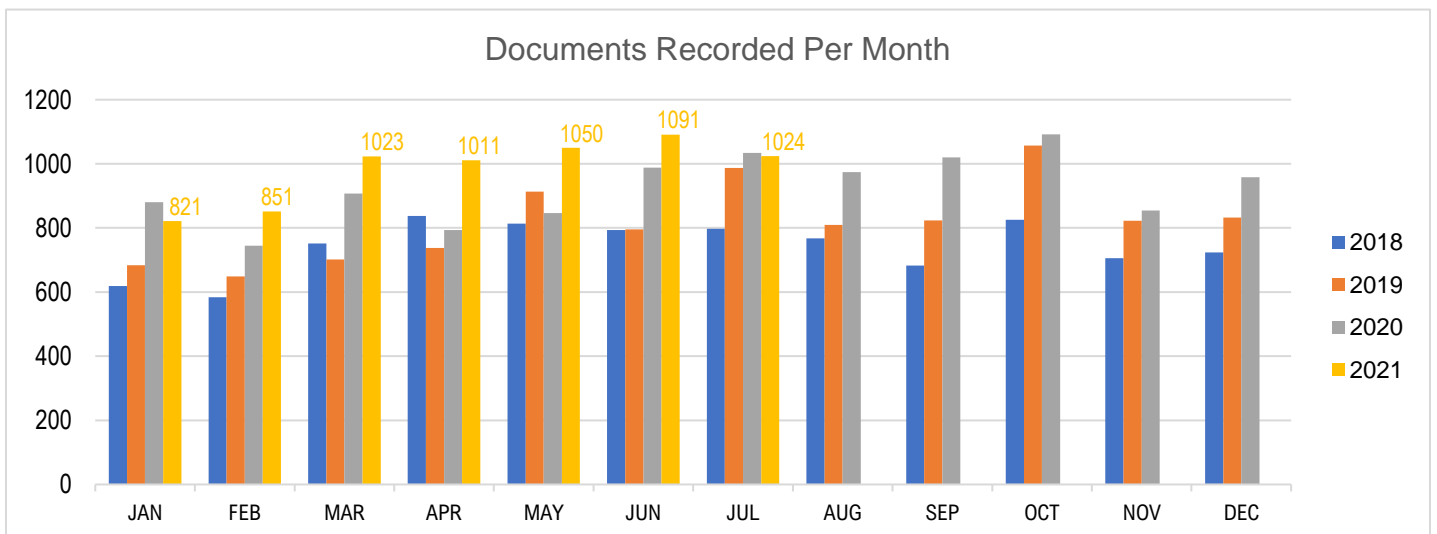
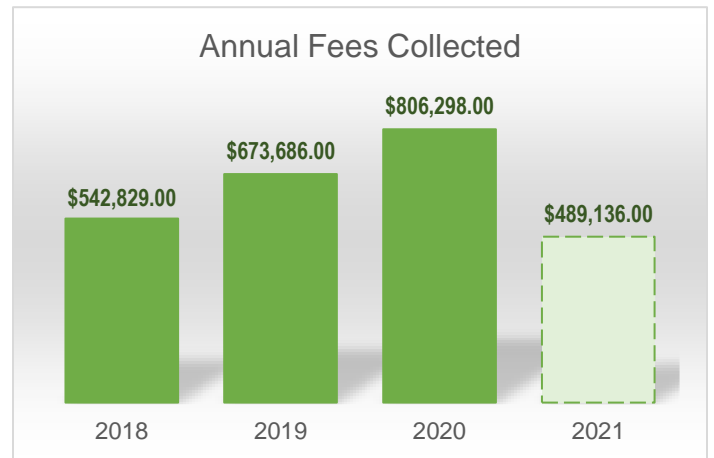
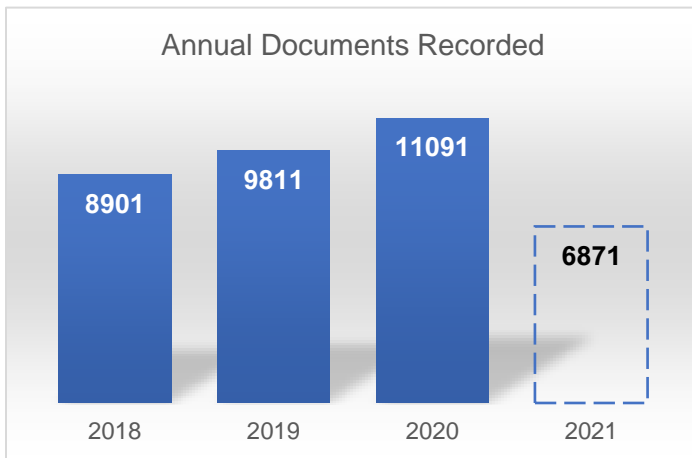
July 2021:

- Documents Recorded: 1,024
- Recording Fees Collected: \$55,882.00
- Technology Fund Fees Collected: \$13,026.00
 - County Clerk: \$2,171.00
 - County Treasurer: \$2,171.00
 - Register of Deeds: \$8,684.00
- Heritage Trust Fund (HTF): \$4,342
- Service Fees Collected: \$682.00

Budgetary

- Percent of Budget Spent: 55%

Production Charts over 3+ Years



Proposal for more staff:

Looking at these production charts, you can see the workload for this office has been increasing for several years. I believe the number of staff compared to the volume of documents to be processed is below standard.

Last month in our Budget Work Session we briefly discussed a part-time employee to be budgeted into the 2022 Register of Deeds General Fund. See May 2021 Report for proposed salary cost and position summary. Having an additional part-time employee added to the team will help get the Digitizing Project off the ground or *may* help balance the workload among staff but I have my doubts it will achieve both. In my previous monthly reports and our Budget Session meeting, I regrettably only proposed 1 part-time employee. What needed to be done, was to also include a full-time employee in that proposal. I strongly believe an additional Full Time employee would improve operation efficiencies, customer service and data entry accuracy.

Please take note of the number of personnel occupying the Register of Deeds Office in similar sized counties with similar monthly document workload.

*Comparison of similar sized counties			
County	*Population	ROD Personnel (Including the Registrar)	Average amount of recorded documents
Riley County	75,056	5 Full Time	900 – 1,200 per month
Butler County	66,698	4 Full Time	800 – 1,000 per month
Reno County	62,765	3 Full Time	800 – 1,000 per month
Saline County	54,701	4 Full Time; 2 Part Time	800 – 1,000 per month
*Comparison of less populated counties with less workload			
Crawford County	38,968	3 Full Time, 1 Part Time	500 – 700 per month
Finney County	36,750	3 Full Time, 1 Part Time	400 – 500 per month
Geary County	34,025	4 Full Time	400 – 500 per month

**Updated 2021*

**Population data taken from www.kansas-demographics.com*

Digitizing Project:

In our Budget Work Session last month, Mr. Friesen had requested a summary report of work involved and what the total cost of the Digitizing Project would be from start to finish. This task is pending as I'm still gathering data for this. I will do my best to complete this before Friday Aug. 6th.

We also discussed some imaging issues with our first batch of digitized documents. Last week Salina Blue, the IT Department and I have communicated over the imaging issues of our first batch of digitized records and together we're looking over these issues to find a solution. I will keep you updated throughout this process as we're reviewing images and addressing those inconsistencies. I'm confident that IT and Salina Blue will have the appropriate solution.

Tyler Technologies Software:

Last week I attended a meeting held by IT to discuss core software. We discussed details involving the switch from CIC Imaging and RMS to Tyler Technologies Eagle Recorder. I believe making the switch would improve operational efficiencies and access to recorded documents as well as increase customer service offerings. This solution would also sunset the need for the current DocuWare application for this department. Mike Matthews agrees with the software change but is opposed to operating two imaging programs and has requested this issue to be discussed further. I will keep you updated on this discussion.



Sheriff: Darrian Campbell
Undersheriff: Shawn McHaley

RENO COUNTY
Sheriff's Office
206 West First Ave.
Hutchinson, Kansas 67501-5298
(620) 694-2735 Office (620) 694-2702 fax
TDD: Kansas Relay Center 1-800-766-3777

July 2021 BOCC Update

08/04/2021

The Reno County Sheriff's Office Mission is to ensure the highest level of public safety while protecting the rights and dignity of those we serve through community partnerships and unbiased enforcement of the law.

Staffing changes or issues:

The Reno County Sheriff's Office is staffed at 100 personnel; 84 full time sworn Deputies, 12 civilian support staff and 4 part-time Offender registry personnel. The administration of the Sheriff's Office consists of myself, Undersheriff Shawn McHaley, Captain of the Detective Division Steve Lutz, Captain of the Patrol Division Levi Blumanhourst, and Captain of the Jail Division Shawn McClay.

The Sheriff's Office continues to fill positions as they become available.

There has been several Deputies leave the agency for various reasons, the most recent due to being able to make more elsewhere. (On a side note, Reno County is the worst paid agency in Reno County for starting pay.) As we continue to move forward and continue to test and interview new applicants as they come available, there are not as many as there are vacancies.

An RN has been hired for the facility which will help considerably as there has been one nurse fielding sick call and on call requests for the past eight to nine months.

Budget YTD summary:

The total agency budget is \$6,611,844.00. There are two sides of the budget, the Jail and what is considered to be the Sheriff side. As of the end of June there has been approximately 49.76 percent of the budget expended. Currently there are no issues which have risen.

Projects/Issues/Challenges/Concerns:

The Pretty Prairie Rodeo went well. It was sold out for Saturday night and there were many there on Friday. The Reserve Deputies always do a good job watching for any unusual or criminal activity to keep it a family event.

The Sheriff Office participated in the Independence Day parade by displaying a patrol vehicle and the Bearcat.

The 30th of June is the end date for each certified Deputy to have 40 hours of continuous training in order to remain certified by the State. Reno County was able to account for 100% of all certified Deputies completed the required training hours as the new year to acquire required training begins on the 1st of July.

The two patrol vehicles purchased and ordered by the Sheriff's Office have been delivered and are currently being set up with the required equipment.

This is all I have to report.

Darrian L. Campbell
Reno County Sheriff



Reno County Solid Waste
703 S. Mohawk
Hutchinson, KS 67501
(620) 694-2586
Fax (620) 694-669-8126

Solid Waste Monthly Update July 2021
Prepared by Megan Davidson, Director

Staffing: We are currently at Full Staff at the landfill as the end of the month!

Projects/Issues/Challenges/Concerns: Conco is moving right along on the project. Steel beams are being placed, concrete is being poured, materials are being delivered daily onsite.

Landfill staff has been busy maintaining the sites, hauling cover dirt, mowing, weed eating, etc. On July 9, 2021 landfill staff responded to a very large fire in the pit. Reno County Fire Dept assisted with landfill staff in mitigating the fire that was believed to be caused by fireworks that were unused that came in most likely a trash compactor load. Landfill crews worked from 8pm-330am on 7-10-21. No staff or equipment were harmed during the fire. We resumed to normal operations the next day on 7-10-21.

Budget: We are waiting on one last piece of equipment that was purchased this year on our CIP and it should be delivered sometime during the month of August.



RENO COUNTY TREASURER
125 West First Ave.
Hutchinson, Kansas 67501-5245
620-694-2938
Fax: 620-694-2776

TDD: Kansas Relay Center 1-800-766-3777

July 29, 2021

MONTHLY REPORT

STAFFING CHANGES OR ISSUES:

We have hired one (1) new tag clerk and continue to look for two more. Had another employee move to another department for better wages and opportunities. I have not heard about another Treasury employee.

BUDGET YTD SUMMARY:

As of this day, we are running around 60% of our budget in the largest expenses we have (payroll). We are a little over half way through the year and overall expenses are at 44%. We do have some areas that have not reached the time frame in which items will be charged against that fund.

PROJECTS/ISSUES/CHALLENGES/CONCERNS:

My department's major projects for the month of July still included the collection of the 2nd half of Ad Valorem taxes. Sent out Notice to Taxpayer trying to collect more delinquent taxes before they have to be published. Publishing costs are rising!! There is the usual processing titles, renewals and refunds of motor vehicle tags. We are also still working accounts that are targeted for the tax sale and continue to renew commercial accounts that missed their deadline. We are in the process of gathering and verifying payment amounts due on the upcoming bond payments. We are also working on warrant fees collected and get them released and monies sent to the District Court.

The search for tag clerks continues. We are having issues with employee openings being hard to fill as most applicants were making more than we offer to start or they just do not show up for the interview.



JUVENILE DETENTION CENTER
JUVENILE INTAKE & ASSESSMENT
BOB JOHNSON YOUTH SHELTER

RENO COUNTY YOUTH SERVICES

219 West Second Ave.
Hutchinson, Kansas 67501
(620) 694-2500
Fax: (620) 694-2504
TDD: Kansas Relay Center 1-800-766-3777

Youth Services Monthly Report

July 2021

Staffing changes or issues (if any)

We are in the process of completing two new employees training and will be starting another new staff next week. Currently, we are still seeking a full time cook, stand by Intake and Assessment Officer and on call Youth Care Specialist/Juvenile Detention Officer. The cook's position offers insurance benefits and KPERS. Those interested in the open positions can apply online at Renogov.org.

The employee of the month for July is Tracey Praeuner. She started her career at Youth Services on 1/28/2002. She is a full time Juvenile Detention Officer. Tracey has been helpful with filling open hours and completing special assigned tasks.

Budget YTD Summary

As of 7/30/2021, we have spent 44% of our Shelter budget (Dept.90). The expenses are routine and are mostly due to salaries. The total shelter budget is \$1,051,666. We have spent 51% of our detention budget (Dept.91). Detention expenditures consists of mostly salaries. The total detention budget is \$1,054,065.

Projects/Issues/Challenges/Concerns

Mid July, we had youth test positive for Covid. With the possibility of all youth being exposed, all the youth were placed in their individual rooms for quarantine. They all handled this situation very well. Youth stayed busy by reading, watching movies and playing video games. After the required number of days, youth were released from their rooms. We will continue to test weekly to monitor progress. To date, we have had 6 youth and 3 staff test positive. Unfortunately, due to the Covid testing results, we have discontinued passes and face to face visits for the shelter youth. We have also canceled community service. On a good note, we have no positive Covid cases with our Detention youth.

We took the initiative to send out vaccine consent forms to the parents and/or agency Support Workers of all our shelter and detention residents. This will allow residents an opportunity to receive the vaccine, prior to school starting, if they or their parents sign and return the paperwork.

August is traditionally a very busy month with getting all the shelter youth enrolled and prepared for attendance. We will ensure all the youth will have what they need for a successful start to the school year. Detention youth and those shelter youth who are not eligible to be enrolled, will be taught in house by USD 308 staff. School is set to begin in 2½ weeks.

AGENDA ITEM #08B

Reno County
Fund Activity YTD Summary Report
From Date: 1/1/2021 - To Date: 7/31/2021

Fund	Beginning Fund Balance	Revenues	Expenditures	Ending Balance	% Increase / Decrease
001 General Fund	14,919,894.47	15,417,780.65	10,472,230.07	19,865,445.05	33%
002 Dept of Aging	763,137.16	991,167.57	1,010,564.29	743,740.44	-3%
003 Health	1,358,836.24	2,501,637.99	2,075,804.24	1,784,669.99	31%
004 Noxious Weed	57,791.63	76,973.19	74,036.36	60,728.46	5%
006 Special Bridge Fund	2,937,495.13	1,199,135.49	85,354.54	4,051,276.08	38%
007 Public Works	1,456,446.02	5,409,067.55	2,695,746.90	4,169,766.67	186%
008 Solid Waste	5,878,172.12	4,343,401.52	1,937,220.31	8,284,353.33	41%
009 Youth Shelter	674,969.49	804,771.76	1,015,855.44	463,885.81	-31%
013 Solid Waste Reserve	5,635,294.76	0.00	105,048.49	5,530,246.27	-2%
015 Employee Benefits	4,783,260.34	6,907,906.35	4,604,291.09	7,086,875.60	48%
017 Training & Evaluation Center	25,859.08	470,274.68	493,567.82	2,565.94	-90%
018 Mental Health	21,290.55	417,867.98	434,706.29	4,452.24	-79%
029 Special Park & Recreation	4,409.37	8,077.30	9,500.00	2,986.67	-32%
030 Special Alcohol & Drug	17,146.87	8,583.67	10,000.00	15,730.54	-8%
083 County Bond & Interest	142,252.49	347,548.17	64,296.46	425,504.20	199%
085 Noxious Weed/Capital Outlay	89,776.58	0.00	0.00	89,776.58	0%
086 Health/Capital Outlay	378,479.84	0.00	19,477.56	359,002.28	-5%
087 Historical Museum	4,719.53	170,144.04	172,291.38	2,572.19	-45%
093 Special Equipment Fund	684,312.89	243,235.63	229,116.37	698,432.15	2%
094 Special Road Fund	681,589.21	631,866.70	8,495.91	1,304,960.00	91%
097 County Equipment Reserve Fund	325,000.00	0.00	0.00	325,000.00	0%
098 Capital Improvement Program	482,206.01	582,550.20	20,516.74	1,044,239.47	117%
099 CIP Reserve Fund	1,430,000.00	0.00	0.00	1,430,000.00	0%
180 Internal Services	112,489.42	276,085.44	312,752.22	75,822.64	-33%
Grand Total	\$42,864,829.20	\$40,808,075.88	\$25,850,872.48	\$57,822,032.60	35%

YTD Total Expense Budget Report

As of 7/31/2021

Organization	Adopted Budget	Commitments	YTD Transactions	Remaining Budget	%Used
Fund 001 - General Fund					
Department 00 - Dept	.00	.00	(8,979.50)	8,979.50	
Department 01 - County Commission	60,800.00	.00	34,645.49	26,154.51	57%
Department 02 - County Clerk	252,916.00	.00	142,914.57	110,001.43	57%
Department 03 - County Treasurer	238,531.00	.00	105,231.89	133,299.11	44%
Department 04 - District Attorney	1,183,668.00	.00	670,165.18	513,502.82	57%
Department 05 - Register of Deeds	152,497.00	.00	83,439.88	69,057.12	55%
Department 06 - Sheriff	3,283,309.00	4,823.20	2,106,327.44	1,288,222.36	64%
Department 07 - Administration	470,867.00	.00	260,616.92	210,250.08	55%
Department 08 - Unified Courts	597,003.00	12,669.62	298,623.62	285,709.76	50%
Department 09 - Courthouse General	13,514,865.00	.00	2,387,018.27	11,127,846.73	* 18%
Department 11 - Maintenance	906,772.00	.00	395,850.80	510,921.20	44%
Department 12 - Planning Zoning Utilities	79,711.00	.00	38,041.76	41,669.24	48%
Department 13 - Emergency Management	169,350.00	.00	96,377.81	72,972.19	57%
Department 14 - Jail	3,328,535.00	1,337.70	1,656,274.32	1,554,858.98	50%
Department 15 - Human Resources	267,096.00	.00	130,895.81	136,200.19	49%
Department 16 - Appraiser	702,014.00	.00	367,944.91	334,069.09	52%
Department 17 - Election	379,411.00	.00	144,818.59	234,592.41	38%
Department 18 - IS/GIS	683,555.00	.00	466,600.33	216,954.67	68%
Department 24 - Auto Center	154,752.00	.00	84,299.33	70,452.67	54%
Fund 001 - General Fund Totals	\$26,425,652.00	\$18,830.52	\$9,461,107.42	\$16,945,714.06	** 36%
* Includes \$6,893,800 Cash Carryover. Percentage of Courthouse General budget used excluding the cash carryover is 36% instead of 18%.					
** Total Percentage of budget used in the General Fund excluding Cash Carryover is 48% instead of 36%					
Fund 002 - Dept of Aging					
Department 20 - Depart of Aging	539,828.00	.00	241,887.92	297,940.08	45%
Department 27 - Public Transportation	1,730,580.00	.00	745,458.27	985,121.73	43%
Fund 002 - Dept of Aging Totals	\$2,270,408.00	\$0.00	\$987,346.19	\$1,283,061.81	43%
Fund 003 - Health	\$3,298,244.00	\$0.00	\$1,769,771.13	\$1,528,472.87	54%
Fund 004 - Noxious Weed	\$129,868.00	\$0.00	\$73,480.29	\$56,387.71	57%
Fund 006 - Special Bridge Fund	\$2,750,000.00	\$0.00	\$195,303.25	\$2,554,696.75	7%
Fund 007 - Public Works	\$6,516,799.00	\$823,021.00	\$2,305,780.94	\$3,387,997.06	35%
Fund 008 - Solid Waste	\$8,737,830.00	\$25,583.67	\$1,820,663.19	\$6,891,583.14	21%
Fund 009 - YOUTH SHELTER					
Department 90 - Youth Shelter	1,051,666.00	.00	466,717.51	584,948.49	44%
Department 91 - Juv Detention	1,054,065.00	.00	535,413.80	518,651.20	51%
Department 92 - Grant Misc.	7,000.00	.00	1,912.92	5,087.08	27%
Fund 009 - YOUTH SHELTER Totals	\$2,112,731.00	\$0.00	\$1,004,044.23	\$1,108,686.77	48%
Fund 013 - Solid Waste Reserve	\$5,800,782.00	\$0.00	\$86,790.72	\$5,713,991.28	1%
Fund 015 - Employee Benefits	\$11,312,000.00	\$0.00	\$4,516,000.91	\$6,795,999.09	40%
Fund 017 - Training & Evaluation Center	\$510,000.00	\$0.00	\$480,000.00	\$30,000.00	94%
Fund 018 - Mental Health	\$452,025.00	\$0.00	\$422,025.00	\$30,000.00	93%
Fund 029 - Special Park & Recreation	\$10,408.00	\$0.00	\$5,500.00	\$4,908.00	53%
Fund 030 - Special Alcohol & Drug	\$27,386.00	\$0.00	\$10,000.00	\$17,386.00	37%
Fund 083 - County Bond & Interest	\$529,756.00	\$0.00	\$62,086.00	\$467,670.00	12%
Fund 085 - Noxious Weed/Capital Outlay	\$109,776.00	\$0.00	\$0.00	\$109,776.00	0%
Fund 086 - Health/Capital Outlay	\$336,041.00	\$0.00	\$19,477.56	\$316,563.44	6%
Fund 087 - Historical Museum	\$185,000.00	\$0.00	\$171,000.00	\$14,000.00	92%
Fund 093 - Special Equipment Fund	\$1,005,500.00	\$0.00	\$227,594.11	\$777,905.89	23%
Fund 094 - Special Road Fund	\$755,000.00	\$0.00	\$3,521.63	\$751,478.37	0%
Fund 097 - County Equipment Reserve	\$0.00	\$0.00	\$0.00	\$0.00	
Fund 098 - Capital Improvement Program	\$1,062,000.00	\$0.00	\$10,180.72	\$1,051,819.28	1%
Fund 099 - CIP Reserve Fund	\$0.00	\$0.00	\$0.00	\$0.00	
Fund 180 - Internal Services					
Department 11 - Maintenance	321,568.00	9,835.94	136,635.60	175,096.46	42%
Department 24 - Auto Center	428,000.00	.00	129,758.94	298,241.06	30%
Fund 180 - Internal Services Totals	\$749,568.00	\$9,835.94	\$266,394.54	\$473,337.52	36%
Grand Totals	\$75,086,774.00	\$877,271.13	\$23,898,067.83	\$50,311,435.04	32%