

December 13, 2022  
Reno County Courthouse  
Hutchinson, Kansas

The Board of Reno County Commissioners held an agenda session with Chairman Daniel Friesen, Commissioner Ron Hirst, and Commissioner Ron Sellers, County Administrator Randy Partington, County Counselor Patrick Hoffman, and Minutes Clerk Cindy Martin, present.

The meeting began with the Pledge of Allegiance followed by a short sectarian prayer led by Senior Pastor Craig Dilbeck, Victorious Life Church.

There was an addition to the business agenda item 7D for purchase of GovBuilt software presented by Information Services Director Mike Mathews and Health Department Director Karla Nichols.

**Mr. Sellers moved, seconded by Mr. Hirst to approve the Consent Agenda consisting of items 6A through 6R includes the Accounts Payable Ledger for claims payable on December 16th, 2022, totaling \$1,120,349.33; approve resolution #2022-29; A RESOLUTION AUTHORIZING A TRANSFER OF HEALTH DEPARTMENT FUNDS TO THE HEALTH DEPARTMENT CAPITAL OUTLAY FUND; approve resolution #2022-30; A RESOLUTION AUTHORIZING A TRANSFER OF NOXIOUS WEEDS GENERAL FUNDS TO THE NOXIOUS WEEDS CAPITAL OUTLAY FUND; approve resolution #2022-31; A RESOLUTION AUTHORIZING A TRANSFER OF PUBLIC WORKS ROAD AND BRIDGE FUNDS TO THE SPECIAL HIGHWAY IMPROVEMENT FUND; approve resolution #2022-32; A RESOLUTION AUTHORIZING A TRANSFER OF PUBLIC WORKS ROAD AND BRIDGE FUNDS TO THE ROAD AND BRIDGE SPECIAL MACHINERY FUND; approve resolution #2022-33; A RESOLUTION AUTHORIZING A TRANSFER OF FUNDS TO THE COUNTY EQUIPMENT RESERVE FUND; approve resolution #2022-34; A RESOLUTION AUTHORIZING A TRANSFER OF FUNDS TO THE MULTI-YEAR CAPITAL IMPROVEMENT RESERVE FUND; approve resolution #2022-35; A RESOLUTION AUTHORIZING A TRANSFER OF FUNDS FROM DEPARTMENT OF AGING (FOR RCAT) TO THE MULTI-YEAR EQUIPMENT RESERVE FUND; approve resolution #2022-36; A RESOLUTION AUTHORIZING A TRANSFER OF FUNDS TO THE COUNTY ECONOMIC DEVELOPMENT RESERVE FUND; approve resolution #2022-37; A RESOLUTION AUTHORIZING A TRANSFER OF ALL FIRE DISTRICT GENERAL FUNDS TO THE FIRE DISTRICT'S SPECIAL EQUIPMENT FUNDS; approve the 2022-2023 Compensation Plan Consulting Fees in the amount of \$3,385 from The Arnold Group; approve resolution #2022-38; A RESOLUTION AMENDING RESOLUTION 2010-02, A RESOLUTION AFFIRMING AND ESTABLISHING NOMINAL EXPENSE**

REIMBURSEMENTS AND STIPENDS FOR VOLUNTEER FIREFIGHTERS IN RENO COUNTY FIRE DISTRICTS NOS 3,4,6,7,8,9, RENO/HARVEY COUNTY JOINT FIRE DISTRICT NO. 2 AND RENO/KINGMAN COUNTY JOINT FIRE DISTRICT NO.1; approve the County Administrator 2023 Employment Contract; approve resolution #2022-39; A RESOLUTION APPROVING A CONDITIONAL USE PERMIT FOR THE ESTABLISHMENT OF AN RV STORAGE FACILITY ON A PARCEL LOCATED IN THE SOUTHWEST QUARTER OF SECTION 20, TOWNSHIP 26 SOUTH, RANGE 4 WEST OF THE 6<sup>TH</sup> P.M. IN RENO COUNTY, KANSAS; approve resolution #2022-40; A RESOLUTION APPROVING A CONDITIONAL USE PERMIT FOR THE ESTABLISHMENT OF A MUSIC/SPECIAL EVENT VENUE ON A PARCEL LOCATED IN THE NORTHWEST QUARTER OF SECTION 22, TOWNSHIP 22 SOUTH, RANGE 5 WEST OF THE 6<sup>TH</sup> P.M. IN RENO COUNTY, KANSAS for Merle & Gail Kroeker at 6311 Old K-61 Highway North; approve Planning Case #2022-09 A request by 4J's Holding, LLC (Don Cary, President) to vacate the 20-foot utility easement located between Lots 1 and 2, Block 1 of HABIT #3 Subdivision. The address of the property is 1816 E. Wasp Road; approve Planning Case #2022-10 A request by the Jerome & Barbara Revocable Trust and Craig & Cristal Meyer to vacate the 16-foot utility easement located between Lots 7 & 8, Block 1 of Cedarview Lodge Replat Subdivision. The address of the property is 25306 S. Cedarview Drive; approve appointments to Reno County Planning Commission as presented by staff.

Mr. Sellers requested explanation of the transfers at the end of the year. County Administrator Randy Partington replied the transfers allowed Reno County funds to be put in the reserve funds annually. Those funds could be earmarked for projects that could be budgeted in one year and continued into the next year, so it makes an excess at the end of the year for one reason or another. If the funds are transferred citizens would not feel like they were taxed twice.

Mr. Sellers asked for explanation on item 6L. Emergency Management Director Adam Weishaar explained the resolution would increase the stipend for firefighters to \$25 for every two hours spent on a call or training maxing out at \$100 per day. If approved it would take effect January 1, 2023, for all fire districts. The budgets for 2023 were increased 33 percent to cover this cost.

Mr. Sellers explained the process for the County Administrator's 2023 employment contract increase. The consent agenda motion was approved by a roll call vote of 3-0.

7A. Bob Fee with Fee Insurance Group discussed going out to the Risk Management Market Place for better quotes on insurance

for the county to be as competitive as possible. He explained the buy down figures and their options. Mr. Hirst thanked employees for their efforts in keeping losses down so Reno County could qualify for lower insurance rates. **Mr. Hirst moved, seconded by Mr. Sellers**, to approve continuing coverage with Travelers Insurance as outlined by Mr. Fee. The motion was approved by a roll call vote of 3-0.

7B. Mr. Weishaar and Fire Administrator Travis Vogt recommended approval and to adopt a new burn Charter Resolution, replacing resolution 2017-12. Mr. Weishaar gave a summary of the changes made to the Charter Resolution. There was a large discussion on changes and software to improve the permit process. Mr. Vogt spoke about how many feet to mow from a brush pile to be burned safely and who had the liability for the burn. Mr. Hoffman stated the permit holder who would be responsible. Mr. Friesen stated by consensus the Board decided to put on the next meeting agenda under consent to have the option for renewal saving time and paper to applicants.

7C. Human Resources Director Helen Foster gave a shout out to IT then she went over annual activities and goals.

7D. Information Services Director Mike Mathews discussed GovBuilt software and moving away from Snyder Geo and Kipps. With moving away from Kipps, it would have to be replaced for Environmental Health and Licensed Child Care to keep track in one process. There is an annual subscription of \$18,600 with an initial cost of \$49,300 for a total cost of \$67,900. We would be saving \$10,500 by eliminating Snyder Geo. GovBuilt will have training and they can intergrade with our GIS.

Health Director Karla Nichols stated they would cover the one-time charge in 2022 with grant money for the software using tech funds. Mr. Friesen questioned with the GovBuilt software could they make a burn permit as discussed in the Charter Resolution. Ms. Nichols stated other departments could use the software also. **Mr. Sellers moved, seconded by Mr. Hirst**, to approve item 7D as presented by Mr. Mathews and Ms. Nichols. Mr. Hirst discussed a phone call from Pottawattamie County.

**Mr. Friesen offered an amendment** to the motion to require in the scope of software work for the \$49,300 to design a burn permit and to include eliminating Snyder within six-months or less and also negotiate the price change to 0 percent for the first five-years giving the County Administrator latitude to make the best decision for the county. **Mr. Hirst seconded the**

**amendment.** The amendment was approved by a roll call vote of 3-0.

The motion with amendment to approve item 7D was approved by a roll call vote of 3-0.

Mr. Partington asked the Board if they had any questions on the financial reports or department reports. He did an overview of the Health Department's budget showing the grant revenues. He was still collecting data on childcare and suggested he would put an executive session on a future agenda with information. The last item was that he would be taking the new commission elects to visit each department and meet staff.

Mr. Hirst thanked and appreciated the IT staff for their hard work. He attended the Quad County meeting with Mr. Hoffman and Mr. Partington. He reported that at Sedgwick County they determined legislative policy by having a partnership with a group (city, county, and chamber) on their legislative objectives for the year. He said it would be a good idea to develop a legislative policy with the same type of group.

Mr. Sellers hoped Reno County would make a greater effort on producing a document pertaining to the local legislative body giving assistance to the county to help make it better. He believed in the letter sent last year no issues were ever addressed in the session.

Mr. Hoffman said Riley County is going to push a bill to give counties more power to abate nuisances. Currently the Kansas law allows cities the ability to abate nuisances and stated that the county does not have good tools to deal with nuisances. He suggested in the legislative policy this be addressed getting behind Riley County.

Mr. Friesen asked Mr. Partington to put this as a bullet point in January when the new commissioners come on board. He suggested using the business agenda instead of all on the consent agenda. He complimented Mr. Sellers on his photographic artwork on the main floor and noted that Mr. Sellers said he was glad to be on the team to hang the pictures up in the courthouse. He requested the roll off from in front of the courthouse by the end of the year. Give thoughts from other commissioners on not having the last meeting in December but have one on January 9<sup>th</sup>.

Mr. Partington went over the swearing in of new commissioners and stated that by statute it falls on the second Monday, which is January 9<sup>th</sup> so no meeting will take place on January 10<sup>th</sup>, 2023. They will open the agenda meeting with three commissioners at 9:00 a.m. and at 10:00 a.m. Judge Rose is scheduled to swear in the new Commissioners at the Annex Conference Room. Mr. Sellers will make his last comments before leaving his position. The swearing in to take place and the five commissioners take their seats and do the reorganization of the Board and adjourn.

Mr. Friesen acknowledged and welcomed Bonnie as the new City Clerk at The Highlands.

At 11:05 a.m. the meeting recessed for ten minutes.

The meeting reconvened with all Commissioners, County Administrator Randy Partington, County Counselor Patrick Hoffman, and Minutes Clerk Cindy Martin, present.

At 11:15 a.m. **Mr. Friesen moved, seconded by Mr. Sellers,** to enter into executive session until 11:30 a.m. with the County Administrator and County Counselor to discuss the subject of performance of one or more non-elected county personnel with the executive session justified by the need to discuss in confidence personnel matters of non-elected personnel.

Mr. Hoffman suggested amending the motion to include Fire Administrator Travis Vogt and Emergency Management Director Adam Weishaar. Mr. Friesen stated the motion be amended by suggestion from the County Counselor and to return to open session with no action taken. The motion was approved by roll call vote of 3-0.

At 11:35 a.m. **Mr. Friesen moved, seconded by Mr. Sellers,** to extend the executive session for an additional 25 minutes until 12:00 p.m. The motion passed unanimously and would be adjourned until 9:00 a.m. Monday, January 9<sup>th</sup>, 2023.

Approved:

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Chair, Board of Reno County Commissioners

(ATTEST)

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Reno County Clerk  
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Date