



REGULAR SESSION

Ron Sellers
District 1
Vice-Chair

Ron Hirst
District 2
Member

Daniel P. Friesen
District 3
Chair

Courthouse
206 W. 1st Avenue
Hutchinson, KS 67501

A G E N D A

**Reno County Annex Conference Room
125 W. 1st Avenue, Hutchinson
Tuesday, June 28, 2022, 9:00AM**

1. **Call to Order**
2. **Pledge of Allegiance to the American Flag and Prayer**
3. **Welcome and Announcements by Commission Chair**
 - 3.A American Red Cross update on available services they have and how they have serviced Reno County.
4. **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.
5. **Determine Additions or Revisions to the Agenda**
6. **Consent Agenda**
 - 6.A Vouchers (bills or payments owed by the county or related taxing units).
 - 6.B BOCC final minutes for May 31st, May 31st Work Study for approval
 - 6.C Resolution 2022-___ authorizing to consent to the subordination of the county's taxable Industrial Revenue Bonds, Series 2018 (Agri Center) to a modification of mortgage; and to authorize the execution and delivery of any other documents to affect necessary actions.
 - 6.D Community Corrections Criminal Justice Systems Security Policy Updates as Recommended by the Kansas Highway Patrol.
 - 6.E Community Corrections Contract with Community Solutions, Inc. for Quality Assurance and Coaching for Officers Regarding Risk and Needs Assessments.
 - 6.F Purchase of Square 9 Document Management Software. At an initial cost of \$37,956.00 and subsequent annual cost of \$28,956.00.
 - 6.G Destroy 2020 Primary Election Material
 - 6.H Request to accept the quote from Heartstone Inc. Wichita, KS to crush 8,000 tons of concrete at the landfill at \$9.80 per ton including the mobilization fee.
 - 6.I Approval of the Annual Update for the South Central Solid Waste Management Plan (Reno, Rice, and Kingman County)
 - 6.J Reno County Fire District #3 (Nickerson & Highlands) Engine/Pumper Truck Purchase from Conrad Fire and Equipment for a total cost not to exceed \$380,000.
 - 6.K Authorize the County Administrator to sign title to Reno County Fire District 3's 1997 Freightliner Engine/Pumper FL70 E-One VIN: 1FV6HLCBXVH840866 to be sold once D3's new engine/pumper is in service

- 6.L Authorize County Administrator to sign title for 1991 Ford 2T F700, VIN#1FDWK74P8MVA28038, that was traded with the purchase of a 2022 1.25 Ton 4x2 Dodge Ram 4500 Crew Cab and Chassis from Allen Samuels, Hutchinson, Kansas. The BOCC authorized said purchase during their March 8, 2022 meeting.
- 6.M Authorize the County Administrator to sign title to 2017 Ford Explorer, MP with VIN 1FM5K8AR5HGC57097 to complete the purchase of a 2022 Ford Interceptor SUV which was previously approved.
- 6.N Authorize the County Administrator to sign title to 2017 Ford Explorer, MP with VIN 1FM5K8AR5HGC57096 to complete the purchase of a 2022 Ford Interceptor SUV which was previously approved.
- 6.O Authorize the County Administrator to sign title to 2018 Ford Explorer, MP with VIN 1FM5K8AR9JGB12439 to complete the purchase of a 2022 Ford Interceptor SUV which was previously approved.
- 6.P Authorize the County Administrator to sign title to 2015 Ford Explorer, MP with VIN 1FM5K8AR8FGA57568 to complete the purchase of a 2022 Ford Interceptor SUV which was previously approved.
- 6.Q Authorize the County Administrator to sign title to 2018 Ford F-150 Police Responder with VIN 1FTEW1PG7JKE86535 to complete the purchase of a 2022 Ford F-150 Responder which was previously approved.
- 6.R Authorize the County Administrator to sign title for 2008 Chevrolet 1 Ton VIN: 1GCHK34K18E177438 that was traded with the purchase of 2022 Ford F-250 4x4 Crew Cab Vehicles from Midwest Superstore. The BOCC authorized said purchase on March 8, 2022 meeting.
- 6.S Authorize the County Administrator to sign title for 2009 Chevrolet 2500 VIN: 1GCHK34K09F147298 that was traded with the purchase of 2022 Ford F-250 4x4 Crew Cab Vehicles from Midwest Superstore. The BOCC authorized said purchase on March 8, 2022 meeting.

7. Business Items

- 7.A ARPA Discussion of allocation of funds from the [ARPA Requests](#)
- 7.B Approve resolution dividing Reno County into Commissioner Districts pursuant to K.S.A. 19-204. The K.S.A. statute requires the Board of county commissioners to divide the county into five commissioner districts as compact and equal in population as possible.
- 7.C Reno County Automotive - Annual Update
- 7.D 2023 Budget Summary ([Link to Draft 2023 Special Districts Budget](#))

8. County Administrator Report

- 8.A Monthly Department Reports

9. County Commission Report/Comments

10. Executive Session

- 10.A Executive Session for 15 minutes regarding personnel matters of non-elected personnel.

11. Adjournment



AGENDA ITEM

AGENDA ITEM #3.A

AGENDA DATE: June 28, 2022

PRESENTED BY: Shannon Wedge and Jennifer Griffin

AGENDA TOPIC:
American Red Cross update on available services they have and how they have serviced Reno County.



AGENDA ITEM

AGENDA ITEM #6.B

AGENDA DATE: June 28, 2022

PRESENTED BY: Cindy Martin

AGENDA TOPIC:

BOCC final minutes for May 31st, May 31st Work Study for approval

SUMMARY & BACKGROUND OF TOPIC:

N/A

ALL OPTIONS:

Approval

Make Changes

Deny

RECOMMENDATION / REQUEST:

Approval for minutes from the Board

POLICY / FISCAL IMPACT:

N/A

May 31st, 2022
Reno County Annex
Hutchinson, Kansas

The Board of Reno County Commissioners held an agenda session at the Annex Conference Room with Chairman Daniel Friesen, Commissioner Ron Sellers, and Commissioner Ron Hirst, 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 Gary Getting, Elliott Mortuary Inc.

Commissioner Hirst stated he had the honor to attend the Memorial Day Service in South Hutchinson at the Veterans Wall. The Hutchinson Municipal Band played making it a very special time for all who attended. He wanted to thank everyone who made the Memorial Day Celebration a success.

There were two amendments to the agenda; Emergency Management Adam Weishaar on a Letter of Intent for a Fire Mitigation Grant to be added as business item 7B, executive session for attorney/client to be added as agenda item 9A. **Mr. Sellers moved, seconded by Mr. Hirst,** to approve the amended agenda. The motion was approved by a roll call vote of 3-0.

Mr. Sellers moved, seconded by Mr. Hirst, to approve the Consent Agenda consisting of items 6A through 6L, including the Accounts Payable Ledger for claims payable on May 20, 2022, totaling \$603,701.46, claims payable on May 27th, 2022, totaling \$290,346.21; claims payable on June 3rd, 2022, totaling \$590,250.62; approve BOCC final minutes from April 26th, April 26th ARPA Special Session, and May 10th, 2022; approval of Juvenile Corrections Advisory Board reappointment of Darryl Peterson and first term appointments of Shontina Tipton and Heather Jobe. The appointments are 3-year terms effective 5/24/2022 to 5/24/2025; to approve Community Corrections contract with Uptrust to provide two-way text messaging, web, and mobile applications to improve communication and reduce missed appointment and court hearings. The contract is for one year with a \$1,000 monthly fee.

Approval for Planning Case #2022-04 for **resolution #2022-14; A RESOLUTION ORDERING THE VACATION OF A 20-FOOT WIDE SIDEWALK EASEMENT LOCATED IN RANDOM ACRES SUBDIVISION, A SUBDIVISION LOCATED IN THE SOUTHEAST ¼ -SECTION 11 OF T23S, R5W OF THE 6TH P.M., RENO COUNTY, KANSAS** (David Ellis Jr. and Linda Case); approval for **resolution #2022-15; A RESOLUTION AMENDING RESOLUTION 2007-12, A RESOLUTION WHICH ESTABLISHED STIPENDS FOR DISTRICT FIRE CHIEFS AND PROVIDING FOR THE APPOINTMENT AND COMPENSTION OF ASSISTANCT FIRE CHIEFS.** Approve a donation of 30 surplus radios to Pratt County Sheriff's Office; approve addendum to the Reno County Purchasing Policy addressing conflict of interest and federal debarment of vendors/contractors; and authorize the County Administrator to sign Addendum to the policy; approve addendum #6 to the October 26, 1988 agreement between Ray E. Bontrager and Carol J. Bontrager and Reno County Water District No. 101 with new owner Regena R. Graber Trust; approval of Perform Yard Software for Countywide Performance Evaluations at an annual cost of \$24,900; to approve RCAT Service and Operation hours; approve the Reno/Harvey Joint Fire District #2 (Buhler) Tender Truck purchase from Osco Tank & Trucks sales for \$272,357; and declare their 1999 Freightliner as surplus to be sold on PurpleWave once the new tender is in service as presented by staff. The consent agenda motion was approved by a roll call vote of 3-0. County Administrator Randy Partington stated that Captain Levi Blumanhourst was in the audience to answer questions for consent item 6G. He informed the Board that the Tender truck on consent item 6L had been delivered.

Commissioner Sellers made comments on items 6C and 6K. Mr. Sellers was asking about the board applications going through the Board/Board Chair prior to being on the agenda for appointment. The 90 days of being open and advertising was not an issue. This topic was about his interpretation of the policy versus the other two commissioners' interpretation. They instructed Mr. Partington to bring this up at the next meeting for discussion. Mr. Sellers stated the shortage of personnel at the RCAT department resulting in hours being cut was affecting citizens and he was hoping that RCAT's operation hours would get back to normal soon.

Maintenance Director Harlen Depew updated the Board on the Courthouse repairs. He stated in the previous meeting two change orders were discussed and the dome change order was approved for \$698,401.20.

Mr. Partington stated the insurance company would not cover all of the cost for repairing the rust/corrosion on the anchors from the earthquake claim. The repairs cover the top two floors only. They did not have an amount to be approved today however funds were available to cover what insurance did not in the reserve fund if needed.

Mr. Depew said limestone slabs needed to be anchored with steel ties since some previous anchors had rusted away. The insurance denied coverage since the structure survived the earthquake and the current codes do not say they have to fix the anchors. The local engineer recommended anchoring those stone slabs with an anchor grid only to concrete not to clay tiles. The change order covers from the third floor up but not the lower floors. Mr. Depew stated he had questions about the coverage of the whole courthouse not just the top two floors and was awaiting answers.

Commissioner Sellers agreed with anchors on concrete, not clay tiles. He suggested to Mr. Depew to think long and hard before spending more money, we need to move on and get it done, enough time has been spent with Pishney.

Commissioner Hirst also agreed with anchors on solid concrete, not tiles, as he had said previously.

Commissioner Friesen said change order #2 should be addressed first and he agreed to the anchor slabs to concrete not tile. Anchoring should not be just from the 3rd floor up either.

Mr. Depew will stay in contact with the insurance company for information on the dollar amount they will pay. He said the dome was looking good they had been working on it over the holiday weekend.

The window project had some modifications and was projected to be done by the end of June. Mr. Friesen asked Mr. Partington to put an insurance claim update on the future agenda.

Emergency Management Director Adam Weishaar spoke about reimbursement mitigation money. He recommended to submit a Letter of Intent by June 10th, 2022, of 75 percent federal funds and 25 percent county funds. He explained what would qualify for reimbursement. He stated that no purchase of equipment or to make any fire breaks would qualify. He was requesting the BOCC consider showing interest in going on private property or not to help homeowners.

Mr. Partington stated the insurance company would not cover all of the cost for repairing the rust/corrosion on the anchors from the earthquake claim. The repairs cover the top two floors only. They did not have an amount to be approved today however funds were available to cover what insurance did not in the reserve fund if needed.

Mr. Depew said limestone slabs needed to be anchored with steel ties since some previous anchors had rusted away. The insurance denied coverage since the structure survived the earthquake and the current codes do not say they have to fix the anchors. The local engineer recommended anchoring those stone slabs with an anchor grid only to concrete not to clay tiles. The change order covers from the third floor up but not the lower floors. Mr. Depew stated he had questions about the coverage of the whole courthouse not just the top two floors and was awaiting answers.

Commissioner Sellers agreed with anchors on concrete, not clay tiles. He suggested to Mr. Depew to think long and hard before spending more money, we need to move on and get it done, enough time has been spent with Pishney.

Commissioner Hirst also agreed with anchors on solid concrete, not tiles, as he had said previously.

Commissioner Friesen said change order #2 should be addressed first and he agreed to the anchor slabs to concrete not tile. Anchoring should not be just from the 3rd floor up either.

Mr. Depew will stay in contact with the insurance company for information on the dollar amount they will pay. He said the dome was looking good they had been working on it over the holiday weekend.

The window project had some modifications and was projected to be done by the end of June. Mr. Friesen asked Mr. Partington to put an insurance claim update on the future agenda.

Emergency Management Director Adam Weishaar spoke about reimbursement mitigation money. He recommended to submit a Letter of Intent by June 10th, 2022, of 75 percent federal funds and 25 percent county funds. He explained what would qualify for reimbursement. He stated that no purchase of equipment or to make any fire breaks would qualify. He was requesting the BOCC consider showing interest in going on private property or not to help homeowners.

Commissioner Hirst thanked all the students in Reno County for their participation in the extra-curricular state contests, it makes it extra special to get to state.

Commissioner Sellers attended with Mr. Hirst the Peace Officers Memorial at the Law Enforcement Center on May 13th, 2022, stating the speaker was very good.

Commissioner Friesen questioned if the audio on the live feed was fixed. Mr. Partington said IT tested it and it must be from outside our network, so our IT gave suggestions to the radio station on how to fix the problem.

At 10:38 a.m. the Board recessed for a 7-minute break.

At 10:45 a.m. Mr. Friesen moved, seconded by Mr. Sellers, to go into executive session for 15 minutes until 11:00 a.m. to discuss the subject of matters protected by attorney/client privilege with the executive session justified by the need to discuss with the County Counselor and County Administrator subjects which would be deemed privileged by the attorney-client privilege, with Mr. Partington and Mr. Hoffman present. The motion was approved by a roll call vote of 3-0.

At 11:00 a.m. the meeting moved into the Work Session for the discussion of Environmental Health and Septic permits.

Approved:

Chair, Board of Reno County Commissioners

(ATTEST)

Reno County Clerk
cm

Date

May 31st, 2022
Reno County Annex
Hutchinson, Kansas

The Board of Reno County Commissioners held a Work Session at the Annex Conference Room with Chairman Daniel Friesen, Commissioner Ron Sellers, and Commissioner Ron Hirst, County Administrator Randy Partington, County Counselor Patrick Hoffman, and Minutes Clerk Cindy Martin, present. This session was recorded not live.

At 11:00 a.m. Commissioner Friesen outlined the session process with staff presenting, Board discussion, public comments, and answer questions last.

Environmental Health Supervisor Darcy Basye gave explanation of what regulations were in place and what she does with environmental health and septic permits pertaining to wastewater. Topics she would review overview of program, county water prevalence and geology as it pertains to water, contaminates in wastewater and influences on groundwater/surface water, current codes, wastewater permit process, soil profiles, staff challenges, misconceptions, case management, website transparency. Ms. Basye gave a presentation on education of wastewater components and history of wastewater with the different soil types in Reno County and various systems used or recommended. The current code was from 2003 any revisions had to be approved and within Kansas Health and Environment regulations. She explained Reno County had very unique soils all over the county with variances in the water table. Some geology had differences within the same owner's property. Ms. Basye discussed the pollution source from nitrates and how high amounts can affect people and animals. She showed maps with sensitive areas for water and potential for pollution in the Equus beds. She stressed the protection of water was their prime objective. She went over the federal and state numbers of nitrates. They wanted to protect ground water on small lots. The sanitation policy met state codes and exceeded it. She explained the permit and application process for first time sites and how packets were copied for both the owner and contractors. Their office met bare minimum of codes for systems on inspections since it was not their job to police systems for owners. Sometimes a delay could be caused by the flood plan or delays could happen with zoning permits which could hold up the environmental permits. She said they were now fully staffed with four people and their calendars were full.

Marsha McConnell, 3616 E. 43rd Avenue, was a realtor in Reno County she wrote a letter of concern. Her concern was not the requirements, but the timely matter involved for permits. She gave an example of a property sale on September 8, 2021, with results around December 23rd, 2021. She thought the codes should be reviewed from an outside source. Ms. Basye gave a rebuttal on the initial delay for that particular case.

Ron Vincent, 901 E. 95th Avenue, Carl Vincent Services was concerned with shallow water and the protection of water. He briefly discussed the limiting of systems that could come into Reno County with the (Environmental Health) policy not code. He believed the code was nineteen-years old and should be reviewed and updated.

Commissioner Sellers had to leave the meeting at 12:30 p.m.

Commissioner Hirst would like to have a conversation with the Health Department regarding the review of codes with an outside consultant. He did not believe Reno County was that unique with their soil types.

Commissioner Friesen would like to see a committee put together to discuss the strict level of 10 mg nitrate and would speak with the County Administrator to put some recommendations together.

At 12:40 p.m. the meeting adjourned until 9:00 a.m. Tuesday, June 14th, 2022.

Approved:

Chair, Board of Reno County Commissioners

(ATTEST)

Reno County Clerk
cm

Date



AGENDA ITEM

AGENDA ITEM #6.C

AGENDA DATE: June 28, 2022

PRESENTED BY: Patrick Hoffman, County Counselor

AGENDA TOPIC:

Resolution 2022-___ authorizing to consent to the subordination of the county's taxable Industrial Revenue Bonds, Series 2018 (Agri Center) to a modification of mortgage; and to authorize the execution and delivery of any other documents to affect necessary actions.

SUMMARY & BACKGROUND OF TOPIC:

F&W Tractor (Tenant) initially entered into a bond agreement on December 11, 2018 with RCB Bank, as successor to Central Bank & Trust Co. for the issuance of the Taxable Industrial Revenue Bonds, Series 2018. On September 18, 2020, RCB Bank assigned all rights and responsibilities to First National Bank of Hutchinson (Lendor). This resolution and subordination agreement are for an additional loan the Lender has agreed to make to the Tenant.

RECOMMENDATION / REQUEST:

Adopt Resolution thereby allowing F&W Tractor Co., Inc. (Agri Center) to modify their leasehold mortgage with First National Bank.

Approval of this Resolution is recommended by the county administrator and legal counsel.

POLICY / FISCAL IMPACT:

Approving the Resolution will be positive for the business and does not have a negative impact on the county.

**EXCERPT OF MINUTES OF A MEETING
OF THE GOVERNING BODY OF
RENO COUNTY, KANSAS
HELD ON JUNE 28, 2022**

The governing body of Reno County, Kansas, met in regular session at the usual meeting place in the County, at 9:00 a.m., the following members of the governing body being present and participating, to-wit:

Absent:

The Chairperson declared that a quorum was present and called the meeting to order.

(Other Proceedings)

Thereupon, there was presented a Resolution entitled:

A RESOLUTION AUTHORIZING THE GOVERNING BODY OF RENO COUNTY, KANSAS TO CONSENT TO THE SUBORDINATION OF THE COUNTY’S TAXABLE INDUSTRIAL REVENUE BONDS, SERIES 2018 (AGRI CENTER) TO A MODIFICATION OF MORTGAGE; AND TO AUTHORIZE THE EXECUTION AND DELIVERY OF ANY OTHER DOCUMENTS TO EFFECT THE ACTIONS AUTHORIZED IN THIS RESOLUTION.

Thereupon, Commissioner _____ moved that said resolution be adopted. The motion was seconded by Commissioner _____. Said resolution was duly read and considered, and upon being put, the motion for adoption of said resolution was carried by the vote of the governing body, the vote being as follows:

Aye:

Nay:

Thereupon, the Chairperson declared said resolution duly adopted and the resolution was then duly numbered Resolution No. 2022-____ and was signed by the Board of County Commissioners and the signatures attested by the County Clerk.

(Other Proceedings)

CERTIFICATE

I certify that the foregoing Excerpt of Minutes is a true and correct excerpt of the proceedings of the governing body of Reno County, Kansas held on the date stated therein, and that the official minutes of such proceedings are on file in my office.

[SEAL]

County Clerk

RESOLUTION NO. 2022-_____

A RESOLUTION AUTHORIZING THE GOVERNING BODY OF RENO COUNTY, KANSAS TO CONSENT TO THE SUBORDINATION OF THE COUNTY'S TAXABLE INDUSTRIAL REVENUE BONDS, SERIES 2018 (AGRI CENTER) TO A MODIFICATION OF MORTGAGE; AND TO AUTHORIZE THE EXECUTION AND DELIVERY OF ANY OTHER DOCUMENTS TO EFFECT THE ACTIONS AUTHORIZED IN THIS RESOLUTION.

WHEREAS, the governing body of Reno County, Kansas (the "Issuer") has previously issued its Taxable Industrial Revenue Bonds, Series 2018 (Agri Center) (the "Bonds") and has entered into a Lease dated as of December 11, 2018 (the "Lease") with F&W Tractor Co., Inc. (the "Tenant"), in connection with the issuance of the Bonds and to provide funds for the acquisition, construction and equipping of a commercial facility located in Reno County, Kansas (the "Project");

WHEREAS, to prescribe the terms and provisions of the Bonds, the Issuer, the Tenant and RCB Bank, Hutchinson, Kansas, as successor to Central Bank and Trust Co., as fiscal and paying agent, entered into a Bond Agreement dated as of December 11, 2018 (the "Bond Agreement");

WHEREAS, the Tenant owns all of the outstanding Bonds;

WHEREAS, pursuant to an Assignment dated September 18, 2020, RCB Bank assigned all rights and responsibilities of the fiscal and paying agent under the Bond Agreement and all other documents related to the Bonds to First National Bank of Hutchinson (the "Lender" and "Paying Agent");

WHEREAS, pursuant to a Subordination Agreement dated September 18, 2020, the Issuer, the Tenant and the Paying Agent subordinated their interests in the Bonds and all documents related thereto to a Leasehold Mortgage dated September 18, 2020 (the "Original Mortgage"), which was recorded in the records of the Register of Deeds of Reno County, Kansas in Book 876, at page 414;

WHEREAS, the Original Mortgage secured an initial loan made by Lender to the Tenant, and the Lender has agreed to make an additional loan to Tenant (the "Loan") conditioned on, among other conditions, the full execution of this Subordination Agreement;

WHEREAS, the Loan will be secured by, among other things, a Modification of Leasehold Mortgage dated June __, 2022, given by F&W Tractor Co., Inc., Kansas corporation, to the Lender, modifying the Original Mortgage (the "Mortgage Modification"), covering, among other things, Tenant's interest under the Lease, and Tenant's right, title and interest in and to the improvements constructed on the real property described therein; and

WHEREAS, the Issuer desires to consent to the execution of all documents relating to the purposes set forth herein;

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF RENO COUNTY, KANSAS:

Section 1. The Issuer hereby consents to the Subordination Agreement between the Lender, the Paying Agent, the Tenant and the Issuer. The Issuer's consent is effective immediately upon adoption of this resolution.

Section 2. Notwithstanding such consent to said assignments, the Issuer expressly reserves to itself and its assignees all rights and privileges accruing to it under the terms of the Lease, the Bond Agreement, and all documents related thereto.

Section 3. The Chairperson and the County Clerk are hereby authorized and directed to execute for and on behalf of, and as the act and deed of the Issuer, the Subordination Agreement and any other documents necessary to effect the actions authorized in this Resolution, all substantially as described herein in forms prepared and approved by the Issuer's bond counsel, Gilmore & Bell, P.C.

Section 4. This resolution shall take effect and be in full force immediately after its adoption by the governing body of the Issuer and signature by the Board of County Commissioners.

[Remainder of page intentionally left blank.]

SIGNED by the Board of County Commissioners and attested by the County Clerk of Reno County, Kansas this 28th day of June, 2022.

Chairman

Commissioner

Commissioner

[SEAL]

ATTEST:

County Clerk

SUBORDINATION AGREEMENT

THIS SUBORDINATION AGREEMENT dated as of June __, 2022 is made by and among First National Bank of Hutchinson (“Lender” and “Paying Agent”), F&W Tractor Co., Inc., a Kansas corporation (“Tenant”), and Reno County, Kansas, a political subdivision duly organized and existing under the laws of the State of Kansas (“County”).

WITNESSETH:

WHEREAS, pursuant to a Lease between County and Tenant, dated December 11, 2018, notice of which was recorded in the records of the Register of Deeds of Reno County, Kansas in Book 537, at page 96 (together with any amendments, modifications, extensions, renewals, substitutions or assignments thereof, collectively referred to as the “Lease”) with respect to the real property legally described on *Exhibit A* attached hereto (the “Demised Premises”), Tenant leases the Demised Premises from the County;

WHEREAS, RCB Bank, as successor to Central Bank & Trust Co., the initial fiscal and paying agent, entered into a Bond Agreement dated December 11, 2018 (the "Bond Agreement") with the Tenant and the County in connection with the issuance of the County’s Taxable Industrial Revenue Bonds, Series 2018 (the “Bonds”);

WHEREAS, the Tenant is the owner of all of the outstanding Bonds;

WHEREAS, pursuant to an Assignment dated September 18, 2020, RCB Bank assigned all rights and responsibilities of the fiscal and paying agent under the Bond Agreement and all other documents related to the Bonds to First National Bank of Hutchinson;

WHEREAS, pursuant to a Subordination Agreement dated September 18, 2020, the County, the Tenant and the Paying Agent subordinated their interests in the real property described on *Exhibit A*, the Bonds, and all documents related thereto to a Leasehold Mortgage dated September 18, 2020 (the “Original Mortgage”), which was recorded in the records of the Register of Deeds of Reno County, Kansas in Book 876, at page 414;

WHEREAS, the Original Mortgage secured an initial loan made by Lender to the Tenant, and the Lender has agreed to make an additional loan to Tenant (the “Loan”) conditioned on, among other conditions, the full execution of this Subordination Agreement;

WHEREAS, the Loan will be secured by, among other things, a Modification of Leasehold Mortgage dated June __, 2022, given by F&W Tractor Co., Inc., Kansas corporation, to the Lender, modifying the Original Mortgage (the “Mortgage Modification”), covering, among other things, Tenant’s interest under the Lease, and Tenant’s right, title and interest in and to the improvements constructed on the Demised Premises;

WHEREAS, the parties desire to make the County’s fee interest in the Demised Premises subject and subordinate to the Mortgage Modification, pursuant to the terms hereof;

NOW, THEREFORE, the parties, in consideration of the covenants contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, agree as follows:

1. The County's fee interest in the Demised Premises, and any right, title and interest of County in and to the improvements thereon, are and shall be subject and subordinate to the Mortgage Modification and the lien thereof, to all the terms, conditions and provisions of the Mortgage Modification and to each and every advance made or hereafter made under the Mortgage Modification, and to all renewals, modifications, consolidations, replacements, substitutions and extensions of the Mortgage Modification, but only until the expiration of the Term (as defined in the Lease); provided, however, and Lender agrees, that in the event of any act, omission or default by Tenant that would give Lender the right, either immediately or after the lapse of a period of time, to declare a default or breach under the Mortgage Modification and elect one or more remedies, including but not limited to foreclosure of the Mortgage Modification, Lender will not exercise any such right until it has given written notice of such act, omission or default to County and provided County the right to cure for any applicable cure period set forth in the Mortgage Modification.

2. Any notice, demand, statement, request or consent made hereunder shall be effective and valid only if in writing, referring to this Subordination Agreement, signed by the party giving such notice, and delivered by: (a) hand-delivery, and considered delivered upon receipt; (b) certified mail, and considered delivered upon signed receipt or refusal to accept delivery; or (c) nationally-recognized overnight delivery service, and considered delivered the next business day after the notice is deposited with that service for delivery, and addressed to the other parties as follows (or to such other address or person as any party or person entitled to notice may by notice to the other parties specify):

To Lender and
Paying Agent: First National Bank of Hutchinson
One N. Main Street
Hutchinson, Kansas 67501
Attention: Trust Department

To Tenant: F&W Tractor Co., Inc.
5104 S. State Road 96
Hutchinson, Kansas 67501
Attention: Lee File

To County: Reno County, Kansas
c/o County Clerk
206 W. 1st Avenue
Hutchinson, Kansas 67501

3. The County and Tenant hereby represent, covenant and warrant to Lender:
- (a) the Lease is in full force and effect and unmodified;
 - (b) all Basic Rent and Additional Rent (as defined in the Lease) have been paid to the extent they were payable prior to the date hereof;
 - (c) there is no existing Event of Default (as defined in the Lease) under the provisions of the Lease or in the performance of any of the terms, covenants, conditions or warranties thereof on the part of the County or Tenant to be observed and performed;
 - (d) the County and Tenant shall not modify, extend or in any way alter the terms of the Lease or cancel or surrender the Lease, without the prior written consent of Lender; and

(e) there are no other agreements, written or oral, between the Tenant and the County with respect to the Lease and/or the Demised Premises.

4. This Subordination Agreement shall be interpreted and construed in accordance with and governed by the laws of the State of Kansas.

5. A fully-executed original of this Subordination Agreement may be recorded with the Reno County, Kansas, Register of Deeds against the Demised Premises by any party or their successors and assigns.

6. Signatures to this Subordination Agreement may be signed in counterpart, on separate pages, which may then be assembled as the complete agreement of the parties.

IN WITNESS WHEREOF, the parties have duly executed this Subordination Agreement effective as of the date on which the last signature required for this Subordination Agreement is made below.

“Lender” and “Paying Agent”

FIRST NATIONAL BANK OF HUTCHINSON

By: _____
Name: _____
Title: _____
Date: _____

ACKNOWLEDGMENT

STATE OF KANSAS)
) ss:
COUNTY OF RENO)

This instrument was acknowledged before me on this _____ day of _____, 2022,
by _____, as _____ of First National Bank of Hutchinson

Notary Public

My appointment expires _____

“Tenant”

F&W TRACTOR CO., INC.,
A Kansas corporation

By: _____
Name:
Title:
Date: _____

ACKNOWLEDGMENTS

STATE OF KANSAS)
) ss:
RENO COUNTY)

This instrument was acknowledged before me on this ____ day of _____, 2022,
by _____, as _____ of F&W Tractor Co., Inc., a Kansas corporation.

Notary Public

My appointment expires _____

“County”

Reno County, Kansas

By: _____
Name: Daniel Friesen
Title: Chairperson
Date: _____

Attest: [SEAL]

By: _____
Name: Donna Patton
Title: County Clerk
Date: _____

ACKNOWLEDGMENTS

STATE OF KANSAS)
) ss:
RENO COUNTY)

This instrument was acknowledged before me on this ____ day of _____, 2022, by Daniel Friesen, as Chairperson, and Donna Patton, as County Clerk, of Reno County, Kansas, a political subdivision of the State of Kansas.

Notary Public

My appointment expires _____

EXHIBIT A
(Description of Property)

Exhibit A to Subordination Agreement by and among First National Bank of Hutchinson, F&W Tractor Co., Inc., a Kansas corporation, and Reno County, Kansas, a political subdivision duly organized and existing under the laws of the State of Kansas.

Demised Premises

A portion of the Northwest Quarter of Section 1, Township 24 South, Range 6 West of the 6th P.M. in Reno County, Kansas, more particularly described as follows:

Beginning at the Northwest corner of the Northwest $\frac{1}{4}$ of Section 1, Township 24 South, Range 6 West of the 6th P.M.; thence with a bearing North $89^{\circ}23'58''$ East (basis of bearings is NAD 83 Kansas South Zone) along the North line of said Northwest $\frac{1}{4}$ 745.37 feet; thence South $03^{\circ}50'01''$ East parallel with the West line of said Northwest $\frac{1}{4}$ 1,170.68 feet; thence South $89^{\circ}23'58''$ West parallel with the North line of said Northwest $\frac{1}{4}$ 745.37 feet to the West line of said Northwest $\frac{1}{4}$; thence North $03^{\circ}50'01''$ West along the West line of said Northwest $\frac{1}{4}$ 1,170.68 feet to the point of beginning RESERVING THEREFROM an easement for ingress and egress over the East 20.00 feet thereof and subject to a highway right-of-way across the West 55.00 feet thereof and a road right-of-way easement across the North 30.00 feet thereof and any other rights-of-way or easements of record.

Return To: Loan Department, First National Bank of Hutchinson, 1 N Main, Hutchinson, KS 67504-0913

Space Above This Line For Recording Data

MODIFICATION OF LEASEHOLD MORTGAGE

DATE AND PARTIES. The date of this Real Estate Modification (Modification) is June 10, 2022. The parties and their addresses are:

MORTGAGOR:

F & W TRACTOR CO., INC.
A Kansas Corporation
5104 S STATE ROAD 96
HUTCHINSON, KS 67501-8327

LENDER:

FIRST NATIONAL BANK OF HUTCHINSON
Organized and existing under the laws of the United States of America
P O Box 913
1 N Main
Hutchinson, KS 67504-0913

LANDLORD:

COUNTY OF RENO KANSAS
A Domestic Government Unit
206 W. 1st Ave
Hutchinson, Kanas 67501

1. BACKGROUND. Mortgagor and Lender entered into a security instrument dated September 18, 2020 and recorded on September 23, 2020 (Security Instrument). The Security Instrument

F & W TRACTOR CO., INC.
Kansas Real Estate Modification

KS/4ANDREWST0000000002693041060322N

Wolters Kluwer Financial Services ©1996, 2022 Bankers
Systems™

Page 1



was recorded in the records of Reno County, Kansas at Book 876 on Page 414 and covered the following described Property:

The Leasehold Estate created by that certain Lease made by Reno County, Kansas, "Issuer" to F&W Tractor Co., Inc. d/b/a Agri Center, "Tenant", dated as of the Issue Date of the Bonds, notice of which is given by instrument denominated "Notice of Lease" filed for record December 11, 2018 on Book 537, Page 96, demising and leasing for a term of years ending December 31, 2028, the following-described premises, to-wit:

A portion of the Northwest 1/4 of Section 1, Township 24 South, Range 6 West of the 6th P.M. in Reno County, Kansas, more particularly described as follows: Beginning at the Northwest corner of the Northwest 1/4 of Section 1, Township 24 South, Range 6 West of the 6th P.M; thence with a bearing North 89°23'58" East (basis of bearings is NAD 83 Kansas South Zone) along the North line of said Northwest 1/4 745.37 feet; thence South 03°50'01" East parallel with the West line of said Northwest 1/4 1,170.68 feet; thence South 89°23'58" West parallel with the North line of said Northwest 1/4 745.37 feet to the West line of said Northwest 1/4; thence North 03°50'01" West along the West line of said Northwest 1/4 1,170.68 feet to the point of beginning.

The property is located in Reno County at 5104 South State Road 96, Hutchinson, Kansas .

2. MODIFICATION. For value received, Mortgagor and Lender agree to modify the Security Instrument as provided for in this Modification.

The Security Instrument is modified as follows:

A. Maximum Obligation Limit. The maximum obligation provision of the Security Instrument is modified to read:

(1) Maximum Obligation Limit. The total principal amount secured by this Security Instrument at any one time and from time to time will not exceed \$1,920,000.00. Any limitation of amount does not include interest and other fees and charges validly made pursuant to this Security Instrument. Also, this limitation does not apply to advances made under the terms of this Security Instrument to protect Lender's security and to perform any of the covenants contained in this Security Instrument. The limitation is for the purposes set forth in Kan. Stat. Ann. § 9-1101, § 58-2336 and § 79-3102.

B. Secured Debt. The secured debt provision of the Security Instrument is modified to read:

(1) Secured Debts and Future Advances. The term "Secured Debts" includes and this Security Instrument will secure each of the following:

(a) Specific Debts. The following debts and all extensions, renewals, refinancings, modifications and replacements. A renewal note or other agreement, No. 40002436, dated September 18, 2020, from Mortgagor to Lender, with a loan amount of \$1,414,956.98 and maturing on October 1, 2030.

(b) Future Advances. All future advances from Lender to Mortgagor under the Specific Debts executed by Mortgagor in favor of Lender after this Security Instrument. If more than one person signs this Security Instrument, each agrees that this Security Instrument will secure all future advances that are given to Mortgagor either individually or with others who may not sign this Security Instrument. All future advances are secured by this Security Instrument even though all or part may not yet be advanced. All future advances are secured as if made on the date of this Security Instrument. Nothing in this Security Instrument shall constitute a

commitment to make additional or future advances in any amount. Any such commitment must be agreed to in a separate writing.

(c) All Debts. All present and future debts from Mortgagor to Lender, even if this Security Instrument is not specifically referenced, or if the future debt is unrelated to or of a different type than this debt. If more than one person signs this Security Instrument, each agrees that it will secure debts incurred either individually or with others who may not sign this Security Instrument. Nothing in this Security Instrument constitutes a commitment to make additional or future loans or advances. Any such commitment must be in writing. This Security Instrument will not secure any debt for which a non-possessory, non-purchase money security interest is created in "household goods" in connection with a "consumer loan," as those terms are defined by federal law governing unfair and deceptive credit practices. This Security Instrument will not secure any debt for which a security interest is created in "margin stock" and Lender does not obtain a "statement of purpose," as defined and required by federal law governing securities. This Modification will not secure any other debt if Lender, with respect to that other debt, fails to fulfill any necessary requirements or fails to conform to any limitations of the Truth in Lending Act (Regulation Z) or the Real Estate Settlement Procedures Act (Regulation X) that are required for loans secured by the Property.

(d) Sums Advanced. All sums advanced and expenses incurred by Lender under the terms of this Security Instrument.

3. WARRANTY OF TITLE. Mortgagor warrants that Mortgagor continues to be lawfully seized of the estate conveyed by the Security Instrument and has the right to grant, bargain, convey, sell, mortgage and warrant the Property. Mortgagor also warrants that the Property is unencumbered, except for encumbrances of record.

4. CONTINUATION OF TERMS. Except as specifically amended in this Modification, all of the terms of the Security Instrument shall remain in full force and effect.

5. WAIVER OF JURY TRIAL. All of the parties to this Modification knowingly and intentionally, irrevocably and unconditionally, waive any and all right to a trial by jury in any litigation arising out of or concerning this Modification or any other documents relating to the Secured Debts or related obligation. All of these parties acknowledge that this section has either been brought to the attention of each party's legal counsel or that each party had the opportunity to do so.

SIGNATURES. By signing, Mortgagor agrees to the terms and covenants contained in this Modification. Mortgagor also acknowledges receipt of a copy of this Modification.

MORTGAGOR:

F & W TRACTOR CO., INC.

By _____
WENDELL J WILBECK, CEO

Date _____

By _____
LEE A FILE, GENERAL MANAGER

Date _____

LANDLORD:

County of Reno, Kansas c/o County Clerk

By _____
Daniel Friesen, Chairperson

Date _____

By _____
Donna Patton, County Clerk

Date _____

LENDER:

First National Bank of Hutchinson

By _____
Darrel W. Miller, Executive Vice President & CLO

Date _____

ACKNOWLEDGMENT.

STATE OF KANSAS, COUNTY OF RENO ss.

This instrument was acknowledged before me this 10th day of June 2022 by WENDELL J WILBECK as CEO and LEE A FILE as GENERAL MANAGER of F & W TRACTOR CO., INC..

My commission expires:

(Notary Public)

STATE OF KANSAS, COUNTY OF RENO ss.

This instrument was acknowledged before me this 10th day of June 2022 by DANIEL FRIESEN as CHAIRPERSON and DONNA PATTON as COUNTY CLERK of COUNTY OF RENO, KANSAS.

My commission expires:

(Notary Public)

(Lender Acknowledgment)

STATE OF KANSAS, COUNTY OF RENO ss.

This instrument was acknowledged before me this 10th day of June 2022 by Darrel W. Miller as Executive Vice President & CLO of First National Bank of Hutchinson.

My commission expires:

(Notary Public)



AGENDA ITEM

AGENDA ITEM #6.D

AGENDA DATE: June 28, 2022

PRESENTED BY: Randy Regehr

AGENDA TOPIC:

Community Corrections Criminal Justice Systems Security Policy Updates as Recommended by the Kansas Highway Patrol.

SUMMARY & BACKGROUND OF TOPIC:

The Kansas Highway Patrol Audit recommended updates to these policies. Policies changes are indicated within the attached policies. These changes bring the policies up-to-date with current practices.

RECOMMENDATION / REQUEST:

Approval of changes to the Criminal Justice Information Security Systems Policy and the Criminal Records Check Policy.

POLICY / FISCAL IMPACT:

No changes in practice.

Reno County Community Corrections Program	POLICY 1.20
POLICY & PROCEDURES	
IMPLEMENTATION DATE:	
LAST REVIEWED DATE:	
LAST REVISION DATE:	
CHAPTER: Administration, Organization, & Management	
PAGES: 3	
SUBJECT: Criminal Justice Information Systems Security	

I. AUTHORITY:

Reno County Commission, Reno County Community Corrections Advisory Board

II. APPLICABILITY:

To all employees, potential employees, contractors, and vendors of the Community Corrections Program

III. POLICY:

Reno County Community Corrections will abide by and adopt as policy the current Kansas Criminal Justice Information Systems (KCJIS) Policies and Procedures manual. As County employees, staff shall follow and abide by all Reno County Policies including the Electronic Media and Mobile Device Security and Training Policy. In addition, Reno County Community Corrections will abide by the Kansas Department of Corrections Community Corrections Adult Intensive Supervision Standards and Juvenile Supervision Standards.

In the event of an occurrence that actually or imminently jeopardizes legally protected confidential or personally identifiable information staff shall report the event to the Director. The Director shall report the event with relevant information to the appropriate County, State, and Federal authorities within 24 hours of an actual breach or the detection of an imminent breach.

IV. PROCEDURES:

- A. Incident Response procedures: Staff shall be diligent to ensure protection of Criminal Justice Information, CJI, against security risks, both accidental and malicious attacks, against the agency. General incident response roles and responsibilities will be included as part of the required security awareness training.
 - i. The individual who discovers the security incident shall immediately notify the Local Agency Security Officer, LASO, the KBI Help Desk, and the Director or supervisor.
 - ii. Staff shall assist the LASO and Terminal Agency Coordinator, TAC, in the identification, containment, and documentation of the incident as quickly as

- possible. County Information Services personnel may be enlisted to assist.
- iii. Where a follow-up action against a person or agency after an information security incident involved legal action (either civil or criminal), evidence shall be collected and retained according to agency policy and presented to law enforcement or the appropriate authority.
 - iv. As soon as a device containing CJI or with access to CJI is discovered lost or stolen it shall be reported to the Director and to Reno County Information Services. The staff member shall make appropriate efforts to recover any lost devices or physical/paper documentation.
 - v. The RCCC office is a secured building. Unauthorized individuals, including offenders, shall be escorted at all times while beyond the lobby area. All staff members are responsible for security beyond the locked lobby door. This includes restricting who is allowed to enter the secured areas and offices. If a staff member discovers an unauthorized person unescorted in a secured area they will question the person and escort them to a supervisor or to the lobby. The staff member is responsible to ensure the unauthorized person is not in possession of agency CJI or confidential material or devices.
 - vi. In the event that a cyber incident is discovered the user shall immediately disconnect the network cable to the affected device. The user shall then immediately contact Information Services and advise them of the situation followed by advising their supervisor and Director. The user shall make note of the circumstances surrounding the event to provide accurate information to assist in resolving the issue.
- B. Formal sanctions process: A policy violation occurs when an agency, or personnel are non-compliant with the policies outlined within or referenced by this policy or the KCJIS Policy manual. After discovery of a policy violation the Director, or designee, shall do the following:
- i. Initiate an investigation to determine why the violation occurred.
 - ii. Administer appropriate discipline to individuals involved according to County policy based on the seriousness of the violation. Discipline can range from verbal or written notice to termination of employment or legal or civil penalties.
 - iii. Administer appropriate job performance counseling to all individuals involved.
 - iv. Submit a report from the Director to the CJIS CSO documenting the violation and outlining any disciplinary and/or corrective measures that have been taken.
- C. Access to CJI is not permitted using mobile devices, personally owned devices, Bluetooth devices, or through remote access.
- D. Media protection: Physical files and printed material will be maintained and destroyed according to RCCC policy 6.10. Digital media, including that contained on leased equipment, will be maintained and destroyed according to Reno County policy.
- E. The agency will abide by Reno County and KDOC policy for account validation and for identification and authentication management.

- F. The agency does not use Voice over Internet Protocol.
- G. If there is a loss of control, compromise, unauthorized disclosure, or unauthorized acquisition of confidential or personally identifiable information, or any similar occurrence where (1) a person other than an authorized user accesses or potentially accesses confidential information or (2) an authorized user accesses confidential information for an unauthorized purpose the following shall take place:
 - i. Staff shall inform the Director of the event.
 - ii. The Director shall advise the County Administrator and County head of Information Services. Local law enforcement shall be advised if appropriate. The County and all other applicable government agencies and funding sources shall be informed of an actual breach, or the detection of an imminent breach, within 24 hours.
 - iii. An assessment shall be completed to determine what information was obtained, how, and other pertinent information including the potential risk of harm to others.
 - iv. Staff shall work with other County and State agencies and organizations to notify affected individuals and relevant entities if necessary.

H. Confidential Criminal Justice Information can not be transmitted via e-mail.

V. REPORTS REQUIRED:

None

Note: The policy and procedures set forth herein are intended to establish directives and guidelines for staff, probationers, parolees, and entities contractually bound to adhere to them. They are not intended to establish state and/or county created liberty interest for employees, parolees, or an independent duty owed by Reno County Community Corrections. This policy and procedure is not intended to establish or create new constitutional rights, or to expand upon existing constitutional rights or duties.

Randy Regehr, Director

Date

POLICY & PROCEDURES

IMPLEMENTATION DATE: August 8, 2017

LAST REVIEWED DATE:

LAST REVISION DATE:

CHAPTER: Personnel

PAGES: 4

REFERENCE: KDOC 1C-ADM-303, KCJIS Policy 5.12.1

SUBJECT: Criminal Record Check

I. AUTHORITY:

Reno County Commission, Reno County Community Corrections Advisory Board

II. PURPOSE:

To set forth agency policy and the procedures to be followed concerning criminal background checks and security training for all employees or contractor employees with access to Criminal Justice Information, CJI.

III. APPLICABILITY:

To all employees, potential employees, interns, contractors, and vendors of the Community Corrections Program

IV. POLICY:

- A. As part of the hiring process outlined in the Personnel Handbook, the Director of Reno County Community Corrections is responsible to see that a reference check is conducted on all finalists for a vacant position within the agency.
- B. Once an applicant has been selected for a vacant position and has accepted the conditional offer, but prior to their start date or access to CJI, the Director is responsible to have an individual name-based *state of residency and national fingerprint-based* criminal records check completed on the applicant. This will be done through Hutchinson/Reno County Emergency Dispatch *prior to granting access to CJI*.
- C. For employees working with CASIMS or juvenile offenders the Director, or designee, shall also forward a request to Kansas Department of Children and Family Services, DCF, in order to confirm the finalist has not been entered into the Child Abuse Registry or the Adult Abuse Registry.
- D. ~~A state of residency and national fingerprint-based records check shall be conducted~~

~~within 30 days of their start date for all employees.~~ For contractor employees or vendors the state of residency and national fingerprint-based records check shall be completed prior to granting them access to CJI.

- E. Individual name-based criminal records re-checks on employees, and contractor employees shall be conducted at least annually or whenever there is reasonable suspicion that an individual's criminal history status has changed. Annual DCF Child Abuse Registry and Adult Abuse Registry checks will be done on staff using CASIMS or working with juvenile offenders.
- F. Individual name-based records checks shall be in accordance with KCJIS Security Policy requirements and include at a minimum: NCIC Person files, III, NLETS Identity Query for persons' state of residence, Kansas wanted person, and Kansas CCH.
- G. Any individual with access to CJI shall report any arrest, new indictment, charge, conviction, or diversion of a criminal violation to the Director by the end of the business day following the reportable event.
- H. Criminal Justice Information System Security Awareness Training is required within six months of an employee or contractor employee's start date and every year after that.
- I. Support personnel, contractors, custodial workers, or vendors with access to physically secure locations or controlled areas (during CJI processing) shall be subject to a state and national fingerprint-based record check unless these individuals are escorted by authorized personnel at all times. Record check responsibilities and record keeping coordination for shared County personnel or contractor employees may be shared between County agencies.
- J. Reno County Community Corrections will abide by and adopt as policy the current Kansas Criminal Justice Information Systems (KCJIS) Policies and Procedures manual. The KCJIS policy will supersede any outdated information in this policy.
- K. Individual name-based criminal records shall be completed on all interns and volunteers and a Security Awareness Statement shall be signed prior to access to any CJI. If the individual is going to be with the agency longer than two months or eighty hours, whichever is shorter, a state of residency and national fingerprint-based records check shall be conducted. General CJI security awareness shall be part of the orientation process.
- L. *No individual will be allowed to view their own criminal history for any reason. Individuals needing to have a copy of their criminal history will be instructed to contact the KBI for Kansas Criminal History Record Information and/or the FBI or other state that holds the record for III information.*

V. PROCEDURES:

- A. A reference check is completed on all interview finalists according to Reno County policy.
- B. Once a candidate has been selected and accepted the conditional employment offer, but prior to their start date or access to any CJI, a name-based criminal record check on the applicant will be completed and reviewed. This request shall be made in writing, with all identifying information included and will be done through the Hutchinson/Reno County Emergency Dispatch. Rechecks will be done at least annually on all staff.
 - i. If a felony conviction of any kind exists the Director shall deny access to CJI. However, the Director may ask for a review by the Criminal Justice Information Services Systems Officer, CSO, in extenuating circumstances where the severity of the offense and the time that has passed would support a possible variance.
 - ii. If a record of any other kind exists, access to CJI shall not be granted until the CSO or his/her designee reviews the matter to determine if access is appropriate.
 - iii. If the person appears to be a fugitive or has an arrest history without conviction, the CSO or his/her designee shall review the matter to determine if access to CJI is appropriate.
 - iv. If the person already has access to CJI and is subsequently arrested and or convicted, continued access to CJI shall be determined by the CSO.
 - v. For screening purposes all available criminal history record information including diversions and expunged records shall be considered.
- C. If the candidate will be using the CASIMS database, the Director, or designee, shall forward a request to Kansas Department of Children and Family Services in order to confirm the finalist has not been entered into the Child Abuse and Neglect Registry. Rechecks will be done annually.
- D. A *name-based* state of residency and national fingerprint-based records check shall be conducted ~~within 30 days of their~~ *prior to the* start date for all employees. This will be done using the approved Kansas Bureau of Investigation form. The Hutchinson Police Department or the Reno County Sheriff's Department will assist in the *record checks and* collection of the fingerprints.
- E. A contractor employee or vendor found to have a criminal record consisting of a felony conviction(s) shall be disqualified. Contractor employees or vendors shall also be disqualified on the basis of confirmations that arrest warrants are outstanding for such applicants. Applicants with a record of misdemeanor offense(s) may be granted access if the CSO determines the nature or severity of the misdemeanor offense(s) not to warrant disqualification.
- F. All records obtained shall be treated as confidential. The initial records check and the most recent recheck will be maintained in a secured file cabinet or safe. Other records checks will be destroyed onsite by shredding.

- G. All pre-employment testing and drug testing is conducted through the Reno County Personnel Department.
- H. Any required action in reference to the results of the background check will take place as outlined in Reno County policy and procedure. Progressive sanctions may be used, depending on the severity of the violation, up to and including termination of employment.
- I. Criminal Justice Information System Security Awareness Training is required within six months of an employee or contractor employee's start date and annually thereafter. The training will be available through the Kansas Department of Corrections, or another approved source. A Security Awareness Statement shall be signed by employees and contractor employees and retained by the agency in their personnel file.
- J. *No one will be allowed to review their own criminal history. Individuals will be instructed to contact the KBI for Kansas Criminal History Record Information and/or the FBI or other state that holds the record for III information. This does not prevent clients from being able to review public information allowed by the courts.*

VII. REPORTS REQUIRED:

- Child Abuse Registry Record Check Form
- Adult Abuse Registry Record Check Form
- Reno County Applicant Reference Check Form
- Law Enforcement Background Check Form
- Employee Awareness Statement Form

Note: The policy and procedures set forth herein are intended to establish directives and guidelines for staff, probationers, parolees, and entities contractually bound to adhere to them. They are not intended to establish state and/or county created liberty interest for employees, parolees, or an independent duty owed by Reno County Community Corrections. This policy and procedure is not intended to establish or create new constitutional rights, or to expand upon existing constitutional rights or duties.

Randy Regehr, Director

Date



AGENDA ITEM

AGENDA ITEM #6.E

AGENDA DATE: June 28, 2022

PRESENTED BY: Randy Regehr

AGENDA TOPIC:

Community Corrections Contract with Community Solutions, Inc. for Quality Assurance and Coaching for Officers Regarding Risk and Needs Assessments.

SUMMARY & BACKGROUND OF TOPIC:

The Kansas Department of Corrections provided a two-year grant to Reno County for the specific purpose of contracting with Community Solutions, Inc. for quality assurance and coaching. Services will focus on improving officers' skills in completing risk and needs assessments.

RECOMMENDATION / REQUEST:

Approval to have Randy Partington, County Administrator, sign the contract.

POLICY / FISCAL IMPACT:

Services are paid for by a Kansas Department of Corrections grant.

AGREEMENT FOR SERVICES
June 6, 2022

THIS AGREEMENT (Agreement) is made by and between Community Solutions, Inc. (CSI) with headquarters at 340 West Newberry Rd., Bloomfield, CT 06002 and Reno County Community Corrections (RCCC) wherein CSI agrees to provide, and RCCC agrees to accept, the services as specified herein.

WHEREAS, CSI represents that it is specially trained, skilled, experienced, and competent to perform the special services required by RCCC and that RCCC desires to retain the services of CSI;

NOW, THEREFORE, in consideration of the mutual covenants and conditions contained herein, the parties agree as follows:

1. CONTACT FOR CSI

Each QA Coach will work directly with their assigned RCCC staff member. For other administrative issues, Judy McCusker, Director of Training and Professional Development, shall be the primary point of contact, and can be reached at jmccusker@csimail.org.

2. SCOPE OF SERVICES

CSI agrees to provide services to RCCC in accordance with Exhibit A, attached.

3. TERM

The term of this contract shall be from July 1, 2022 through June 30, 2024. Any changes to the terms shall require an amendment signed by both parties. Termination of the contract must be provided in writing by either party, 30 days prior to the termination date. Services rendered must be paid up to date prior to termination.

4. COMPENSATION

In full consideration of CSI's services, CSI shall be paid for services provided under this Agreement in accordance with the terms of Exhibit B. CSI will provide an invoice to RCCC each quarter by the 15th of the month, for services rendered. Payment shall be made to CSI within thirty (30) days from presentation of the invoice; by the 15th of the following month. Such payment is detailed by service type in Exhibit B, attached.

5. INDEPENDENT CONTRACTOR

It is mutually understood and agreed that CSI (including any and all of its officers, agents, consultants, and employees), shall perform all of its services under this Agreement as an

Independent Contractor and not as an officer, agent, servant, employee, joint venture, partner, or associate of RCCC. Furthermore, RCCC shall have no right to control, supervise, or direct the manner or method by which Contractor shall perform its work and function. However, RCCC shall retain the right to administer this Agreement so as to verify that CSI is performing its obligations in accordance with the terms and conditions hereof.

6. OWNERSHIP OF DOCUMENTS AND INTELLECTUAL PROPERTY

CSI shall be the owner of all documents provided, of any type whatsoever. RCCC shall not release any of such items to other parties except after prior written approval of CSI. CSI will not release any documents that contain information about RCCC to any external party without prior written consent of RCCC.

CSI retains the right of all Intellectual Property related to the provisions of services in this agreement.

This Ownership of Documents and Intellectual Property provision shall survive expiration or termination of this Agreement.

7. PUBLICITY OR ENDORSEMENT

RCCC shall not use CSI's name or logo or any variation of such name or logo in any publicity, advertising, or promotional materials without written permission. CSI shall not use RCCC's name or logo or any variation of such name or logo in any publicity, advertising, or promotional materials without written permission. RCCC shall not release any informational pamphlets, notices, press releases, research reports, or similar public notices concerning the CSI or its projects, without obtaining the prior written approval of CSI.

8. RECORDS, AUDIT, AND REVIEW

CSI shall keep such business records pursuant to this Agreement as would be kept by a reasonably prudent practitioner of Contractor's profession and shall maintain such records for at least four (4) years following the termination of this Agreement. All accounting records shall be kept in accordance with generally accepted accounting principles.

9. INDEMNIFICATION

Contractor agrees to the indemnification provisions as:

INDEMNIFICATION: RCCC agrees to indemnify, defend (with counsel reasonably approved by county) and hold harmless CSI and its officers, officials, employees, consultants, agents and volunteers from and against any and all claims, actions, losses, damages, judgments and/or liabilities arising out of this Agreement from any cause whatsoever, including the acts, errors or omissions of any person or entity and for any costs or expenses (including but not limited to

attorneys' fees) incurred by CSI on account of any claim except where such indemnification is prohibited by law. RCCC's indemnification obligation applies to CSI's active as well as passive negligence but does not apply to Agency's sole negligence or willful misconduct.

NOTIFICATION OF ACCIDENTS AND SURVIVAL OF INDEMNIFICATION PROVISIONS: Contractor shall notify Agency immediately in the event of any accident or injury arising out of or in connection with this Agreement. The indemnification provisions in this Agreement shall survive any expiration or termination of this Agreement.

10. NONDISCRIMINATION

CSI hereby notifies RCCC that CSI's unlawful discrimination ordinance applies to this Agreement and is incorporated herein by this reference with the same force and effect as if the ordinance were specifically set out herein.

11. NONEXCLUSIVE AGREEMENT

RCCC understands that this is not an exclusive Agreement and that CSI shall have the right to negotiate with and enter into contracts with others providing the same or similar services as those provided by RCCC.

12. TERMINATION

- A. RCCC: RCCC may, by written notice, terminate this Agreement in whole or in part at any time, upon (30) days written notice.
- B. By CSI: CSI may, by written notice, terminate this Agreement in whole or in part at any time, upon (30) days written notice.
- C. Upon termination, CSI shall deliver to Agency all data, estimates, graphs, summaries, reports, and all other property, records, documents or papers as may have been accumulated or produced by CSI in performing this agreement, whether completed or in process, except such items as RCCC may, by written permission, permit CSI to retain. Notwithstanding any other payment provision of this Agreement, RCCC shall pay CSI for satisfactory services performed to the date of termination to include a prorated amount of compensation due hereunder less payments, if any, previously made

25. ENTIRE AGREEMENT AND AMENDMENT

In conjunction with the matters considered herein, this Agreement contains the entire understanding and agreement of the parties and there have been no promises, representations, agreements, warranties or undertakings by any of the parties, either oral or written, of any character or nature hereafter binding except as set forth herein. This Agreement may be altered, amended or modified only by an instrument in writing, executed by the parties to this Agreement

and by no other means. Each party waives their future right to claim, contest or assert that this Agreement was modified, canceled, superseded, or changed by any oral agreements, course of conduct, waiver or estoppel.

27. COMPLIANCE WITH LAW

CSI shall, at its sole cost and expense, comply with all county, state, and Federal ordinances and statutes now in force or which may hereafter be in force with regard to this agreement.

30. AUTHORITY

All signatories and parties to this Agreement warrant and represent that they have the power and authority to enter into this Agreement and the names, titles, and capacities herein stated and on behalf of any entities, persons, or firms represented or purported to be represented by such entity(ies), person(s), or firm(s) and that all formal requirements necessary or required by any state and/or federal law in order to enter into this Agreement have been fully complied with.

32. PRECEDENCE

In the event of conflict between the provisions contained in the numbered sections of this Agreement and the provisions contained in the exhibits, the provisions of the exhibits shall prevail over those in the numbered sections.

IN WITNESS WHEREOF, the parties have executed agreement to be effective July 1, 2022.

Community Solutions, Inc.

Reno County Community Corrections

Fernando Muniz
CEO

Randy Partington
County Administrator

Date

Date

EXHIBIT A
STATEMENT OF WORK

CSI understands that in RCCC, the Intensive Supervision Officers (ISOs) carry both adult and youth caseloads. The ultimate goal is to have QA/Coaching services on three assessments, the LSCMI, the WRNA, and the YLS/CMI and to train two supervisors to be able to conduct QA services internally. The statement of work includes a staggered process for the three assessments to give staff ample time to acclimate to the process and to demonstrate proficiency in a sequential manner. Given the initial contract is for two-years, the statement of work plan prioritizes the LSCMI in year one and then WRNA in year two. The YLS/CMI would be planned for a third year of the project. However, should the staff gain proficiency sooner than expected, it is possible to begin the YLS/CMI project during the term of the contract.

The plan below outlines the project with monthly QA/Coaching beginning with the LSCMI. Once staff reach proficiency in that assessment, they would progress to the WRNA. Once proficiency is reached in the WRNA, they would progress to the YLS/CMI. This comprehensive approach, includes training two supervisory staff to incrementally take over the QA process.

The training of the two supervisors would begin in year two and, once certified, those staff would begin taking over the QA/Coaching of the LSCMI and WRNA in Year Three (with support from the Learning Institute @ CSI Staff).

- I. CSI shall provide quality assurance coaching services for 11 RCCC staff members who administer the LSCMI and WRNA assessments, in accordance with all requirements dictated by the end-user training requirements and in assurance of fidelity with the instruments.
 - a. Quality Assurance, Coaching and Performance Feedback
 - i. Provide regular and ongoing quality assurance reviews of submitted recordings completed by 11 RCCC staff. This will include CSI coaches reviewing the staff/client interaction, utilizing the score sheet, noting strengths, areas for improvement, and identifying potential goals. Staff will submit tapes for monthly coaching.
 - ii. Conduct coaching feedback sessions with each of the staff members, via a web-based secure video conferencing system, such as Teams or Zoom, to provide direct feedback on the reviewed session (approximately 1 hour per session). Staff will receive monthly coaching. Group quality assurance groups will be included twice per year.
 - iii. Ensure and maintain an inter-rater reliability of 85% for CSI coaches.
 - b. Tracking, Scoring and Reporting (as applicable)

- i. Provide each staff's score and proficiency rating in a database to be shared with RCCC on a quarterly basis.
 - ii. Provide electronic copies of scoring sheets (quarterly).
 - iii. Provide a quarterly report outlining staff who participated in Quality Assurance and any other information including any additional information needed to support the program internally. These may include, but are not limited to, trends found in scoring discrepancies and the overall deviation found in the risk scores.
 - II. CSI shall provide a two-day Motivational Interviewing training sessions at a mutually agreed upon time and date (shared amongst other KDOC-funded organizations).
 - III. Other Requirements for CSI staff:
 - a. Status Reports - CSI shall provide written status reports to RCCC annually.
 - b. Meetings - CSI staff will participate in a meeting held by RCCC to introduce the QA Coaching model to staff, outline expectations, and answer questions.
 - c. CSI will make notification to RCCC when staff achieve "Champion" status.
 - d. Quarterly invoices for services rendered will be submitted to RCCC.
 - e. Assurance that any problems which may arise will be addressed by the assigned QA Coach as soon as possible. Any unresolved issues will be attended to by the Director of Training and Professional Development, Judy McCusker.
 - IV. Requirements of RCCC:
 - a. Proper technical equipment will be provided to staff engaging in training and QA Coaching.
 - i. Up to date IT equipment that is in good working order, including operating systems, software, internet capabilities, and monitor. The monitor will be equipped with a working camera and speakers.
 - ii. Digital recording device that can be used to record staff/client sessions which can also be used to upload and drop files into ShareFile.
 - b. Tape submissions provided in a timely manner, according to a set schedule.
 - c. Support and positive encouragement to staff engaging in the QA Coaching process.
 - d. Agreement that staff proficiency/progress will not be subject to disciplinary action.
 - e. Celebratory notice (and widely acknowledged) to those staff who achieve high proficiency.
 - f. Assurance that any problems which may arise will be addressed immediately with the QA Coach, and that unresolved or contract issues will be brought to the attention of Director of Training and Professional Development, Judy McCusker.

EXHIBIT B

Service Fees

Quality Assurance (QA) and Training Services
Project Scope and Cost Proposal
QA for 9 ISO staff and 2 supervisory staff
Reno County Community Corrections – Adult and Juvenile

Service	Rate	Days or Hours Per Year	Year One Cost	Year Two Cost
Bimonthly Planning Meetings with Director and Supervisory Staff and Annual Report	\$90/hour	7	\$630	\$630
Monthly QA & Coaching for 11 staff on Assessments (2 hours per person per month) for Year One	\$133.84/hour	264 hours	\$35,333.76	\$26,500.32
Year Two is estimated at 198 hours (2 hours x 11 staff x 9 months)		198 hours		
Four, 2 hour group QA Sessions (each group will consist of 4 or 5 staff)	\$250/hour	8 hours	\$2000	\$2000
Coaching Sessions 6 hours per supervisor x2 supervisors (includes professional development, IRR, observations) Starting in Year Two	\$133.84/hour	12	N/A	\$1,606.08
Reporting Fees	\$250/hour	2	\$500	\$500
Two Day MI Training (or other topic as needed, e.g., WRNA, Coaching) split amongst 11 th JD adult/juvenile	\$1500	2	\$1000	\$1000
Totals Per Year			\$39,463.76	\$32,236.40
Two Year Contract \$71,700.16				

Additional training services are available at \$1500/day. Training and QA is done virtually. If in-person is desired, travel costs would be billed (within state or county guidelines).

Recommend a “do not exceed” two year contract of \$73,000.



AGENDA ITEM

AGENDA ITEM #6.F

AGENDA DATE: June 28, 2022

PRESENTED BY: Mike Mathews

AGENDA TOPIC:

Purchase of Square 9 Document Management Software. At an initial cost of \$37,956.00 and subsequent annual cost of \$28,956.00.

SUMMARY & BACKGROUND OF TOPIC:

Purchase of Square 9 Document Management software to replace Docuware. The replacement is necessary to get better support and to improve our current processes. Document management software has become much more important with the Reno Counties push to eliminate the use of paper.

The current cost for Docuware is \$16,000 annually.

ALL OPTIONS:

Approve Purchase

Deny Purchase

RECOMMENDATION / REQUEST:

Approve the purchase

The county administrator supports this purchase and the change of document management software.

POLICY / FISCAL IMPACT:

The initial investment is \$37,956.00 with continuing subscription fees of \$28,956.00 per year. The funding will come from 3 sources 50% Register of Deeds technology fund(055), 25% County technology fund(056) and 25% from the special equipment fund reserve(093).



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

June 14, 2022

Document Management Software

Background

In either 1999 or 2000 Reno County invested in a document management system, it was a product named Fortis. We successfully used this product for 19 years. It was acquired by a company called Docuware and the eliminated support for Fortis. We were offered to move to Docuware's product for only migration fees. We made the decision to accept that offer.

Sometime after conversion we discovered that several documents were misplaced in the conversion. We have worked with the vendor support to get this corrected and quite frankly we have had very limited help. At one time we had a plan in place with them, but we could not get the vendors support to make the need changes. It has been a very frustrating experience.

So, we decided to start looking at alternate solutions. We looked at 3 different vendors, Square 9, Tyler Technologies and Docuphase. During the process Tyler contacted me and did not feel they could meet our needs.

We have considered our options and landed on Square 9. It was developed by former Fortis developers, our experience with Fortis and during the demonstration much of the general functionality was very familiar to us.

The initial investment is \$37956.00 with continuing subscription fees of 28956.00 per year. We currently pay about \$16000.00 to Docuware. I feel the increase is justified due to the increased functionality and the hard push we are making to eliminate as much paper as possible.

The funding will come from 3 sources 50% Register of Deeds technology fund(055), 25% County technology fund(056) and 25% from the special equipment fund reserve(093)



AGENDA ITEM

AGENDA ITEM #6.G

AGENDA DATE: June 28, 2022

PRESENTED BY: Jenna Fager, Deputy County Clerk

AGENDA TOPIC:
Destroy 2020 Primary Election Material

SUMMARY & BACKGROUND OF TOPIC:

Requesting approval to destroy election materials from past elections at Sonoco. We recommend Ryan Patton of the Republican Party and Jeff Stroberg of the Democratic Party to be the electors present to serve as witnesses for this process. The materials to be destroyed are from the 2020 Presidential Primary Election.

ALL OPTIONS:

Take election materials to the landfill to be destroyed.

RECOMMENDATION / REQUEST:

Approval

POLICY / FISCAL IMPACT:

No county fiscal impact.



AGENDA ITEM

AGENDA ITEM #6.H

AGENDA DATE: June 28, 2022

PRESENTED BY: Megan Davidson

AGENDA TOPIC:

Request to accept the quote from Heartstone Inc. Wichita, KS to crush 8,000 tons of concrete at the landfill at \$9.80 per ton including the mobilization fee.

SUMMARY & BACKGROUND OF TOPIC:

Each year the landfill uses crushed rock/concrete on the roads at the landfill to maintain the roads when they are muddy/snowy/etc. or we use the crushed rock on projects onsite. In 2021 crushed rock was used onsite for the new landfill improvement project which helped save the county money by not having to purchase crushed rock offsite and have it hauled in. This year in 2022 an additional 8,000 tons of rock has been requested. 6,000 tons of rock will be paid for and used on landfill roads and projects while the other 2,000 tons of rock will be paid for and used by the Sherriff's Department for the new gun range on Mohawk Rd. Proposals were sent out to two concrete crushing companies and only 1 proposal was received which back was from Heartstone Inc. (see attached list of companies proposals were sent to)

ALL OPTIONS:

1. Approve the Proposal/Quote from Heartstone Inc.
2. Resubmit new RFQ requests
3. Delay the project of crushing the concrete with Heartstone Inc. to a later date

RECOMMENDATION / REQUEST:

Approve the Proposal/Quote to crush the concrete from Heartstone Inc. at a price of \$9.80 for 8,000 tons of crushed concrete

POLICY / FISCAL IMPACT:

This money is budgeted in both the Solid Waste Budget as well as the Sherriff's Department budget to cover the costs.



Reno County Solid Waste
4015 W. Clark Rd
Hutchinson, KS 67501
(620) 694-2586
Fax (620) 694-669-8126

Request for Quote

Reno County Landfill is requesting 8,000 tons of 1 ½” minus road rock crushed. We currently have a small pile of 1 ½” crushed rock where the new rock will be stockpiled. Reno County Landfill would like to have this concrete crushed by no later than September 30, 2022.

RFQ is due back to the Reno County Landfill by June 10th by 3pm.

Company Name	Heartstone Inc
Contact Name	Chad Jantz
Company Address	1651 S Eisenhower, Wichita KS 67209
Contact Phone Number	316-761-3185
1 ½” minus Road Rock 8,000 tons (price per ton)	\$ 9.80
Mobilization Fee if not included in price	included
Total Price	\$ 78,390

All Crushing should be complete within 4 weeks from the start of crushing (weather permitting). Reno County Solid Waste will not be able to assist in the process to crush the rock nor give assistance with manpower. You must have ALL necessary equipment and manpower to perform the job on time.

Concrete pile is available to view at 4015 W Clark Rd Hutchinson, KS 67501

Any questions please contact Megan Davidson or Don Shuff at 620-694-2587 or by email at megan.davidson@renogov.org

Company	Price per Ton	Total
Wyer Concrete Crushing /Hutchinson KS		no bid
Heartstone Inc. Wichita, KS	\$9.80	\$78,390.00



AGENDA ITEM

AGENDA ITEM #6.I

AGENDA DATE: June 28, 2022

PRESENTED BY: Megan Davidson

AGENDA TOPIC:

Approval of the Annual Update for the South Central Solid Waste Management Plan (Reno, Rice, and Kingman County)

SUMMARY & BACKGROUND OF TOPIC:

The South Central Kansas Solid Waste Authority Plan is a plan that is updated annually between the 3 counties that are in the Region per the Kansas Department of Health and Environment (KDHE) The plan's purpose is to give any individual information about the South Central Area that is covered by the plan in regards to the landfill or what each county accepts and does not accept in the area.

Changes to the plan for your approval are in **Red** font. At the 5 year update of the Regional Solid Waste Plan that is when the populations will be updated from the census bureau and any major events that have been added to the regional area.

ALL OPTIONS:

1. Approve the South Central Solid Waste Management Plan
2. Send back for additional changes and then bring back to commission for approval

RECOMMENDATION / REQUEST:

Approve the updates in the South Central Solid Waste Management Plan.

POLICY / FISCAL IMPACT:

This is an annual update with no financial cost to the Solid Waste Department

Solid Waste Management Plan

SOUTH CENTRAL KANSAS SOLID WASTE AUTHORITY

MEMBERSHIP LIST

RENO COUNTY

Megan Davidson – Chairman
4015 W Clark 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

Daniel Friesen – Commissioner Chairperson
Reno County
206 W. 1st
Hutchinson, KS 67515
620-694-2929

Jade Piros de Carvalho - 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

Table of Contents

Section	Page
1.0 LOCATION AND DESCRIPTION OF THE SOLID WASTE PLANNING PROGRAM.....	4
1.1 Solid Waste Authority Information	4
1.2 Cities Located within the Authority.....	4
1.3 The Classes of Cities.....	6
1.4 The Governmental Structure of the Cities and Counties	6
1.5 Description of the Population Densities of the Authority.....	7
1.6 Population Projections for Individual Counties and Authority	8
1.7 Seasonal Flucuations of Solid Waste Production.....	8
2.0 PROBABLE AREAS OF DEVELOPMENT.....	10
3.0 GEOGRAPHIC, SOIL, CONDITIONS, AND CLIMATE.....	11
4.0 REGIONAL TRANSPORTATION NETWORK.....	12
5.0 INFORMATION ON SOLID WASTE GENERATION.....	13
5.1 Analysis of Solid Waste Produced.....	13
5.2 Types of Waste.....	13
5.2.1 Special Waste	13
5.2.2 Tree Waste.....	14
5.2.3 White Goods.....	14
5.2.4 Waste Tires	14
5.2.5 Construction and Demolition Debris	14
5.2.6 Contaminated Soils, Asbestos, and KDHE-Authorized Industrial Waste ...	15
5.2.7 Dead Animals.....	15
5.2.8 Biomedical Waste	15
5.2.9 Hazardous Waste	15
5.2.10 Household Hazardous Waste	18
5.3 Estimate of Future Waste Generation	18
6.0 EXISTING SOLID WASTE SYSTEMS	19
6.1 Storage, Collection, Processing & Disposal of Solid Waste	19
6.1.1 Storage.....	19
6.1.2 Collection.....	19
6.1.3 Transportation	19
6.1.4 Intermediate Disposal and Resources Recovery	19
6.2 Existing Structure of the Solid Waste System.....	19
6.3 Inventory of Salvage Yards, Scrap Dealers and Recyclers.....	20
7.0 SOLID WASTE ISSUES AND PROBLEMS	22
7.1 Deficiencies of Existing Solid Waste System	22
7.1.1 Environment Management Objectives	22
7.1.2 KDHE Regulations and Standards	22
7.1.3 Illegal Dumping.....	22
7.2 Future Constraints.....	22
7.3 Future Needs.....	23

8.0 APPLICABLE SOLID WASTE TECHNOLOGY OPTIONS..... 23

 8.1 Solid Waste Management System23

 8.1.1 Storage System.....23

 8.1.2 Collection and Transportation System23

 8.1.3 Processing System.....23

 8.1.4 Recycling and Reuse Systems23

 8.1.5 Disposal System23

 8.1.6 Existing Development, Air, Water, and Land Resource Protection24

 8.2 Public Acceptance and Impact of Technology Options.....24

9.0 RECOMMENDED SOLID WASTE MANAGEMENT SYSTEM 24

 9.1 Constraints that Limited Selection24

 9.2 Measures to be Taken to Overcome Hindrances24

 9.3 Recommended Method for Administration and Operation.....24

 9.3.1 Administration.....24

 9.3.2 Legal25

 9.3.3 Public Relations/Education.....25

 9.4 Rating the System25

 9.5 Evaluation Methods Used for Selection25

 9.6 Special Waste25

10.0 PLAN OF SOURCE REDUCTION 26

 10.1 Yard Waste Composting26

 10.2 Tree/Brush Site26

 10.3 Tire Recycling.....26

 10.4 Household Hazardous Waste26

 10.5 Appliances, Etc.....27

 10.6 Construction and Demolitions Sites.....27

 10.7 Mattress Recycling27

11.0 EDUCATIONAL PROGRAM..... 27

12.0 SUMMARY OF THE SOLID WASTE MANAGEMENT PLAN..... 28

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 fifteen (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	3945	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 Heavy Metal Recyclers 1510 E Hwy 54 Kingman KS 67068 620-532-5600
Lyons Tire 1019 W Hwy 56 Lyons KS 67554 620-257-2972	Stuart Salvage 1313 E US 56 Hwy Lyons KS 67554 620-680-0708
	McKinnis Iron & Metal, Inc 316 N State Street Lyons KS 67554

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

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. **KDHE approved on 7/1/2021, the vertical expansion for the Reno County Landfill, and is now operating, municipal solid waste, construction & demolition, and yard waste composting sites, under permit 0723.**

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. Reno County will also collect an additional fee for construction & demolition, brought in by property owners and businesses starting in 2022.

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.

Mary Buller

From: Tom Robl <trobl@ricecocthse.com>
Sent: Monday, June 6, 2022 4:48 PM
To: Mary Buller
Subject: [EXT_SENDER] RE: solid waste management plan

Rice

Not really, I took Lyons Tire off as a salvage company and added Stuart Salvage, but I've done that a couple of times and it always comes back with Lyons Tire. FYI, they have been out of business for probably ten years. I also corrected a typo for the Lyons population on page 5 that had it at 39,451, I am assuming the 1 was a mistake and made it 3,945.

Thomas Robl
Rice County Public Works Administrator
718 West 5th
Lyons, Ks. 67554-1722
Ph. 620-257-2231
FAX# 620-257-3922
Cell 620-257-8201

From: Mary Buller <mary.buller@renogov.org>
Sent: Monday, June 6, 2022 11:50 AM
To: Tom Robl <trobl@ricecocthse.com>
Cc: Megan Davidson <megan.freeman@renogov.org>
Subject: RE: solid waste management plan

Great thank you. Were there any changes to it? I didn't see anything highlighted.

Mary Buller
Office Manager
Reno County Solid Waste Dept
620-694-2586



From: Tom Robl <trobl@ricecocthse.com>
Sent: Monday, June 6, 2022 11:38 AM
To: Mary Buller <mary.buller@renogov.org>
Subject: [EXT_SENDER] solid waste management plan

Good morning Mary,

Attached is the approved solid waste management plan for Rice County. I will get the minutes of the meeting next week when they are approved.

Thank you.

Thomas Robl
Rice County Public Works Administrator
718 West 5th
Lyons, Ks. 67554-1722
Ph. 620-257-2231
FAX# 620-257-3922
Cell 620-257-8201

Confidentiality Notice: This message is intended only for the use of the individual or entity to which it is addressed, and may contain information that is privileged, confidential and exempt from disclosure under applicable law and HIPAA compliance. If you are not the intended recipient, please contact the sender by reply email and destroy all copies of the original message.

June 6, 2022
All Commissioners present.
Commissioner Thomas Presiding

1. Commissioner Thomas called the meeting to order at 9:00 a.m. in the Commissioners Room at the Courthouse.
2. Also, present were Sterling Bulletin Reporter Rene Wilson, Rice County Communications Director Josh Michaelis, and Interim County Counselor Mark Tremaine.
3. Commissioner McCloud moved to approve the agenda with the addition of an executive session for non-elected personnel at 10:30 and the May 23 minutes as presented. The motion passed unanimously following a second by Commissioner David.
4. No Public comments.
5. Rice County Sheriff Bryant Evans presented his quarterly updates.
6. Holly Mead with Rice County Conservation District presented her 2023 budget request.
7. The BOCC signed a USDA Grant Application letter of commitment that says the commissioners agree to match with ARPA funding up to \$25,000 if the USDA Regional Food System Partnerships grant is awarded. This was approved at the May 23rd meeting.
8. Rice County Fire Chief Ed Feil and Lyons Fire Chief Brad Reid presented the 2023 Fire budget request.
9. Rice County Communications Director Josh Michaelis presented his 2023 budget requests for 911, Radio Infrastructure and Communications.
10. Commissioner McCloud moved to approve the Solid Waste Management Plan, South Central Kansas Solid Waste Authority with corrections discussed on the population. The motion passed unanimously following a second by Commissioner Thomas.
11. Commissioner McCloud moved to pay the invoice to APAC for overlay work on Avenue Q from 22nd to 31st for \$962,012.70 to be paid out of the Bond fund. The motion passed unanimously following a second by Commissioner David.
12. Commissioner David moved to approve the City of Bushton's application for financial Assistance for home demolition for Quick Ref R1500. The motion passed unanimously following a second by Commissioner Thomas.
13. Commissioner David moved to approve the quote from Image IT for two scanners in the Clerk's office totaling \$3,325.32. The motion passed unanimously following a second by Commissioner Thomas.
14. Commissioner Thomas moved to enter an executive session regarding non-elected personnel from 10:32-10:45. The BOCC, Interim County Counselor Mark Tremaine and

Rice County Public Works Director Tom Robl were present. The motion passed unanimously following a second by Commissioner McCloud.

15. Commissioner McCloud moved to delegate ARPA funds with a resolution as follows:

- a. Geneseo - \$150,000
- b. Bushton - \$100,000
- c. Chase - \$100,000
- d. Little River - \$100,000
- e. Lyons - \$80,000
- f. Alden - \$50,000
- g. Raymond - \$50,000
- h. Sterling – none (negotiating new EMS facility)

All are subject to approval using ARPA requirements. The motion passed unanimously following a second by Commissioner David.

Adjourned

Kingman Changes

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 <i>closed</i>	Kingman Salvage <i>Heavy Metal Recycle</i> 1510 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

MINUTES OF THE KINGMAN
COUNTY COMMISSIONERS
ON April 4th, 2022

The Board of Kingman County Commissioners met in the Commission Room of the County Courthouse, Kingman, Kansas April 4th, 2022. Those present:

Fred Foley, Chairman
Jack Thimesch, Commissioner
Jerry Henning, Commissioner
Carol Noblit, County Clerk
Brandon Ritcha, County Counselor

Visitors: Bob Morris, Kingman Leader-Courier; Larry Landwehr; Catherine Rohrer, SCKCCA

Online Visitors: Caller 01; Caller 02 and Joyce.

Staff: Stan Goetz, HR/Planning/Zoning/Wastewater Director; Mendy Frampton, Expo Center Director; Charles Arensdorf, Public Works Director and Steve Bachenberg, County Engineer.

Chairman Foley called the Board of County Commissioners meeting to order at 8:30 a.m.

The Pledge of Allegiance was said by all in attendance.

Commissioner Henning gave the invocation.

Chairman Foley asked if there were any additions to the agenda.

No additions were suggested.

MOTION: Commissioner Thimesch moved to approve the agenda. Commissioner Henning seconded the motion. The motion was approved upon the unanimous vote of the County Commissioners.

Chairman Foley asked if there was any public comment.

Larry Landwehr said "Good Morning."

Commissioners signed the following abatements:

ABATEMENTS	
2022000019	-20.22
2022000020	-36.54

Chairman Foley read correspondence from Mike Garrett, CEO and after 40 years he is retiring.

Horizons sent correspondence requesting the same budget for 2023 as they received for 2022.

Commissioners discussed a letter received from Secretary of State Scott Schwab.

8:45 a.m. Becky Luntsford, County Treasurer was in to discuss the tax sale information received from Chris McElgunn.

EXECUTIVE SESSION: Commissioner Thimesch moved to go into executive session with Becky Luntsford, County Treasurer and Brandon Ritcha, Counselor at 8:47 a.m. to discuss an employee's evaluation pursuant to the exception under the Kansas Open Meetings Act for discussion of non-elected personnel matters of nonelected personnel in order to protect the privacy interests of the individual(s) to be discussed, and they will return to open session in the Board meeting room at 9:02 a.m. Commissioner Henning seconded the motion. The motion was approved upon the unanimous vote of the County Commissioners.

Commissioners returned to regular session at 9:02 a.m. with no decision made.

Ms. Luntsford left the meeting at 9:04 a.m.

9:04 a.m. Catherine Rohrer was in to discuss the server that they used before and during the pandemic the state decided to update to a new system.

Ms. Rohrer discussed the programs with the Commissioners and let them know what she feels is working.

Ms. Rohrer submitted the FY2023 Juvenile Comprehensive Plan Grant Signatory Approval Form.

MOTION: Commissioner Henning moved to approve the FY2023 Juvenile Comprehensive Plan Grant Signatory Approval Form. Commissioner Thimesch seconded the motion. The motion was approved upon the unanimous vote of the County Commissioners.

Ms. Rohrer submitted the FY2023 Adult Comprehensive Plan Grant Signatory Approval Form.

MOTION: Commissioner Thimesch moved to approve the FY2023 Adult Comprehensive Plan Grant Signatory Approval Form. Commissioner Henning seconded the motion. The motion was approved upon the unanimous vote of the County Commissioners.

Ms. Rohrer left the meeting at 9:29 a.m.

9:50 a.m. Mendy Frampton, Expo Center Director was in and let the Commissioners know that she had looked into the dirt in the arena.

Ms. Frampton discussed the funding received from the equipment sold before talking about putting in a new barn.

Ms. Frampton and Kallie Turner, Extension Agent discussed the stalls for the 4-H Fair.

Commissioner Henning discussed his concern about the look of the area at the Expo Center and the upkeep maintenance needs to be done.

Commissioners discussed that the stalls all need to be taken down and dirt work needs to be done before a new barn is installed.

Commissioners would like for Ms. Frampton to get a contractor to remove the stalls to level the dirt for the barns.

Ms. Turner and Ms. Frampton left the meeting at 10:56 a.m.

10:56 a.m. Charles Arensdorf, Public Works Director was in with a permit for the following:

1. Fred Puthoff-Water line crossing between Sections 31 & 32, Township 30, Range 07W(Valley).

Mr. Arensdorf submitted information to the Commissioners from Steve Bachenberg on the Communication BIL information meetings handout.

Mr. Arensdorf discussed the NW 10 Ave close out costs from Schwab Eaton for design engineering with the County Commissioners.

MOTION: Commissioner Thimesch moved to approve the invoice from Schwab Eaton in the amount of \$12,500.00 to finish the NW 10 Ave project with it to be paid out of ¾% sales tax fund. Commissioner Henning seconded the motion. The motion was approved upon the unanimous vote of the County Commissioners.

Mr. Arensdorf let the Commissioners know that W.3-8.0(10th Street Ninnescah River Bridge) Rehab-Electronic bids close 4/28/2022 and Commissioners will review it on 5/2/2022 at 11:00 a.m.

Mr. Arensdorf submitted the Regional Solid Waste Management Plan for approval.

MOTION: Commissioner Henning moved to approve the Annual Review of the Regional Solid Waste Management Plan. Commissioner Thimesch seconded the motion. The motion was approved upon the unanimous vote of the County Commissioners.

Mr. Arensdorf let the Commissioners know that the FAS Bridge #13 deck pour is 4/7/2022.

Mr. Arensdorf left the meeting at 11:16 a.m.

11:16 a.m. Stan Goetz, HR was in to let the Commissioners know that they hired someone for the open detention officer position.

Mr. Goetz left the meeting at 11:18 a.m.

Commissioner Henning let the board know about his discussion with the City of Kingman.

Commissioners discussed with Mr. Ritcha, Counselor about correspondence that they would like to send to AEP for Flat Ridge 3.

EXECUTIVE SESSION: Commissioner Henning moved to go into executive session with Becky Luntsford, County Treasurer; Linda Langley, Internal Auditor and Brandon Ritcha, Counselor at 11:46 a.m. to discuss an employee's evaluation pursuant to the exception under the Kansas Open Meetings Act for discussion of non-elected personnel matters of nonelected personnel in order to protect the privacy interests of the individual(s) to be discussed, and they will return to open session in the Board meeting room at 12:01 p.m. Commissioner Thimesch seconded the motion. The motion was approved upon the unanimous vote of the County Commissioners.

Commissioners returned to regular session at 12:01 p.m. with no decision made.

MOTION: Commissioner Henning moved to adjourn the regular board meeting at 12:16 p.m. Commissioner Thimesch seconded the motion. The motion was approved upon the unanimous vote of the County Commissioners.

Adopted by the South Central Kansas Solid Waste Authority

BORAD OF COUNTY COMMISIONERS
OF RENO COUNTY, KANSAS

Chairman- Daniel Friesen

Member- Ron Hirst

Member- Ron Sellers

DATE: _____

ATTEST:

County Clerk



AGENDA ITEM

AGENDA ITEM #6.J

AGENDA DATE: June 28, 2022

PRESENTED BY: County Fire Administrator Travis Vogt

AGENDA TOPIC:

Reno County Fire District #3 (Nickerson & Highlands) Engine/Pumper Truck Purchase from Conrad Fire and Equipment for a total cost not to exceed \$380,000.

SUMMARY & BACKGROUND OF TOPIC:

See attached proposal.

This proposal is supported by the County Fire Administrator, Emergency Management Director, and County Administrator.

ALL OPTIONS:

Approve the purchase new Engine/Pumper truck from Conrad fire for a cost not to exceed \$380,000.

Decline the purchase and instruct D3 to get additional quotes for new and used engine/pumper trucks.

Decline the purchase and instruct D3 to continue to utilize their 1997 Freightliner.

RECOMMENDATION / REQUEST:

Approve.

POLICY / FISCAL IMPACT:

This is a budgeted in their capital improvement plan. There are not any short term or long term negative impacts.



Apparatus Proposal

Customer Name:

Sales Rep:

Submitted Date:

Expiration Date:

Apparatus Detail

Qty.	Description	Price
<input type="text"/>	<input type="text"/>	<input type="text"/>

Proposal Bid No.:

Proposal Doc Date:

Performance Bond

Warranty Period:

Estimated Build Time

Payment Options

OPTION 1 (with Pre-Payment Discount)

Apparatus Purchase Price	<input type="text"/>
Trade-in Value	<input type="text"/>
Price After Trade-in	<input type="text"/>
Pre-Payment Discount	<input type="text"/>
Extrication Rescue Tools	<input type="text"/>
Loose Equipment	<input type="text"/>
Options	<input type="text"/>
Due Upon Order	<input type="text"/>

OPTION 2 (w/o Pre-Payment Discount)

Apparatus Purchase Price	<input type="text"/>
Trade-in Value	<input type="text"/>
Price After Trade-in	<input type="text"/>
Pre-Payment Discount	N/A
Extrication Rescue Tools*	<input type="text"/>
Loose Equipment*	<input type="text"/>
Options	<input type="text"/>
Due Upon Delivery	<input type="text"/>

Payment Terms

Notes

NOTE: Pre-payment discounts are based on purchase price at time of order. Manufacturing build time is subject to change up to the time an order is placed. If deferred payment arrangements are required, the Customer must make such financial arrangements through a financial institution acceptable to Company. All taxes, excises and levies that Company may be required to pay or collect by reason of any present or future law or by any governmental authority based upon the sale, purchase, delivery, storage, processing, use, consumption, or transportation of the Product sold by Company to the Customer shall be for the account of the Customer and shall be added to the Purchase Price. All delivery prices or prices with freight allowance are based upon prevailing freight rates and, in the event of any increase or decrease in such rates, the prices on all unshipped Product will be increased or decreased accordingly. Delinquent payments shall be subject to a carrying charge of 1.5 percent per month or such lesser amount permitted by law. Company will not be required to accept payment other than as set forth in this Agreement. Company shall have and retain a purchase money security interest in all goods and products now or hereafter sold to the Customer by Company or any of its affiliated companies to secure payment of the Purchase Price for all such goods and products. In the event of nonpayment by the Customer of any debt, obligation or liability now or hereafter incurred or owing by the Customer to Company, Company shall have and may exercise all rights and remedies of a secured party under Article 9 of the Uniform Commercial Code (UCC) as adopted by the state of [KANSAS].



Option List

6/9/2022

Customer:	RENO COUNTY FIRE DIST> 3	Bid Number:	1058
Representative	Brown, Roger	Job Number:	
Organization:	Conrad Fire Equipment	Number of Units:	1
Requirements Manager:		Bid Date:	07/27/2022
Description:	FXP Pumper, FLR M2-106 4-Door, Top Control, Waterous P	Stock Number:	37481
Body:	Pumper, Aluminum, BXP Program	Price Level:	42 (Current: 42)
Chassis:	Freightliner M2-106, 4x2 Single Rear Axle, BXP Pumper	Lane:	

Line	Option	Type	Option Description	Qty
1	0738149	SP	Pumper, Top Control, BXP, 4-Door Cab, Waterous Pump, (SF-1208)	1
2	0010012		No Boiler Plates requested	1
3	0018257		Commercial chassis & Snorkel products	1
4	0584455		Manufacture Location, Bradenton, Florida	1
5	0584453		RFP Location: Bradenton, Florida	1
6	0588609		Vehicle Destination, US	1
7	0610783		Comply NFPA 1901 Changes Effect Jan 1, 2016, With Exceptions, Commercial Chassis	1
8	0533347		Pumper/Pumper with Aerial Device Fire Apparatus	1
9	0588611		Vehicle Certification, Pumper	1
10	0568412		Agency, Apparatus Certification, Pumper/Tanker, Third Party, PMFD	1
11	0536644		Customer Service Website	1
12	0537375		Unit of Measure, US Gallons	1
13	0030006		Not Requested	1
14	0540326		Not Requested	1
15	0755376		Reference Drawing - Basic Configuration - Program Truck	1
16	0589819		Electrical Diagrams, Commercial	1
17	0738061	SP	Freightliner M2-106, 4x2 Single Rear Axle, BXP Pumper	1
18	0893566		Model Year 2024	1
19	0772670	SP	Use SF-1204 Chassis Spec (BXP T/M w/4-Dr Cab) Use Also w/SF-1208	1
20	0890613		Base Price, BXP Pumper, 4Dr TM, FLR M2-106, 4x2, Effective 02/01/2022	1
21	0635567		Wheelbase, 247" to 280", FL M2-106, BXP Program Only	1
22	0584367		Wheelbase - 249" GVW Rating, Commercial Chassis	1
23	0579898		GVW rating - 38,000# Frame, Chassis, Freightliner, 120 KSI	1
24	0635581		Frame Reinforcement, 1/4" Inner Liner, FL M2-106, BXP Program Only	1
25	0634376		Axle, Front, 12K, Freightliner, BXP Program	1
26	0773475		Suspension, Front Spring, 12,000 lb, Commercial	1
27	0073051		Shock Absorbers, Front	1
28	0789186		Brakes, Cam Front, 16.50"x 5.00" Commercial	1
29	0585775		MichelinTires	1
30	0772246		Tires, Front, 11R22.50	1
31	0627192		Wheel, Polished Aluminum, 22.50" x 8.25" - Freightliner, BXP Product	1
32	0635579		Axle, Rear, 26K, Freightliner, BXP Program Only	1
33	0772020		S-Cam Type	1
34	0544660		Top Speed of Vehicle, 68 MPH, Commercial Chassis	1
35	0771246		Suspension, Rear Spring, 26,000 lb, Commercial	1
36	0772236		Tires, Rear, 12R22.50	1
37	0625841		Wheel,Polished Alum/Steel Inner, 22.50" x 8.25", Single Axle, Freightliner, BXP	1
38	0620570		Tire Pressure Monitoring, RealWheels, AirSecure, Valve Cap, Single Axle	1
39	0057936		Qty, Tire Pressure Ind - 6 Covers, Lug Nut, Chrome	1
40	0602478		Chocks, Wheel, Pumper, NFPA, Provided by Fire Department, NFPA 2016	1
41	0544690		Mounting Brackets, Chocks, Provided by Fire Department	1
42	0020881		ABS, Anti-Lock Braking System, Commercial	1
43	0009547		Air Compressor, Brake, 18.7 CFM, Commercial	1
44	0773985		Air Dryer, Brake, w/Heater, Commercial	1
45	0641150		Air Inlet, w/Disconnect Coupling, Commercial Chassis, BX Program	1
46	0770737		Engine, Cummins B6.7, 360 hp, FL M2-106	1
47	0755088		Engine Surcharge, Cummins/Freightliner	1

Line	Option	Type	Option Description	Qty
48	0001247		High Idle w/Electronic Engine, Commercial	1
49	0773963		Auxiliary Brake, Exhaust Brake , VGT Style, Commercial	1
50	0779576		Fuel/Water Separator, Detroit, w/Hand Primer, H2O Sensor w/Preheater, M2-106/108SD	1
51	0070832		Air Intake, w/Ember Separator, Supplier Installed, FL	1
52	0773636		Exhaust System, Horizontal, RH Step Mounted DPF/SCR, Commercial	1
53	0684987		Exhaust Modifications, Commercial Chassis, Horizontal Exhaust	1
54	0061579		Coolant Hoses, Gates Blue Stripe, FL M2	1
55	0773913		Fuel Tank, 50 Gallon, Left Side, Aluminum, Commercial	1
56	0773952		DEF Tank, Left Side Location, Commercial	1
57	0723716		Fuel Priming Pump, Electronic, Automatic, Cummins, No Swt Req'd	1
58	0552712		Not Required, Shutoff Valve, Fuel Line	1
59	0023745		Cooler, Chassis Fuel, Pierce Installed	1
60	0773950		Trans, Automatic, Allison 3000 EVS, w/(2) PTO Provsions, Commercial	1
61	0773949		Transmission, Shifter, Push Button, 5 Speed, Commercial	1
62	0011475		Transmission Oil Cooler, Internal, Commercial	1
63	0733744		Driveline for PTO/Transfer Case or No Pump Installation - Commercial	1
64	0773977		Steering, Power w/Tilt/Telescope Column, Commercial	1
65	0628197		Bumper Extension, 22", Commercial Chassis, BX	1
66	0628491		Tow Hooks, Chrome, BX	1
67	0628195		Tray, Hose Center, 22" Bumper w/Outside Air Horns, BX	1
			Grating, Bumper extension - Grating, Rubber	
			Capacity, Bumper Tray - 09) 150' of 1.50"	
68	0628108		Cover, Alum Treadplate, (notched), Hose Tray, D-Ring, BX	1
			Location - center front bumper tray	
			Qty, Hose Tray Covers - 1	
			Stay arm, Tray Cover - b) Pneumatic Stay Arm	
69	0635577		Cab, 4-door, Crew Cab High-Roof, Freightliner, M2-106, BXP Program Only	1
70	0024341		Cab Interior, Freightliner, Gray	1
71	0635575		Grille, Chrome, w/Conv and Ext Appearance Pkg, 4-Dr Cab, FL, M2-106, BXP Program	1
72	0641391		Mirrors, FLR, West Coast, 8" Convex, Heated, Remote, Bright, M2-106/112/114SD	1
73	0027013		Not Required, Peeper Window	1
74	0616224		Steps, Cab, as Supplied by Freightliner (Stainless Steel)	1
75	0637488		Lights, Cab & Crw Cab Acs Stps, LED, 4 Door Cab, BX Product	1
76	0785712		Power Windows & Door Locks, Freightliner, 4-Door Cab, BXP Product	1
77	0070598		Daytime Running Lts, Commercial	1
78	0773943		Air Conditioning, Commercial	1
79	0005940		Lights, Engine Compt, (2) Commercial Chassis	1
80	0623205		Console, Freightliner M2, 2/4 Door, Map Storage, BX	1
81	0726718		DECLINED - Side Roll Protection, Freightliner	1
82	0624106		Seating Capacity, Cab, 4-Door, Commercial	5
			Qty, - 05	
83	0635572		Seats, Cab, Air Driver, w/911 Fixed Officer SCBA, Freightliner, BXP Program Only	1
84	0635571		Seats, 3-man 911w/SCBA, Freightliner, BXP Program Only	1
85	0606087		Bracket, SCBA, Air Bottle, Hands-Free II, Cab Seats, Commr Cab, BXP	4
			Qty, - 04	
86	0597773		Seat Belt Web Length, NFPA Compliant, Commercial Chassis	1
87	0581771		Seat Belts, Orange, Commercial Chassis	1
88	0602464		Helmet Storage, Provided by Fire Department, NFPA 2016	1
89	0602637		Portable Hand Light, Provided by Fire Dept, Pumper NFPA 2016 Classification	1
90	0584358		Cab Instrumentation, Commercial Chassis	1
91	0637502		Panel, Emergency Switch, BX Product	1
92	0641093		Light, Do not move apparatus, Commercial, BX Program	1
			Alarm, Do Not Move Truck - No Alarm	
93	0600094		Messages, Open Dr/DNMT, BX Product	1
94	0072620		Wiper control, intermittent feature Commercial	1
95	0635663		Wiring, Power Receptacles, Two, 12V DC, BX Program Apparatus Only	1
96	0637219		NO RADIO, AM/FM	1
97	0622928		Not Available, Vehicle Information Center, Multiplex System, Commercial Chassis	1
98	0734854		Collision Mitigation, Not Requested	1
99	0602046		Vehicle Data Recorder w/Seat Belt Monitor, Commercial, BX Program	1

Line	Option	Type	Option Description	Qty
100	0635217		Two-Way Radio Accommodation Package - BX Program Only	1
101	0622749		Weldon V-MUX, Electrical System, Freightliner Chassis, BX-Product	1
102	0709455		Electrical System, V2, Freightliner M2-106, BXP Pumper, 4 Door Cab	1
103	0746524		Single Start, (2) Batteries, 2000 CCA Total, LH, Freightliner	1
104	0634907		Battery Relocation Not Available, BXP w/4-Door Cab	1
105	0897772		Battery Location as Provided by Chassis Manufacturer	1
106	0072685		Selector, Single Start Battery, Commercial Chassis	1
107	0626746		Charger, Sngl Sys, Kussmaul, Pump Plus 1000, 51-21-1100, BX	1
108	0640669		Location, Charger, Left Side Fwd Body Compartment, BX	1
109	0628497		Location, Battery Charger Indicator, DS Pump Panel, BX	1
110	0640664		Shoreline, 20A 120V, Kussmaul Auto Eject, for Battery Charger, BX Color, Kussmaul Cover - d) yellow Qty, Shoreline - 1	1
111	0640663		Shoreline Location, BX Location, Shoreline(s) - DS Pump Panel	1
112	0595797		Alternator, 275 amp, Delco Remy 40SI	1
113	0634181		Load Manager, Inc w/MUX Electrical System , BX Program	1
114	0635586		Cab Lighting, LED Marker Lights, Freightliner, BXP Program Only	1
115	0750542		Light, Directional/Marker, Intermediate, Truck-Lite 60421Y LED 2lts	1
116	0511569		Lights, Clearance/Marker/ID, Rear, P25 LED 7Lts Light Guard - Without Guard	1
117	0645207		Lights, Tail, Wrap-around, Stop/Tail, Turn & Backup LED, Tri-Cluster, BXP Pumper	1
118	0085910		Lights, Backup Included in Signal Cluster	1
119	0664481		Bracket, License Plate & Light, P25 LED	1
120	0589905		Alarm, Back-up Warning, PRECO 1040	1
121	0687604		Lights, Perimeter Cab, Truck-Lite 6060C LED 4Dr, Grommet Mt	1
122	0616833		Lights, Perimeter Pump House, Truck-Lite 6060C LED 4lts	1
123	0683575		Lights, Perimeter Body, Truck-Lite 6060C LED 2ts, Rear Step Control, Perimeter Lts - Parking Brake Applied	1
124	0637492		Lights, Step, LED, BX Products, Prk Brk	1
125	0615400		Lights, PS Side Scene,(1 Pair) WIn 6SC0ENZR Gradient LED, w/Internal Optics, BX Qty, Lights, Pair - 1 Switch, Lt Control 1 DC,1 - a) DS Switch Panel Switch, Lt Control 2 DC,2 - e) No Control	1
126	0747038		Light, WIn, 12V PCH2 Pioneer LED Fld/Spt, Pole Mt on RS, TM, BXP Qty, - 01 Location, driver's/passenger's/center - PS Switch, Lt Control 1 DC,1 - a) DS Switch Panel Switch, Lt Control 2 DC,2 - f) Pump Operator's Panel Color, WIn Lt Housing - White Paint Poles, W - Thru Body/Surface Mt, Top Adjust Pull-Up, w/Ind Lt Handle Holder and Up Ind Sw W - Without Handle Holder and Sw	1
127	0747031		Light, WIn, 12V PCH2 Pioneer LED Fld/Spt, Pole Mt on LS, TM, BXP Qty, - 01 Location, driver's/passenger's/center - DS Switch, Lt Control 1 DC,1 - a) DS Switch Panel Switch, Lt Control 2 DC,2 - f) Pump Operator's Panel Color, WIn Lt Housing - White Paint Poles, W - Thru Body/Surface Mt, Top Adjust Pull-Up, w/Ind Lt Handle Holder and Up Ind Sw W - Without Handle Holder and Sw	1
128	0532358		Not Required, Deck Lights, Other Hose Bed & Rear Lighting	1
129	0624625		Lights, Not Required, Hose Bed, Other Rear Work Area Lights Are Provided	1
130	0894178		Lights, Rear Scene, WIn, PELCC LED, 45 Deg Flange, BXP Control, Rear Scene Lts - Cab Switch Panel DS Location, Scene Lights - Each Side Rear Body, Mid, 2lts	1
131	0709438		Lights, Walk Surf, FRP Flood, LED	1
132	0645205	SP	Pumper, Aluminum, BXP Program	1
133	0645203		Tank, Water, 1000 Gallon, Poly, BXP Pumper	1
134	0003405		Overflow, 4.00" Water Tank, Poly	1
135	0641854		Foam Cell Provisions, BX Product	1
136	0553729		Not Required, Restraint, Water Tank, Heavy Duty	1
137	0003429		Not Required, Direct Tank Fill	1

Line	Option	Type	Option Description	Qty
138	0003424		Not Required, Dump Valve	1
139	0048710		Not Required, Jet Assist	1
140	0030007		Not Required, Dump Valve Chute	1
141	0514778		Not Required, Switch, Tank Dump Master	1
142	0641794		Hose Bed, Aluminum, Full Width, BXP Pumper	1
143	0637476		Lighting, Hose Bed, LED, BXP Pumper	1
			Switch, Scene Lt Cntrl - h)switch at rear	
144	0003480		Hose Bed Capacity, Std, 1500' of 2.5", 400' of 1.5"	1
145	0610668		Divider, Hose Bed, .25" Unpainted, BXP Program	1
			Qty, Hosebed Dividers - 1	
146	0589278		Hose Restraint, Hose Bed, Velcro Strap on Top, 2" Heavy Nylon Web at Rear	1
			Type of fastener - 2" cam buckle	
			Nylon Web Color - Black	
			Type of fastener, Rear - 2" cam buckle - bottom of hosebed	
147	0013512		Running Boards, 12.75" Deep	1
148	0689613		Tailboard, 12" Deep, Full Width	1
149	0690027		Wall, Rear, Smooth Aluminum/Body Material, Flush Rear Wall	1
150	0003531		Tow Bar, Under Tailboard	1
151	0642004		Construction, Compt, Alum, BXP Pumper	1
152	0645196		LS 152" Rollup, Full Height Front & Rear, FDLER, BXP Pumper	1
153	0645195		RS 152" Rollup, Full Height Front & Rear w/Ladder Storage, BXP Pumper	1
154	0781473	SP	Doors, Rollup, Gortite, Side Compartments, Painted, BXP Pumper	6
			Qty, Door Accessory - 06	
			Color, Roll-up Door, Gortite - Painted to Match Lower Body	
			Latch, Roll-up Door, Gortite - Non-Locking Liftbar	
155	0645194		Compt, Rear, Rollup, BXP Pumper	1
156	0794332		Door, Gortite, Rollup, Rear Compt, BXP Pumper	1
			Color, Roll-up Door, Gortite - Satin finish	
			Latch, Roll-up Door, Gortite - Non-Locking Liftbar	
157	0783231		Lights, Compt, Pierce LED, Single Light Strip, NFPA Minimum, BXP Pumper	7
			Qty, - 07	
158	0628097		Shelf Tracks, Unpainted, BXP	6
			Qty, Shelf Track - 06	
			Location, Shelf Track - LS1, LS2, LS3, RS1, RS2 and RS3	
159	0632473		Shelves, Adjustable, 215 lb Cap, Full width/Full Depth, 3/16", Painted, BXP	5
			Qty, Shelf - 05	
			Location, Shelves/Trays, Predefined - LS1-Transition Point, RS1-Transition Point, RS3-Transition Point, LS2-Centered and LS3-Transition Point	
160	0628072		Tray, Floor Mounted, Slide-Out, 500lb, 2.00" Sides, BXP	4
			Qty, - 04	
			Material - paint to match compt interior	
			Location, Tray Slide-Out, Floor Mounted - RS1, RS3, LS1 and LS3	
161	0798963		Toolboard, Swing-out, Alum, .188", Peg Board, BXP	1
			Qty - 1	
			Location, Pivot - Front	
			Mounting, Toolboard - Stationary	
			Finish, Pegboard/Toolboard - Painted - Spatter Gray	
			Location, Toolboard - P2	
162	0004016		Rub Rail, Aluminum Extruded, Side of Body	1
163	0004024		Fender Crowns, Rear, S/S	1
164	0519849		Not Required, Hose, Hard Suction	1
165	0625546		Handrails, Top Mount Pump Panel, Per Print	1
166	0641742		Handrails, Rear of Body, BXP Pumper	1
167	0000941		No Rear Hose Bed Handrail Required	1
168	0018215		Compt, Air Bottle, Fender Panel, PVC Tube, Set of 4, Cast Products Door	1
169	0004225		Ladder, 24' Duo-Safety 900A 2-Section	1
170	0004230		Ladder, 14' Duo-Safety 775A Roof	1
171	0641691		Rack, Ladders, in RS Full Depth Body, RPH, Treadplate Door, D-Ring, BXP Pumper	1
172	0641684		Ladder, 10' Duo-Safety Folding 585A, w/Mtg, BX Pumper	1
			Location, Folding Ladder - Ladder Compartment	
173	0602877		Pike Pole, Pumper, Provided by Fire Department, NFPA 2016	1
			Pike Pole Make/Model - Akron 10' Pike Pole	

Line	Option	Type	Option Description	Qty
174	0602875		Pike Pole, 6', Pumper, Provided by Fire Department, NFPA 2016	1
			Pike Pole Make/Model - Akron 6' Pike Pole	
175	0641080		Tubes, Pike Pole Storage, In Ladder Storage Compt, BXP Pumper	2
			Qty, Pike Pole Tubes - 02	
			Location, Pike Pole - Ladder Storage Compt	
176	0024388		No Steps Required, Front Of Body	1
177	0631652		Ladder, Hose Bed Access, Aluminum, LH Rear, BXP Pumper	1
178	0641839		Pump House, Top Mount, 34", w/Speedlays, w/19" Walkway, BXP Program	1
			Light, Walkway Compt - P25 LED	
			Light, Walkway - P25 LED, 6lts	
179	0037731		Pump House Structure, Raised, Included with Ladder Storage	1
180	0743762		Pump, Waterous, CXPA, 1250 GPM, Single Stage, PTO - BX Products	1
181	0084489		Seal, Mechanical, Waterous, PTO	1
182	0690873		Trans, Pump, Waterous, "PA" Series, Heavy Duty PTO	1
183	0615966		Pumping Mode, BXP Pumpers	1
			Pumping Mode - Pump in Motion	
184	0535276		Pump Shift, PTO Pump	1
185	0581602		Transmission Lock-up, Not Req'd, PTO Pump	1
186	0004547		Auxiliary Cooling System	1
187	0014486		Not Required, Transfer Valve, Single Stage Pump	1
188	0637712		Valve, Relief Intake, BX Program	1
189	0564941		Controller, Pressure, FRC, Pump Boss, PBA200	1
190	0072153		Primer, Trident, Air Prime, Air Operated	1
191	0780364		Manuals, Pump, (2) Total, Electronic Copies	1
192	0602487		Plumbing, Stainless Steel and Hose, Single Stage Pump, PMFD	1
193	0795135		Plumbing, Stainless Steel, w/Foam System	1
194	0634479		Inlets, 6.00" - 1000 GPM or Larger Pump, BXT/BXP, Pumper or Tanker	1
195	0004646		Cap, Main Pump Inlet, Long Handle, NST, VLH	1
196	0084610		Valves, Akron 8000 series- All	1
197	0004687		Valve, Inlet(s) Recess,Top Mount	1
198	0004710		Control, Inlet, at Top Mount Panel	2
			Qty, Inlets - 2	
199	0004660		Inlet (1), Left Side, 2.50"	1
200	0029147		Not Required, Inlet, Right Side	1
201	0092569		No Rear Inlet (Large Dia) Requested	1
202	0064116		No Rear Inlet Actuation Required	1
203	0092696		Not Required, Cap, Rear Inlet	1
204	0009648		No Rear Intake Relief Valve Required on Rear Inlet	1
205	0092568		No Rear Auxiliary Inlet Requested	1
206	0723049		Valve, .75" Bleeder, Aux. Side Inlet, "T" Swing Handle	1
207	0084756		Tank to Pump, (1) 3.00" Valve, 4.00" Plumbing, PTO Pump	1
208	0004905		Outlet, Tank Fill, 1.50"	1
209	0062133		Control, Outlets, Manual, Pierce HW if applicable	1
210	0641834		Outlet, Left Side, 2.50", BXP Pumper	2
			Qty, Discharges - 02	
211	0005091		Elbow, Left Side Outlets, 45 Degree, 2.50" FNST x 2.50" MNST, VLH	1
212	0092570		Not Required, Outlets, Left Side Additional	1
213	0035094		Not Required, Elbow, Left Side Outlets, Additional	1
214	0641830		Outlet, Right Side, 2.50", BX Program	1
			Qty, Discharges - 01	
215	0025091		Elbow, Right Side Outlets, 45 Degree, 2.50" FNST x 2.50" MNST, VLH	1
216	0092571		Not Required, Outlets, Right Side Additional	1
217	0089584		Not Required, Elbow, Right Side Outlets, Additional	1
218	0737129		Not Required, Outlet, Large Diameter, BX Pumper	1
219	0007308		Not Required, Elbow, Large Diameter Outlet	1
220	0641064		Outlet, Front, 1.50" w/2" Plumbing, BX	1
			Location, Front - top of right bumper	
			Fitting, Outlet - 1.50" NST with 90 degree swivel	
			Drain, Front Outlet - Automatic	
221	0092575		Not Required, Outlet, Rear	1
222	0045099		Not Required, Elbow, Rear Outlets	1

Line	Option	Type	Option Description	Qty
223	0092574		Not Required, Outlet, Rear, Additional	1
224	0085695		Not Required, Elbow, Rear Outlets, Large, Additional	1
225	0615133		Outlet, Front HB, 2.50" w/2.50" Plumbing, BXP	1
			Qty, Discharges - 01	
			Location, Outlet - a) right side	
226	0752097		Caps/Plugs for 1.00" to 3.00" Discharges/Inlets, Chain	1
227	0723042		Valve, 0.75" Bleeder, Discharges, "T" Swing Handle	1
228	0627533		Outlet, 3.00" Deluge Riser w/2.50" Valve, BX	1
229	0000000	STF	Akron Apollo Hi-Riser Monitor Package	1
230	0025140		No Crosslays	1
231	0029196		No Crosslay	1
232	0641057		Hose Restraint, Speedlay, 1" Heavy Nylon Web, Fasteners, Each Side, BXP Pumper	2
			Qty, - 02	
			Type of fastener - Quarter Turn - 1 side of crosslay/deadlay/speedlay	
			Nylon Web Color - Black	
			Restraint Location - Bottom (towards the ground)	
233	0645290		Speed, (2) 1.5" W/ Tray, Top Mt/Side Cntrl, BXP Pumper	1
234	0747793		Hose Restr, Spdly, 2"Nylon Web, Bottom Anchored, BXP TM Pumper	1
			Fastener, Hose Restraint - Quarter-Turn	
235	0631369		Reel, Booster - Rear Compt., Steel, Roll-up Door, BXP	1
			Finish, Reel - Painted Gray	
236	0628025		Switch, Reel Rewind - One at Reel, BX	1
237	0628026		Hose, Booster - 200' of 1.00"/800 PSI, BX	1
238	0628024		Capacity, Hose Reel 200' of 1", BX	1
239	0007428		Nozzle for Booster Reel Not Req'd	1
240	0641849		Plumbing Setup for Foam System (Single Agent), BX Program	1
241	0012126		Not Required, CAF Compressor	1
242	0552517		Not Required, Refill, Foam Tank	1
243	0042573		Not Required, Foam System Demonstration	1
244	0641852		Provisions for Foam Cell, (30 Gallon) - BX Program	1
245	0091110		Not Required, Foam Tank Drain	1
246	0091079		Not Required, Foam Tank #2	1
247	0091112		Not Required, Foam Tank #2 Drain	1
248	0738072		Approval Dwg, Pump Panel(s), Not Required	1
249	0035570		Pump Panel Configuration, No Match Required	1
250	0629253		Material, Pump Panels, Top Control Black Vinyl, Side Panels Black Vinyl	1
			Material Finish, Pump Panel, Side Control - Black Vinyl	
			Material, Pump Panel, Side Control - Aluminum	
			Material, Pump Panel, Top Control - Aluminum	
			Material Finish, Pump Panel, Top Control - Black Vinyl	
251	0892816		Panel, Pump Access - Both Sides, Top Mount, BX	1
			Latch, Pump Panel Access, Top Mount - Swell Latch, Black	
252	0071130		Light, Pump Compt, PMFD	1
253	0509305		Gauges, Engine - Pump Panel, Included with FRC Governor Control, PMFD	1
254	0005601		Throttle, Engine, Incl'd w/Press Controller	1
255	0739224		Indicator Light @ Pump Panel, Throttle Ready, Incl w/Pressure Gov/Throttle, Green	1
256	0549333		Indicators, Engine, Included with Pressure Controller	1
257	0745568		Indicator Light, Pump Panel, Ok To Pump, Green	1
258	0511078		Gauges, 4.00" Master, Class 1, 30"-0-600psi	1
259	0511100		Gauge, 2.00" Pressure, Class 1, 30"-0-400psi	1
260	0062586		Gauge, Water Level, Class 1, Pierce Std	1
261	0641761		Provision for Foam Level Gauge, BX Program	1
262	0600194		Light Shield, Top Mt, BXP	1
263	0525667		Siren, WIn 295SLSA1, 100 or 200 Watt	1
264	0637494		Location, Electronic Siren, BX Product	1
265	0759901		Control, Elec Siren, Horn Ring, PS Foot Sw, BX	1
266	0604128		Speaker, (1) WIn, SA315P, w/Pierce Polished S/S Grille, 100 watt, BX Program	1
			Qty, Speakers - 1	
			Connection, Speaker - siren head	
267	0752477		Location, Speaker, Ext'd Frt Bumper, Recessed, Outside Frame, Inbrd (Pos 6), BX	1
268	0746353		Not Required, Warning Lights Intensity	1

Line	Option	Type	Option Description	Qty
269	0643811		Lightbar, WIn, Justice, LED, 8-R, 2-W, BX Products, BX	1
270	0720730		Lights, Front Zone, WIn M6** LED, Lens Choice, Commercial, BX Flange Kit - w)with flange Color, Lens, LED's - Clear Color, Lt DS Front - Red Color, Lt PS Front - Red	1
271	0899479		Lights, Side Zone Lower, WIn M2* Frnt & M6* Rear LED, Lens Choice, 2pr, BX Location, Lights Front Side - a)each side engine hood Flange Kit - w)with flange Location, Lights Rear Side - Rear Fender Panel Color, Lens, LEDs - Clear Color, Lt Side Front, DS - Red Color, Lt Side Front, PS - Red Color, Lt Side Rear PS - Red Color, Lt Side Rear DS - Red	1
272	0894184		Lights, Rear Zn Lwr, WIn M6*, BXP Color, Lens, LED's - Clear Color, Lt DS Rear - Left Red Color, Lt PS Rear - Right Red	1
273	0720722		Lights, Rear/Side Up Zone, WIn M6* LED, Lens Choice, 4lts, BX Flange Kit - w)with flange Color, Lens, LED's - Clear Color, Lt, Side Rear Upper DS - Side Rear Upper Red Color, Lt, Side Rear Upper PS - Side Rear Upper Red Color, Lt, Rear Upper DS - r) DS Rear Upper Red Color, Lt, Rear Upper PS - r) PS Upper Rear Red	1
274	0006551		Not Required, Lights, Rear Upper Zone Blocking	1
275	0537807		Mtg, Rear Warn Lts, Side Sheets & On Rear Bulkheads	1
276	0519934		Not Required, Brand, Hydraulic Tool System	1
277	0007150		Bag of Nuts and Bolts Qty, Bag Nuts and Bolts - 1	1
278	0602516		NFPA Required Loose Equipment, Pumper, NFPA 2016, Provided by Fire Department	1
279	0602407		Soft Suction Hose, Provided by Fire Department, Pumper NFPA 2016 Classification	1
280	0027023		No Strainer Required	1
281	0602538		Extinguisher, Dry Chemical, Pumper NFPA 2016 Class, Provided by Fire Department	1
282	0602360		Extinguisher, 2.5 Gal. Pressurized Water, Pumper NFPA 2016, Provided by Fire Dept	1
283	0602679		Axe, Flathead, Pumper NFPA 2016 Classification, Provided by Fire Department	1
284	0602667		Axe, Pickhead, Pumper NFPA 2016 Classification, Provided by Fire Department	1
285	0607712		Paint Process/Environmental	1
286	0583882		Paint, 90 Red, Commercial Grade Chassis Finish, PMFD Commercial Chassis Paint Color, Commercial, Std - #90 Candy Apple Red	1
287	0586561		Chassis Cab Paint, #90 Red, by Chassis Manufacturer, Standard Paint Color, Commercial, Std - #90 Candy Apple Red	1
288	0583915		No Two-Tone Paint Req'd	1
289	0582663		Paint, Chassis Frame Assy, Black, by Commerical Chassis Manufacturer	1
290	0651185		Paint, Wheels, NOT REQUIRED - ALUMINUM WHEELS, Commercial	1
291	0651164		Wheels, Accent Stripe NOT REQUIRED	1
292	0007230		Compartment, Painted, Spatter Gray	1
293	0544111		Reflective Band, 10" Color, Reflect Band - A - a) white	1
294	0007357		Reflective on Front Bumper	1
295	0633298		Stripe, Chevron, Rear, Reflexite, Pumper, BX Product Color, Reflexite Band - B - L2 Fluorescent Lime	1
296	0065785		Stripe, Reflective, Cab Drs Interior, Commercial Cabs, 4dr Color, Reflective - a) white	1
297	0027286		Not Required, Lettering Specs	1
298	0007472		[Lettering not Requested]	1
299	0634098		Pricing Adjustment - Body - NOT REQUIRED - BX	1
300	0634097		Pricing Adjustment - Chassis - NOT REQUIRED - BX	1
301	0766245		Manual, Fire Apparatus Parts, USB, Body Parts Only, Commercial Product	1
302	0766243		Manual on USB Flash Drive, Service, Commercial	1

Line	Option	Type	Option Description	Qty
303	0002902		Manual, Commercial Chassis Operation	1
304	0080008		Warranty, Basic, 1 Year, Apparatus, Commercial Chassis, WA0008	1
305	0638262		Warranty, Basic Vehicle, 5 yrs/100,000 Miles, BX Product	1
306	0595282		Warranty, Cab Paint, As Provided By Chassis Manufacturer, Commercial	1
307	0647720		Warranty, Pierce LED Strip Lights, WA0203	1
308	0021516		Warranty, 5-Year EVS Transmission, Standard Comm, WA0187	1
309	0688798		Warranty, Water Tank, Lifetime, UPF, Poly Tank, WA0195	1
310	0596025		Warranty, Structure, 10 Year, Body, WA0009	1
311	0693127		Warranty, Gortite, Roll-up Door, 6 Year, WA0190	1
312	0734463		Warranty, Pump, Waterous, 7 Year Parts, WA0382	1
313	0648675		Warranty, 10 Year S/S Pumbing, WA0035	1
314	0641372		Warranty, Foam System, Not Available	1
315	0595820		Warranty, Paint, 10 Year, Body, Pro-Rate, WA0057	1
316	0593921		Not Required, Warranty, No Lettering	1
317	0683627		Certification, Vehicle Stability, CD0156	1
318	0544897		Certification, Cab Integrity, Freightliner, CD0022	1
319	0545073		Amp Draw Report, NFPA Current Edition	1
320	0002758		Amp Draw, NFPA/ULC Radio Allowance	1
321	0000017		FLORIDA DIVISION BODY	1
322	0000015		FLORIDA DIVISION COMMERCIAL CHASSIS	1
323	0004713		ENGINE, OTHER	1
324	0046395		EVS 3000 Series TRANSMISSION	1
325	0020011		WATEROUS PUMP	1
326	0020009		POLY TANK	1
327	0028047		NO FOAM SYSTEM	1
328	0020005		TOP MOUNT	1
329	0020007		AKRON VALVES	1
330	0020909		ABS SYSTEMS, Commercial	1
331	0658751		PUMPER BASE	1



Emergency Management

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

June 9, 2022

Reno County Fire Dist #3
Engine/Pumper Replacement Proposal

Request:

Reno County Fire District #3 located in Nickerson and The Highlands would like to use funds available in their special equipment fund to purchase a new engine/pumper truck. The purchase of a new engine will serve the fire district for the next 25 (estimated) years.

Current Vehicle:

District 3 is looking to replace a 1997 Freightliner/E-One Engine. This truck was purchased used in 2013. This engine has reached its 25-year life span, as outlined in NFPA 1901.

New Engine Requirements:

A new requirement initiated by the Fire Administrator is to standardize equipment within the Rural Fire Districts County wide. One of these standardizations is that each engine purchased for the Rural Districts has a minimum pump capacity of 1250 gallons per minute and carries a minimum of 1000 gallons of water.



Emergency Management

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

Cost:

District 3 began the engine replacement process by forming an inhouse truck committee. This committee met and determined what requirements and options would be best to suit their needs to provide the best fire protection for the taxpayers of Reno County as well as keeping the cost as low as possible. The current used truck market is very slim and finding a good, reliable engine with low miles and low pump hours was not possible. The best option to replace the current engine was to search for a new truck to be built to their specifications. District 3 secured three quotes.

Feld Fire: 2024 Freightliner/Spartan- **\$405,304** for a 1250gpm/1000-gallon tank with delivery date of over 1 year.

Jon's Mid America: 2024 Freightliner/E-One- **\$401,000** for a 1250gpm/1000-gallon tank with delivery date of over 1 year.

Conrad Fire Equipment: 2024 Freightliner/Pierce- **Option 1 (pre-payment discount) \$367,271.78** or **Option 2 (w/o pre-payment discount) \$371,025.93** for a 1250gpm/1000-gallon tank with delivery date of 8 months. ****Price of chassis is subject to change due to supplier costs****

Recommendation:

Purchase a 2024 Freightliner/Pierce Engine with a 1250gpm pump and 1000-gallon tank from Conrad Fire Equipment and outfit the new apparatus for a total cost not to exceed \$380,000. Some equipment needed for this truck is included in the quote and would be supplied by the seller, and the remaining equipment needed would be transferred from the old engine.



Emergency Management

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

Justification:

This engine meets the requirements set forth by the Fire Administrator regarding standardizing equipment. This engine would be replacing a current engine that is at the end of its life span. The new engine would last the District 25 (estimated) years at a cost of approximately \$14,700 per year.

Alternative:

Due to the current truck market and the economy, truck chassis are hard to find. District 3 could continue to look at other options to replace the current engine, including searching for a used truck. District 3 could also continue to contact other manufacturers for quotes and to get put on a build list for when new chassis become available for purchase, but the waiting period could be an extensive amount of time. If this purchase would be denied, District 3 would continue to operate the current engine that would continue to decline in value.

Fiscal Impact:

This engine replacement purchase was planned for in District 3's CIP for 2022. They currently have \$763,408 in their special equipment fund which would cover the cost of the new engine without having any short or long-term negative impact on future planned projects. Upon purchase of a new engine, District 3 would advertise the engine that is being replaced on a broker site rather than Purple Wave. We feel that the engine being replaced could be sold for a higher price than what it might bring on Purple Wave. Funds received from that sale would be placed back into their special equipment fund for future use.



AGENDA ITEM

AGENDA ITEM #6.K

AGENDA DATE: June 28, 2022

PRESENTED BY: County Fire Administrator, Travis Vogt

AGENDA TOPIC:

Authorize the County Administrator to sign title to Reno County Fire District 3's 1997 Freightliner Engine/Pumper FL70 E-One VIN: 1FV6HLCBXVH840866 to be sold once D3's new engine/pumper is in service

SUMMARY & BACKGROUND OF TOPIC:

The 1997 Freightliner will be replaced by the purchase of a new vehicle.

This proposal is supported by the County Fire Administrator, Emergency Management Director, and County Administrator.

RECOMMENDATION / REQUEST:

Approve the sale of the 1997 freightliner if purchase of new engine/pumper is approved.

POLICY / FISCAL IMPACT:

The proceeds of the sale of the 1997 Freightliner will be put into D3's special equipment fund to help offset the cost of the new engine/pumper.



AGENDA ITEM

AGENDA ITEM #6.L

AGENDA DATE: June 28, 2022

PRESENTED BY: Don Brittain, Public Works Director

AGENDA TOPIC:

Authorize County Administrator to sign title for 1991 Ford 2T F700, VIN#1FDWK74P8MVA28038, that was traded with the purchase of a 2022 1.25 Ton 4x2 Dodge Ram 4500 Crew Cab and Chassis from Allen Samuels, Hutchinson, Kansas. The BOCC authorized said purchase during their March 8, 2022 meeting.

SUMMARY & BACKGROUND OF TOPIC:

During the March 8, 2022 BOCC meeting the board approved the purchase of a 2022 1.25 Ton 4x2 Dodge Ram 4500 Crew Cab and Chassis from Allen Samuels, Hutchinson, Kansas, for a cost of \$50,714.00 after a trade of a 1991 Ford F700 with approximately 145,000 miles. We received the 2022 Dodge Ram on June 13, 2022 and now we are need to get the signed title for the 1991 Ford F700 to give to Allen Samuels, Hutchinson, Kansas.

ALL OPTIONS:

Approve authorization for the County Administrator to sign the title for the 1991 Ford 2T F700 pickup.

RECOMMENDATION / REQUEST:

Approve authorization for the County Administrator to sign the title for the 1991 Ford 2T F700 pickup.

POLICY / FISCAL IMPACT:

N/A



AGENDA ITEM

AGENDA ITEM #6.M

AGENDA DATE: June 28, 2022

PRESENTED BY: Capt. Levi Blumanhourst

AGENDA TOPIC:

Authorize the County Administrator to sign title to 2017 Ford Explorer, MP with VIN 1FM5K8AR5HGC57097 to complete the purchase of a 2022 Ford Interceptor SUV which was previously approved.

SUMMARY & BACKGROUND OF TOPIC:

At the January 11, 2022 meeting the Commission approved the purchase of four 2022 Ford Interceptor SUV's and trading in four older units from the Sheriff's Office fleet. This was agenda item VI.C. Ford has been slow to provide these vehicles due to supply shortage and we believe they will come to us one at a time throughout the year. I request that this agenda item be approved so when the new vehicles come in we can efficiently trade the old ones to the dealer.

2022 Trade Vehicles;

Unit 435 2017 Ford Interceptor AWD Utility Vehicle VIN # 1FM5K8AR5HGC57097

Unit 433 2017 Ford Interceptor AWD Utility Vehicle VIN # 1FM5K8AR3HGC57096

Unit 426 2018 Ford Interceptor AWD Utility Vehicle VIN # 1FM5K8AR9JGB12439

Unit 406C 2015 Ford Interceptor AWD Utility Vehicle VIN # 1FM5K8AR8FGA57568

ALL OPTIONS:

Sign titles so vehicles can be traded

RECOMMENDATION / REQUEST:

Sign the title so vehicle can be traded

POLICY / FISCAL IMPACT:

None



AGENDA ITEM

AGENDA ITEM #6.N

AGENDA DATE: June 28, 2022

PRESENTED BY: Capt. Levi Blumanhourst

AGENDA TOPIC:

Authorize the County Administrator to sign title to 2017 Ford Explorer, MP with VIN 1FM5K8AR5HGC57096 to complete the purchase of a 2022 Ford Interceptor SUV which was previously approved.

SUMMARY & BACKGROUND OF TOPIC:

At the January 11, 2022 meeting the Commission approved the purchase of four 2022 Ford Interceptor SUV's and trading in four older units from the Sheriff's Office fleet. This was agenda item VI.C. Ford has been slow to provide these vehicles due to supply shortage and we believe they will come to us one at a time throughout the year. I request that this agenda item be approved so when the new vehicles come in we can efficiently trade the old ones to the dealer.

2022 Trade Vehicles;

Unit 435 2017 Ford Interceptor AWD Utility Vehicle VIN # 1FM5K8AR5HGC57097

Unit 433 2017 Ford Interceptor AWD Utility Vehicle VIN # 1FM5K8AR3HGC57096

Unit 426 2018 Ford Interceptor AWD Utility Vehicle VIN # 1FM5K8AR9JGB12439

Unit 406C 2015 Ford Interceptor AWD Utility Vehicle VIN # 1FM5K8AR8FGA57568

ALL OPTIONS:

Sign titles so vehicles can be traded

RECOMMENDATION / REQUEST:

Sign the title so vehicle can be traded

POLICY / FISCAL IMPACT:

None



AGENDA ITEM

AGENDA ITEM #6.0

AGENDA DATE: June 28, 2022

PRESENTED BY: Capt. Levi Blumanhourst

AGENDA TOPIC:

Authorize the County Administrator to sign title to 2018 Ford Explorer, MP with VIN 1FM5K8AR9JGB12439 to complete the purchase of a 2022 Ford Interceptor SUV which was previously approved.

SUMMARY & BACKGROUND OF TOPIC:

At the January 11, 2022 meeting the Commission approved the purchase of four 2022 Ford Interceptor SUV's and trading in four older units from the Sheriff's Office fleet. This was agenda item VI.C. Ford has been slow to provide these vehicles due to supply shortage and we believe they will come to us one at a time throughout the year. I request that this agenda item be approved so when the new vehicles come in we can efficiently trade the old ones to the dealer.

2022 Trade Vehicles;

Unit 435 2017 Ford Interceptor AWD Utility Vehicle VIN # 1FM5K8AR5HGC57097

Unit 433 2017 Ford Interceptor AWD Utility Vehicle VIN # 1FM5K8AR3HGC57096

Unit 426 2018 Ford Interceptor AWD Utility Vehicle VIN # 1FM5K8AR9JGB12439

Unit 406C 2015 Ford Interceptor AWD Utility Vehicle VIN # 1FM5K8AR8FGA57568

ALL OPTIONS:

Sign titles so vehicles can be traded

RECOMMENDATION / REQUEST:

Sign the title so vehicle can be traded

POLICY / FISCAL IMPACT:

None



AGENDA ITEM

AGENDA ITEM #6.P

AGENDA DATE: June 28, 2022

PRESENTED BY: Capt. Levi Blumanhourst

AGENDA TOPIC:

Authorize the County Administrator to sign title to 2015 Ford Explorer, MP with VIN 1FM5K8AR8FGA57568 to complete the purchase of a 2022 Ford Interceptor SUV which was previously approved.

SUMMARY & BACKGROUND OF TOPIC:

At the January 11, 2022 meeting the Commission approved the purchase of four 2022 Ford Interceptor SUV's and trading in four older units from the Sheriff's Office fleet. This was agenda item VI.C. Ford has been slow to provide these vehicles due to supply shortage and we believe they will come to us one at a time throughout the year. I request that this agenda item be approved so when the new vehicles come in we can efficiently trade the old ones to the dealer.

2022 Trade Vehicles;

Unit 435 2017 Ford Interceptor AWD Utility Vehicle VIN # 1FM5K8AR5HGC57097

Unit 433 2017 Ford Interceptor AWD Utility Vehicle VIN # 1FM5K8AR3HGC57096

Unit 426 2018 Ford Interceptor AWD Utility Vehicle VIN # 1FM5K8AR9JGB12439

Unit 406C 2015 Ford Interceptor AWD Utility Vehicle VIN # 1FM5K8AR8FGA57568

ALL OPTIONS:

Sign titles so vehicles can be traded

RECOMMENDATION / REQUEST:

Sign the title so vehicle can be traded

POLICY / FISCAL IMPACT:

None



AGENDA ITEM

AGENDA ITEM #6.Q

AGENDA DATE: June 28, 2022

PRESENTED BY: Capt. Levi Blumanhourst

AGENDA TOPIC:

Authorize the County Administrator to sign title to 2018 Ford F-150 Police Responder with VIN 1FTEW1PG7JKE86535 to complete the purchase of a 2022 Ford F-150 Responder which was previously approved.

SUMMARY & BACKGROUND OF TOPIC:

At the January 11, 2022 meeting the Commission approved the purchase of a 2022 Ford F-150 Police Responder pickup and trading in a 2018 Ford F-150 Police Responder from the Sheriff's Office fleet. This was agenda item VI.B.

Ford has been slow to provide vehicles due to supply shortage and we believe it will be delivered by the end of the year. I request that this agenda item be approved so when the new vehicle comes in we can efficiently trade the old one to the dealer.

2022 Trade Vehicle;

Unit 422 2018 Ford F-150 Police Responder VIN # 1FTEW1PG7JKE86535

ALL OPTIONS:

Sign title so vehicle can be traded

RECOMMENDATION / REQUEST:

Sign the title so vehicle can be traded

POLICY / FISCAL IMPACT:

None



AGENDA ITEM

AGENDA ITEM #6.R

AGENDA DATE: June 28, 2022

PRESENTED BY: Megan Davidson, Solid Waste Director

AGENDA TOPIC:

Authorize the County Administrator to sign title for 2008 Chevrolet 1 Ton VIN: 1GCHK34K18E177438 that was traded with the purchase of 2022 Ford F-250 4x4 Crew Cab Vehicles from Midwest Superstore. The BOCC authorized said purchase on March 8, 2022 meeting.

SUMMARY & BACKGROUND OF TOPIC:

During the March 8, 2022 BOCC meeting the board approved the purchase of 2- 2022 Ford F-250 4X4 Crew Cab trucks from Midwest Superstore for the cost of \$75,830.00 after a trade of 2 pickups a 2008 Chevy 1 ton Pickup and a 2009 Chevy 2500 Pickup. We are now requesting the signed titles for both of these traded in vehicles.

ALL OPTIONS:

Approved authorization for the County Administrator to sign the title for the 2008 Chevy 1 ton pickup.

RECOMMENDATION / REQUEST:

Approved authorization for the County Administrator to sign the titles for both the 2009 Chevy 1 ton pickup.

POLICY / FISCAL IMPACT:

N/A



AGENDA ITEM

AGENDA ITEM #6.S

AGENDA DATE: June 28, 2022

PRESENTED BY: Megan Davidson Solid Waste Director

AGENDA TOPIC:

Authorize the County Administrator to sign title for 2009 Chevrolet 2500 VIN: 1GCHK34K09F147298 that was traded with the purchase of 2022 Ford F-250 4x4 Crew Cab Vehicles from Midwest Superstore. The BOCC authorized said purchase on March 8, 2022 meeting.

SUMMARY & BACKGROUND OF TOPIC:

During the March 8, 2022 BOCC meeting the board approved the purchase of 2- 2022 Ford F-250 4X4 Crew Cab trucks from Midwest Superstore for the cost of \$75,830.00 after a trade of 2 pickups a 2009 Chevy 1 ton Pickup and a 2009 Chevy 2500 Pickup. We are now requesting the signed titles for both of these traded in vehicles.

ALL OPTIONS:

Approve Authorization for the County Administrator to sign the title for the 2009 Chevy 2500 pickup

RECOMMENDATION / REQUEST:

Approve Authorization for the County Administrator to sign the title for the 2009 Chevy 2500 pickup

POLICY / FISCAL IMPACT:

N/A



AGENDA ITEM

AGENDA ITEM #7.A

AGENDA DATE: June 28, 2022

PRESENTED BY: Randy Partington, County Administrator

AGENDA TOPIC:

ARPA Discussion of allocation of funds from the [ARPA Requests](#)

SUMMARY & BACKGROUND OF TOPIC:

See Memo

RECOMMENDATION / REQUEST:

Discussion



RENO COUNTY
Administration
206 West First Ave.
Hutchinson, KS 67501-5245
620-694-2929
Fax: 620-694-2928

To: County Commission
From: Randy Partington
Date: June 28, 2022
RE: ARPA Discussion/Summary

Reno County has received \$12,042,385 in Coronavirus State and Local Fiscal Recovery Funds (SLFRF) as part of the American Rescue Plan, referred to as ARPA funds. The funds are from the U.S. Department of Treasury. The funds must be obligated by December 31, 2024, and fully expended by December 31, 2026. All of the ARPA funds designated for Reno County have been received and are in a separate bank account, specifically identified as ARPA money.

During 2021, Reno County agreed to wait on ARPA spending decisions until a community ARPA Taskforce held numerous town hall meetings in Reno County to compile the wants and needs of our community. The ARPA Taskforce's report was given to the county commission in January 2022. At that time, the commissioners began discussing in public meetings where they may want to allocate the funds. At the beginning of the discussions, commissioners identified three (3) areas of investment they felt were most important for ARPA funds. Those areas were childcare, housing and economic development.

After preliminarily setting aside \$10.2 million for the three identified areas above, the City of Hutchinson Fire Department requested \$880,000 in brush trucks and equipment intended for use during rural county brush fires from both Reno County and the City of Hutchinson. The commission at that time agreed to cover the \$440,000, while the city agreed to cover the other half. County commissioners stated they would figure out whether to use ARPA funds or capital improvement reserve funds for the \$440,000 cost when the purchases were made (delivered).

Following the above-mentioned discussions for ARPA funds, the county commission opened up the application process for interested businesses or individuals with projects or needs for ARPA funds. The application process closed in late May 2022. The total amount of money requested was \$20,303,663, which is \$8.26 million more than the available funds.

On June 14, 2022, county commissioners were presented with a copy of all the applications. The commissioners directed the county administrator to email them a spreadsheet with all of the application amounts and the total amount available. Each commissioner was then to allocate the \$12 million for the requests they felt deserved the money the most and email this information, along with additional explanations/narratives for the other commissioners to review. Each of the commissioners' spreadsheet listed allocations and comments are attached. On Tuesday, the commissioners will discuss the requests further and might make some allocation decisions.

The attached documents include the combination of the commissioner's respective allocations, followed by their individual sheets with explanations.

Combination of Commissioner Allocation Spreadsheets

\$12,042,385

Organization/Individual	Project Description	Amount Requested	Daniel Friesen	Ron Sellers	Ron Hirst
United Way/K-Ready and Hospital	Childcare Grant Program	\$4,500,000.00	\$4,500,000	\$4,000,000	\$4,000,000
2023 CDBG Program for Childcare	Childcare Grant Program				\$500,000
Interfaith Housing	Housing	\$4,000,000.00	\$4,000,000	\$4,000,000	\$4,000,000
SCKEDD	Housing	\$500,000.00	\$500,000		\$500,000
Jim Strawn and Heartland Housing Partners	New Housing (homes)	\$550,000.00			
Jim Strawn and Heartland Housing Partners	New Housing (multi-family)	\$1,800,000.00			
Chamber of Commerce	Industrial Development Pre-approved	\$1,200,000.00	\$1,200,000	\$1,200,000	\$1,200,000
Chamber of Commerce	Industrial Development	\$800,000.00		\$0	\$150,000
Aaron Brooks	Hotel and Tourism	\$235,000.00			
Surgery Center of South Central Kansas	Wage assistance related to COVID-19 downturn	\$100,000.00			
Huthinson Community College	Workforce Development - new positions for marketing	\$500,000.00			
HCC and Hutchinson Regional Medical Center	Expanded nursing program facilities (capital investment)	\$500,000.00	\$250,000	\$150,000	
City of Willowbrook	Surface water flooding mitigation	\$300,000.00	\$15,000		
City of Buhler	Sewer line replacement	\$57,000.00	\$57,000		
HABIT Water District	Water tower repair	\$79,250.00			
HABIT Water District	Electical Generator Support	\$48,272.00			
HABIT Water District	Expand water service area	\$150,000.00			
Reno County EMS	Arlington EMS Station	\$500,000.00	\$250,000		\$270,000
Reno County EMS	Ambulance replacements	\$225,000.00			
Reno County EMS	Mobile CAD Terminals	\$37,000.00			\$37,000
Haven EMS	Equipment	\$12,100.00	\$12,100		\$12,100
City of Hutchinson Fire Department	Brush trucks	\$440,000.00	\$220,000	\$440,000	\$440,000
Pretty Prairie EMS	Ambulance station (capital investment)	\$50,000.00	\$50,000		\$25,000
Reno County Emergency Management	Fire Administrator equipment needs	\$90,000.00	\$45,000	\$90,000	\$75,000
Reno County Emergency Management	Fire District capital equipment and software	\$160,000.00	\$80,000	\$160,000	\$100,000
Reno County Sheriff's Office	Snap-On Trucks	\$155,000.00	\$77,500		\$53,285
Hutchinson-Reno County Emergency Communications	Pre-alert Software	\$115,041.00			\$55,000
Reno County Administration	Health Department and EM Building needs	\$3,000,000.00	\$750,000	\$1,750,000	\$400,000
Reno County Administration/Public Works	HABIT and Yoder Sewer Districts	\$200,000.00			\$100,000
Administrative Expenses	Audits and administrative work		\$36,000	\$250,000	\$125,000
		\$20,303,663.00	\$12,042,600.00	\$12,040,000.00	\$12,042,385.00
		Requested Funds	Summary of Allocations	Summary of Allocations	Summary of Allocations

Daniel Friesen

\$12,042,385

\$ 650,000

Organization/Individual	Project Description	Amount Requested	Commission Recommendation	Community % of population of county (62421)	Eco Devo	Commissioner Friesen Comments
United Way/K-Ready and Hospital	Childcare Grant Program	\$4,500,000.00	\$4,500,000			
Interfaith Housing/SCKEDD	Housing	\$4,500,000.00	\$4,500,000			
Jim Strawn and Heartland Housing Partners	New Housing (homes)	\$550,000.00				I support this effort but believe it should be funded in an objective process so we don't appear to be directly funding a private investment since almost all other requests are gov or non profit
Jim Strawn and Heartland Housing Partners	New Housing (multi-family)	\$1,800,000.00				""
Chamber of Commerce	Industrial Development Pre-approved	\$1,200,000.00	\$1,200,000			feel like this should be a pot of money to be used for pre approved option or other efforts. Should be more guidelines established on how money is spent before awarding
Chamber of Commerce	Industrial Development	\$800,000.00			\$300,000	""
Aaron Brooks	Hotel and Tourism	\$235,000.00				I support this effort but believe it should be funded in an objective process so we don't appear to be directly funding a private investment since almost all other requests are gov or non profit
Surgery Center of South Central Kansas	Wage assistance related to COVID-19 downturn	\$100,000.00	\$0			seems like this was already provided in previous federal programs, prefer more sustainable investments
Hutchinson Community College	Workforce Development - new positions for marketing	\$500,000.00	\$0			
HCC and Hutchinson Regional Medical Center	Expanded nursing program facilities (capital investment)	\$500,000.00	\$250,000			
City of Willowbrook	Surface water flooding mitigation	\$300,000.00	\$15,000	\$0		Allocated max by population size
City of Buhler	Sewer line replacement	\$57,000.00	\$57,000	\$0		
HABIT Water District	Water tower repair	\$79,250.00	\$0			
HABIT Water District	Electrical Generator Support	\$48,272.00	\$0			
HABIT Water District	Expand water service area	\$150,000.00	\$0			
Reno County EMS	Arlington EMS Station	\$500,000.00	\$250,000			
Reno County EMS	Ambulance replacements	\$225,000.00	\$0			
Reno County EMS	Mobile CAD Terminals	\$37,000.00				
Haven EMS	Equipment	\$12,100.00	\$12,100			Would prefer City consider a unified operation with County / HRMS, it's hard to see how it could be more cost effective to run indendent operations
City of Hutchinson Fire Department	Brush trucks	\$440,000.00	\$220,000			
Pretty Prairie EMS	Ambulance station (capital investment)	\$50,000.00	\$50,000	\$0		Would prefer City consider a unified operation with County / HRMS, it's hard to see how it could be more cost effective to run indendent operations
Reno County Emergency Management	Fire Administrator equipment needs	\$90,000.00	\$45,000			
Reno County Emergency Management	Fire District capital equipment and software	\$160,000.00	\$80,000			
Reno County Sheriff's Office	Snap-On Trucks	\$155,000.00	\$77,500			
Hutchinson-Reno County Emergency Communications	Pre-alert Software	\$115,041.00				
Reno County Administration	Health Department and EM Building needs	\$3,000,000.00	\$750,000			
Reno County Administration/Public Works	HABIT and Yoder Sewer Districts	\$200,000.00	\$0			
Administrative Expenses	Audits and administrative work		\$36,000			

\$14,855.00

\$240,573.75

\$99,933.60

\$20,303,663.00

\$12,042,600.00

Requested Funds Summary of Allocations

Under / (Over)

(\$215.00)

Ron Sellers

\$12,042,385 these figures in millions

Organization/Individual	Project Description	Amount Requested	Commission Recommendation	
United Way/K-Ready and Hospital	Childcare Grant Program	\$4,500,000.00	4.00	would give to hcf or united way, if they give to hospital for day care, their decision
Interfaith Housing	Housing	\$4,000,000.00	4.00	
SCKEDD	Housing	\$500,000.00	0.00	SCKEDD is to be given numerous housing \$\$, more than they have ever had for area
Jim Strawn and Heartland Housing Partners	New Housing (homes)	\$550,000.00	0.00	
Jim Strawn and Heartland Housing Partners	New Housing (multi-family)	\$1,800,000.00	0.00	
Chamber of Commerce	Industrial Development Pre-approved	\$1,200,000.00	1.20	500,000 for housing down payments to come from chamber allocation, per debra, MOU needed
Chamber of Commerce	Industrial Development	\$800,000.00	0.00	800,000 to chamber to come from general budget allocation, reserve and this year budget
Aaron Brooks	Hotel and Tourism	\$235,000.00		
Surgery Center of South Central Kansas	Wage assistance related to COVID-19 downturn	\$100,000.00		
Huthinson Community College	Workforce Development - new positions for marketing	\$500,000.00		
HCC and Hutchinson Regional Medical Center	Expanded nursing program facilities (capital investment)	\$500,000.00	0.15	
City of Willowbrook	Surface water flooding mitigation	\$300,000.00		
City of Buhler	Sewer line replacement	\$57,000.00		
HABIT Water District	Water tower repair	\$79,250.00		
HABIT Water District	Electical Generator Support	\$48,272.00		
HABIT Water District	Expand water service area	\$150,000.00		
Reno County EMS	Arlington EMS Station	\$500,000.00		
Reno County EMS	Ambulance replacements	\$225,000.00		
Reno County EMS	Mobile CAD Terminals	\$37,000.00		
Haven EMS	Equipment	\$12,100.00		
City of Hutchinson Fire Department	Brush trucks	\$440,000.00	0.44	
Pretty Prairie EMS	Ambulance station (capital investment)	\$50,000.00		
Reno County Emergency Management	Fire Administrator equipment needs	\$90,000.00		
Reno County Emergency Management	Fire District capital equipment and software	\$160,000.00	0.25	.90,000 for reno cty adm of fire, 160,000 for fire districts
Reno County Sheriff's Office	Snap-On Trucks	\$155,000.00		
Hutchinson-Reno County Emergency Communications	Pre-alert Software	\$115,041.00		
Reno County Administration	Health Department and EM Building needs	\$3,000,000.00	1.75	
Reno County Administration/Public Works	HABIT and Yoder Sewer Districts	\$200,000.00		
Administrative Expenses	Audits and administrative work		0.25	

\$20,303,663.00 **12.04**

Requested Funds **Summary of Allocations**

Ron Hirst

\$12,042,385

Organization/Individual	Project Description	Amount Requested	Commission Recommendation
United Way/K-Ready and Hospital	Childcare Grant Program	\$4,500,000.00	\$4,000,000
2023 new CDBG program	Childcare Grant Program		\$500,000
Interfaith Housing/SCKEDD	Housing see line 7	\$4,500,000.00	\$4,500,000
Jim Strawn and Heartland Housing Partners	New Housing (homes) see line 7	\$550,000.00	\$0
Jim Strawn and Heartland Housing Partners	New Housing (multi-family) see line 7	\$1,800,000.00	\$0
Interfaith Housing - \$3,600,000: SCKEDD \$500,000: New Housing down payment incentive \$400,000 available for any developer 80 unitsx5k			
Chamber of Commerce	Industrial Development Pre-approved	\$1,200,000.00	\$1,200,000
Chamber of Commerce	Industrial Development	\$800,000.00	\$150,000
Aaron Brooks	Hotel and Tourism	\$235,000.00	\$0
Surgery Center of South Central Kansas	Wage assistance related to COVID-19 downturn	\$100,000.00	\$0
Huthinson Community College	Workforce Development - new positions for marketing	\$500,000.00	\$0
HCC and Hutchinson Regional Medical Center	Expanded nursing program facilities (capital investment)	\$500,000.00	\$0
City of Willowbrook	Surface water flooding mitigation	\$300,000.00	\$0
City of Buhler	Sewer line replacement	\$57,000.00	\$0
HABIT Water District	Water tower repair	\$79,250.00	\$0
HABIT Water District	Electical Generator Support	\$48,272.00	\$0
HABIT Water District	Expand water service area	\$150,000.00	\$0
Reno County EMS	Arlington EMS Station	\$500,000.00	\$270,000
Reno County EMS	Ambulance replacements	\$225,000.00	\$0
Reno County EMS	Mobile CAD Terminals	\$37,000.00	\$37,000
Haven EMS	Equipment	\$12,100.00	\$12,100
City of Hutchinson Fire Department	Brush trucks	\$440,000.00	\$440,000
Pretty Prairie EMS	Ambulance station (capital investment)	\$50,000.00	\$25,000
Reno County Emergency Management	Fire Administrator equipment needs	\$90,000.00	\$75,000
Reno County Emergency Management	Fire District capital equipment and software	\$160,000.00	\$100,000
Reno County Sheriff's Office	Snap-On Trucks	\$155,000.00	\$53,285
Hutchinson-Reno County Emergency Communications	Pre-alert Software	\$115,041.00	\$55,000
Reno County Administration	Health Department and EM Building needs	\$3,000,000.00	\$400,000
Reno County Administration/Public Works	HABIT and Yoder Sewer Districts	\$200,000.00	\$100,000
Administrative Expenses	Audits and administrative work		\$125,000

\$20,303,663.00 \$12,042,385.00

Requested Funds Summary of Allocations

If county is willing to bond Health Dept. and EM Building at 100% then that 400K can be used elsewhere, suggest back to county for EM,EMS and Sheriff equipment
 I included the 440K for fire dept. but they should use the money received from fighting wild fires in Colo. Approx 200-300K net for this purpose of relacing brush trucks. Need to know when they will use and for what?

Need more explanation on snap on trucks but added some until I know more.
 I am unsure on how childcare will be self sustaining in the future. I do not know of any county that does not use tax payers funds to make childcare self sustaining.

I believe the requests for sewer/water/surface water mitigation should be user funded. I did include some arpa for HABIT/yoder sewer costs due to new larger expansion.
 I wonder if the new cdbg regional sewer/water could be available for this project.

Ambulance purchase could be funded through county's cost of ems share.

HCC should cover their cost of programs by planning ahead. Nurse shortage is not new just due to covid although exasperated by covid.
 Education is the responsibility of HCC, not county.

Hospital decided to curtail surgeries and lay off nurses during covid, from what I understand, so not in favor of this request.

Would like to see the other communities in SW Reno County add to the EMS station building needs, if possible. They all benefit having the station there.
 Maybe use a little of their arpa funds to that endeavor.

NRP will provide the best incentive for housing, mfg., and buildings to increasing county tax base.



AGENDA ITEM

AGENDA ITEM #7.B

AGENDA DATE: June 28, 2022

PRESENTED BY: Deputy Clerk Jenna Fager

AGENDA TOPIC:

Approve resolution dividing Reno County into Commissioner Districts pursuant to K.S.A. 19-204. The K.S.A. statute requires the Board of county commissioners to divide the county into five commissioner districts as compact and equal in population as possible.

SUMMARY & BACKGROUND OF TOPIC:

On May 27, 2022 the Reno County Clerk received the State Legislative Redistricting maps from the Kansas Legislative Research Department pursuant to K.S.A. 25-26a03 (b), resulting in precinct splits. January 6, 2022 the Reno County Clerk received the Census 2020 redistricting Data Summary File prepared by the Office of Secretary of State, Division of Census. The 2020 Kansas Census (Attachment "A" hereto) is the last official census available to the Board of County Commissioners and the first since the Federal Census of 2010. Whereas, having considered the census data, the Board of County Commissioners finds that the current composition of commissioner districts established by Resolution 2021-14 remains as compact and equal in population as possible.

ALL OPTIONS:

Approve resolution

Make changes to the resolution

Deny resolution

RECOMMENDATION / REQUEST:

For the County Commission to approve the resolution

POLICY / FISCAL IMPACT:

N/A

RESOLUTION 2022-_____

A RESOLUTION DIVIDING RENO COUNTY INTO
COMMISSIONER DISTRICTS PURSUANT TO K.S.A. 19-204

Whereas, K.S.A. 19-204 requires the board of county commissioners to divide the county into five commissioner districts as compact and equal in population as possible; and

Whereas, on or about May 27, 2022, the Reno County Clerk Received the State Legislative Redistricting maps from the Kansas Legislative Research Department pursuant to KSA 25-26a03(b), resulting in precinct splits; and

Whereas, on or about January 6, 2022, the Reno County Clerk Received the Census 2020 redistricting Data Summary File as prepared by the Office of Secretary of State, Division of Census; and

Whereas, the 2020 Kansas Census (Attachment "A" hereto) is the last official census available to the Board of County Commissioners and the first since the Federal Census of 2010; and

Whereas, having considered the census data, the Board of County Commissioners finds that the current composition of commissioner districts established by Resolution 2021-14 remains as compact and equal in population as possible.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY
COMMISSIONERS OF RENO COUNTY, KANSAS, that:

1 The five commissioner districts of Reno County shall remain as follows:

A. DISTRICT NO. 1 (Population: 12,226)

Hutchinson Precincts: 4, 8, 9, 10, 11, 24, 29, 32;

Cities: Nickerson Wards: #1, 2 and 3
The Highlands Willowbrook

Townships: Grant Reno North

B. DISTRICT NO. 2 (Population: 12,054)

Hutchinson Precincts 1-H102, 1-H102A, 2, 3, 30;

Cities:	Abbyville	Pretty Prairie Ward 1	
	Arlington	Pretty Prairie Ward 2	
	Langdon	Sylvia	
	Partridge	Turon	
	Plevna	South Hutchinson #1, 2 and 3	
Townships:	Albion	Huntsville	Roscoe
	Arlington	Langdon	Salt Creek
	Bell	Lincoln	Sylvia
	Castleton	Loda	Troy
	Center	Medford	Walnut
	Enterprise	Miami	Westminster
	Grove	Plevna	
	Hayes	Reno South	

C. DISTRICT NO. 3 (Population 12,554)

Hutchinson Precincts 17, 23 H104, 23 Exclave, 27, 28, 28 Exclave, 31 and 33;

Cities: Buhler

Townships:	Clay North	Little River
	Clay North Enclave	Medora

D. DISTRICT NO. 4 (Population 12,587)

Hutchinson Precincts 5, 6, 7, 12, 13 H102, 13 H104, 14, 15, 18, 19, 20, 21 and 35;

E. DISTRICT NO. 5 (Population 12,477)

Hutchinson Precincts 16, 22 H102, 22 H104, 25, 26, 26 Exclave H102, 26 Exclave H114, 34, 34 Exclave and 36;

Cities: Haven

Townships:	Clay South H102-1	Sumner
	Clay South H102A	Valley H101
	Clay South H114	Valley H114
	Haven H101	Yoder H102
	Haven H114	Yoder H114
	Ninnescah	

ADOPTED in regular session this _____ day of _____, 2022

**BOARD OF COUNTY COMMISSIONERS
OF RENO COUNTY, KANSAS**

Daniel Friesen, Chairman

ATTEST:

Ron Sellers, Vice Chairman

Donna Patton, County Clerk

Ron Hirst, Member



AGENDA ITEM

AGENDA ITEM #7.C

AGENDA DATE: June 28, 2022

PRESENTED BY: Kyle Berg

AGENDA TOPIC:
Reno County Automotive - Annual Update

SUMMARY & BACKGROUND OF TOPIC:
Annual update from the Automotive Department.

ALL OPTIONS:
NA

RECOMMENDATION / REQUEST:
Approval of annual update.

POLICY / FISCAL IMPACT:
NA



June 28, 2022 Automotive Department

2022 continue to be challenging as far as fleet operations. We should be receiving 3 replacement patrol interceptors and 1 replacement jail transport for the Sheriff's Department this month although we just received word, they are delayed due to the microchip shortage. The replacement truck for the department will, hopefully, come this fall.

As we have expanded the replacement schedule for the department most of these vehicles will have around 130,00 to 140,000 miles when they are replaced. The order to delivery date has really changed as far as new vehicles with delivery going from 6 – 8 weeks from order date to 6 – 8 months.

EQUIPMENT TO BE REPLACED IN 2022

Department	Model	Mileage	Date put in service.	Maintenance cost since 2015,	Fuel cost since 2015	
Appraiser	2006 Dodge Dakota	100,701	11/19/2009	\$ 5,036.68	\$ 3,991.73	Has been replaced with used Suv transferred from SO in 2021
Appraiser	2005 Envoy	154,772	10/1/2008	\$ 3,111.60	\$ 4,077.60	Has been traded. Replacement due this fall.
DA	2007 Envoy	119,718	7/25/2012	\$ 2,379.65	\$ 4,815.86	Has been traded. Replacement due this fall.
Health	2009 Lincoln MKX	159,189	1/22/2013	\$ 3,348.98	\$ 5,032.03	Has been traded. Replacement due this fall.
Maintenance	2005 Silverado	139,551	11/30/2015	\$ 3,505.49	\$ 4,285.35	Has been traded. Replacement due this fall.
Maintenance	1998 Chevy Venture	51,274	6/8/2006	\$ 2,126.58	\$ 1,546.73	Bad engine. Will be auctioned.
Sheriff (Jail)	2015 Interceptor SUV	155,473	5/26/2015	\$ 3,926.44	\$ 12,162.09	Has been traded. Replacement due in June
Sheriff (Patrol)	2018 Ford F150	104,108	8/2/2018	\$ 5,312.24	\$ 12,915.93	Has been traded. Replacement due in late fall.
Sheriff (Patrol)	2018 Interceptor SUV	108,123	4/30/2018	\$ 7,130.98	\$ 12,376.94	Has been traded. Replacement due in June
Sheriff (Patrol)	2017 Interceptor SUV	123,617	6/14/2017	\$ 7,672.38	\$ 15,086.43	Has been traded. Replacement due in June
Sheriff (Patrol)	2017 Interceptor SUV	132,782	8/8/2017	\$ 6,671.71	\$ 11,757.82	Has been traded. Replacement due in June
Sheriff (Detective)	2017 Dodge Journey	124,282	3/3/2017	\$ 7,355.10	\$ 7,330.98	Traded for a used Grand Cherokee.
Sheriff (Detective)	2012 Grand Cherokee	94,008	8/29/2016	\$ 3,192.42	\$ 5,103.66	Traded for a used Ford Edge.

Looking ahead I would like to start selling our replaced vehicles on Purple Wave rather than trading them in. With what used patrol units are selling for on this auction site I feel we would come out ahead by selling them outright. The revenue would then be put into the special equipment fund.



With the delays in receiving replacement Rcat buses we will be running them probably 2 years beyond the normal replacement schedule so maintenance costs could go up. We are also seeing delays in getting the buses repaired from accident damage due to delays in getting body parts.

As far as patrol vehicles we have had numerous warranty issues with the 2020 and 2021 interceptor SUV's. It is not unusual to have 3 or 4 vehicles at the dealership at the same time due to software and wiring harness issues. We are hoping they get these problems resolved as we are running these vehicles longer.

2021 FUEL REPORT (FUEL CARD USERS)

Total Historical Fuel Costs

DEPARTMENT	GALLONS USED	AVERAGE PRICE PER GALLON
APPRAISER	3322.69	\$ 2.53
AUTOMOTIVE	125.774	\$ 2.52
COMMUNITY CORRECTIONS	909.384	\$ 2.67
COURT SERVICES	117.386	\$ 2.74
DEPT. OF AGING	162.422	\$ 2.61
DISTRICT ATTORNEY	526.068	\$ 2.56
EMERGENCY MANAGEMENT	1532.11	\$ 2.61
HEALTH DEPARTMENT	3215.03	\$ 2.57
MAINTENANCE	2421.99	\$ 2.64
SHERIFF	63856.3	\$ 2.54
YOUTH SHELTER	885.211	\$ 2.53
TOTAL	77074.365 GALLONS	\$2.592 Avg

YEAR	TOTAL
2019	\$159,970.01
2020	\$119,649.06
2021	\$196,852.08
2022 (5 months)	\$103,599.14
2022 Forecast	\$294,602.72

The chart above shows the 2021 fuel usage by department and the average price paid. The forecast for 2022 is based on an average usage of 6,381.25 gallons per month and if the price remains level (\$4.276 per gallon) for the remainder of the year.

Below are the maintenance and fuel costs for fiscal year 2021. RCAT and Extension Office fuel costs are not included as they use different fuel card accounts.



Total Operating (Cost Summary)

\\Reno County Automotive\Appraiser's Dept.

Equipment	1/1/2021 12/31/2021		Innovative Maintenance Systems	
	Maintenance Cost	Fuel Cost	Total Cost	Mileage
APP #1 - 2006 Dodge Durango	\$674.09	\$2,499.11	\$3,173.20	151,690
APP #2 DAKOTA - 2006 Dodge Dako	\$33.06	\$156.69	\$189.75	100,701
APP #2 SUV - 2017 Ford Interceptor	\$2,637.32	\$3,037.22	\$5,674.54	105,921
APP #3 ENVOY - 2005 GMC Envoy	\$1,264.16	\$1,325.54	\$2,589.70	154,772
APP #4 SUV	\$192.70	\$913.15	\$1,105.85	160,735
APP #5 MALIBU - 2006 Chevy Malib	\$660.13	\$1,586.11	\$2,246.24	141,695
APP #6 SUV	\$452.31	\$1,479.07	\$1,931.38	114,935
APP #9 GY CHARGER - 2008 Dodge	\$342.14	\$574.59	\$916.73	98,659
Subtotal - Appraiser's Dept.	\$6,255.91	\$11,571.48	\$17,827.39	

\\Reno County Automotive\Automotive Dept.

Equipment	Maintenance Cost	Fuel Cost	Total Cost	Mileage
AUTO#1 Shop trk - 2006 Ford F-150	\$33.42	\$339.25	\$372.67	55,605
Subtotal - Automotive Dept.	\$33.42	\$339.25	\$372.67	

\\Reno County Automotive\Community Corrections

Equipment	Maintenance Cost	Fuel Cost	Total Cost	Mileage
CC#10 - 2015 Chevy Equinox	\$478.84	\$1,440.65	\$1,919.49	46,124
CC#11 - 2016 Ford Fusion	\$40.67	\$261.32	\$301.99	53,975
CC#12 - 2018 Nissan Altima	\$74.43	\$210.98	\$285.41	24,117



\\Reno County Automotive\Health Dept.

Equipment	Maintenance Cost	Fuel Cost	Total Cost	Mileage
H#30 2005 MALIBU - 2005 Chevy Ma	\$130.90	\$194.74	\$325.64	65,060
H#31 2007 UPLANDE - 2007 Chevy	\$26.00	\$91.76	\$117.76	71,247
H#32 2008 FUSION - 2008 Ford Fus	\$1,032.47	\$998.11	\$2,030.58	117,472
H#33 2012 F150 - 2012 Ford F-150	\$577.87	\$1,133.50	\$1,711.37	55,443
H#34 2010 TOY RAV - 2010 Toyota	\$1,580.55	\$512.75	\$2,093.30	108,913
H#35 2013 Malibu - 2013 Chevy Mali	\$219.28	\$387.72	\$607.00	88,848
H#36 2015 Equinox - 2015 Chevy Eq	\$254.72	\$1,100.66	\$1,355.38	74,473
H#37 2006 Jeep Commander	\$2,637.16	\$831.14	\$3,468.30	130,356
H#38 2009 Lincoln MKX	\$360.68	\$1,061.70	\$1,422.38	159,189
H#39	\$372.54	\$784.54	\$1,157.08	111,267
H#40 2006 Malibu	\$117.23	\$49.96	\$167.19	89,635
H#42 2018 TOY RAV	\$335.76	\$1,070.76	\$1,406.52	25,104
H#43 2008 Charger - 2008 Dodge Ch	\$74.34	\$631.37	\$705.71	99,387

5/31/2022 8:54:52 AM

Page 2 of 6

H#44 2020 EQUINOX	\$41.61	\$546.75	\$588.36	34,838
Health DKOI - 2019 DKOI	\$129.23	\$0.00	\$129.23	
Subtotal - Health Dept.	\$7,890.34	\$9,395.46	\$17,285.80	

\\Reno County Automotive\Maintenance

Equipment	Maintenance Cost	Fuel Cost	Total Cost	Mileage
Manlift	\$66.99	\$0.00	\$66.99	
MNT#1- 2007 Ford E-350	\$49.69	\$618.65	\$668.34	76,879
MNT#3 - 1997 Ford E-350	\$585.31	\$1,051.27	\$1,636.58	94,042
MNT#4 - 2005 GMC Silverado	\$506.59	\$1,603.68	\$2,110.27	139,551
MNT#5 - 1998 Chevy Venture	\$267.19	\$594.28	\$861.47	51,274
MNT#6 Dodge	\$51.34	\$729.83	\$781.17	80,284
MNT#7 - 2007 Honda Ridgeline	\$126.52	\$1,422.12	\$1,548.64	113,388



MNT#8- 2017 Ford F-150	\$2,042.62	\$6,306.98	\$8,349.60	110,390
Subtotal - Maintenance Dept.	\$3,696.25	\$12,326.81	\$16,023.06	

\Reno County Automotive\RCAT

Equipment	Maintenance Cost	Fuel Cost	Total Cost	Mileage
0002-1 - 2017 Ford E-450	\$1,073.28	\$0.00	\$1,073.28	83,446
0005-1 - 2013 Ford E-450	\$490.13	\$25.09	\$515.22	121,875
0006-1 - 2018 Ford E-450	\$475.79	\$0.00	\$475.79	59,927
0007-1 - 2013 Ford E-450	\$403.79	\$0.00	\$403.79	116,603
0009-2 - 2020 Ford E-450	\$258.12	\$0.00	\$258.12	30,187
0010-1 - 2016 Ford E-450	\$734.90	\$0.00	\$734.90	105,241
0011-1 - 2017 Ford E-450	\$1,408.39	\$0.00	\$1,408.39	140,152
0012-1 - 2017 Ford E-450	\$1,031.80	\$0.00	\$1,031.80	137,450
0013-1 - 2017 Ford E-450	\$1,708.94	\$0.00	\$1,708.94	187,805
0014-1 - 2018 Ford E-450	\$1,787.79	\$0.00	\$1,787.79	119,704
0015-2 - 2020 Ford E-450	\$501.27	\$0.00	\$501.27	45,192
0016-1 - 2018 Ford E-450	\$1,192.44	\$0.00	\$1,192.44	72,932
0017-1 - 2017 Ford E-450	\$1,029.30	\$0.00	\$1,029.30	153,906
0018-2 - 2020 Ford E-450	\$656.88	\$0.00	\$656.88	47,698
0019-1 - 2018 Ford Transit	\$121.17	\$0.00	\$121.17	28,785
0021-2 - 2015 Dodge Caravan	\$788.17	\$0.00	\$788.17	98,146
0022-1 - 2017 Ford Transit	\$791.93	\$29.12	\$821.05	67,750
0023-2 - 2019 Dodge Grand Caravan	\$50.65	\$0.00	\$50.65	7,057

5/31/2022 8:54:52 AM

0024 (transfer station)	\$1,339.72	\$0.00	\$1,339.72
M1 – 2009 Kawasaki Mule 4010 4x4	\$43.43	\$0.00	\$43.43
Subtotal – RCAT	\$15,887.89	\$54.21	\$15,942.10

\Reno County Automotive\Reno
County Extension

Equipment	Maintenance Cost	Fuel Cost	Total Cost	Mileage
Extension #1 – 2004 Honda Odyssey	\$294.04	\$0.00	\$294.04	178,091
Extension #3 - 2010 Ford Fusion	\$145.40	\$0.00	\$145.40	140,651
Subtotal - Reno County Extension	\$439.44	\$0.00	\$439.44	



\\Reno County Automotive\Sheriff's Dept.

Equipment	Maintenance Cost	Fuel Cost	Total Cost	Mileage
Drone	\$334.79	\$0.00	\$334.79	
Flatbed trailer 16 foot	\$356.32	\$0.00	\$356.32	
Kohler Generator	\$291.96	\$0.00	\$291.96	
Range Mower - Bad Boy Maverick	\$93.70	\$0.00	\$93.70	
SO #401 - 2013 Ford Explorer	\$219.09	\$1,398.81	\$1,617.90	78,419
SO #402 - 2018 Chevrolet Equinox	\$21.31	\$616.29	\$637.60	23,596
SO #403 - 2014 Dodge Journey	\$1,269.89	\$1,416.85	\$2,686.74	88,245
SO #404 - 2018 Dodge Charger	\$497.85	\$3,142.51	\$3,640.36	97,197
SO #405 - 2016 Ford Explorer	\$1,090.60	\$2,776.29	\$3,866.89	81,197
SO #406A	\$156.19	\$950.84	\$1,107.03	42,548
SO #406B	\$801.37	\$3,985.52	\$4,786.89	53,145
SO #406C	\$472.05	\$2,909.87	\$3,381.92	155,473
SO #406D	\$782.67	\$1,641.53	\$2,424.20	139,858
SO #407 - 2012 Chevy Impala	\$54.22	\$956.57	\$1,010.79	93,514
SO #408 - 2014 Ford Interceptor SUV	\$756.32	\$1,005.52	\$1,761.84	120,297
SO #409 - 2015 Ford Interceptor SUV	\$8.50	\$1,004.13	\$1,012.63	95,908
SO #410 - 2018 Ford Edge	\$466.34	\$1,523.50	\$1,989.84	59,413
SO #412 - 2014 Ford F-150	\$1,021.99	\$4,644.30	\$5,666.29	96,702
SO #413 - 2013 Dodge RAM 1500	\$999.90	\$1,737.58	\$2,737.48	52,145
SO #414 - 2019 Dodge Journey	\$135.57	\$2,933.86	\$3,069.43	54,085
SO #415 - 2018 Ford Edge	\$829.39	\$3,081.77	\$3,911.16	93,110
SO #417 - 2012 GMC Terrain	\$978.69	\$2,680.67	\$3,659.36	123,910
SO #418 - 2015 Jeep Grand Cherokee	\$720.46	\$1,069.87	\$1,790.33	56,915
SO #418.1 - 2015 Chevy Cruze	\$1,208.03	\$1,638.71	\$2,846.74	Traded
5/31/2022 8:54:52 AM				
Printed by kyle.berg				
SO #420 - 2018 Ford Taurus	\$486.32	\$2,401.53	\$2,887.85	48,385
SO #421 2020 Ford F-150	\$164.95	\$5,507.66	\$5,672.61	44,986
SO #422 - 2018 Ford F-150	\$1,325.24	\$5,204.72	\$6,529.96	104,108
SO #423 - 2021 F150 Police Respon	\$1,815.69	\$843.12	\$2,658.81	10,455
SO #424 - 2019 Ford F-150	\$1,545.77	\$5,295.03	\$6,840.80	81,536
SO #425 - 2020 Ford Interceptor SUV	\$1,208.80	\$5,979.00	\$7,187.80	72,051
SO #426 - 2018 Ford Interceptor SUV	\$1,826.51	\$5,454.89	\$7,281.40	111,261



SO #427 2020 Ford Interceptor SUV	\$826.33	\$3,275.73	\$4,102.06	48,061
SO #428 - 2021 Ford Interceptor SUV	\$1,195.45	\$1,739.64	\$2,935.09	14,967
SO #429 - 2018 Ford Interceptor SUV	\$1,735.48	\$6,697.64	\$8,433.12	101,088
SO #430 - 2018 Ford Interceptor SUV	\$621.52	\$4,292.89	\$4,914.41	103,587
SO #431 - 2020 Ford Interceptor SUV	\$1,171.27	\$4,794.04	\$5,965.31	46,779
SO #432 - 2020 Ford Interceptor SUV	\$1,078.02	\$4,654.81	\$5,732.83	53,224
SO #433 - 2017 Ford Interceptor SUV	\$1,664.17	\$5,039.54	\$6,703.71	126,854
SO #434 - 2018 Ford Interceptor SUV	\$2,195.02	\$6,227.77	\$8,422.79	110,700
SO #435 - 2017 Ford Interceptor SUV	\$1,185.84	\$4,219.50	\$5,405.34	132,782
SO #436 - 2021 Ford Interceptor SUV	\$1,148.40	\$1,617.05	\$2,765.45	27,677
SO #437 - 2018 Ford Interceptor SUV	\$1,708.14	\$6,370.93	\$8,079.07	111,384
SO #438 - 2020 Ford Interceptor SUV	\$2,993.95	\$3,753.95	\$6,747.90	37,713
SO #439 - 2020 Ford Interceptor SUV	\$1,472.29	\$5,529.88	\$7,002.17	53,497
SO #440 - 2020 Ford Interceptor SUV	\$1,110.42	\$4,438.39	\$5,548.81	39,962
SO #441 - 2020 Ford Interceptor SUV	\$918.52	\$4,196.12	\$5,114.64	48,611
SO #444.1 - 2021 Ford Interceptor SU	\$42.17	\$1,087.96	\$1,130.13	7,391
SO #447 - 2018 Chevrolet Malibu	\$54.72	\$743.00	\$797.72	58,104
SO #449 - 2013 Ford Interceptor SUV	\$762.94	\$1,583.47	\$2,346.41	129,016
SO #454 - 2017 Ford Interceptor SUV	\$1,096.16	\$3,349.39	\$4,445.55	121,631
SO #455 - 2015 Ford Interceptor SUV	\$1,317.47	\$687.21	\$2,004.68	92,215
SO #460 - 2016 Ford F-550 BEARCA	\$219.12	\$369.70	\$588.82	4,299
SO #462 - 2004 Buick Century	\$113.30	\$1,168.94	\$1,282.24	159,012
SO #491 - 2009 Nissan Murano	\$218.13	\$905.53	\$1,123.66	164,685
SO #492 - 2011 Nissan Pathfinder	\$943.09	\$800.22	\$1,743.31	84,616
SO #494 - 2013 Chevrolet Silverado	\$104.72	\$2,269.81	\$2,374.53	96,141
SO #497 - 2011 Dodge Grand Carav	\$774.00	\$0.00	\$774.00	62,689
SO #499 - 2018 Chevy Impala	\$342.26	\$1,815.65	\$2,157.91	61,525
SO TVI 1 - 2006 Ford Crown Vic	\$172.34	\$29.50	\$201.84	164,965
SO TVI 2 - 2003 Ford Crown Vic	\$370.48	\$30.06	\$400.54	178,010
SO TVI 3 - 2006 Ford Crown Vic	\$1,472.88	\$0.00	\$1,472.88	226,531
SO TVI 4 - 2009 Ford Crown Vic	\$206.27	\$0.00	\$206.27	177,969



Subtotal - Sheriff's Dept.	\$51,175.35	\$153,489.26	\$204,664.61
----------------------------	-------------	--------------	--------------

\Reno County Automotive\Youth Services

Equipment	Maintenance Cost	Fuel Cost	Total Cost	Mileage
YS #1 - 2019 Chevy Express	\$63.78	\$127.78	\$191.56	9,404
YS #2 - 2010 Ford E-350	\$175.25	\$621.84	\$797.09	76,633
YS #3 - 2004 Ford Crown Vic	\$130.90	\$375.65	\$506.55	90,066
YS #4 - 2004 Chevy Venture	\$177.49	\$497.20	\$674.69	77,618
Subtotal - Youth Services	\$547.42	\$1,622.47	\$2,169.89	

\Reno County Automotive\Z-Disposed Vehicles

Equipment	Maintenance Cost	Fuel Cost	Total Cost	
SO #411 - 2017 Dodge Journey	\$873.47	\$3,491.47	\$4,364.94	
SO #416 - 2012 Jeep Grand Cherokee	\$521.71	\$1,518.78	\$2,040.49	
SO #421-1 - 2016 Ford F-150	\$0.00	\$623.32	\$623.32	
SO #427-1 - 2017 Ford Interceptor S	\$0.00	\$425.79	\$425.79	
SO #432-1 - 2016 Ford Interceptor S	\$0.00	\$376.62	\$376.62	
SO #441-1 - 2016 Ford Interceptor S	\$0.00	\$426.47	\$426.47	
SO #454-1 - 2014 Ford Interceptor S	\$0.00	\$314.03	\$314.03	
SO #490 - 1998 Chevrolet 1500	\$79.49	\$0.00	\$79.49	
Subtotal - Z-Disposed Vehicles	\$1,474.67	\$7,266.06	\$8,740.73	

Grand Totals:	\$91,360.77	\$204,475.21	\$295,835.98
----------------------	--------------------	---------------------	---------------------

Printed by
kyle.berg



**AGENDA
ITEM #7.D**

RENO COUNTY
Administration
206 West First Ave.
Hutchinson, KS 67501-5245
620-694-2929
Fax: 620-694-2928

To: County Commission
From: Randy Partington
Date: June 28, 2022
RE: 2023 Budget Highlights

Reno County began working on the 2023 requests in February, beginning with their capital requests, followed by operating requests. Direction at the time for departments was to keep the budget requests as flat as possible. During this time, human resources and administration worked on the personnel budgeting piece. Personnel budgets for each department have two separate line items depicted as 1% for Cost-of-Living Adjustment (COLA) and 2.5% for Pay for Performance (PFP). Every 1% of salary increase in the 2023 budget equals \$181,354. The COLA does not fully cover current inflation rates but is an amount that will also increase all of the pay ranges by the same percent. The overall budget for tax levied funds is \$51,962,982, compared with \$47,878,719 in 2022. The mill levy rate for the first presented budget is 39.475, compared with 39.498 for 2022. The second budget option would have a mill levy rate of 37.468 to remain revenue neutral.

Highlights of the 2023 budget include the following.

- Outside agency budget requests reflect an increase of \$294,605. \$114,213 of this increase is for the EMS/Ambulance service.
- County personnel increases represent a total wage increase of \$634,739.
- Staffing levels remain unchanged from the 2022 approved amount.
- Vehicle purchases for departments outside of Public Works and Solid Waste are all budgeted in the Special Equipment Fund. This is a change from past practices.
- Inflation of all supplies, including gasoline have resulted in significant portions of the increased budget requests.

Attached are two summary sheets for the county budget. The first is an expenditure summary by department and fund that indicates the amount spent during previous years, along with the recommended budget. The other summary is the budget hearing notice summary page from the county's State of Kansas budget form. Below is a quick explanation of each summary.

The expenditure summary by department and fund lists the operating departments and funds for Reno County. Included are actual expenditures for 2020 and 2021, followed by the 2022 budget and 2023 recommended amounts. Below is a quick explanation of the spreadsheet.

- Shown on the right side of the spreadsheet are columns that highlight the expenditure difference by fund and the ad valorem amount change for each fund in 2023.
- Highlighted in orange are the percent of overall expenditure increases and percent increase in ad valorem taxes.
 - The expenditures requested raised by 8.5%, while the ad valorem taxes would raise by 5.8%.
 - The estimated assessed valuation increased by 5.5%, resulting in the recommended mill levy rate decreasing by .06%.
- The recommended maximum budget for the commission has a small decrease in the mill levy and is over the Revenue Neutral Rate (RNR).

The state budget form summary sheet lists past expenditures and tax rates by fund. At the bottom of the page, the form lists the assessed valuation amounts and total taxes levied for 2021 budget and 2022 budget. The 2023 budget information for expenditures is based on the recommended/requested budget. The 2023 budget book will be provided to the commission prior to the meeting but is not available at the time when Tuesday's agenda packet went out.

At the last commission meeting, the commissioners requested to view two (2) budgets. The first budget would be one recommended by the county administrator, which is the one mentioned above with a small mill levy decrease. The other budget alternative is one that falls within the RNR guidelines. As a reminder, the RNR is a rate determined by taking the new year's estimated assessed valuation and calculating a new mill levy rate for the upcoming year that would result in the same property tax revenue as the previous year. It sounds great for the county to receive the same dollar amount each year in taxes, resulting in a lower tax rate for citizens. This is not always practical. The 2023 budget being presented above the RNR is a result of inflation on our supplies and one-time cuts to meet the RNR are not sustainable if the community wants to continue to receive the level of service they do today.

Attached is a summary of a budget that would meet the RNR guidelines. There are different alternatives for the commission to consider, if this is the mill levy rate that they prefer. Below are the alternatives to get a budget under the RNR.

- Reduce the cash balance of the general fund by removing \$1.2 million of the \$5.5 dedicated cash carryover line item.
 - This might work for 2023, but next year we would have to find cuts in other areas to keep a reliable cash balance. The \$5.5 million amount is approximately 25% of the budgeted expenditures.
- Defer all of the vehicle purchases out of the Special Equipment Fund that total \$334,000.
 - According to our automotive director, this can be done for 2023 with an understanding that maintenance costs will increase. This is also a one-time deferral in expenditures.
- Reduce a portion of the Pay for Performance salary pool by \$453,385.
 - This would keep the COLA (1%) in place but remove the PFP for 2023. The commissioners just this year caught up with compression and only receiving a 1% increase puts us behind again.
- Remove \$500,000 from the Capital Improvement Program Fund.
 - The \$500,000 was placed in the budget for the courthouse façade/anchoring project that was brought up by the contractors during the earthquake repairs. The façade project may be removed or delayed.

This is a list of cuts, as explained above there are consequences to each cut. Reno County departments are well run, and staff is always looking for additional efficiencies. The summary page attached used the following cuts to meet a proposed RNR budget. Results of the cuts are listed above in the alternatives.

- A reduction of \$500,000 in the general fund cash carryover line item, resulting in the budgeted cash reserves of 22% instead of 25%.
- A reduction of \$300,000 in the employee benefits cash carryover line item, resulting in a cash reserve of 14% for the fund that helps cover employee health insurance and payroll taxes.
- A reduction in all outside agency requested increases, except EMS. The total decrease is \$180,392.
- Removal of \$200,000 of the \$500,000 from the Capital Improvement Fund for courthouse repairs.

- Cut the Special Equipment Budget for vehicles (\$334,000) in half (\$167,000) and work with automotive department to determine which departments are most in need of vehicle replacements in 2023.

Attached is the Reno County Special District's budget summary. The summary shows all but four special districts will go above the RNR. Reasons for this include low assessment increases in various districts, along with increased costs and the build-up of their reserve funds. The four (4) funds/districts under the RNR are Fire District No. 8 (Pleasant View, Yoder, and HABIT area), Fire District No 9's Bond & Interest (Haven area), Sewer District No. 8 (The Highlands) and Sewer District No. 8 Bond & Interest. A copy of the special district's budget on the state form will be provided at or before the county commission meeting.

Remaining Budget Schedule

Below is a tentative budget schedule, along with deadlines from the State of Kansas, based on the county exceeding the Revenue Neutral Rate (RNR). Even if the RNR is not exceeded with the final budget, it is strongly recommended going through the process in anticipation of exceeding the RNR to protect the county. The purpose of following the process to exceed the RNR is that the rate is based on an estimated assessed valuation that may go up or down between now and November 1, 2022.

- July 20th: Last day to notify the County Clerk about Reno County's Revenue Neutral Rate (RNR) intentions.
- August 20th - September 20th: Hold RNR hearing prior to official budget hearing. Publication of hearing must be published in the newspaper and Online at least 10-days prior to the hearing.
- August 20th - September 20th: Hold official Budget Hearing with same publication requirements as used for the RNR hearing. The two hearings can be on the same day.
- August 20th - October 1st: Pass Resolution to exceed RNR and formally adopt 2023 budget.
- August 30th - October 1st: Certify budget and electronically submit to the County Clerk.

At today's commission meeting, the maximum budget can be set but is not required. If the commission is available to hold a special budget meeting on Tuesday, July 19th, this would be the date to decide on the maximum budget and highest mill levy. When the commission decides the maximum budget amounts, there is still an opportunity to cut the various budgets, but not to increase the expenditures.

My recommendation is to review the proposed budget for the overall county budget and the special districts budget, then either schedule a meeting on July 19th for further discussions or set the maximum budgets at the recommended amounts. A public hearing will be scheduled in late August to make the final decision on both budgets.

2023 Expenditure Summary by Department/Fund

Fund	Department	2020 Actual	2021 Actual	2022 Budget	2023 Recommended	Difference	Ad Valorem Change
General	Commission	\$56,617	\$60,726	\$60,100	\$60,850	\$750	
General	Clerk	\$233,277	\$253,873	\$306,956	\$315,977	\$9,021	
General	Elections	\$431,648	\$242,329	\$388,914	\$388,878	-\$36	
General	Treasurer	\$202,409	\$221,975	\$277,697	\$280,663	\$2,966	
General	District Attorney	\$1,151,075	\$1,127,768	\$1,307,903	\$1,363,854	\$55,951	
General	Register of Deeds	\$140,632	\$145,573	\$171,296	\$175,868	\$4,572	
General	Sheriff	\$3,308,920	\$3,366,484	\$4,044,244	\$4,224,371	\$180,127	
General	Jail	\$3,224,771	\$3,205,965	\$3,477,757	\$3,638,209	\$160,452	
General	Administration	\$382,190	\$501,804	\$534,126	\$560,484	\$26,358	
General	District Court	\$537,344	\$531,425	\$612,740	\$616,140	\$3,400	
General	Courthouse General	\$6,105,397	\$8,079,582	\$7,130,884	\$12,809,978	\$5,679,094	
General	Maintenance	\$815,253	\$713,830	\$1,046,892	\$1,051,482	\$4,590	
General	Planning & Zoning	\$73,048	\$71,236	\$102,355	\$107,364	\$5,009	
General	Emergency Management	\$102,391	\$190,935	\$355,288	\$388,166	\$32,878	
General	Human Resources	\$256,504	\$230,466	\$258,899	\$259,683	\$784	
General	Appraiser	\$602,718	\$614,978	\$773,773	\$772,147	-\$1,626	
General	Information Technology	\$660,396	\$630,384	\$811,291	\$975,860	\$164,569	
General	Auto Center	\$141,893	\$147,267	\$194,726	\$200,483	\$5,757	
General	Total	\$18,426,483	\$20,336,600	\$21,855,841	\$22,640,457	\$784,616	\$2,919,305
Public Health	Health Department	\$3,006,565	\$3,644,980	\$3,243,843	\$3,823,395	\$579,552	-\$336,253
Bond & Interest		\$479,165	\$375,441	\$1,695,463	\$1,899,701	\$204,238	-\$135,651
Road & Bridge	Public Works	\$5,874,182	\$6,509,951	\$6,752,359	\$7,175,225	\$422,866	\$950,880
Special Road	Public Works	\$190,306	\$3,521	\$755,000	\$791,465	\$36,465	-\$90,096
Special Bridge	Public Works	\$291,526	\$1,541,950	\$2,750,000	\$2,750,000	\$0	-\$1,147,781
Noxious Weeds	Public Works	\$109,331	\$115,114	\$139,752	\$151,021	\$11,269	\$6,594
Aging	Aging & RCAT	\$1,768,783	\$1,898,368	\$2,408,263	\$2,563,058	\$154,795	-\$87,754
Employee Benefits		\$7,879,545	\$7,977,690	\$9,146,436	\$11,009,321	\$1,862,885	-\$1,109,273
TECH Center	Allocation	\$510,000	\$510,000	\$510,000	\$510,000	\$0	\$1,336
Mental Health	Allocation	\$430,500	\$452,025	\$452,025	\$452,025	\$0	\$1,322
Museum	Allocation	\$185,000	\$185,000	\$185,000	\$197,950	\$12,950	\$12,590
Capital Improvements	Overall County	\$823,000	\$636,569	\$796,000	\$857,000	\$61,000	-\$28,922
Special Equipment	Overall County	\$294,768	\$872,587	\$432,580	\$965,759	\$533,179	\$245,335
Total for Tax Levied Departments/Funds		\$37,262,589	\$41,414,816	\$47,878,719	\$51,962,982	\$4,084,263	\$1,201,632
					Percent Increase	8.5%	5.8%
Youth Services	Shelter & Detention	\$1,830,764	\$1,710,478	\$2,008,223	\$2,482,214	\$473,991	
Solid Waste	Landfill	\$3,870,653	\$4,439,803	\$6,858,920	\$10,245,008	\$3,386,088	
Special Parks	Allocation	\$9,500	\$10,269	\$13,165	\$10,000	-\$3,165	
Special Alcohol	Allocation	\$11,218	\$10,000	\$10,000	\$10,000	\$0	

Mill Levy Decrease
-0.023
-0.06%

Tax Levied Funds

General Fund Highlighted - \$5,550,000 in cash carryover not included

NOTICE OF BUDGET HEARING

The governing body of Reno County, Kansas, is hereby giving notice of a public hearing to be held on **DRAFT for 6-28-22** at the County Annex Conference Room for the purpose of hearing and answering objections of taxpayers relating to the proposed use of all funds and the amount of ad valorem tax.

Detailed budget information is available at County Clerk's Office, Reno County Annex and will be available at this hearing.

BUDGET SUMMARY

Proposed Budget 2023 Expenditures and Amount of 2022 Ad Valorem Tax establish the maximum limits of the 2023 budget.

Estimated Tax Rate is subject to change depending on the final assessed valuation.

FUND	Prior Year Actual for 2021		Current Year Estimate for 2022		Proposed Budget Year for 2023		
	Expenditures	Actual Tax Rate*	Expenditures	Actual Tax Rate*	Budget Authority for Expenditures	Amount of 2022 Ad Valorem Tax	Proposed Estimated Tax Rate*
General	20,336,600	16.417	21,855,841	15.027	28,190,457	12,546,753	18.568
Bond & Interest	375,441	0.469	1,695,463	1.624	1,899,701	905,118	1.339
Road & Bridge	6,509,951	7.455	6,752,359	6.164	7,175,225	4,900,823	7.253
Special Road Fund	3,521	1.013	755,000	0.140	791,465		
Special Bridge	1,541,950	1.365	2,750,000	1.791	2,750,000	163,030	0.241
Elderly	1,898,368	0.381	2,408,263	0.418	2,563,058	180,464	0.267
Public Health	3,644,980	1.759	3,243,843	1.362	3,823,395	536,684	0.794
Noxious Weed	115,114	0.100	139,752	0.173	151,021	117,774	0.174
Employee Benefits	7,977,690	9.691	9,146,436	9.804	11,009,321	5,171,661	7.654
TECH Center	510,000	0.757	510,000	0.712	510,000	457,920	0.678
Mental Health	452,025	0.675	452,025	0.633	452,025	407,129	0.603
Museum	185,000	0.274	185,000	0.260	197,950	179,542	0.266
Capital Improvement Prgm	636,569	0.920	796,000	0.847	857,000	513,838	0.760
Special Equipment Fund	872,587	0.323	432,580	0.543	965,759	593,452	0.878
Solid Waste	4,439,803		6,858,920		10,245,008		
Youth Services	1,710,478		2,008,223		2,482,214		
Solid Waste Postclosure	622,860		355,000		6,462,913		
Special Parks & Recreation	10,269		13,165		27,256		
Special Alcohol & Drug	10,000		10,000		49,236		
Noxious Weed Capital Outlay					99,776		
Health Capital Outlay	5,000				433,480		
Internal Services Fund	522,914		678,000		590,846		
Non-Budgeted Funds-A	2,798,730						
Non-Budgeted Funds-B	283,078						
Non-Budgeted Funds-C	800,814						
Non-Budgeted Funds-D	5,691,225						
Totals	61,954,967	41.599	61,045,870	39.498	81,727,106	26,674,189	39.475

Revenue Neutral Rate ** 37.468

Less: Transfers	10,554,352	8,014,054	6,798,290
Net Expenditure	51,400,615	53,031,816	74,928,816
Total Tax Levied	25,601,671	25,309,526	xxxxxxxxxxxxxxxxxxxx
Assessed Valuation	615,466,687	640,606,568	675,720,222

Outstanding Indebtedness,

	2020	2021	2022
January 1,			
G.O. Bonds	5,260,000	4,875,000	16,315,000
Revenue Bonds	0	0	0
Other	6,417,225	6,279,225	0
Lease Pur. Princ.	998,709	566,286	127,856
Total	12,675,934	11,720,511	16,442,856

*Tax rates are expressed in mills

**Revenue Neutral Rate as defined by KSA 79-2988

NOTICE OF BUDGET HEARING

The governing body of
Reno County
will meet in a Regular Session Annex Conference Room for the purpose of hearing and
answering objections of taxpayers relating to the proposed use of all funds and the amount of ad valorem tax.

RNR DRAFT for 6-28-22

Detailed budget information is available at County Clerk's Office, Reno County Annex and will be available at this hearing.

BUDGET SUMMARY

Proposed Budget 2023 Expenditures and Amount of 2022 Ad Valorem Tax establish the maximum limits of the 2023 budget.

Estimated Tax Rate is subject to change depending on the final assessed valuation.

FUND	Prior Year Actual for 2021		Current Year Estimate for 2022		Proposed Budget Year for 2023		
	Expenditures	Actual Tax Rate*	Expenditures	Actual Tax Rate*	Budget Authority for Expenditures	Amount of 2022 Ad Valorem Tax	Proposed Estimated Tax Rate*
General	20,336,600	16.417	21,855,841	15.027	27,523,015	11,854,616	17.544
Bond & Interest	375,441	0.469	1,695,463	1.624	1,899,701	905,118	1.339
Road & Bridge	6,509,951	7.455	6,752,359	6.164	7,175,225	4,900,823	7.253
Special Road Fund	3,521	1.013	755,000	0.140	791,465		
Special Bridge	1,541,950	1.365	2,750,000	1.791	2,750,000	163,030	0.241
Elderly	1,898,368	0.381	2,408,263	0.418	2,563,058	180,464	0.267
Public Health	3,644,980	1.759	3,243,843	1.362	3,823,395	536,684	0.794
Noxious Weed	115,114	0.100	139,752	0.173	151,021	117,774	0.174
Employee Benefits	7,977,690	9.691	9,146,436	9.804	10,709,321	4,860,562	7.193
TECH Center	510,000	0.757	510,000	0.712	510,000	457,920	0.678
Mental Health	452,025	0.675	452,025	0.633	452,025	407,129	0.603
Museum	185,000	0.274	185,000	0.260	197,950	179,542	0.266
Capital Improvement Prgm	636,569	0.920	796,000	0.847	657,000	306,438	0.453
Special Equipment Fund	872,587	0.323	432,580	0.543	798,759	420,273	0.622
Solid Waste	4,439,803		6,858,920		10,245,008		
Youth Services	1,710,478		2,008,223		2,482,214		
Solid Waste Postclosure	622,860		355,000		6,462,913		
Special Parks & Recreation	10,269		13,165		27,256		
Special Alcohol & Drug	10,000		10,000		49,236		
Noxious Weed Capital Outlay					99,776		
Health Capital Outlay	5,000				433,480		
Internal Services Fund	522,914		678,000		590,846		
Non-Budgeted Funds-A	2,798,730						
Non-Budgeted Funds-B	283,078						
Non-Budgeted Funds-C	800,814						
Non-Budgeted Funds-D	5,691,225						
Totals	61,954,967	41.599	61,045,870	39.498	80,392,664	25,290,374	37.427

Revenue Neutral Rate ** 37.468

Less: Transfers	10,554,352	8,014,054	6,798,290
Net Expenditure	51,400,615	53,031,816	73,594,374
Total Tax Levied	25,601,671	25,309,526	xxxxxxxxxxxxxxxxxxxx
Assessed Valuation	615,466,687	640,606,568	675,720,222

Outstanding Indebtedness,

	2020	2021	2022
January 1,			
G.O. Bonds	5,260,000	4,875,000	16,315,000
Revenue Bonds	0	0	0
Other	6,417,225	6,279,225	0
Lease Pur. Princ.	998,709	566,286	127,856
Total	12,675,934	11,720,511	16,442,856

*Tax rates are expressed in mills

**Revenue Neutral Rate as defined by KSA 79-2988

NOTICE OF BUDGET AND RATE HEARING

	Prior Year Actual 2021		Current Yr Estimate 2022		Proposed Budget Year 2023				
	Expenditures	Actual Tax Rate*	Expenditures	Actual Tax Rate*	Budget Authority for Expenditures	Amount of 2022 Ad Valorem Tax	July 1, 2022 Estimated Valuation	Proposed Estimated Tax Rate*	Revenue Neutral Rate**
Special District Funds									
Fire District No. 2 General	2,061,270	20.680	2,438,181	21.634	2,656,713	2,268,031	98,980,831	22.914	21.008
Fire Dist. No. 3 General	169,876	5.060	201,172	5.603	219,710	177,840	31,733,673	5.604	5.328
Fire Dist. No. 4 General	189,371	4.989	217,975	5.495	255,275	223,922	35,708,557	6.271	5.338
Fire Dist. No. 6 General	65,708	7.224	83,925	9.860	110,325	103,600	7,560,075	13.704	9.376
Fire Dist. No. 7 General	65,065	5.171	102,260	7.403	121,870	100,509	12,061,310	8.333	7.465
Fire Dist. No. 8 General	137,015	5.054	166,875	5.703	177,910	142,984	26,264,868	5.444	5.413
Fire Dist. No. 8 Bond & Int	20,600	0.790	6,118	0.000	0	0			
Fire Dist. No. 9 General	171,221	5.004	185,130	4.575	203,130	178,297	35,408,885	5.035	4.484
Fire Dist. No. 9 Bond & Int	66,200	1.995	63,900	1.664	66,400	55,672	35,408,885	1.572	1.631
Fire Dist. Jt. No. 1 Rn-Km General	122,852	5.146	161,750	6.329	169,620	142,171	23,666,099	6.007	6.004
Fire Dist. Jt. No. 2 Rn-Hv General	129,342	4.719	171,025	5.344	202,350	160,215	27,883,724	5.746	5.186
Fire Dist Jt No 2 Rn-Hv Bond Int	22,637	0.541	21,808	0.634	27,740	26,077	27,883,724	0.935	0.615
Sewer District No. 1	4,052	25.579	7,154	12.043	6,145	2,504	239,147	10.471	10.031
Sewer District No. 3 & 10	13,146	5.655	60,934	16.234	82,025	26,444	3,075,805	8.597	15.076
Sewer District No. 3 & 10 Bond & Int	38,375	0.000	37,625	0.000	96,971	0			
Sewer District No. 201	24,185	17.263	25,462	17.938	34,911	23,510	1,035,691	22.700	16.308
Sewer District No. 202	26,444	19.478	32,888	21.927	48,872	25,997	1,177,855	22.071	21.324
Sewer District No. 8	84,123	0.000	155,743	6.733	148,877	0	4,982,602		6.262
Sewer District No. 8 Bond & Int	100,750	12.275	99,250	12.055	187,750	42,363	4,982,602	8.502	11.213
Water District No. 8	42,194	0.000	68,618	0.000	510,719	0			
Water District No. 101	27,210	0.000	39,029	0.000	59,496	0			
Non-Budgeted Funds - A	283,787								
Non-Budgeted Funds - B	0								

DRAFT for 6-28-22

*Tax rates are expressed in mills

**Revenue Neutral Rate as defined by KSA 79-2988

Clerk



AGENDA ITEM

AGENDA ITEM #8.A

AGENDA DATE: June 28, 2022

PRESENTED BY: Randy Partington, County Administrator

AGENDA TOPIC:
Monthly Department Reports

SUMMARY & BACKGROUND OF TOPIC:

Every month, departments have been asked to provide an update on the previous month's major activities. The reports are intended to keep the county commission informed about the appointed and elected departments. Attached are reports for Health Dept., Human Resources, Information Technology, Maintenance, Public Works, Solid Waste, Treasurer and Youth Services.

ALL OPTIONS:

n/a

RECOMMENDATION / REQUEST:

Discussion Only

POLICY / FISCAL IMPACT:

n/a

RE: Monthly report ending May 2022

Dear Randy Partington, County Administrator:

Staffing changes or issues

Current vacancies include a Women Infant Children (WIC) Dietitian, Epidemiologist, and Child Care Licensing Surveyor.

Financial summary

Our Fiscal Specialist continues to work with the auditors on their requests. Fiscal Associates started to process medical claims and payments in our new Electronic Health Record (EHR), CureMD, and continue to bill outstanding claims from KIPHS (our previous Practice Management system).

Projects/Issues/Challenges/Concerns

Electronic Health Record (EHR) - CureMD. We did Go Live on 5/2/22; there were a few hiccups that we are continuing to work out. Staff has done an amazing job in welcoming and learning our new EHR system.

Clinical – Basic Health Services (BHS), Maternal Child Health (MCH), Family Practice (FP), Older Adult Services (OAS), and Epidemiology. The biggest impact this month was staff working with our new Electronic Health Record (EHR), CureMD. We continue to work with staff and CureMD on process improvement, use of the system, the electronic inventory system, documentation of Maternal Child Health (MCH) clients, and Older Adult Services (OAS) documentation and charge flow.

WIC – Women, Infant & Children. Staff have been extremely busy assisting families on navigating the infant formula shortage.

Health Education – Chronic Disease and Risk Reduction (CDRR), Opioid Overdose to Action (OD2A), Rural Response to the Opioid Epidemic (RROE), Pathways to a Healthy Kansas, and Community Education. CDRR-Staff collaborated with 8 (eight) different community organizations, and completed 18 Walk With Ease sessions. OD2A-Staff continued to work on a portal to provide substance use disorder resources. The Reno Recovery Collaborative will utilize their newly formed Recovery and Recovery support group for harm reduction education. RROE-Continued Narcan education in the community; 32 people reached. Pathways- Coordinating efforts to identify schools to sign youth tobacco prevention and education pledges. Community Education-Staff attended the state-wide Falls Coalition meeting. Staff also collaborated with other community organizations and interacted with at least 25 families regarding bike safety at Third Thursday.



Environmental Health (EH). An Environmental Health Specialist and Environmental Administrative Associate was hired; EH is now fully staffed, since 2019. Staff completed all property reviews for the Planning and Zoning department, worked on completing school inspections per the state requirements, worked on wastewater contractor renewals, and continue to work on the Geopermits wastewater section.

Licensed Child Care (LCC). Staff participated in Week of the Young Child at Third Thursday by having a booth promoting childcare licensing. During the month, staff conducted 2 initial surveys, 15 annual surveys, 7 compliance surveys, and conducted 3 center orientations.

Preparedness (PHEP). Staff has been reviewing our safety policies and procedures and working on a community preparedness program to rollout to schools, daycares, and the community at large.

Community Health Assessment. In collaboration with Hutchinson Regional Medical Center, Prairie Star, United Way, and other community organizations in Reno County, we completed the Community Health Assessment and developed a website of the results. The website can be found by going to renogov.org>Departments>Health Department, then on the right side under Dashboards, is Community Health Assessment.

Public Health Accreditation Board (PHAB). For PHAB, we must submit an annual report to maintain our accreditation. For 2022 submission (due March 2022), we were asked to submit process improvement activities completed in 2021. This month we received approval for the information submitted, thus, we maintain our accreditation.

Covid-19 Update. According to the KDHE dashboard at www.coronavirus.kdheks.gov/160/COVID-19-in-Kansas, Reno County continues to be in the low Community Level for Covid-19.

Vaccine Administration. The Health Department still encourages vaccination as an important mitigation measure. All Reno County residents over the age of 5 are eligible for a COVID-19 vaccination. Walk-ins are accepted for ages 12 and over, but appointments are required for ages 5-11 by calling 620-694-2900, ext. 6. The Health Department is open Monday, Tuesday, and Thursday from 7:30am to 6pm, Wednesday from 9am to 6pm, and Friday from 7:30am to noon.

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 – May 2022
Helen Foster – Human Resources Director

Employment Activity

We currently have 19 job openings. For the month of April, we have had ten (10) separations and gained nine (9) new employees. Submitted applications received for open positions was 50 applications completed through May 26th. The average daily views for the month of May were 320 and the heaviest day was a total of 447 views.

New Carriers

We are currently working with Payor Matrix to begin implementation of the approved change for infusion drugs. BML and Maxor are working on integration with Payor Matrix for a start date of August 1st. In consultation with Hinkle Law, our plan amendment has been reviewed and approved. At this time, we will have the Summary Plan Document revised and will send it out to all members once it is complete. Each member that will be impacted by this change will receive a letter tailored to them specifically with specific instructions to begin the process with Payor Matrix. We do not have a timeline for this communication at this time.

BML has been able to resolve some of our long-standing issues, but with that being said, we are still running into some issues on the administration side that are concerning. USI has been working with BML to find resolve and we have asked for an audit of some of the claims processed. At this time, the issue may have been a one-time issue, but to ease our minds, BML will be doing an audit on a sampling of our claims to ensure they were processed correctly.

Unemployment Fraud

We have not received any fraudulent unemployment claims for this month. That leaves it at 9 fraudulent unemployment claims for this year.

Digitalizing Records

We are in full motion for paperless personnel files. Our department has fully embraced going paperless and at this time, we are no longer filing paper for personnel files. Cory from Information Services reported that he believes he will have all of our current personnel files completed by the end of June. This will free a total of 6 file cabinets (4 drawer). Once he has completed the active personnel files, he will be moving to the benefits files which will free another 2 file cabinets.

Budget

Human Resources has utilized 35% of our overall budget for 2022. In the coming month, we will begin working on gathering supplies needed for the service awards. With the shortage of frames last year, we will begin purchasing frames for the certificates early. We will utilize the same vendor for engraving this year as we did last year. At this time, they are not reporting any shortages with stock so the engraved awards should come in time to have the awards ceremony in December.

Internships

Karla and I are working on a program to implement county wide for unpaid internships within all Reno County departments. This was a suggestion that was brought up during our leadership meetings. The intent is to work with local college students to help grow future employees. This is still in the early stages.



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

May 31, 2022

Monthly Report Information Services

Michael Mathews

Staffing changes or issues

Recently the Data Analyst position that was located in the Health Department has been Transferred to Information Technology, the position is vacant, and we are currently advertising the opening.

Budget YTD summary

IT always has a lot of large expenditures at the first of the year as we must pay many of our software support contracts. These contracts come due through the month of April then our expenses tend to go down. We work diligently to remain within our adopted budget. We are currently at 48% of our budget but our spending will decrease quite a lot now.

Projects/Issues/Challenges/Concerns

We are now working on a number of other projects; we are still working on the time keeping project with the Clerk's office and the Health department. We are also reconfiguring our entire domain this project will take several months to complete. I have submitted a separate report for the document management project, but it is going extremely well. Cory has been working with HR staff to use Panda Doc to send documents to be signed electronically, HR is beginning to send onboarding documents electronic to new hires to fill out and sign and then move directly into the document management system. We are currently exploring a replacement software for Docuware or Document management software due to support issues.

I am working with the Health Department to provide data acquisition for several of their projects.

Issues that we dealt with the past month include. We had a few challenges this month.



Maintenance & Purchasing Monthly Report 6/1/2022

Harlen Depew, Director

Staffing: Maintenance currently has two vacant custodial tech positions. We saw a small uptick in applications in February and March, but since then we've received very few.

Budget YTD summary

The department has spent approximately 35% of our operating budget at the end of May.

Maintenance & Purchasing employees are diligent about finding the best value they can when purchasing goods and services. However, inflation we're seeing right now is remarkable. Parts and materials are up anywhere between 20% and 100% over what we've been accustomed to over the past number of years. Labor rates for outside contractors are also going up quickly.

Projects/Issues/Challenges/Concerns

Courthouse Remodel: The design work for the remodel project was approved by the Commission on May 10, 2022. A kick-off meeting was held on May 24th to identify the steps moving forward on the design work, which will include additional discussions with key courthouse occupants to finalize the plans for the affected areas.

Courthouse Earthquake Repairs:

The Courthouse window restoration, plaster repairs and painting are 95% complete. The main areas yet to be completed are the courtrooms on the third and fourth floors. Work has begun in the Div. II courtroom where the walls are being opened back up to reveal the windows on the west side. The contractor is planning to make use of the three-day Memorial Day weekend to focus efforts on the courtrooms. They report they are still on track to substantially complete the work in the interior occupied spaces by the end of June.

Dome repairs have been moving along well the past few weeks. The water proofing membrane and flashings have been installed and stones are currently being set on the stairstep portion of the dome. Additional shoring materials are scheduled to arrive on May 31 at which time they can continue building the forms for the new slab on top of the dome.

Travelers has declined to cover the substrate replacement, citing the issues needing attention were pre-existing, and due to certain code exceptions that apply to historic buildings, fixing it "right" was not mandated by the International Building Code in effect in Hutchinson. Both of the engineering firms hired by Travelers agreed the issues needed to be addressed, and Travelers stated they will allocate additional funding that would have been needed to rebuild the dome substrate back to the condition it was in prior to the earthquake damage. This amount has not yet been finalized but will at least help to offset the cost to the county to some extent. Our local engineer and architect are still confident the decision to replace the substrate was the right way to go with this.



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

May 2022 Monthly Report

Equipment

1.25 ton and 3/4 ton trucks yet to be delivered.

Projects

Asphalt Crew will start overlaying Langdon Rd.

Mowing/Sign is mowing county road right – of - way.

Dirt Crew is replacing culverts under roadways scheduled for the 2022 overlay season and cleaning ditches throughout the County.

Bridge Crew has completed building Nickerson Blvd. bridge 20.65, 1.5 miles north of K-96 and will now start building Fairview Rd. bridge 1.60, 2.4 miles south of Pretty Prairie Road.

Planning & Zoning staff is working on possible new subdivision located within the southeast portion of the county and addressing zoning violations.

Contracted Projects

Willowbrook Bridge construction will begin this summer or fall.

69th Ave. Bridge construction will begin this fall.

Construction on the Arlington Rd. bridge within the Arlington city limits is going well and should be completed by 1st of August.

Construction on the Arlington Rd. bridge eight miles east of the City of Arlington is going well and should be completed by 1st of August.

Challenges

District 201 Yoder and Sewer District 202 Habit rehabs are being redesigned because of the growth of the Law Enforcement Training Center. I'm talking with landowner to purchase property for sewer system expansion.

Drilling test well for Water District 101 in June.

Short three full time positions within Public Works.

Need to consider and start the process of transitioning the ownership and maintenance of Water and Sewer Districts 8 to the city of The Highlands.



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

Solid Waste Monthly Update May 2022
Prepared by Megan Davidson, Director

Staffing: We currently have 3 positions open at the landfill. Those positions are an Equipment Operator II, General Laborer, and an Administrative Associate III. We will be conducting interviews once we receive some qualified candidates for these positions.

Projects/Issues/Challenges/Concerns: We are completing the dirt work excavation for our Cell 8 that will be going to bid later this summer for construction to begin sometime in the early fall.

Staff has started the mowing season and has stayed busy continuing to pick up litter on and off site when windy days are had at the landfill.

Dirt work on the Sheriff gun range are in the plans to begin soon!!!

Beginning June 1st we will begin charging all customers for construction and demolition materials.

The Landfill Improvement Project with the two new buildings is wrapping up odds and ins on materials that we have been waiting on to have the general contractor install.

Budget: Our #321 Scraper went into the shop at CAT in Wichita. This was a budgeted and approved item and will take approximately 3 months to complete the Certified Powertrain Rebuild. Parts and availability are still an ongoing issue we continue to struggle with. We are still waiting the delivery of the two trucks that were approved earlier this year. They have not given us a definite date on deliveries for those two trucks yet as it keeps getting pushed off.

The solid waste budget has spent 12% to date.



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

May 24, 2022

MONTHLY REPORT

STAFFING CHANGES OR ISSUES:

We are still dealing with 2nd half tax payments coming in. This means we are still using a tag clerk to help with posting of those payments. I also lost an employee who is going to work from home. We are down two tag people and one treasury person. I will be doing my best to get new employees hired to take the pressure and stress off.

BUDGET YTD SUMMARY:

As of this day, we are running around 28 % of my year-to-date budget with most of it coming from payroll, contractual services and gas. Again, some of the larger expenses will be late in the year (Lockbox which has gone to \$10,000 and the printing/processing and mailing of the tax statements \$ 23,500.00). I will continue to watch expenses and do my part in keeping our costs down.

PROJECTS/ISSUES/CHALLENGES/CONCERNS:

My department's major projects for the month of May include the collection of 2nd half tax payments, processing AAE's and last but not least, the distribution. We are always issuing tags and processing title work. There was a decrease in overall sales tax as the compensating tax dropped significantly. I agree with Randy in that it will correct itself over the next couple of months.



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

May 2022

Staffing changes or issues (if any)

We're currently seeking to fill the stand-by Youth Care Specialist/Juvenile Detention Officers, a 40-hour male Youth Care Specialists, an on-call Juvenile Intake and Assessment Officer and a 20-hour Youth Care Specialist. All positions, except standby and on-call positions, offers insurance benefits and KPERS. Those interested in the open positions can apply online at Renogov.org.

The employee of the month for May is Carnelius Terry. He started his career January 2017 as a Youth Care Specialist. He has the ability to communicate and relate well with the youth and enjoys teaching the youth the fundamentals of sports. Carneilius has a long history with the Boys and Girls Club and has arranged opportunities to take the youth to the facility when available. Congratulations Carnelius, for being selected as Employee of the Month.

Budget YTD Summary

As of 5/25/2022, we have spent 29% of our Shelter budget (Dept.90). The expenses are routine and are mostly due to salaries. The total shelter budget is \$1,151,760. We have spent 31% of our detention budget (Dept.91). Detention expenditures consists of mostly salaries. The total detention budget is \$1,036,265.

Projects/Issues/Challenges/Concerns

Due to the increase of fentanyl overdoses in Reno County, our administrative team was trained on how to administer Narcan in case a juvenile displays signs of an overdose.

Shelter youth are finishing up school this week and all are ready for summer to start. The youth will have a fun week before starting their scheduled community service activities.

Detention youth completed school with USD 308 teachers as the school year ends. Detention Officers will provide structured educational sessions during the morning hours of the summer months. Afternoon hours will be filled with structured activities and opportunities for guest speakers.