



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 Courthouse Commission Chambers 206 W. 1st Ave., Hutchinson Tuesday, November 1, 2022, 9:00AM

- 1. Call to Order**
- 2. Pledge of Allegiance to the American Flag and Prayer**
- 3. Welcome and Announcements by Commission Chair**
 - 3A Presentation of an appreciation award for ONEOK, recognizing their assistance during the gas plant explosion in April
 - 3B Presentation of an appreciation award for Gambino's Pizza, recognizing their assistance during the gas plant explosion in April
 - 3C Introduction of Sandra Milburn, Reno County's new Communication Specialist
- 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**
 - 6A Vouchers (bills or payments owed by the county or related taxing units)
 - 6B Resolution 2022- agreeing to join the Quad-County Coordinating Committee
 - 6C Agreement between the City of Hutchinson & Reno County Regarding Information Technology
 - 6D Purchase of 2023 Ram Promaster Van from Allen Samuels for \$50,662
- 7. Business Items**
 - 7A Resolution 2022-___ to put issue (liquor by the drink) on the ballot under K.S.A. 41-2646(a)(3)
 - 7B Horizons Quarterly Report from Vikki Mader, Executive Officer
 - 7C Community Corrections Annual Update
- 8. County Administrator Report**
 - 8A Monthly Department Reports
- 9. County Commission Report/Comments**
- 10. Executive Session**
 - 10A Executive Session for non-elected personnel for 15 minutes
- 11. Adjournment**



**AGENDA
ITEM #03.A**

206 West First Ave.
Hutchinson, Kansas 67501
www.renogov.org

At approximately 1:20 pm on Thursday, April 14th, emergency services were dispatched to Tenawa/Haven Midstream Gas Plant, 13115 S. Kent Road. When emergency crews arrived, they were met with active flames, heavy smoke, and explosions. Emergency crews quickly established a perimeter around the plant and determined there were two contractors on site with injuries.

The heat signature from the plant was able to be seen on weather radar. The National Weather Service called Emergency Management to say there was a fire in the county. With the heat, smoke, and flames, the gas plant personnel were not able to immediately access their shut off valves.

At approximately 9:30 pm, the Command Post was notified of a major problem. Plant Employees had pointed out a vessel containing approximately 2,000-3,000 gallons of liquid natural gas that was still full. The vessel's relief valves were believed to be compromised, there were ice crystals seen on the bottom, which indicated the materials inside were boiling. Emergency responders were told this vessel could explode at any time, it could be 20 minutes or 72 hours.

With this new information, responders were instructed to move to a safe distance away from the plant. When looking at a maximum blast radius, it was between 1.4 and two miles; all homes and businesses in a 1.5-mile radius were evacuated, including the city of Haven.

While all this is going on and evacuations were ongoing, individuals in the Command Post were trying to figure out how to mitigate the material in this vessel. When looking for a local expert, ONEOK was called and agreed to send one of their plant professionals to the scene. When the ONEOK employee arrived, he requested drawings of the plant and the compromised vessel. After studying the plans, there was a discussion in the Command Post about the vessel venting. Based upon ONEOK's expertise, it was determined that risk of explosion had significantly been diminished. This allowed the Command Post to work on a mitigation strategy to keep the responders and community safe all while trying to allow all the roads to be open and residents back to their homes.

ONEOK's quick actions helped open roadways, and residents return home, providing hours of service to the community. Their assistance and wiliness to help in a time of need shows their dedication to the community, and instrumental in the success of Reno County.

Please accept our sincere appreciation for your service to Reno County.

Daniel Friesen
Chairman,
Board of County Commissioners

Adam Weishaar
Director,
Emergency Management

**AGENDA
ITEM #3.B**



206 West First Ave.
Hutchinson, Kansas 67501
www.renogov.org

At approximately 1:20 pm on Thursday, April 14th, emergency services were dispatched to Tenawa/Haven Midstream Gas Plant, 13115 S. Kent Road. When emergency crews arrived, they were met with active flames, heavy smoke, and explosions. Emergency crews quickly established a perimeter around the plant and determined there were two contractors on site with injuries.

The heat signature from the plant was able to be seen on weather radar. The National Weather Service called Emergency Management to say there was a fire in the county. With the heat, smoke, and flames, the gas plant personnel were not able to immediately access their shut off valves.

At approximately 9:30 pm, the Command Post was notified of a major problem. Plant Employees had pointed out a vessel containing approximately 2,000-3,000 gallons of liquid natural gas that was still full. The vessel's relief valves were believed to be compromised, there were ice crystals seen on the bottom, which indicated the materials inside were boiling. Emergency responders were told this vessel could explode at any time, it could be 20 minutes or 72 hours.

With this new information, responders were instructed to move to a safe distance away from the plant. When looking at a maximum blast radius, it was between 1.4 and two miles; all homes and businesses in a 1.5-mile radius were evacuated, including the city of Haven. Eventually, risks were mitigated, roadways were opened, and residents return home.

During this event, there were over 70 individuals working. Gambino's Pizza contacted Emergency Management and offered to feed everyone who was on scene. They quickly brought out pizza and ensured all the emergency responders were fed.

On large scenes, early in the event, it is a challenge to ensure responders are fed. Numerous times, Gambino's Pizza has contacted Emergency Management and offered to feed emergency responders. Gambino's assistance and continual willingness to provide support shows their dedication to the community, and support for emergency responders.

Please accept our sincere appreciation for your service to Reno County.

Daniel Friesen
Chairman,
Board of County Commissioners

Adam Weishaar
Director,
Emergency Management



**AGENDA
ITEM #3.C**

206 West First Ave.
Hutchinson, Kansas 67501-5245
(620) 694-2929
Fax (620) 694-2928
www.renogov.org

Press Release

For Release: Immediately

From: Sandra Milburn
Reno County Communications Specialist
620-694-2568 | sandra.milburn@renogov.org

NEW RENO COUNTY COMMUNICATIONS SPECIALIST ANNOUNCED

Reno County, Kansas - November 1, 2022 – Sandra Milburn has been named the new Reno County Communications Specialist. Milburn began her role on October 17 after Laurie Moody left her full-time status in July, becoming the Public Information Officer at Tulsa County, Oklahoma. Milburn's responsibilities include informing Reno County through social media platforms, coordinating informational and educational communication activities to the media and the community, and assisting in special projects and community engagement.

Milburn earned her Bachelor of Arts in Journalism from the University of Kansas. For nearly 33 years Milburn was a Photojournalist and Photo Editor at The Hutchinson News before joining Reno County. Milburn lives in Hutchinson with her husband Bruce and they have a son and daughter-in-law and a daughter.

"We are excited to have Sandra as a team member, her years of media experience and photography will elevate the ability for us to inform the community of all the great work completed by Reno County employees," said Randy Partington, County Administrator.

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AGENDA ITEM

AGENDA ITEM #6.B

AGENDA DATE: November 1, 2022

PRESENTED BY: Patrick Hoffman, County Counselor

AGENDA TOPIC:

Resolution 2022-__ agreeing to join the Quad-County Coordinating Committee.

SUMMARY & BACKGROUND OF TOPIC:

For many years Reno County has been a part of the formerly tri-county, now Quad-County planning commission. These neighboring counties meet regularly to discuss issues they have in common. This resolution updates a previous resolution regarding the group, and all four counties are expected to pass a similar resolution.

ALL OPTIONS:

Adopt the Resolution.

Send the Resolution back to staff for changes.

Deny adoption of the resolution and elect to not join the Quad-County Coordinating Committee

RECOMMENDATION / REQUEST:

Adopt Resolution

RESOLUTION 2022-

A RESOLUTION ON RENO COUNTY JOINING THE QUAD-COUNTY COORDINATING COMMITTEE

WHEREAS, for many years Reno County has participated in the Quad-County Coordinating Committee; and

WHEREAS, participation in this committee has been beneficial to the Reno County Commissioners, Administrators, and County as a whole, and

WHEREAS, The Committee and this resolution do not constitute an interlocal agreement pursuant to the Interlocal Cooperation Act (K.S.A. 12-2901, *et seq.*), as the Committee is not providing any services nor are the Counties that comprise the Committee undertaking joint and cooperative action as contemplated within the Interlocal Cooperation Act; and

WHEREAS, The Counties are adopting this resolution and participating within the Committee pursuant to their powers contained within K.S.A. 19-101 and K.S.A. 19-212;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF RENO COUNTY, KANSAS, that Reno County agrees to join the Quad-County Coordinating Committee which is defined and organized as follows:

QUAD-COUNTY COORDINATING COMMITTEE

Sec. 21-101. Created; purpose; members.

Butler County, Harvey County, Reno County, and Sedgwick County (collectively “the Counties”), through separate actions of their governing bodies, agree to create a four-county coordinating committee (“Quad-County Coordinating Committee” or “Committee”) for the purposes of providing overall guidance and coordination of any matters impacting the Counties. The Committee members shall include all of the county commissioners of the Counties. A quorum for the Committee shall include a majority of the members. For example, beginning in January 2023, the Counties will have 18 total county commissioners, meaning a quorum would be 10 members. If the Counties would collectively have a larger or smaller number of county commissioners in the future, the quorum of the Committee would change along with the total county commissioners

within the Counties. Each county may appoint one (1) planning commissioner to the Committee from the planning commission having the largest geographical area of jurisdiction in each county. Planning commissioners shall serve as *ex officio*, non-voting members of the Committee. The planning commissioners shall serve at the pleasure of their respective board of county commissioners. The terms for planning commissioners shall be terms two (2) years and planning commissioners shall serve until the end of their term, or until their replacements shall have been appointed. Vacancies created by death, resignation or otherwise, may be filled for the balance of the term in the same manner as the original appointment. To act as resource persons, each county may designate staff members (nonvoting) to attend Committee meetings on a meeting-by-meeting basis. The Committee may adopt bylaws and shall generally meet four (4) times per year, once per each quarter. Any resolution establishing a Tri-County Planning Committee (within Sedgwick County, this would include Resolution No. 53-1995), the precursor to the Committee, and any bylaws previously adopted by the Tri-County Planning Committee are hereby repealed.

Sec. 21-102. Responsibilities.

The Committee shall be responsible for:

- (1) Recommending specific programs, organizational arrangements and financing for studies or other undertakings which involve two (2) or more counties.
- (2) Recommending adjustments, changes or additions in organization, funding and programs to improve area-wide coordination.
- (3) Disseminating information on federal and state programs affecting the Counties.
- (4) Engaging in emergency management planning and coordination.
- (5) Discussing matters involving transportation and transportation infrastructure.
- (6) Discussing the regional economy.
- (7) Participating in any other coordination the Committee believes would be beneficial to residents within the Counties.

Sec. 21-103. Meetings.

Committee meetings shall occur subject to the requirements of the Kansas Open Meetings Act (K.S.A. 75-4317, *et seq.*). The location of the Committee's quarterly meetings shall rotate among the Counties. The first quarterly meeting (generally occurring in March) of each year shall occur within Reno County. The second quarterly meeting (generally occurring in June) of each year shall occur within Butler County. The third quarterly meeting (generally occurring in September) of each year shall occur within Sedgwick County. The fourth quarterly meeting (generally occurring in December) of each year shall occur within Harvey County. Each county shall be responsible for providing notice of the date, time, and place of any regular or special Committee meeting to any person that has requested to receive notice of Committee meetings from that particular county. When a county hosts a meeting, the chair for such county's board of county commissioners shall act as the Committee's chair for that particular meeting and shall be responsible for: (a) determining the date, time, and place of that particular meeting; and (b) preparing any agenda for such meeting, if an agenda is prepared. If the hosting county's board of county commissioners chair is not present for a meeting, such chair shall designate a county commissioner from their county to serve as Committee chair for that particular Committee meeting. Committee meetings shall be held in a physical location that is open to the public. While members of the Committee will generally be expected to appear in person, during any specific meeting some members may appear by video conference or telephone. A special meeting of the Committee may be convened by the agreement of at least three (3) of the chairs of boards of county commissioners of the Counties. The Committee is not required to prepare agendas for its meetings. However, if the Committee does prepare an agenda, upon request, a copy shall be provided.

Sec. 21-104. Actions and recommendations of Committee.

The actions and recommendations of the Committee shall not be binding on any of the Counties unless and until such counties' respective boards of county commissioners have exercised their individual legislative powers to undertake any particular action. No county that is a member of the Committee may take any binding action on behalf of their respective board of county commissioners during a Committee meeting. Any actions by the Committee shall occur by a simple majority vote of the members present (whether in person or remotely) at a Committee meeting with a quorum.

Sec. 21-105. Withdrawal from the Committee.

Any county may withdraw from such its participation within the Committee by its board of county commissioners adopting and distributing a resolution providing sixty (60) days notice of intent to the other counties.

This resolution shall be effective from and after its adoption.

ADOPTED in regular session this _____ day of November, 2022.

BOARD OF COUNTY COMMISSIONERS
OF RENO COUNTY, KANSAS

Daniel Friesen, Chairman

Ron Hirst, Member

Ron Sellers, Member

ATTEST:

Donna Patton, Reno County Clerk



AGENDA ITEM

AGENDA ITEM #6.C

AGENDA DATE: November 1, 2022

PRESENTED BY: Patrick Hoffman, County Counselor

AGENDA TOPIC:

Agreement between the City of Hutchinson & Reno County Regarding Information Technology

SUMMARY & BACKGROUND OF TOPIC:

Reno County and the City of Hutchinson have several joint agreements which provide for various mutually beneficial services. Earlier this year several of these agreements were updated and approved but the Information Technology Agreement required further discussion. It is now ready for consideration and approval.

Under this Agreement the County maintains a Department of Information Technology which provides operational and maintenance support for the computer systems of the City of Hutchinson Police Department, the Emergency Communications Division, and the City of Hutchinson Municipal Court, in addition to all Reno County Departments. In return the City funds 50% of the salary and benefits of the network administrator and all entities pay for the cost of their own programs and equipment.

The updated agreement continues the previous agreement in all major respects while clarifying some minor issues and creating an IT review board modelled off the emergency communications board to meet quarterly and discuss issues of interest to the operations of the IT Department.

ALL OPTIONS:

Approve the Agreement

Send the Agreement back to staff for corrections

RECOMMENDATION / REQUEST:

Approve the agreement and authorize the chairperson to sign.

POLICY / FISCAL IMPACT:

The approval of this agreement has no new policy or fiscal impacts.

CITY CONTRACT NO. 2022 C

**CITY-COUNTY AGREEMENT
REGARDING INFORMATION
TECHNOLOGY**

THIS AGREEMENT shall be effective the 1st day of January 2022 by and between:

THE CITY OF HUTCHINSON, KANSAS, a municipal corporation existing under the laws of the State of Kansas, with its principal office being located as 125 East Avenue B, Hutchinson, Reno County, Kansas, Party of the First Part hereinafter referred to as “City”: and

RENO COUNTY, KANSAS, a quasi-municipal corporation existing under the laws of the State of Kansas, with its principal office being located at 206 West 1st Avenue, Hutchinson, Reno County, Kansas, Party of the Second part, hereinafter referred to as “County”

NOW THEREFORE, the parties agree as follows:

1. The County shall maintain a Department of Information Technology (the “IT Department”), the responsibilities of which shall include, but are not limited to:
 - a. Providing operational and maintenance support of the computerized system which consolidates all law enforcement information systems for the City’s Police Department and the County Sheriff, the scope and nature of which shall be determined by the features of the system purchased jointly by the parties under separate contract; and
 - b. The Emergency Communications Division; and
 - c. The City of Hutchinson Municipal Court; and
 - d. The Reno County Office of Emergency Management.
2. Each agency supported by the IT Department shall continue to be responsible for data entry in the manner which is currently employed.
3. The County shall hire a Network Administrator who shall be a county employee and who, along with other staff of the IT Department, shall support and maintain all computer equipment and networks within the Law Enforcement Center, owned and operated by all agencies of the City and County named above (“information technology support”).
4. The County agrees that it shall provide information technology support to the above referenced agencies on an equal basis, and that no such agency will be considered to have priority in using the services of the IT Department. The County acknowledges that in providing information services to the City, it acts as a custodian only for any records

generated on behalf of the City during the provision of information services and that the City at all times retains access to and control over dissemination of the information contained within those records. Any requests for information or records maintained on behalf of the City shall be disseminated only to individuals authorized and designated by the City to receive said information.

5. As compensation to the County for services provided by the IT Department to the City and its agencies, the City shall pay the County an amount equal to the sum of:

- a. 50% of the salary of the Network Administrator (the "Administrator"), including such fringe benefits as pertain to the position.
- b. Nothing herein shall be construed to prohibit the County from providing information services to other agencies of the County or other municipalities, so long as the quality of services provided to the City is not diminished. The City is obligated only to pay periodic payments or monthly installments under this Agreement as may lawfully be made from funds budgeted and appropriated for that purpose during said City's current budget year or funds made available from any lawfully operated revenue producing source.

6. Each party hereto shall be responsible, independent of this agreement, for the selection and purchase of computer hardware for its own uses. The IT Department shall, however, provide technical assistance to any agency considering such selection and purchase and may, upon terms and conditions acceptable to the parties hereto, undertake to perform, on behalf of such agency, some or all of the tasks of selection and purchase of such equipment.

7. The parties hereto each retain joint ownership interest in any equipment inventory previously jointly purchased and shall share equally in the distribution of that inventory, or in cash proceeds upon sale, should this agreement be terminated.

8. The County shall use its best efforts to provide the City as much advance notice as possible of proposed large-scale maintenance or rebuilding of systems, so as to allow the City to budget the cost thereof.

9. The City Police Department shall maintain a records section (the "records section"), the responsibilities of which shall include, but are not limited to:

- a. Maintenance of records of the City Police Department and the County Sheriff; and
- b. Submission of all law enforcement records to other State and Federal agencies and to the KCJIS gateway, as may be required.
- c. The City agrees that it shall provide these record keeping services to the City Police Department and the County Sheriff alike on an equal basis, and that neither agency or department will be considered to have priority in using the services of the records division. The City acknowledges that in providing these record keeping services to the Reno County Sheriff, it acts

as a custodian only for said records on behalf of said Sheriff, who at all times retains access to and control over dissemination of the information contained within the Sheriff's records. Any requests for information or records maintained on behalf of the Reno County Sheriff shall be disseminated only to individuals authorized and designated by the Sheriff to receive said information.

- d. As between the parties, the City Police Department shall have full authority to oversee the records section and staff in the same manner and to the same extent as with other City employees.
- e. The Chief of Police shall annually develop an operating budget for the records section for the ensuing fiscal year. Such budget shall be submitted to the City Manager, who shall in turn submit the budget to the County Administrator prior to June 1st of each year. The budget agreed upon between the city and county at this stage shall be presented to each of the respective governing bodies. In the event that either governing body makes substantial changes to the budget, such information must be communicated with the other entity by the following business day. In the event the budget agreed upon at this time and therefore approved by the county commission at their formal budget hearing is increased by the city, the county shall not be liable for any portion of the increased amount.

10. As compensation to the City for services provided by the records section to the County Sheriff, the County shall pay the City an amount equal to the sum of:

- a. 50% of all City expenses attributable directly to the records section, excluding any personnel expenses.
- b. Nothing herein shall be construed to prohibit the City from providing records keeping services to other municipalities, so long as the quality of services provided to the County is not diminished. The County is obligated only to pay periodic payments or monthly installments under this Agreement as may lawfully be made from funds budgeted and appropriated for that purpose during said County's current budget year or funds made available from any lawfully operated revenue producing source.

11. Any detail or details of operation not specified herein, but which are necessary subjects of agreement between the parties hereto, shall be implemented as necessary by letters of understanding between the parties; all such letters shall be co-signed by the City Manager and the County Administrator.

12. The parties recognize the divergent and sometimes unique services required by the various agencies to be served by this Agreement. For the purposes of adequately providing those services and for the purpose of resolving conflicts, which may arise between the agencies, the Law Enforcement Information Technology and Records Advisory Board (the "IT Records Board") shall be created and shall have powers and duties set forth as herein provided.

13. The IT Records Board shall consist of the County Sheriff, the City Police Chief, the County Director of Information Technology, the City Director of Information Technology, the Director of Emergency Communications, the Director of the Office of Emergency Management and the Hutchinson Municipal Court Supervisor; or each one's respective designee should they be unable to attend a meeting. The members of the IT Board shall assume office upon election or appointment to their respective positions; and shall serve for as long as they hold such positions. The IT Records Board shall select one member as its chairman and one member as its vice- chairman. The IT Records Board shall convene within a reasonable time upon request of any member. The Network Administrator shall act as staff to the IT Records Board and serve as an ex officio member thereof. The Network Administrator shall cause a proper record to be kept of all proceedings of the IT Records Board.

- a. The IT Records Board shall recommend operational policies and procedures related to records to the County IT Department and the City Police Department records section.
- b. The IT Records Board shall make budgetary recommendations annually to the IT Department for services provided by the IT Department pursuant to this agreement. The County Administrator shall consult with the City Manager with respect to the proposed budget for the IT Department as is applicable to services provided pursuant to this agreement.
- c. The IT Records Board shall have regular meetings at least once every quarter to review the programs and services currently being provided and discuss and recommend policies to improve the function of the IT Department.

14. To further minimize interagency friction, all conflicts shall be resolved at the lowest level possible. Nothing herein shall be construed to prohibit any member of the IT Records Board, or any representative of a member, from conferring with the Network Administrator, the IT Department, or the records section, on a one-to-one basis. Such informal contacts shall be encouraged by all agencies serviced by the IT Department or records section; provided, that the IT Department and staff shall in all respects remain responsible directly to the County Administrator and the records section in all respects remains responsible directly to the City Police Department. In any event, conflicts should come before the IT Records Board only when informal attempts at resolution have failed.

15. The County shall indemnify the City against and in all respects hold it harmless from all claims:

- a. Made against it by any employee or former employee of the IT Department, and arising in any way out of such person's employment in the IT Department; or
- b. Made against it by any person and arising out of any negligent or otherwise wrongful acts or omissions by any employee of the IT Department;

- c. It being the parties intent that the IT Department be an agency of the County for all purposes; provided, that the County assumes no duty to indemnify the City or its agents or employees against, or hold them harmless from, the consequences of negligent or wrongful acts or omissions of the City or its employees and agents.

16. The City shall indemnify the County against and in all respects hold it harmless from all claims:

- a. Made against it by any employee or former employee of the records section, and arising in any way out of such person's employment in the records section; or
- b. Made against it by any person and arising out of any negligent or otherwise wrongful acts or omissions by any employee of the records section;
- c. It being the parties intent that the records section be an agency of the City for all purposes; provided, that the City assumes no duty to indemnify the County or its agents or employees against, or hold them harmless from, the consequences of negligent or wrongful acts or omissions of the County or its employees and agents.

17. All computer hardware and software equipment presently used by the City, or the County in the Law Enforcement Center shall be assigned to the IT Department for support and maintenance purposes.

18. County acknowledges that the City has its own IT Department, and the Hutchinson Police Department has its own IT employee. No city employees shall have administrative rights to any County IT Department equipment. The County further acknowledges that the City has hardware, software, and cloud services, wholly owned by the City but limited access because of the administrative rights of the County IT Department. The County IT Department shall at all times cooperate and assist the City and its employees with functions involving administrative rights of the County. The County further agrees to promptly and professionally provide service to the City on its wholly owned hardware, software and cloud services. City shall make service requests using the IT Departments ticketing system whenever possible. Services provided by these City employees shall be at the cost of the City only.

19. If this Agreement is terminated, all equipment, the original ownership of which is reasonably ascertainable, shall be returned to such owner. Equipment, the original ownership of which is uncertain, or which was acquired by joint expenditure of the parties, shall be divided equitably between the parties based upon their comparative contribution to acquisition and on need, or as otherwise agreed.

20. This Agreement shall be for a term concluding December 31st, 2023 but shall automatically renew each year for an additional one-year term unless terminated by either party. Any party desiring to terminate this agreement shall give written notice to the other party on or before noon on the first Tuesday of August of any year, and the effective date of termination shall be no earlier than December 31st of the following year. (For example, a termination date notice given before August 1st, 2022, shall have an

effective termination date no earlier than December 31st, 2023. This is intended to give both parties ample opportunity to adjust their budgets and operations prior to such termination.) A meeting or meetings shall be held within 60 days of a termination notice between appropriate employees from both parties to coordinate an orderly transition period.

IN WITNESS THEREOF, the parties hereto have caused this Agreement to be executed the day and year first above written.

CITY OF HUTCHINSON, KANSAS

Jade Piros de Carvalho, Mayor

ATTEST:

Karen Weltmer, City Clerk

BOARD OF COUNTY COMMISSIONERS
OF RENO COUNTY, KANSAS

Daniel Friesen, Chairperson

ATTEST:

Donna Patton, County Clerk



AGENDA ITEM

AGENDA ITEM #6.D

AGENDA DATE: November 1, 2022

PRESENTED BY: Sheriff Darrian Campbell

AGENDA TOPIC:

Purchase of 2023 Ram Promaster Van from Allen Samuels for \$50,662.

SUMMARY & BACKGROUND OF TOPIC:

On April 26, 2022 during an ARPA study session a proposal from the Sheriff's Office was submitted to purchase a vehicle for Special Response Team equipment and also for a negotiator's vehicle. The initial request was for \$155,000.00 for a purchase of two vehicles. During the August 30, 2022 BOCC meeting \$50,000.00 was approved for the purchase of equipment necessary to meet the needs of the Sheriff's Office. Bids were requested from three local vehicle dealers in July of 2022 and bids were returned from two of the three in August of 2022. The low bid came from Allen Samuels for a 2023 Ram Promaster van at the price of \$50,622.00

Because this is above the \$50,000.00 approved through ARPA funds the remainder of the vehicle will be paid out of the Sheriff's Office asset forfeiture funds.

ALL OPTIONS:

Purchase 2023 Ram Promaster from Allen Samuels for \$50,662.00

Do not purchase a vehicle for the SRT equipment and negotiator needs due to ordering windows being closed during the process.

RECOMMENDATION / REQUEST:

Purchase a 2023 Ram Promaster van to be utilized by the Sheriff's Special Response Team with ARPA money supplemented by asset forfeiture funds that was approved by the BOCC on August 30th, 2022.

POLICY / FISCAL IMPACT:

Use \$50,000.00 from ARPA funds approved August 30, 2022 and asset forfeiture funds of \$622.00



Sheriff:
Undersheriff:

Darrian Campbell
Shawn McHaley

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

March 18, 2022

Dear Randy Partington,

I am writing this request to you in regard to the American Rescue Plan Act (ARPA) funds that could be utilized to better our County. As you know the employees of the Sheriff's Office can wear many hats as we are asked to assist and provide aid in numerous different incidents. We also help in many areas for the betterment of the County citizens. One of the areas I assist in is being the team Commander of the Reno County Special Response Team (SRT). Through budgets, grants, and asset forfeiture money, we have been able to outfit our team with equipment and gear to operate very efficiently in our County. We also belong to a 19 County region in south central Kansas and work very closely with Harvey, Sedgwick, Pratt, Stafford, and McPherson Counties. We house and maintain the regional Bearcat that has been used on numerous occasions in Reno County as well as surrounding Counties when requested.

The problem we have is we have nothing to store and haul our equipment in. Most of the primary equipment is stored on the Bearcat. This equipment includes ladders, launchers for the chemical munitions, Noise Flash Diversionary Device (NFDD), ballistic shields, ballistic blankets, and rams just to name a few. The munitions and NFDD devices MUST be stored in locked day boxes per the bureau of Alcohol Tobacco and Firearms (ATF). These boxes are not small. The Bearcat is not a "storage" vehicle, it was purchased to be a primary transport vehicle for fully outfitted personnel safely to target locations. Currently there is no room for the extra stuff we need to have on scene. Due to the confined space now available in the passenger area, it is difficult to load and unload the personnel quickly and safely. The equipment needs to be stored on a separate vehicle which can easily respond to the crisis location and be made readily available upon arrival to the scene.

The second element to the SRT team is our negotiators. As of now we do not have a vehicle for them set up and do their negotiating from. The Mobile Incident Command (MIC) which South Hutchinson provides for the command is too small and too busy to have the negotiating team set in with the command team. They need to have their own separate vehicle and area. The negotiation team, at a minimum, is made up of a commander and at least three Deputies. The team needs absolute isolation so one primary Deputy is on the phone doing the negotiation. A second Deputy is listening in and is prepared to step in and take over if needed. The third Deputy is the primary scribe and records everything said for documentation to possibly get

the suspect the proper help they need or successful prosecution of crimes which have possible occurred. The video and audio devise the Sheriff Office utilizes to see and listen during any negotiation are in hopes of a peaceful outcome. There is a throw phone the team utilizes by inserting it into the crisis location which needs connected to monitors allowing negotiators to monitor the covert cameras contained in the throw phone. This system has over 1500 feet of cable and several boxes that needs stored. The boxes hold equipment utilized by the negotiators such as headsets, their communication system to talk to subjects inside a residence and various other equipment. This equipment takes time and space to set up properly so it can be used efficiently. As of now it is stored in an office at the Courthouse and needs to be picked up separate during any callout. This is also true with the drones that are utilized on crisis callouts, patrol functions, lost people, and fire scenes in the County.

We have found a dealer that sells used Snap On tool trucks. Very decent trucks with low mileage can be found for an average price of \$65,000. They are 20-24 feet in length which would give plenty of storage space and room to get into quickly and easily. Most come with the shelves and storage bins still in place. These trucks could easily be modified to fit the needs of the entry team to have all of our equipment loaded and ready to respond immediately to the crisis scene.

A second truck could be modified and outfitted for the negotiator vehicle. This would be able to have a separate working area for them to set up, house the phone and equipment, TV's, and listening items needed to perform their tasks. Additionally, this would allow for the equipment to remain connected and set up which will reduce the preparation time prior to deploying the throw phone.

The drones and accessories could also be stored and launched out of this vehicle. The drone uses a set of batteries in about 20-30 minutes depending on weather and distance. There is a battery bank rapid charge system that could be wired in and left in place instead of having to hook into a patrol car battery. This bank is charging the extra batteries while the drone is in flight. Currently this is done by popping the hood of a patrol car and setting the charger in the engine compartment. This has to be unhooked when the vehicle needed to be moved and set up again. Also the feeds from the drone could be set up and left in place in this vehicle for quick deployment at any scene.

This vehicle could also be used a second command vehicle at large incidents like we have seen over the last 2 months. As you have seen the Sheriff and his employees are willing to help everywhere and in any situation! This will allow us to do that more efficiently and safely for the community.

We are respectfully requesting ARPA funds for the following:

2 used Snap On trucks. \$130,000.00

Equipment/paint jobs. \$25,000.00

Total: \$155,000.00

Thank you for taking the time to read and consider this request.

Detective Corey Graber
Reno County Sheriff's Office





Sheriff: Darrian Campbell
Undersheriff: Shawn McHaley

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

To: Reno County Commission
From: The Reno County Sheriff Office
Ref: ARPA bids and results


09/07/2022

There were three bids which were sent out and requested back to the Sheriff's Office. Out of the three, only two were returned with a price. Below will indicate the results.

Automotive Dealer	Bids sent out	Bids returned	Results
Midway Motors	July 2022	August 2022	\$53,271.00
Midwest Motors	July 2022	August 2022	Nothing Returned
Allen Samuels	July 2022	August 2022	\$50,622.00

The Sheriff's Office believes all criteria was met according to the county purchasing policy and will also meet federal guidelines for federal funding to be spent on the purchase of one (1) 2023 Dodge Ram Promaster 3500 from Allen Samuels for the amount listed above.

Due to the only funding being approved by the current Reno County Commission being only \$50,00.00, the additional \$622.00 will be spent from the asset forfeiture fund.


Darrian L. Campbell
Reno County Sheriff



2023 RAM PROMASTER

Allen Samuels

CHRYSLER DODGE JEEP RAM

HUTCHINSON, KANSAS

Come By, Let's Be Friends!



PRODUCT PRICING SUMMARY - ALLEN SAMUELS CHRYSLER DODGE JEEP RAM OF HUTCH
2022 DURANGO PURSUIT VEHICLE AWD - QTY 1
Allen Samuels Chrysler Dodge Jeep RAM, 1421 30TH Ave. Hutchinson, KS 67502

Customer: RENO COUNTY SHERIFF'S OFFICE
 Contact: COREY GRABER
 E-Mail: _____

 VIN 2023 RAM PROMASTER 3500 159 EXT
FACTORY ORDER # 56313158

Prepared by: John Brislin
 Phone: 620-200-1990
 E-Mail: JBRISLIN@asaq.net
 Date: Saturday, July 30, 2022

A. **2023 RAM PROMASTER 3500 159 EXT** A. Base Price:

B. Published Options (Itemize each below)

Code	Options	Bid Price	Code	Options	Bid Price
VF3L17	3500 CARGO VAN HIGH ROOF 159in EXT	\$0.00	XFH	CLASS IV HITCH	\$495.00
22A	Customer Preferred Package 22A	\$0.00			\$0.00
ERF	3.6L V6 24V VVT ENG	\$0.00			\$0.00
DFH	9-SPD 948TE AUTO TRANS	\$0.00			\$0.00
PX8	BLACK CLEARCOAT	\$0.00			\$0.00
APA	Monotone Paint	\$0.00			\$0.00
*A7	CLOTH BUCKET FRONT	\$0.00			\$0.00
X9	BLACK INTERIOR	\$0.00			\$0.00
JKV	115v AUX POWER OUTLET	\$195.00			\$0.00
GXK	ADDL KEY FOBS	\$250.00			\$0.00
CME	WOOD FLOOR	\$495.00			\$0.00
CDY	PASS BUCKET SEAT	\$0.00			\$0.00
BDC	100 AMP BATTERY	\$95.00			\$0.00
BAJ	220 AMP ALTERNATOR	\$295.00			\$0.00
AMQ	BLACK OUT APPEARANCE PKG	\$800.00			\$0.00
AJK	CONV GROUP	\$595.00			\$0.00
Total of B. Published Options:					\$3,220.00

C. Additional Options / Bid Requirements

Options	Bid Price	Options	Bid Price
	\$0.00		
Total of C. Unpublished Options:			\$0.00

D.

E. Manufacturer Destination / Delivery:

F. Subtotal (individual vehicle):

G. ALLEN SAMUELS Price Adjustment: Allen Samuels RNSO DISCOUNT

H. Adjusted Sale Price (individual vehicle):

I. Final Sale Price PER UNIT:

J. Quantity Ordered: 1 x ITEM I

K. Trade in: NO TRADE IN
 Trade in: NO TRADE IN

L. **TOTAL PURCHASE PRICE: 2023 RAM PROMASTER 3500 159 EXT**

ALLEN SAMUELS CHRYSLER DODGE JEEP RAM
 1421 E 30TH AVE
 HUTCHINSON, KS 675021235

Priced Order Confirmation (POC)

Date Printed: 2022-07-30 11:44 AM VIN: Quantity: 01
 Estimated Ship Date: VON: 56313158 Status: BA - Pending order
 Date Ordered: 2022-07-30 11:44 AM Ordered By: S04599R

Sold to: Ship to:
 ALLEN SAMUELS CHRYSLER DODGE JEEP RAM (45689) ALLEN SAMUELS CHRYSLER DODGE JEEP RAM (45689)
 1421 E 30TH AVE 1421 E 30TH AVE
 HUTCHINSON, KS 675021235 HUTCHINSON, KS 675021235

Vehicle: 2023 3500 CARGO VAN HIGH ROOF (159 in WB EXT) (VF3L17)

	Sales Code	Description	MSRP(USD)	FWP(USD)
Model:	VF3L17	3500 CARGO VAN HIGH ROOF (159 in WB EXT)	49,280	46,988
Package:	22A	Customer Preferred Package 22A	0	0
	ERF	3.6L V6 24V VVT Engine	0	0
	DFH	9-Spd 948TE Auto Transmission	0	0
Paint/Seat/Trim:	PX8	Black Clear Coat	0	0
	APA	Monotone Paint	0	0
	*A7	Cloth Buckets Seats	0	0
	-X9	Black	0	0
Options:	MDA	Front License Plate Bracket	0	0
	JKV	115V Auxiliary Power Outlet	195	176
	GXK	Additional Key Fobs (2)	250	226
	CME	Wood Floor	495	446
	CDY	Passenger Bucket Seat	0	0
	BDC	100 Amp Battery	95	86
	BAJ	220 Amp Alternator	295	266
	AMQ	Black Appearance Package	800	720
	YEP	Manuf Statement of Origin	0	0
	AJK	Convenience Group	595	536
	XFH	Class IV Receiver Hitch	495	446
	5N6	Easy Order	0	0
	4EA	Sold Vehicle	0	0
	174	Zone 74-Denver	0	0
Discounts:	YGV	4.5 Additional Gallons of Gas	0	13
Destination Fees:			1,795	1,795

HB: 1,576 Total Price: 54,295 51,698
 FFP: 51,256
 EP: 49,313

Order Type: Retail PSP Month/Week:
 Scheduling Priority: 1-Sold Order Build Priority: 01
 Salesperson: Gary A Klasen
 Customer Name: RENO COUNTY SHERIFF
 Customer Address: 210 W 1ST AVE
 HUTCHINSON KS 67501 USA

Instructions:

Note: This is not an invoice. The prices and equipment shown on this priced order confirmation are tentative and subject to change or correction without prior notice. No claims against the content listed or prices quoted will be accepted. Refer to the vehicle invoice for final vehicle content and pricing. Orders are accepted only when the vehicle is shipped by the factory.

Black Appearance Package (AMQ)

Image not available at this time. Please try again later.

Details:

- Black Exterior Badging - Trucks (M17)
- Front Fog Lamps (LNJ)
- "RAM" Grille Badge - Black (ME3)
- 16X6.0 Aluminum Whls-Painted Black (WNA)

PRODUCT PRICING SUMMARY - ALLEN SAMUELS CHRYSLER DODGE JEEP RAM OF HUTCH
2022 DURANGO PURSUIT VEHICLE AWD - QTY 1
Allen Samuels Chrysler Dodge Jeep RAM, 1421 30TH Ave. Hutchinson, KS 67502

Customer: RENO COUNTY SHERIFF'S OFFICE
 Contact: COREY GRABER
 E-Mail: _____

 VIN FACTORY ORDER # 56313158

Prepared by: John Brislin
 Phone: 620-200-1990
 E-Mail: JBRISLIN@asaq.net
 Date: Saturday, July 30, 2022

A. 2023 RAM PROMASTER 3500 159 EXT

A. Base Price: \$49,280.00

B. Published Options (Itemize each below)

Code	Options	Bid Price	Code	Options	Bid Price
VF3L17	3500 CARGO VAN HIGH ROOF 159in EXT	\$0.00	XFH	CLASS IV HITCH	\$495.00
22A	Customer Preferred Package 22A	\$0.00			\$0.00
ERF	3.6L V6 24V VVT ENG	\$0.00			\$0.00
DFH	9-SPD 948TE AUTO TRANS	\$0.00			\$0.00
PX8	BLACK CLEARCOAT	\$0.00			\$0.00
APA	Monotone Paint	\$0.00			\$0.00
*A7	CLOTH BUCKET FRONT	\$0.00			\$0.00
X9	BLACK INTERIOR	\$0.00			\$0.00
JKV	115v AUX POWER OUTLET	\$195.00			\$0.00
GXK	ADDL KEY FOBS	\$250.00			\$0.00
CME	WOOD FLOOR	\$495.00			\$0.00
CDY	PASS BUCKET SEAT	\$0.00			\$0.00
BDC	100 AMP BATTERY	\$95.00			\$0.00
BAJ	220 AMP ALTERNATOR	\$295.00			\$0.00
AMQ	BLACK OUT APPEARANCE PKG	\$800.00			\$0.00
AJK	CONV GROUP	\$595.00			\$0.00
Total of B. Published Options:					\$3,220.00

C. Additional Options / Bid Requirements

Options	Bid Price	Options	Bid Price
#515 WILLING TO DRIVE THE BEAR CAT OR EQUIP VAN	\$0.00		
Total of C. Unpublished Options:			\$0.00

D.		\$0.00
E.	Manufacturer Destination / Delivery:	\$1,795.00
F.	Subtotal (individual vehicle):	\$54,295.00
G.	ALLEN SAMUELS Price Adjustment: <u>Allen Samuels RNSO DISCOUNT</u>	-\$3,673.00
H.	Adjusted Sale Price (individual vehicle):	\$50,622.00
I.	Final Sale Price PER UNIT:	\$50,622.00
J.	Quantity Ordered: <u>1</u> x ITEM I	\$50,622.00
K.	Trade in: <u>NO TRADE IN</u>	\$0.00
	Trade in: <u>NO TRADE IN</u>	\$0.00
L.	TOTAL PURCHASE PRICE: 2023 RAM PROMASTER 3500 159 EXT	\$50,622.00

Convenience Group (AJK)

Image not available at this time. Please try again later.

Details:

- Shelf Above Roof Trim (CTA)
- Underseat Storage Tray (CUU)
- Ambient LED Interior Lighting (LHA)
- Front Fog Lamps (LNJ)
- Cargo Net (CKR)

Standard Features - VF31-17-3500 CARGO VAN HIGH ROOF (159 in WB EXT)

Code	Description
MUX	"PROMASTER" Rear Door Badge
ME6	"RAM" Grille Badge - Chrome
JJJ	12V Power Outlet Mounted in IP
WCS	16X6.0 Steel Wheels
BAD	180 Amp Alternator
NFE	24 Gallon Fuel Tank
GLF	260 Deg Opening Rear Hinged Doors
ERF	3.6L V6 24V VVT Engine
RCD	4 Speakers
RTQ	4G LTE Wi-Fi Hot Spot
NAS	50 State Emissions
RFJ	7.0" Touch Screen Display
DFH	9-Spd 948TE Auto Transmission
BCY	95 Amp Battery
CSP	A-Pillar Grab Handles
HAA	Air Conditioning
BNP	All Speed Traction Control
BR6	Anti-Lock 4-Wheel Disc HD Brakes
RFP	Apple CarPlay
XFZ	Auxiliary Fuel Tap
BC1	Auxiliary Power Connector
NHB	Auxiliary Transmission Oil Cooler
MILF	Black Front Fascia
MFE	Black Grille
MBN	Black Rear Bumper
CZD	Black/Grey Seats
RTE	Bluetooth Handsfree Phone and Audio
BGE	Brake Assist
BNL	Brake Lock Differential
LPE	Cargo Lamp
LNC	Clearance Lamps-Front
LNG	Clearance Lamps-Rear
*A7	Cloth Buckets Seats
JAE	Cluster 3.5" TFT B&W Display
RTM	Connectivity - US/Canada
BNU	Crosswind Assist
CGF	Deactivate Passenger Air Bag
NHR	Dealer Activated Speed Limiter
GN8	Delete Inside Rear View Mirror
CGW	Driver & Front Passenger Air Bags
JVA	Driver Seat - Manual Adjust 4-Way
CUA	Driver Seat Armrest
XNM	Drowsy Driver Detection

Standard Features - VF3L17-3500 CARGO VAN HIGH ROOF (159 in WB EXT)

Code	Description
SBL	Electric Power Steering
XC4	Electronic Park Brake
BNS	Electronic Roll Mitigation
BNB	Electronic Stability Control
NHA	Engine Oil Cooler
LEB	Ext. Mirrors w/Supplemental Signals
LES	Exterior Spotter Mirrors
X9E	For Details, Visit DriveUconnect.com
X9H	For More Info, Call 800-643-2112
LSU	Full Speed Fwd Collision Warn Plus
RDG	Global Telematics Box Module (TBM)
JKH	Glove Box
RF5	Google Android Auto
JLP	GPS Antenna Input
Z3G	GVW Rating - 9350#
LMA	Halogen Headlamps
MWJ	High Roof
BNG	Hill Start Assist
BPT	Hydraulic Brake Boost Compensation
RTF	Integrated Center Stack Radio
XZG	Job Rated
TWA	LT225/75R16E BSW All Season Tires
LF1	Manual Adjust Mirrors
LFD	Manual Folding Exterior Mirrors
GTP	Manual Mirrors, Fold-Away
RSF	Media Input Hub
APA	Monotone Paint
JCJ	MPH Primary Speedometer
BNA	Multit Collision Braking
CTP	No Cargo Partition
GK8	No LT Sliding Door
CYX	No Rear Seating
XJG	Non Locking Fuel Filler Cap
NHC	Oil Level Sensor
XAC	ParkView Rear Back-up Camera
GKA	Pass Sliding Door Without Window
CD9	Passenger Seat Delete
LST	Pedestrian/Cyclist Emergency Braking
Gx4	Pushbutton Start
JPY	Pwr Windows, Front 1-Touch Down
MT7	Ram 3500 Badge
MGA	Ram's Head Badge
GLA	Rear Hinged Doors w/No Glass

Standard Features - VF31.17-3500 CARGO VAN HIGH ROOF (159 in WB EXT)

Code	Description
RED	Rear Speaker Wiring Prep
SHC	Rear Stabilizer Bar
GXM	Remote Keyless Entry
CKT	Side Wall Cargo Tie Down Rings
X9B	SiriusXM Radio Service
RSD	SiriusXM Satellite Radio
TBF	Spare Tire Delete
JPH	Speed Sensitive Power Locks
DRC	Standard Width Rear Axle
SCA	Steering Wheel
RDZ	Steering Wheel Mounted Audio Ctrls
CJ4	Supp Side Curtain Front Air Bags
CJ1	Supplemental Frt Seat Side Air Bags
SDB	Suspension - Heavy Duty
JFH	Tachometer
SUC	Telescoping Steering Column
GBB	Tinted Windshield Glass
XGM	Tire Pressure Monitoring Display
XAH	Tire Sealant & Air Compressor
BNM	Traction Control
SJB	Traffic Sign Recognition
BNT	Trailer Sway Damping
LEJ	Trip Computer
UBC	Uconnect 5 w 7" Display (USA)
BC3	Upfit Interface Connector
RF7	USB Host Flip
WMN	Wheel Center Cap

Package Details

		Customer Preferred Package 22A	
Package Contents	FWP (USD)	MSRP (USD)	
3.6L V6 24V VVT Engine	0		0
9-Spd 948TE Auto Transmission	0		0
Package Value Price	0		0
NET PACKAGE PRICE	0		0



Preview Order 8802 - W1X 350 High Roof Cargo RWD: Order Summary Time of Preview: 08/30/2022 09:20:42

Dealership Name: Midway Motors Ford Lincoln

Sales Code: F53553

Dealer Rep.	Tracy Martin	Type	Fleet	Vehicle Line	Transit	Order Code	8802
Customer Name	reno Sheriff	Priority Code	L2	Model Year	2023	Price Level	320

DESCRIPTION	MSRP	DESCRIPTION	MSRP
W1X0 T350 HR CARGO RWD	\$48405	BULKHEAD W/LOCKABLE DOOR	\$1395
148" WHEELBASE	\$0	MODIFIED VEHICLE WIRING SYS	\$0
TOTAL BASE VEHICLE	\$48405	SHORT-ARM PWR HEAT MIRRORS	\$160
BLUE METALLIC	\$200	MANUAL AIR CONDITIONER	\$0
VINYL	\$0	RADIO PREP PACKAGE	\$0
DARK PALAZZO GRAY	\$0	HD CARGO FLOOR COVERING	\$925
PREFERRED EQUIPMENT PKG.101A	\$0	REAR VIEW DISPLAY IN MIRROR	\$0
.XL TRIM	\$0	DUAL ALTERNATORS (250 AMP)	\$1025
3.5L ECOBOOST V6 (GAS)	\$1775	DUAL BATTERIES (70 AMP-HR)	\$0
10-SPEED TRANSMISSION	\$0	SRW - SILVER STEEL W/ LUGS	\$0
.235/65R16C BSW ALL-SEASON	\$0	DRIVER SD FIXED SHELVING	\$1125
3.73 LIMITED SLIP AXLE	\$0	HEAVY-DUTY SCUFF PLATE KIT	\$0
JOB #1 ORDER	\$0	2 ADDITIONAL KEYS	\$75
FORD FLEET SPECIAL ADJUSTMENT	\$0	AUXILIARY FUSE PANEL	\$0
FRONT LICENSE PLATE BRACKET	\$0	POWER OUTLET (110V/400W)	\$0
253 DEGREE OPENING	\$75	SPECIAL DEALER ACCOUNT ADJUSTM	\$0
AUTO START STOP REMOVAL	\$-50	SPECIAL FLEET ACCOUNT CREDIT	\$0
WIFI 4G LTE HOTSPOT DELETE	\$-20	FUEL CHARGE	\$0
9500# GVWR PACKAGE	\$0	NET INVOICE FLEET OPTION (B4A)	\$0
B-PILLAR ASSIST HANDLE	\$0	PRICED DORA	\$0
HEAVY DUTY FRONT AXLE	\$0	ADVERTISING ASSESSMENT	\$0
50 STATE EMISSIONS	\$0	DESTINATION & DELIVERY	\$1795
TOTAL BASE AND OPTIONS			MSRP
DISCOUNTS			\$56885
TOTAL			NA
			\$56885

\$53,271⁰⁰
total

ORDERING FIN: QJ830 END USER FIN: QJ830

Customer Name:
Customer Address:

Customer Email:

Customer Phone:

Customer Signature

Date

*This order has not been submitted to the order bank.
This is not an invoice.*



AGENDA ITEM

AGENDA ITEM #7.A

AGENDA DATE: November 1, 2022

PRESENTED BY: Patrick Hoffman, County Counselor

AGENDA TOPIC:

Resolution 2022-___ to put issue (liquor by the drink) on the ballot under K.S.A. 41-2646(a)(3)

SUMMARY & BACKGROUND OF TOPIC:

The commissioners requested a Resolution to submit to voters the question of amending the County requirements for food sales at establishments serving liquor by the drink. The question is expected to be on the ballot in the November 2023 General Election for all voters in Reno County.

ALL OPTIONS:

Adopt Resolution

Send Resolution back to staff for changes

Elect to not adopt such a resolution; thereby keeping the requirement that a portion of gross sales receipts must be from the sale of food.

RECOMMENDATION / REQUEST:

Adopt Resolution to place the liquor by the drink question at the next succeeding state general election (November 2024), or if approved by the Kansas Secretary of State, then at the next election in which every qualified elector in Reno County may vote (November 2023); whichever occurs first more than 90 days after the adoption of this Resolution.

RESOLUTION NO. 2022-
A RESOLUTION TO PUT ISSUE ON THE BALLOT
UNDER K.S.A. 41-2646(a)(3)

WHEREAS, K.S.A. 41-2646(a)(3) authorizes the board of county commissioners of any county to submit to the qualified electors a proposition to permit the sale of alcoholic liquor by the individual drink in public places without a requirement that any of the portion of the gross receipts be derived from the sale of food.

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

As provided in K.S.A. 41-2646(c), The Reno County Clerk, as the County Election Officer, shall, at the next succeeding state general election, or, if approved by the Kansas Secretary of State, then at the next election in which every qualified elector in Reno County may vote, whichever that occurs first more than 90 days after the adoption of this Resolution, cause the following proposition to be placed on the ballot:

“Shall sale of alcoholic liquor by the individual drink in Reno County be allowed in public places without a requirement that any portion of their gross receipts be from sales of food?”

BE IT FURTHER RESOLVED That the County Election Officer conduct said election in accordance with K.S.A. 41-2646(d) and K.S.A. 21-2646(e).

This resolution shall be effective from and after its adoption.

IT IS SO RESOLVED in regular session this _____ day of November, 2022.

BOARD OF COUNTY COMMISSIONERS OF RENO
COUNTY, KANSAS

Daniel Friesen, Chairman

Ron Sellers, Member

Ron Hirst, Member

ATTEST:

Donna Patton, Reno County Clerk

**AGENDA
ITEM #7.B**

**Horizons Mental Health Center
FY23Q1 County Commission Meetings
Reno County Commission**

Agenda

FY23Q1 County Commission Meeting: November 1, 2022 @ 9:00am

1. Financials
2. HMHC Challenges
3. State Issues

Horizons Mental Health Center
Statement of Revenue and Expense
For The Month and Year To Date Ended August 31, 2022

MTD						YTD						
Actual	Budget	Variance	% Change	Prior Year	Prior Yr Variance	Actual	Budget	Variance	% Change	Prior Year	Prior Yr Variance	
1,750,653	1,410,110	340,543	24.15%	926,431	824,222	Total inpatient revenue						
						Revenue from outpatients	3,222,622	2,954,515	268,106	9.07%	1,889,984	1,332,638
1,750,653	1,410,110	340,543	24.15%	926,431	824,222	Physician services revenue						
						Total patient revenue	3,222,622	2,954,515	268,106	9.07%	1,889,984	1,332,638
70,203	76,261	(6,058)	-7.9%	181,141	(110,938)	Contractual Adjustments	128,001	152,521	(24,520)	-16.1%	369,585	(241,583)
25,365	13,188	12,177	92.3%	43,505	(18,139)	Charity Care	52,737	26,376	26,361	99.9%	83,474	(30,736)
12,525	8,557	3,967	46.4%	7,250	5,275	Other deductions	15,150	17,115	(1,965)	-11.5%	13,666	1,484
513,293	-	513,293	#DIV/0!	-	513,293	Other Adjustments - CCBHC Adjustment	919,678	-	919,678	#DIV/0!	-	919,678
24,822	10,934	13,889	127.0%	(3,208)	28,030	Provision for bad debt	43,577	21,868	21,709	99.3%	2,313	41,264
646,209	108,940	537,269	#DIV/0!	228,688	417,521	Total deductions from revenue	1,159,144	217,880	941,264	#DIV/0!	469,038	690,106
1,104,444	1,301,170	(196,725)	-15.1%	697,744	406,701	Net patient revenue	2,063,478	2,736,635	(673,158)	-24.6%	1,420,946	642,531
519,401	446,170	73,231	16.4%	458,713	60,688	Other operating revenue	1,069,182	892,340	176,843	19.8%	859,092	210,090
1,623,846	1,747,339	(123,494)	1.29%	1,156,457	467,388	Total operating revenue	3,132,660	3,628,975	(496,315)	-4.78%	2,280,039	852,621
						Expenses						
832,777	1,055,225	(222,448)	-21.1%	734,507	98,271	Salaries	1,685,934	2,110,451	(424,517)	-20.1%	1,508,527	177,407
25,080	22,667	2,414	10.7%	23,227	1,854	Purchased labor	48,659	45,333	3,326	7.3%	45,066	3,593
310,126	344,353	(34,227)	-9.9%	238,281	71,844	Employee benefits	625,558	688,706	(63,148)	-9.2%	575,931	49,627
-	-	-	0.0%	-	-	Physician Fees	-	-	-	0.0%	-	-
23,386	41,186	(17,800)	-43.2%	21,083	2,303	Rent	47,197	82,372	(35,175)	-42.7%	43,775	3,422
15,687	16,335	(647)	-4.0%	6,529	9,159	Utilities	27,620	32,669	(5,049)	-15.5%	20,512	7,108
7,323	5,843	1,480	25.3%	2,944	4,379	Maintenance	11,740	11,685	54	0.5%	12,703	(963)
96,066	100,035	(3,969)	-4.0%	47,472	48,594	Purchased services	173,684	200,070	(26,387)	-13.2%	98,810	74,874
13,791	12,275	1,516	12.4%	6,222	7,569	Other Supplies	42,174	24,549	17,625	71.8%	18,896	23,279
32,592	30,151	2,441	8.1%	28,692	3,900	Computer software services	36,797	60,303	(23,506)	-39.0%	53,795	(16,998)
49,989	55,827	(5,839)	-10.5%	38,631	11,357	Other	92,909	111,655	(18,746)	-16.8%	84,454	8,455
1,406,818	1,683,897	(277,079)	-16.5%	1,147,589	259,229	Total expense	2,792,272	3,367,794	(575,522)	-17.1%	2,462,470	329,801
\$ 217,028	\$ 63,443	\$ 153,585	242.1%	\$ 8,868	\$ 208,160	*EBIDA	\$ 340,389	\$ 261,181	\$ 79,207	30.3%	\$ (182,431)	\$ 522,820
13.4%	3.6%	9.7%	268.1%	0.8%	12.6%	EBIDA as percent of net revenue	10.9%	7.2%	3.7%	51.0%	-8.0%	18.9%
21	-	21	0.0%	-	21	Interest	21	-	21	0.00%	-	21
43,885	45,754	(1,870)	-4.1%	43,508	376	Depreciation	87,769	91,509	(3,739)	-4.09%	86,954	815
\$ 173,122	\$ 17,688	\$ 155,434	878.7%	\$ (34,641)	\$ 207,762	Operating margin	\$ 252,598	\$ 169,673	\$ 82,925	48.9%	\$ (269,386)	\$ 521,984
\$ 212	\$ -	212	#DIV/0!	\$ 468	\$ (256)	Investment Income	\$ 445	\$ -	\$ 445	#DIV/0!	\$ 958	(513)
(191,477)	12,500	(203,977)	-1631.8%	76,409	(267,886)	Investment Interest Income	137,731	25,000	112,731	450.9%	76,409	61,322
-	-	-	0.0%	-	-	Gain or Loss On Disposal	-	-	-	0.0%	-	-
(1,577)	833	(2,410)	-289.2%	(4,451)	2,874	Other	(4,294)	1,667	(5,961)	-357.6%	(37,883)	33,589
\$ (192,842)	\$ 13,333	\$ (206,175)	-1546.31%	\$ 72,426	\$ (265,268)	Total other nonoperating income	\$ 133,882	\$ 26,667	\$ 107,216	402.06%	\$ 39,484	\$ 94,398
\$ (19,720)	\$ 31,022	\$ (50,741)	-163.6%	\$ 37,786	\$ (57,505)	Excess (Deficiency) of Revenue Over Expenses	\$ 386,480	\$ 196,339	\$ 190,141	96.8%	\$ (229,902)	\$ 616,382
10.66%	1.01%	9.65%	-3.00%	13.7%	13.7%	Operating Margin %	8.06%	4.68%	3.39%	-11.81%	19.9%	
-1.38%	1.76%	-3.14%	3.07%	-4.45%	-4.45%	Excess (Deficiency) Percent	11.83%	5.37%	6.46%	-9.91%	21.74%	

Horizons Mental Health Center
Statement of Revenue and Expense
For The Month and Year To Date Ended September 30, 2022

MTD						YTD						
Actual	Budget	Variance	% Change	Prior Year	Prior Yr Variance	Actual	Budget	Variance	% Change	Prior Year	Prior Yr Variance	
2,099,847	1,477,258	622,589	42.14%	907,599	1,192,248	Total inpatient revenue						
						Revenue from outpatients	5,322,469	4,431,773	890,696	20.10%	2,797,583	2,524,886
						Physician services revenue						
<u>2,099,847</u>	<u>1,477,258</u>	<u>622,589</u>	<u>42.14%</u>	<u>907,599</u>	<u>1,192,248</u>	Total patient revenue	<u>5,322,469</u>	<u>4,431,773</u>	<u>890,696</u>	<u>20.10%</u>	<u>2,797,583</u>	<u>2,524,886</u>
62,252	76,261	(14,008)	-18.4%	168,118	(105,866)	Contractual Adjustments	190,254	228,782	(38,528)	-16.8%	537,703	(347,449)
36,625	13,188	23,437	177.7%	42,905	(6,280)	Charity Care	89,362	39,564	49,798	125.9%	126,379	(37,017)
6,108	8,557	(2,449)	-28.6%	7,765	(1,657)	Other deductions	21,259	25,672	(4,414)	-17.2%	21,431	(172)
923,500	-	923,500	#DIV/0!	-	923,500	Other Adjustments - CCBHC Adjustment	1,843,178	-	1,843,178	#DIV/0!	-	1,843,178
(3,554)	10,934	(14,488)	-132.5%	6,192	(9,746)	Provision for bad debt	40,023	32,801	7,221	22.0%	8,505	31,517
<u>1,024,931</u>	<u>108,940</u>	<u>915,991</u>	<u>#DIV/0!</u>	<u>224,980</u>	<u>799,951</u>	Total deductions from revenue	<u>2,184,075</u>	<u>326,820</u>	<u>1,857,255</u>	<u>#DIV/0!</u>	<u>694,018</u>	<u>1,490,057</u>
1,074,916	1,368,318	(293,402)	-21.4%	682,618	392,297	Net patient revenue	3,138,393	4,104,953	(966,560)	-23.6%	2,103,565	1,034,829
638,013	446,170	191,843	43.0%	465,033	172,980	Other operating revenue	1,707,195	1,338,510	368,686	27.5%	1,324,125	383,070
<u>1,712,929</u>	<u>1,814,488</u>	<u>(101,559)</u>	<u>21.56%</u>	<u>1,147,651</u>	<u>565,277</u>	Total operating revenue	<u>4,845,589</u>	<u>5,443,463</u>	<u>(597,874)</u>	<u>3.99%</u>	<u>3,427,690</u>	<u>1,417,899</u>
						Expenses						
856,680	1,055,225	(198,545)	-18.8%	716,262	140,418	Salaries	2,542,615	3,165,676	(623,062)	-19.7%	2,224,789	317,825
22,275	22,667	(392)	-1.7%	20,749	1,526	Purchased labor	70,934	68,000	2,934	4.3%	65,815	5,119
309,769	344,353	(34,584)	-10.0%	289,428	20,341	Employee benefits	935,327	1,033,059	(97,732)	-9.5%	865,359	69,968
-	-	-	0.0%	-	-	Physician Fees	-	-	-	0.0%	-	-
22,725	41,186	(18,461)	-44.8%	20,707	2,018	Rent	69,922	123,558	(53,637)	-43.4%	64,482	5,440
12,481	16,335	(3,853)	-23.6%	19,419	(6,937)	Utilities	40,101	49,004	(8,902)	-18.2%	39,931	170
2,893	5,843	(2,949)	-50.5%	2,111	782	Maintenance	14,633	17,528	(2,895)	-16.5%	14,814	(181)
88,421	100,035	(11,614)	-11.6%	49,327	39,095	Purchased services	262,105	300,105	(38,001)	-12.7%	148,137	113,968
20,356	12,275	8,081	65.8%	9,494	10,862	Other Supplies	62,530	36,824	25,706	69.8%	28,390	34,141
45,890	30,151	15,738	52.2%	27,443	18,447	Computer software services	82,687	90,454	(7,767)	-8.6%	81,238	1,449
41,426	55,827	(14,401)	-25.8%	52,109	(10,683)	Other	134,335	167,482	(33,147)	-19.8%	136,563	(2,228)
<u>1,422,917</u>	<u>1,683,897</u>	<u>(260,980)</u>	<u>-15.5%</u>	<u>1,207,048</u>	<u>215,869</u>	Total expense	<u>4,215,188</u>	<u>5,051,691</u>	<u>(836,502)</u>	<u>-16.6%</u>	<u>3,669,518</u>	<u>545,670</u>
<u>\$ 290,012</u>	<u>\$ 130,591</u>	<u>\$ 159,421</u>	<u>122.1%</u>	<u>\$ (59,397)</u>	<u>\$ 349,409</u>	*EBIDA	<u>\$ 630,400</u>	<u>\$ 391,772</u>	<u>\$ 238,628</u>	<u>60.9%</u>	<u>\$ (241,828)</u>	<u>\$ 872,228</u>
<u>16.9%</u>	<u>7.2%</u>	<u>9.7%</u>	<u>135.2%</u>	<u>-5.2%</u>	<u>22.1%</u>	EBIDA as percent of net revenue	<u>13.0%</u>	<u>7.2%</u>	<u>5.8%</u>	<u>80.8%</u>	<u>-7.1%</u>	<u>20.1%</u>
7	-	7	0.0%	6	1	Interest	28	-	28	0.00%	6	22
46,016	45,754	261	0.6%	43,509	2,507	Depreciation	133,785	137,263	(3,478)	-2.53%	130,463	3,322
<u>\$ 243,990</u>	<u>\$ 84,836</u>	<u>\$ 159,153</u>	<u>187.6%</u>	<u>\$ (102,911)</u>	<u>\$ 346,901</u>	Operating margin	<u>\$ 496,588</u>	<u>\$ 254,509</u>	<u>\$ 242,079</u>	<u>95.1%</u>	<u>\$ (372,296)</u>	<u>\$ 868,884</u>
\$ 191	\$ -	191	#DIV/0!	\$ 447	\$ (256)	Investment Income	\$ 636	\$ -	\$ 636	#DIV/0!	\$ 1,405	(769)
(409,075)	12,500	(421,575)	-3372.6%	101,371	(510,446)	Investment Interest Income	(271,344)	37,500	(308,844)	-823.6%	177,780	(449,124)
-	-	-	0.0%	-	-	Gain or Loss On Disposal	-	-	-	0.0%	-	-
(1,057)	833	(1,890)	-226.9%	(4,536)	3,479	Other	(5,351)	2,500	(7,851)	-314.0%	(42,418)	37,067
<u>\$ (409,941)</u>	<u>\$ 13,333</u>	<u>\$ (423,275)</u>	<u>-3174.56%</u>	<u>\$ 97,282</u>	<u>\$ (507,224)</u>	Total other nonoperating income	<u>\$ (276,059)</u>	<u>\$ 40,000</u>	<u>\$ (316,059)</u>	<u>-790.15%</u>	<u>\$ 136,766</u>	<u>\$ (412,825)</u>
<u>\$ (165,952)</u>	<u>\$ 98,170</u>	<u>\$ (264,121)</u>	<u>-269.1%</u>	<u>\$ (5,629)</u>	<u>\$ (160,323)</u>	Excess (Deficiency) of Revenue Over Expenses	<u>\$ 220,528</u>	<u>\$ 294,509</u>	<u>\$ (73,980)</u>	<u>-25.1%</u>	<u>\$ (235,530)</u>	<u>\$ 456,059</u>
<u>14.24%</u>	<u>4.68%</u>	<u>9.57%</u>		<u>-8.97%</u>	<u>23.2%</u>	Operating Margin %	<u>10.25%</u>	<u>4.68%</u>	<u>5.57%</u>		<u>-10.86%</u>	<u>21.1%</u>
<u>-12.74%</u>	<u>5.37%</u>	<u>-18.11%</u>		<u>-0.45%</u>	<u>-12.29%</u>	Excess (Deficiency) Percent	<u>4.83%</u>	<u>5.37%</u>	<u>-0.54%</u>		<u>-6.61%</u>	<u>11.44%</u>



**AGENDA
ITEM #07.C**

COMMUNITY CORRECTIONS

Randy Regehr

MISSION STATEMENT



Community Corrections seeks to reduce recidivism and enhance public safety by providing evidence-based supervision and interventions to assist clients in achieving long-term positive behavior change.



RENO COUNTY FINANCIAL SUPPORT

Adding One Intensive Supervision Officer

- Reduces Caseloads
- Increases Time Spent with Each Probationer
- Improves Supervision
- Decreases Officer Stress and Burnout
- Reduces Recidivism and Increases Public Safety

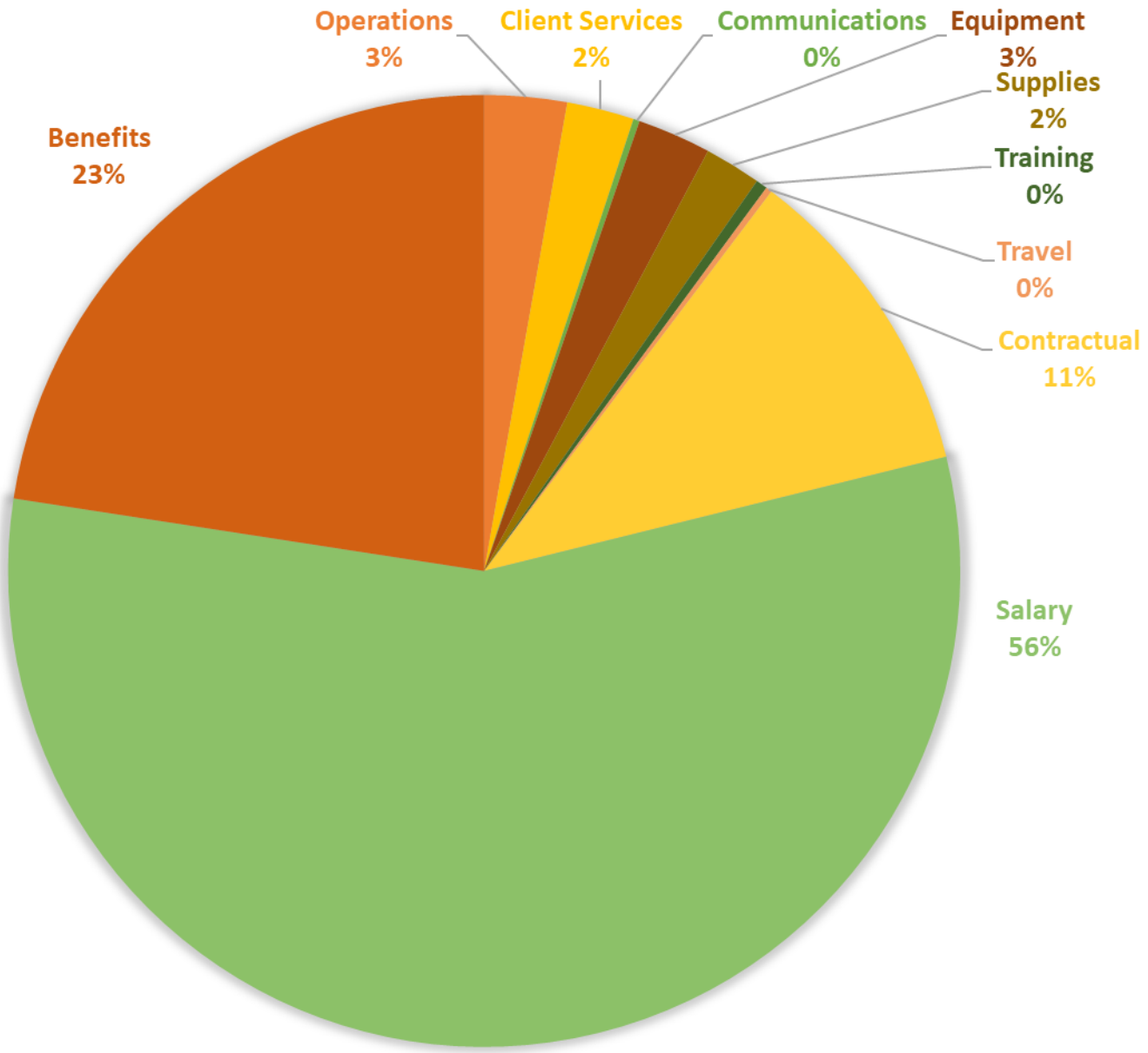
Thank
You!

STATE FUNDING REQUEST

\$6 Million to offset the impact of flat or reduced funding since 2013

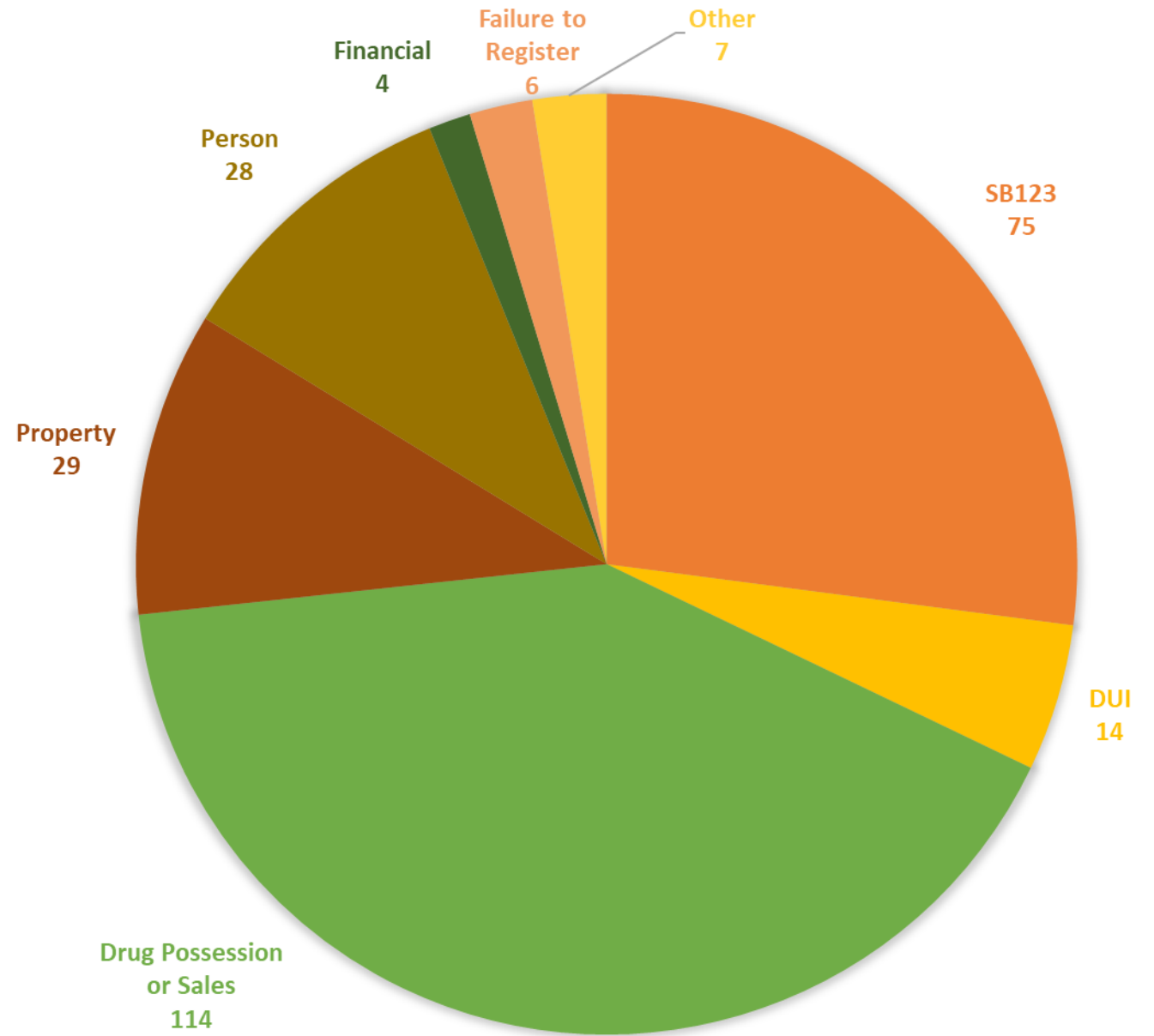
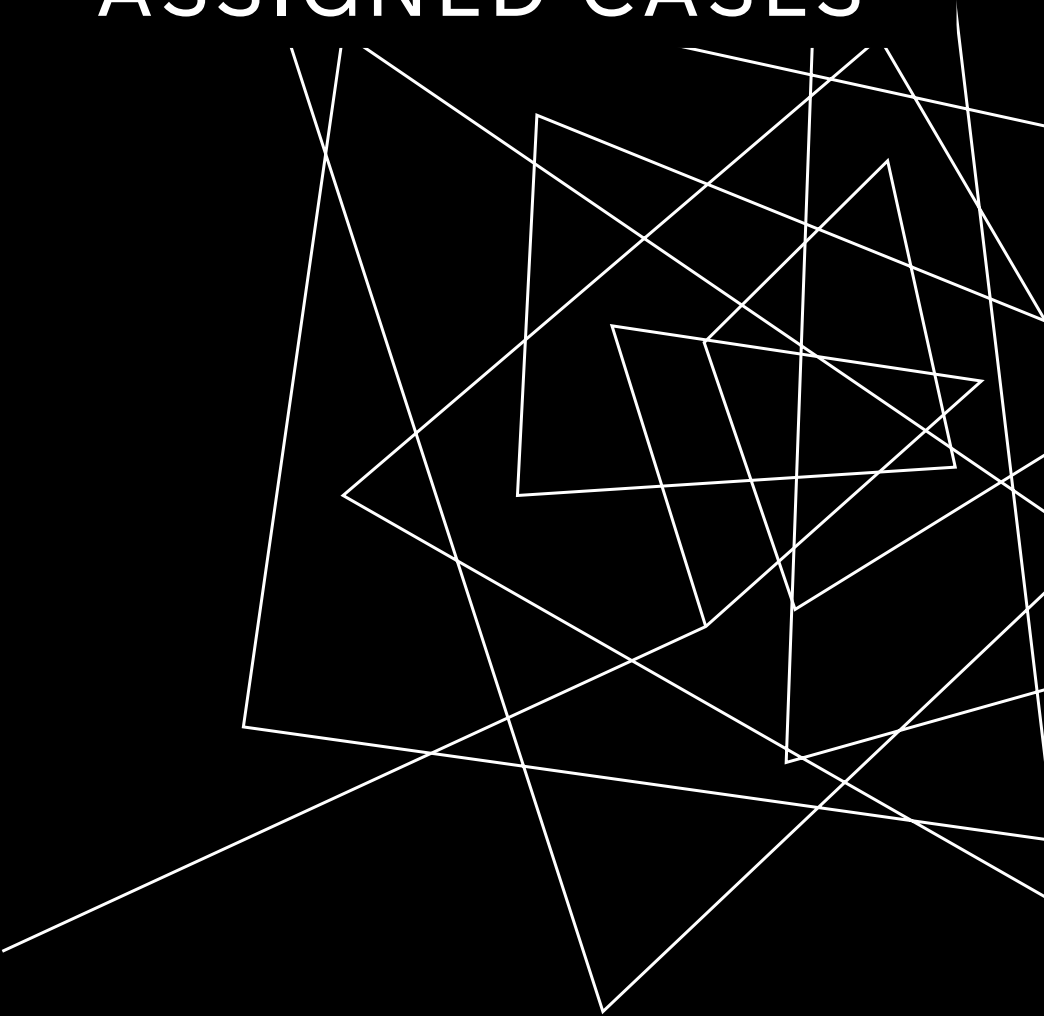
\$4.5 Million to add Intensive Supervision Officers Statewide

\$1 Million for behavioral health

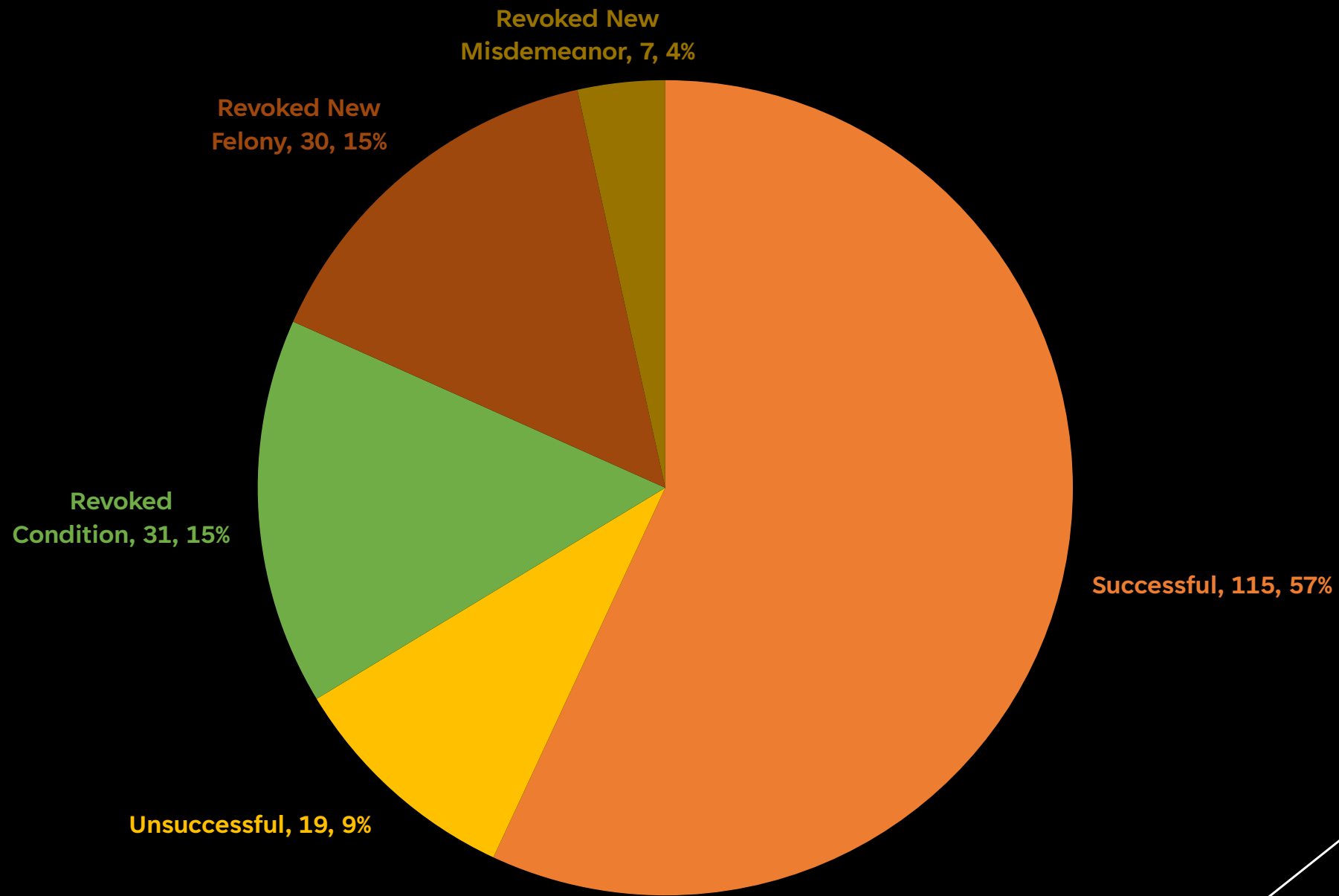


AGENCY EXPENSES FY 2023

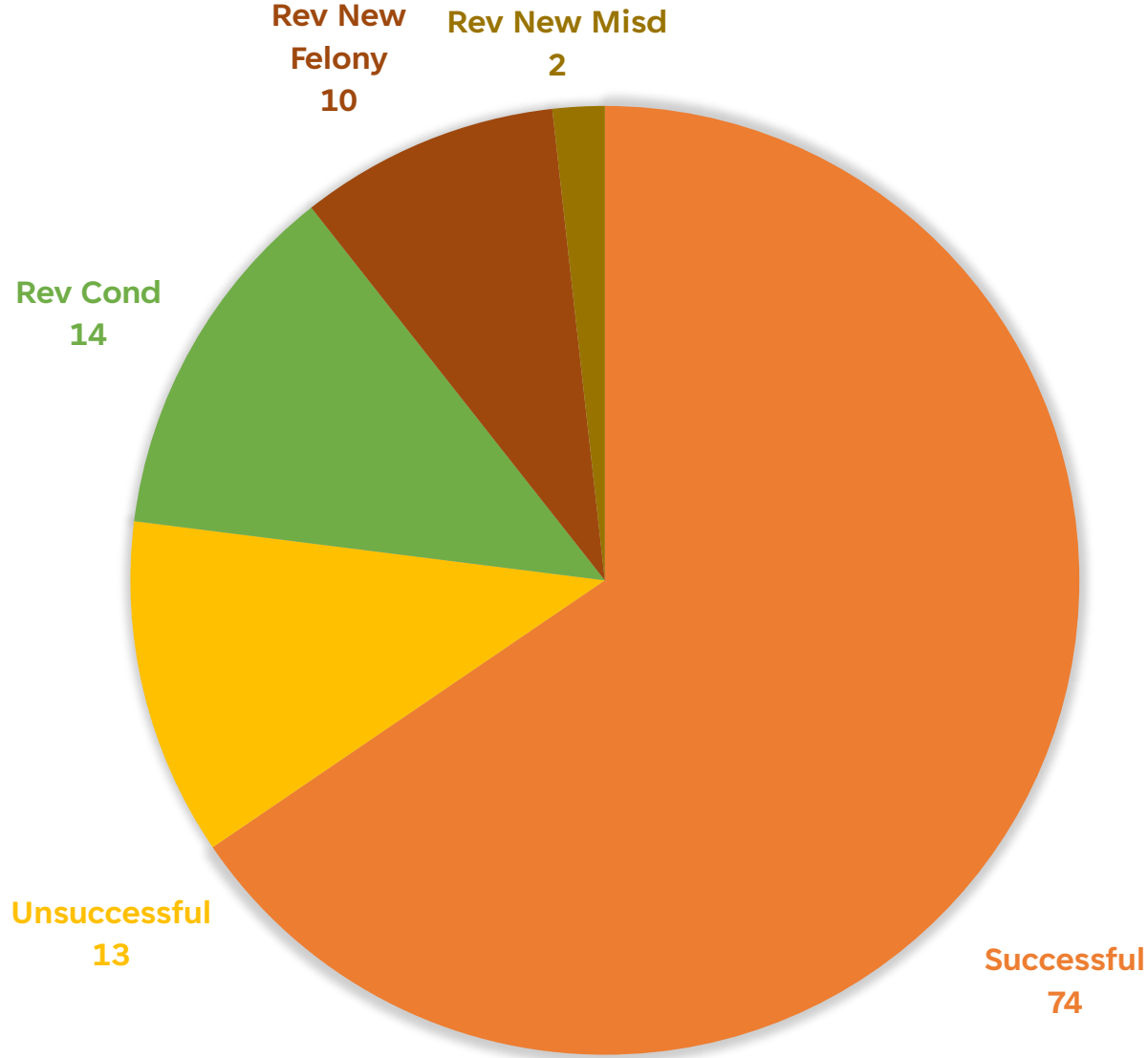
FY 2022 ASSIGNED CASES



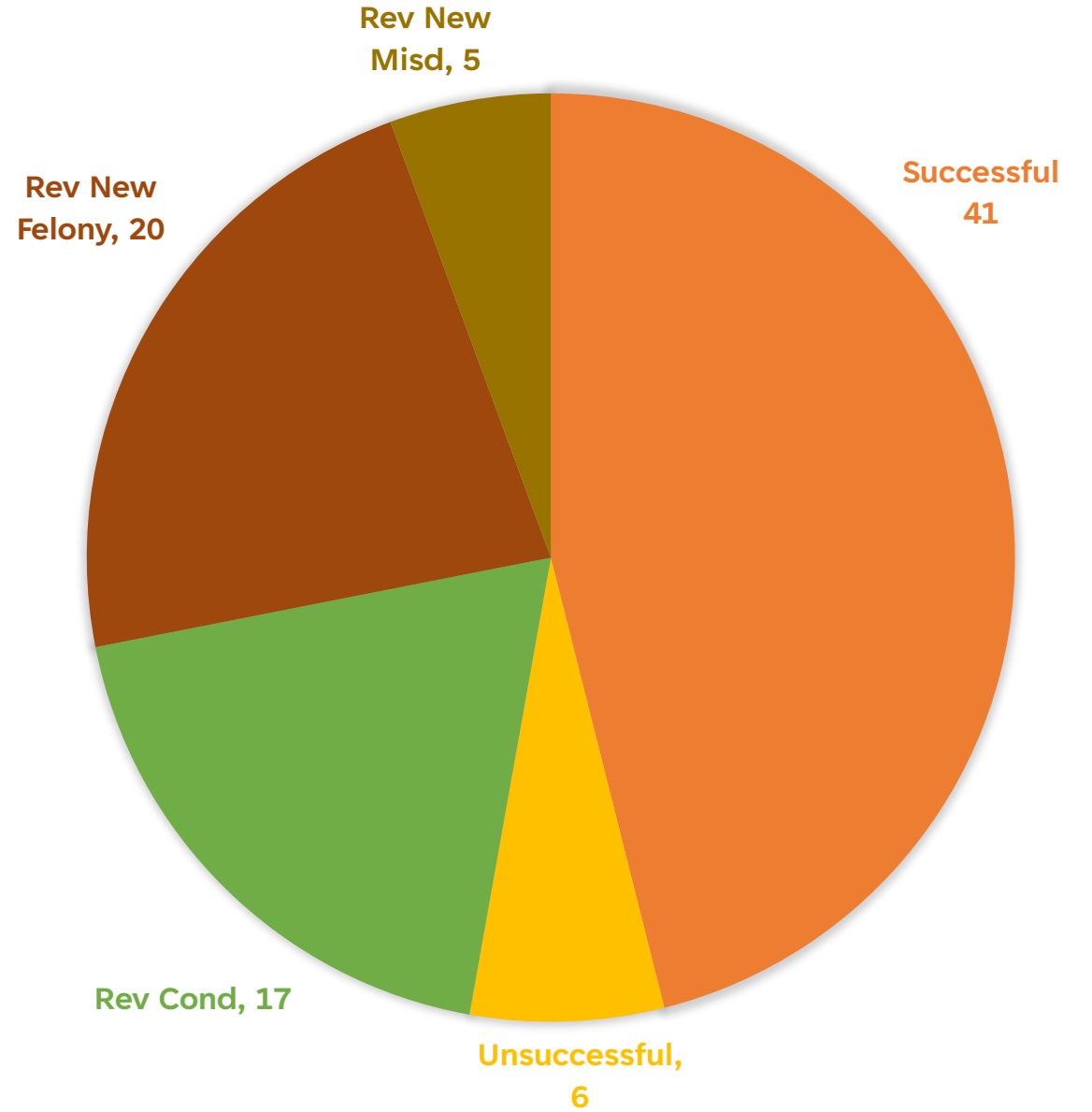
FY 2022 CASE
CLOSURES



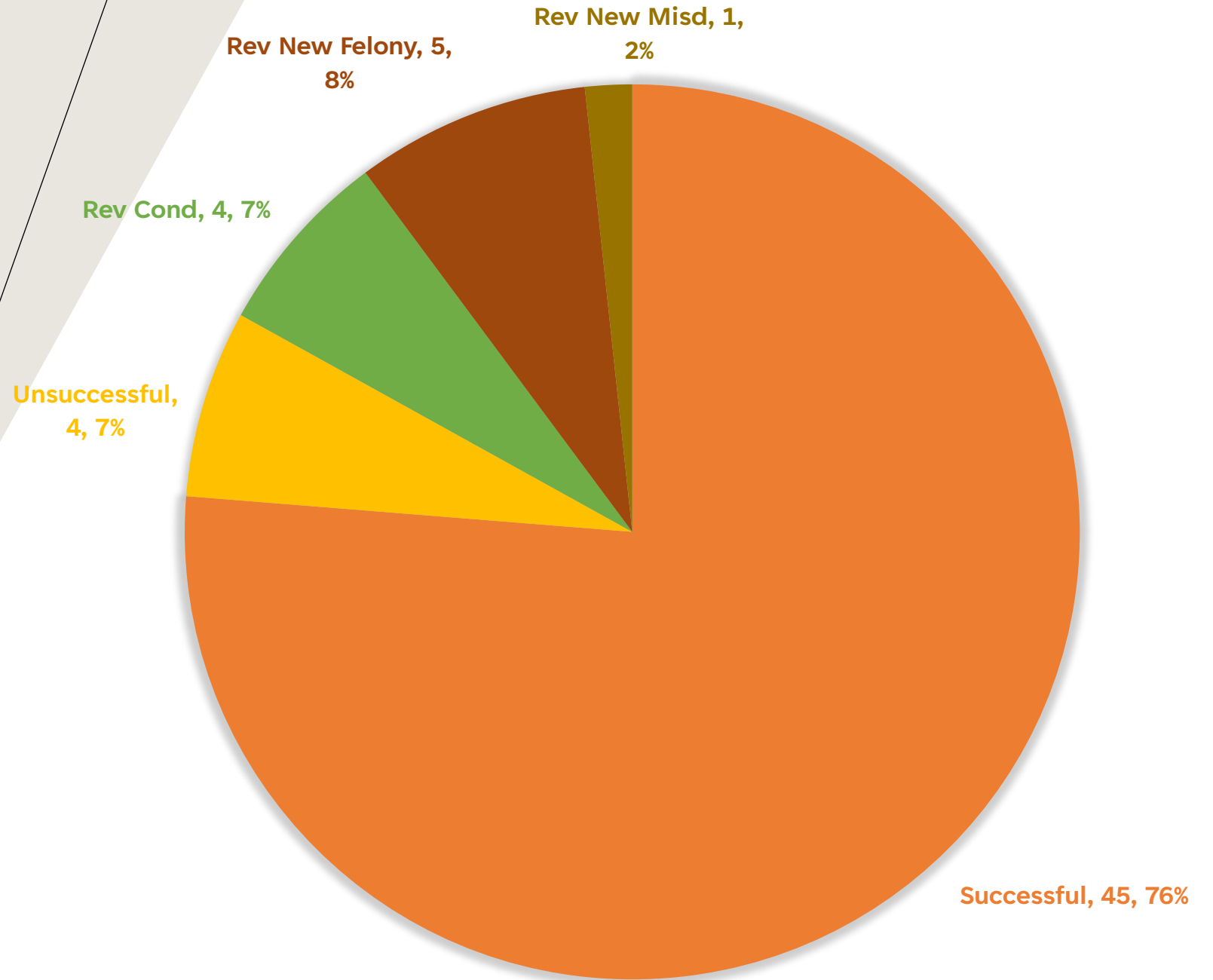
NON-PRESUMPTIVE PRISON CASE CLOSURES

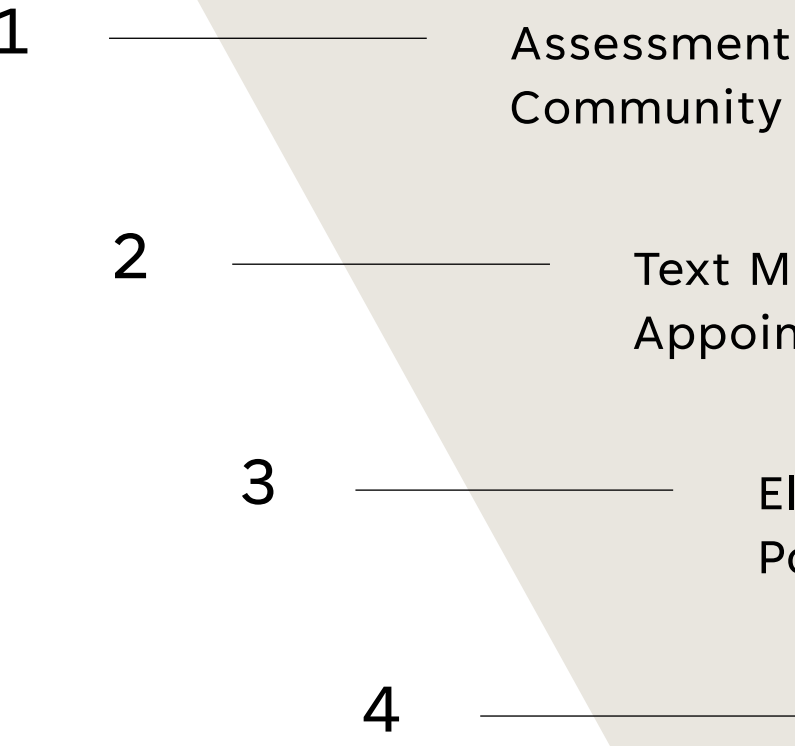


PRESUMPTIVE PRISON CASE CLOSURES



FY 2023 CASE CLOSURES



- 
- 1 ————— Assessment Quality Assurance with Community Solutions Inc.
 - 2 ————— Text Message Communication and Appointment Reminders with Uptrust
 - 3 ————— Electronic Documentation and Reducing Paper Files
 - 4 ————— Utilizing Laptop Computers for Court

CURRENT PROJECTS



QUESTIONS



AGENDA ITEM

AGENDA ITEM #8.A

AGENDA DATE: November 1, 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 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



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 – September 2022
Helen Foster – Human Resources Director

Employment Activity

We currently have 17 job openings. For the month of September, we have had three (3) separations and gained three (3) new employees. Submitted applications received for open positions stand at 54 applications completed through September 28th. September has been one of the heaviest months in applicants this year and several positions receiving more than 5 applicants within the month. The average daily views for the month of September were 301 and the heaviest day was a total of 459 views.

New Carriers

Allied has been very responsive. The member cards were sent out and most employees that reported receiving their cards. Cards began appearing in the mail for employees on September 21st. Several of the employees have already setup their online accounts with Allied and the employer portal is already up and running. We are able to utilize the employer portal starting day one which is a huge benefit to the HR team.

We are still wrapping up a few unresolved issues with BML. Unfortunately, they have not been responsive to many of the emails sent lately and USI has been heavily involved in getting these issues resolved. We will have our final weekly call on Friday, September 30th with BML.

Digitalizing Records

This is on hold for right now until some other pressing projects are completed.

Unemployment Fraud

We had 2 more fraudulent claim come through this month bringing our total for this year to 15 fraudulent claims. Of the 15 claims, only one employee has reported that they were not targeted previously in the year 2020 when the fraud began and this month we received a claim under an employee's social security number, but the name was not the same.

Budget

Human Resources has used 65% of the department budget as of September 28, 2022.

Turnover for 2022

The turnover rate compared to last year is down. Reno County is currently at 11.75% for our turnover rate. Last year we were at 19.62% at the end of August. We ended the year 2021 at 27.85% for our total overall turnover rate. It appears that we may have decreased our turnover rate for 2022 which was a good goal to meet!

Service Awards

Supply issues have not been as much of an issue, however inflation seems to be the challenge this year. Pricing has gone up on the engraved awards and the frames. We have still been able to remain within budget by utilizing sale pricing as much as possible. Frames are in and awards will be ordered within the next couple of weeks. We are on track to have all awards in by December and ready for the ceremony in January.

September 29, 2022

Monthly Report Information Services

Michael Mathews

Staffing changes or issues

We have no staffing Changes currently.

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 78% of our budget but our spending will decrease quite a lot now.

Projects/Issues/Challenges/Concerns

We continue to work on many of the long-term projects such as the timekeeping software. New Projects that we have started to look at are the District Attorney case management software that if approved will begin the middle of September. We also are investigating new records management software for the Register of Deeds. We are just in the software review process for that.

We have developed and installed an information kiosk in the entry of the Courthouse Annex. WE are starting to gather analytics for how much it has been used and hope to have numbers in the near future.

The records management project is still moving along very well. We have completed all the HR Current employee folders. And completed the Jail JTO Folders. We are continuing the ROD project and are hoping to be complete with it by the end of November. As part of that we are about 80% complete with the install and configuration of Square-9 and have started data conversion. There is a large amount of data to convert so it will take several weeks to complete.

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



Maintenance & Purchasing Monthly Report 10/1/2022

Harlen Depew, Director

Staffing: Maintenance is taking applications for one FT and one PT Custodial Tech. The employees we have are engaged, productive, and take a lot of pride in their work.

Budget YTD summary

The department has spent 61% of our operating budget at the end of August.

Projects/Issues/Challenges/Concerns

Veteran's Room Updates

Maintenance staff will be working on updates to the courthouse Veteran's Room in preparation for Commission Meetings to be held there after the first of the year. This work will be done as time allows and will include new paint and carpet, modifications to the HVAC system, and assisting with installation of the audio/visual/web streaming infrastructure.

Courthouse Earthquake Repairs: Work on the dome restoration change order is now 95% complete and steady progress is being made, both on interior and exterior work. Approximately 50 stones still need to be set and leveled on the roof portion of the dome. Interior work is down to wrapping up final details including installation of the last of the shades on windows and miscellaneous cleanup prior to a final punch sometime in October.

Vehicles: The Maintenance Department took delivery of a new Ford Maverick pickup the first week of August. We appreciate all the assistance we received from Kyle and Ron to make this happen, and the great service they provide to keep our vehicles up and running as long as possible. This new vehicle replaced an older, full sized GMC that needed more repairs than we could justify. The engine in our mini van failed earlier this year as well, so we're still down one until we can get budget funds next year. Carpooling is not as efficient for staff, but we try to be as efficient with transportation as possible.

Courthouse Roofing

The Commission will soon be presented with a proposal for bid documents to re-roof the fifth floor courthouse roof sections, and the area over the front entrance over the second floor level. This would be paid for with 2022 CIP funds budgeted for roofing. Our plan is to get this out to bid by the end of October with work completed before the end of the year.

Other: Maintenance employees, Troy Kelley and Stormy John recently finished painting all of the interior walls in the District Attorney's offices. Maintenance employees enjoyed helping with setup and tear down of the tent for the recent 150th anniversary celebration on the third Thursday in August. It was great to see so many departments representing our organization!



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

September 2022 Monthly Report

Asphalt Crew Asphalt overlaying has been completed. We only overlaid 23 miles instead of the 30 miles that was scheduled. The crew is now shouldering the 23 miles that was overlaid.

Mowing/Sign is on their last round of mowing. This round of mowing is mowing out the entire road right of way instead of just a 15 foot top cut.

Dirt Crew is cleaning ditches throughout the County.

Bridge Crew is building Fairview Rd. Bridge 1.60, 2.4 miles south of Pretty Prairie Road.

Planning & Zoning staff is addressing many zoning violations throughout the County.

Contracted Projects

Willowbrook Bridge was awarded to King Construction and will probably be built in 2023

69th Ave. Bridge should go out to bid in September.

The Scott Blvd. bridge has been completed.

The KDOT Cost Share Program has been applied for. The project will be for a Woody Seat Bridge deck rehab. The City of Hutchinson partnered with this application for their C-Ave .bridge repairs and road mill and overlay south to the Woody Seat Bridge.

I'm applying for the 2024 Off-System Bridge Program for replacement of Victory Road Bridge 27.01. This bridge is located one mile southeast of Buhler.

I'm applying for the Kansas Local Bridge Improvement Program 2023 for Broadacres Rd. Bridge. I'm applying for this bridge to be built by the County Bridge Crew.

Challenges

The water and sewer rates have been completed and approved by the County Commission. Engineering firm Schwab Eaton is working on construction cost to connect to the City of Hutchinson.

Short six full time positions within Public Works.

Prices of materials and fuel have forced me not to overlay the scheduled 30 miles of roadway.

Need to consider starting the process of transitioning the ownership and maintenance of Water District 8 and Sewer District 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 September 2022
Prepared by Megan Davidson, Director

Staffing: We currently have a General Labor Position open.

Projects/Issues/Challenges/Concerns: Cell 8 Construction started on September 16th with Unruh Excavating. The contract states they have 70 working days to complete the project. So far construction is going well.

Heartstone Concrete Crushing is also onsite crushing 8,000 tons of concrete to be reused onsite.

The Kansas State Fair kept staff busy as we opened for Stutzman Refuse and the City of Hutchinson at 6am during the fair to haul in trash and compost material from the livestock barns. This allowed them to not only do the fair routes but also keep on schedule with their regular routes and projects that they were working on.

Totals from the 10 day fair for trash and livestock manure are as follows:

Municipal Solid Waste: 119.12 tons

Compost (Livestock/manure): 341.87 tons

Staff has transitioned into getting ready for the fall/winter months and winterizing mowers, we are also busy keeping the grounds picked up of litter from the windy days we have had. Equipment parts seems to be a trouble issue on getting some equipment up and running so that also creates scheduling issues with getting projects done.

Budget: We are currently waiting on the scraper that was sent in a few months ago to Foley Equipment for a Certified Powertrain Rebuild. We should have it back to us by mid October.



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

September 26, 2022

MONTHLY REPORT

STAFFING CHANGES OR ISSUES:

The new tag clerk's are trained enough to work the front counter with the understanding to come ask questions or get help when they have questions. They all seem to be coming along well. We are cross-training two other employees to help with taxes too. We have one position left to fill in the treasury side. Hopefully that happens in October.

BUDGET YTD SUMMARY:

As of this day, we are running around 66% of our budget in the largest expenses we have (payroll). Overall expenses are at approximately 60%. Although I raised the amount needed for sending out tax statements, I am expecting to go OVER budget. Postage for the 2021 year tax statements ran \$13,750.00 and the invoice this year was \$20,250.00. Final cost for 2021 tax statements ran \$19,934.00 and this year will be over \$26,800.00. I tried to allow for a postage increase by budgeting \$23,500.00 but there have been TWO increases in the postage and possibly another by year end.

PROJECTS/ISSUES/CHALLENGES/CONCERNS:

My department's major projects for the month of September still included the tax sale preparations, training new employees and cross training. We are still doing a healthy flow of title work on vehicle purchases and continue to renew commercial accounts that missed their deadline. We are also working on warrant fees collected, preparing Releases and monies sent to the District Court.

Our office still sees a heavy flow of Reno County citizens needing our services. Any employee on the front line is exposed to the changing rules and regulations governing how and what we have to do with vehicle titles. It is a very challenging and difficult position to be in. I am making it a priority to do whatever I can to lighten the load and improve the atmosphere.



RENO COUNTY YOUTH SERVICES

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Hutchinson, Kansas 67501
(620) 694-2500
Fax: (620) 694-2504

JUVENILE DETENTION CENTER
JUVENILE INTAKE & ASSESSMENT
BOB JOHNSON YOUTH SHELTER

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

Youth Services Monthly Report

September 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 September is Constance Archer. Constance was hired in January 2022 as a Youth Care Specialist. She is proficient with working our behavior management program and the youth respond to her well. Constance is positive with the youth and regardless of youths behavior she shows compassion and care while working with them. She is helpful with covering open shifts and frequently switches shift to accommodate her peers. We're fortunate to have Constance on our Reno County team and enjoy congratulating her on being our Employee of the Month.

Budget YTD Summary

As of 9/28/2022, we have spent 56% 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 66% of our detention budget (Dept.91). Detention expenditures consists of mostly salaries. The total detention budget is \$1,036,265.

Projects/Issues/Challenges/Concerns

In May, we ordered two 6-gallon steam kettles, and they were expected to be delivered in 8 weeks. However, about every month, we receive communication about yet another delay in shipment. Our new ship date is currently October 6th.

We're getting close to completing our update on our camera system. Currently, learning the process and making adjusting. IT and Maintenance departments have been a big help with installation, education, and continued guidance while we learn how to operate the program.