



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
Monday, January 9, 2023, 9:00AM

- 1. Call to Order**
- 2. Pledge of Allegiance to the American Flag and Prayer**
- 3. Welcome and Announcements by Commission Chair**
 - 3A. Recognition of Ken Jorns serving nine years on the Planning Commission
- 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. BOCC minutes for November 22nd, 29th and December 13th for approval
 - 6C. Added, Abated and Escaped Taxation change orders numbered 2022-768, 774, 785, 790, 798, 807, 810, 811, 813, 816, 817, 818, 840
 - 6D. Appointment of the Fire Chief and Assistant Fire Chief of Fire District 4
 - 6E. Planning Case #2022-09 - A resolution ordering the vacation of a 20' wide utility easement located between Lots 1 and 2 of Block I of HABIT #3 Subdivision. The address to the property is 1816 E. Wasp Road
 - 6F. Planning Case #2022-10 - A resolution ordering the vacation of a 16' wide utility easement located between Lots 7 and 8, Block 1 of Cedarview Lodge Replat Subdivision. The address to the property is 25306 S. Cedarview Drive
 - 6G. Planning Case #2022-11 - A request by Cargill, Inc. (Applicant - Evergy - Jessica Keck) for a conditional use permit to expand an existing electrical substation on land zoned AG - Agricultural District. The property is located on the west side of S. Halstead Street, approximately 1/2 mile south of the intersection of S. Halstead Street and E. Avenue G
 - 6H. Declare equipment/property at the Solid Waste Department as Surplus property to be sold on Purple Wave
 - 6I. Authorize the County Administrator to sign the title for the 2000 Volvo WG64 Dump Truck with VIN 4V5JC2H8YN869631
 - 6J. Approve and adopt a new burn Resolution, replacing resolution 2017-12

- 6K. K-61 Agreement with City of Hutchinson and KDOT
- 6L. Approval for \$50,000 fund transfer from Register of Deeds Technology Fund to Reno County Technology Fund per K.S.A. 25-115(c)(g)

7. Old Business

- 7A. Bid Results for Courthouse Roof project that went out to bid in October

8. Commissioner Sellers' Comments

9. Swearing in of Elected Officials

10. Reorganization of Board of County Commissioners

- 10A. Appoint a commission member as the chairman for 2023
- 10B. Appoint a commission member as vice-chairman for 2023

11. New Business

12. County Administrator Report

- 12A. Financial Report
- 12B. November Monthly Department Reports

13. County Commission Report/Comments

14. Adjournment



AGENDA ITEM

AGENDA ITEM #3.A

AGENDA DATE: January 9, 2023

PRESENTED BY: Don Brittain, Director of Public Works and Mark Vonachen, County Planner II

AGENDA TOPIC:
Recognition of Ken Jorns serving nine years on the Planning Commission

SUMMARY & BACKGROUND OF TOPIC:
Ken Jorns has served on the Planning Commission from January 1, 2014, to December 31, 2022.

Planning Commission members may serve a maximum of three, 3-year terms. After the completion of the third term a member must step down for a minimum of one year before the member is eligible for re-appointment.

ALL OPTIONS:
Not applicable

RECOMMENDATION / REQUEST:
No action required.

POLICY / FISCAL IMPACT:
None



AGENDA ITEM

AGENDA ITEM #6.B

AGENDA DATE: January 9, 2023

PRESENTED BY: Cindy Martin

AGENDA TOPIC:
BOCC minutes for November 22nd, 29th and December 13th for approval

SUMMARY & BACKGROUND OF TOPIC:
N/A

ALL OPTIONS:
Approve
Make changes
Deny

RECOMMENDATION / REQUEST:
Approve minutes as recommended

POLICY / FISCAL IMPACT:
N/A

November 22, 2022
Reno County Courthouse
Hutchinson, Kansas

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

The meeting began with the Pledge of Allegiance followed by a short sectarian prayer led by Pulpit Pastor Tim Kraft, First Church of Christ.

At 8:45 a.m. Deputy Clerk Jenna Fager was present to have the Commissioners draw one of three names out of a hat for the Grove Township Clerk tie. Register of Deeds Michelle Updegrove pulled Christine Hansen out of the hat. Ms. Fager would be notifying her of the position.

There were no public comments or additions to the agenda.

Mr. Sellers moved, seconded by Mr. Hirst, to approve the Consent Agenda consisting of items 6A through 6F includes the Accounts Payable Ledger for claims payable on November 11th, 2022, totaling \$963,332.62; including claims payable on November 18th, 2022, totaling \$365,591.51; approval of Planning Case #2022-07, a request by Wayne Kratzer (applicant Jon Lovett) for a conditional use permit to establish an RV and boat storage facility. The property is located at 25118 S. Willison Road which is at the northeast corner of South Willison Road and East Boundary Road; approval of Planning Case #2022-08, a request by Merle and Gail Kroeker for a conditional use permit to establish a music and special event venue. The property is located at 6311 Old K-61 Highway North. The property is further described as being located on the west side of Old K-61 Highway North, approximately one-half mile south of the intersection of Old K-61 Highway North and East 69th Avenue; approval for an MOU with Prairie Star Health Center and the Reno County Sheriff's Office for inmates' dental care; approval Reno County Health Department (RCHD) is seeking approval to apply for the National Association of County and City Health Officials (NACCHO) reducing overdose through Community Approaches (ROCA) Mentorship Program Grant; approve RCAT pilot program purchase of a 2016 Champion low floor transport bus with 5,736 miles from Mobility Service Advisors, LLC, 148 North 90th Road, Culver, Kansas for \$93,094.20; as

presented by staff. The motion was approved by a roll call vote of 3-0.

Mr. Sellers asked for clarification of item 6F on the transport bus being paid by the State of Kansas. County Administrator Randy Partington replied yes it would be 100 percent reimbursed.

Denice Gilliland Director of Community Impact for United Way of Reno County thanked the Board for allowing the presentation today of the market study. She thanked those on the Leadership Team who made it possible for the study and other people at other agencies.

At 9:05 a.m. Dr. Bradford Wiles, PhD, Associate Professor and Extension Specialist at Kansas State University and Kansas State Research & Extension gave a presentation outlining the market study for childcare needs in Reno County. He stated the report contains data collected from survey data, focus groups, and publicly available data information for an overall view of the childcare needs in Reno County. He stated in conclusion Reno County faces significant challenges for maximizing access to quality, affordable childcare. The report highlights three major threats to meeting the early care and education needs of Reno County; pay inequities for ECP (Early Care Providers), cost of quality care and honoring childcare as a service to the community and reaching underserved families. After a lengthy explanation, his recommendation for the county and partners; provide public presentations to advance the early child education (ECE), make plans to invest in the short-term and long term by providing funding to existing child care providers sustainability and incentivize their work in the community, recognize the benefit that licensed home providers bring to all communities especially in the rural areas, reassess existing use of public funding, meeting community demand and collaboration, tax advantages for employers and groups of employers, and ensure pay and compensation equity across all kinds of settings for care. He made a final note regarding KDHE enforcing regulations as the main barrier to entry in the childcare business.

County Clerk Donna Patton gave her annual report.

Register of Deeds Michelle Patton gave her annual report.

Treasurer Brenda Kowitz gave her annual report.

At 10:42 a.m. the meeting recessed for ten minutes until 10:52 a.m.

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

Public Works Director Don Brittain gave a brief history of King Construction. He recommended to approve the authority to award the contract to King Construction Inc., and the commitment of County Funds of \$216,000.00 for the construction of the 69th Avenue Bridge 26.70 over the Cow Creek, located 0.5 mile west and 2.0 north of Willowbrook. **Mr. Friesen moved, seconded by Mr. Hirst**, to approve the contract as described by Mr. Brittain. The motion was approved by a roll call vote of 3-0.

Mr. Brittain was also available to recommend approval for an agreement for Preliminary Engineering (PE) design services by Consultant (Cost plus net fee agreement) for the High-Risk Rural Roads Program for FY2024 (Signage Project), Kansas Department of Transportation Agreement No. 270-22, Project No. 78C-5198-01. This agreement is between Reno County, Kirkham Michael, and the Kansas Department of Transportation for Kirkham Michael to provide preliminary engineering design services not to exceed \$123,681.71. **Mr. Sellers moved, seconded by Mr. Hirst**, to approve the agreement as described by Mr. Brittain. The motion was approved by a roll call vote of 3-0.

Lastly Mr. Brittain recommended approval for an agreement between Reno County and JEO Consulting Group for Professional Services. JEO will prepare plans for the Woodie Seat Bridge Deck Repairs over the Arkansas River along with Construction Designer Services over the life of the project. The cost for services is \$69,450.00. **Mr. Hirst moved, seconded by Mr. Friesen**, to approve the agreement as presented by staff. The motion was approved by a roll call vote of 3-0.

County Administrator Randy Partington had monthly reports for half of the departments, there were no questions by the Board. He then reviewed the financial report stating there was more revenue than expenditures with no questions from the Board.

Mr. Hirst attended the EMS meeting with Mr. Partington and reviewed statistics on calls noting they were increasing. He said there were plans within the budget, they were doing better than expected. Mr. Partington commented what the county pays is under budget and should end the year that way and said they were doing

very well on collections. Mr. Hirst also attended HEAL (healthy eating active lifestyle) and stated that it is a program that runs with volunteers and should be ongoing. It has to do with grants for the Health Department and is no expense to the county. Yesterday afternoon he lost electricity which interfered with an informational seminar by NACO Entrepreneur and Small Business on how eight other counties were handling entrepreneur issues and development of small businesses.

Mr. Sellers congratulated the new commissioners that were in the audience today on winning their elections. He spoke about the digitizing starting and seems to be very effective. Mr. Partington replied that the employee in IT was doing a superb job with several departments' records. He thought the Chairman had a good idea on departments checking redundancy of the computer system.

Mr. Friesen inquired on streamlining the accounts payable approval process. He had spoken with Mr. Partington and Mr. Hoffman about the rules and said they will research them and get back to the Board. He thought it seemed a little cumbersome with five commissioners coming on in January. He attended the Stepping Up Council quarterly meeting which focuses on mental health and law enforcement picking up residents and people traveling through that end up in our jail system costing the county taxpayers hundreds of thousands of dollars or more. He believes it needs more attention and great people are working on a solution in the private and public sectors. We need to locate a place to house the mentally ill besides the jail. He said canvass on Thursday went without a hitch. He said the election department streamlined the process by creating an official agenda format with their recommendations that will be used in the future. He said this afternoon at the courthouse there will be an orientation for the three new commissioners. Mr. Hirst questioned if it was an open meeting. Mr. Hoffman said they will be doing an overview of procedures and policies, the Chairman would be in attendance, so it is not an open meeting.

At 11:15 a.m. Mr. Friesen moved, seconded by Mr. Hirst, to recess into executive session until 11:30 a.m. with the governing body, county administrator, public works director, and county counselor, for preliminary discussions on the potential acquisition of land related to a sewer district or districts. The meeting returned to open session with no action taken. The motion was approved by a roll call vote of 3-0.

Mr. Friesen proposed to recess into executive session until 11:45 a.m. after the first executive session related to employee

matters from the childcare needs assessment. The motion would be to recess into executive session for discussion of performance of one or more county personnel. **Mr. Friesen made a motion, seconded by Mr. Hirst,** to go into executive session for 15 minutes. The motion failed by a roll call vote of 1 to 2 with Mr. Hirst and Mr. Sellers opposed.

There was a brief discussion and **Mr. Sellers motioned to go through proper channels seconded by Mr. Hirst** who amended the motion to add a time frame for the first meeting in December. The motion was approved by a roll call vote of 3-0. Mr. Friesen commented on the cooperation of the other members not wanting to speak for 15 minutes.

Mr. Sellers motioned to adjourn the meeting at 11:35 a.m. and Mr. Friesen seconded, and the meeting adjourned until 9:00 a.m. Tuesday, November 29th, 2022.

Approved:

Chair, Board of Reno County Commissioners

(ATTEST)

Reno County Clerk
cm

Date

November 29, 2022
Reno County Courthouse
Hutchinson, Kansas

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

The meeting began with the Pledge of Allegiance followed by a short sectarian prayer led by Senior Minister Kevin Guffey, Crossroads Christian Church.

StartUp Hutch Director Jackson Swearer thanked Mr. Partington for inviting him to participate in the focus group by Nako related to entrepreneurship. He said they hosted the Youth Entrepreneurship Challenge last week and had three Reno County schools, (grades 9 through 12) Haven, Pretty Prairie, and Buhler, where Haven's High School team won the challenge with a presentation on a business for a secondhand shopping website. They will be representing Reno County at the Statewide Entrepreneurship Challenge at Kansas State University later in April 2023. StartUp Hutch will be running an 8-week class in the spring of 2023 for \$300 called Growing Rural Business. He invited commissioners and the public to a come and go retirement party for Dave Dukart formerly the Director of the Quest Center between 1:00 p.m. and 4:00 p.m., Wednesday December 7th, 2022.

There was an executive session added to the agenda for an attorney/client privileged matter. **At 9:10 a.m. Mr. Friesen motioned** to adjourn into executive session to the Human Resources conference room with the County Counselor Patrick Hoffman and County Administrator Randy Partington, to discuss legal matters protected by attorney client privilege, returning to the open meeting with no action taken in the commission chambers at 9:20 a.m. **Mr. Sellers seconded the motion.** The motion was approved by a roll call vote of 3-0.

The meeting was called back to order and reconvened with **Mr. Sellers motioning, seconded by Mr. Hirst** to approve the Consent Agenda consisting of items 6A through 6E. Mr. Hirst amended the motion to include the resolution numbers #2022-27 and 2022-28; includes the Accounts Payable Ledger for claims payable on December 2nd, 2022, totaling \$600,325.72; approval of BOCC minutes for September 27th, October 11th, November 1st, and

November 17th, 2022 General Canvass; approval to declare a 2006 Chevrolet Malibu VIN#1G1ZT51826F257921 with 144,000 miles and a 2006 Chevrolet Malibu VIN#1G1ZS51F96F148857 with 90,245 miles as surplus to be auctioned on Purple Wave and authorize County Administrator Randy Partington to sign the titles once the vehicles are sold; approve **resolution #2022-27; A RESOLUTION ESTABLISHING A RENO COUNTY ROAD AND BRIDGE SPECIAL MACHINERY FUND (K.S.A. 68-141g)**; approve **resolution #2022-28; A RESOLUTION REAFFIRMATION OF THE SPECIAL HIGHWAY IMPROVEMENT FUND**; as presented by staff.

Mr. Sellers asked for clarification of item 6D and E on why we need the new machine fund.

County Administrator Randy Partington replied that the statute for the reaffirmation fund allows for equipment machinery, and special highway projects. In the past it has all been for highways but after discussing with staff it was decided in the future it would be better to have a separate reserve fund for the machinery and equipment that was separate from the actual highway projects.

Mr. Sellers asked if approved what monies go into these two funds. Mr. Partington said up to 25 percent of the overall road and bridge funds budget can be transferred if not spent, into the reserve funds. It can be used for capital projects or equipment that is needed but not budgeted or has a shortage for a budgeted item. Money can be transferred in December by resolution that hasn't been spent. Mr. Partington explained why this fund would be useful to Public Works.

Mr. Sellers stated you could do this with any budget within the county then. Mr. Hoffman replied that the statute does not allow for everything within other budgets. The funds would be used for equipment that went over the budgeted amount or had an extended delivery date. He said this would give the county some flexibility on those pieces of equipment.

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

7A. County Planner Mark Vonachen gave a summary of Planning Case #2022-05 zoned R-1 a request for a six-lot subdivision. This is the first subdivision in ten years and the first new one since the new regulations went into effect. Planning Board approved the final plat for the Renwick Subdivision requested by Nicholas and Danielle Adams to establish a six-lot subdivision on approximately 30-acres of land located in the Northwest

quarter of Section 17 of T26S, R4W in Sumner Township. The parcels are located on the south side of E. Silver Lake Road, approximately 600 feet east of the intersection of E. Silver Lake Road and S. Willison Road. Staff also approved the plat. If approved today the applicant can go forward with submitting a road improvement plan and review by a third-party engineer, then get a cost to do that road. When finished the final plat would come back to the commissioners for review, if approved at that time the final plat would be signed and filed with the Register of Deeds. The applicant is responsible for all costs so there is no cost to the county.

There was a discussion by the Board on the road cost and use of a third-party engineering for future consideration so they asked to have that taken back to the Planning Board to see if the extra step costing the applicant more expense could be eliminated.

Mr. Friesen referred to one item regarding a letter from a party claiming to represent the neighbors in the area. Shelby Hendrickson voiced his concerns in the letter and objected to the housing subdivision. Mr. Vonachen stated the public had ample time to express comments in the public hearing opening it up to five minutes or more and stated that some submitted petitions against it and other documentation. The chairman allowed all to comment and the Planning Board made recommendations and the same public hearing was allowed during the final plat. Mr. Hoffman briefed the Board on the process and policy for other comments that have been reviewed by the Planning Board on land zoned residential if it meets the engineering requirements. The process in Reno County is to use the Planning Board to delegate the fact-finding gathering data and make a recommendation to create a record for the commission. There is a policy in place that states if there is new evidence that has to come to light after the Planning Board has made a recommendation, that the county commission could look at this new information, however you are not encouraged to redo the work the Planning Board did. In his opinion this letter did not qualify as new information, so he recommended the Board follow policy and not enter the letter into evidence for that reason.

Mr. Friesen asked for a motion since staff recommended the request be denied. **Mr. Sellers moved, seconded by Mr. Hirst**, to deny the request for public comment due to the reasons staff has indicated and in their opinion there is no new evidence presented at this time. The motion was approved by a roll call vote of 3-0.

Mr. Hirst moved, seconded by Mr. Friesen, to approve the Planning Case #2022-05 with two conditions, 1) submit a new final plat with any requested changes by the Planning Commission. Mr. Vonachen stated there were no requested changes and they just did not strike that condition, 2) was to provide a copy of state and federal permits as they became available, it should remain as a condition, as recommended by the Planning Commission. Mr. Friesen appreciated the comments and the work of the Planning Board, and he said we should support new development in the county, and he appreciated the growth factor with new investments. The motion was approved by a roll call vote of 3-0.

7B. Mr. Friesen started the discussion to appoint a Reno County Public Health Officer and Consultant to the County Health Officer. He would like to discuss what is the process requirements to find the appropriate person for this position.

Mr. Hirst made comments on policies which he thought had to be compromised on parts concerning the Covid period of time. He said the health officer worked well with meetings and discussions regarding the mandates from the state so that process worked good for compromises.

Mr. Friesen clarified the position of health officer serves the pleasure of the county health board they do not report to the county administrator. The Health Board was comprised of the three current Commissioners.

Mr. Hoffman stated K.S.A. statute 65-201 had been on the books for decades it was an emergency statute for the unknown unknowns before 2020. He said it was good to have clear lines of authority for who the health officer and consultant is. The statute 65-201 had a modification after 2020 clarifying that the health officer's controversial decisions can only be made with the Board of Health approval, and it is clear that the health officer reports directly to the Board of Health. The health officer reports to the Board of Health and they can replace that officer and can be overridden in an emergency situation. The Board of Health would call a special meeting where the decision to undo or let stand could be determined by the Board of Health. Mr. Sellers agreed with Mr. Hirst that the health officer did a good job and he wanted to continue with the same process we had before.

Mr. Hirst made a motion, seconded by Mr. Sellers, to appoint Karen Hammersmith as the Reno County Health Officer effective

November 29, 2022. Mr. Friesen wanted to know how they could discuss a personnel issue. Mr. Hoffman replied for discussion of personnel they would need to go into an executive session. Mr. Hirst and Mr. Sellers did not see the need but agreed to go into executive session for this matter.

At 10:03 a.m. **Mr. Friesen motioned** to adjourn into an executive session with the County Counselor and County Administrator to discuss personnel matters of non-elected employees and returned to open session at 10:12 a.m. **Mr. Sellers seconded the motion.** The motion was approved by a roll call vote of 3-0.

Mr. Friesen continued discussion on the item above and he spoke about three new commissioners and wondered if this is the appropriate time. Mr. Sellers said this is the appropriate time to do the decision since it had been several months, and the future commission can change county policies as they see fit. Mr. Hirst added since we act as the Board of Health the new commissioners could bring this subject up at a future date. Mr. Friesen questioned whether there was a job description for the health officer. Mr. Partington replied that KDHE (Kansas Department of Health and Environment) had a description but was not sure if Reno County had a separate one. Mr. Hoffman stated he was focused on the statutory requirement of 65-201 that requires the county to identify the person to the health officer. Mr. Friesen inquired about the wage for this position, Mr. Partington replied that it paid \$600 a month. Mr. Friesen inquired about a resolution. Mr. Hoffman stated it did not require a resolution, but he stated that it should be in the motion and in the minutes.

Mr. Sellers called for the question. The motion was approved by a roll call vote of 3-0.

Mr. Friesen asked for a roll call on the previous motion; **Mr. Hirst made a motion, seconded by Mr. Sellers,** to appoint Karen Hammersmith as the Reno County Health Officer. The motion was approved by a roll call vote of 2-1 with Mr. Friesen opposed.

Mr. Friesen explained why he voted no on the health officer motion. He felt they should not vote yet because it should include the new commissioners and other discussions. His vote was not a reflection on the individual or her job in the Health Department.

Mr. Hoffman explained the medical consultant in statute 65-201 situation. He would like to have in a motion and minutes to

identify who would be the physician of record in role of consultant to the health officer.

Health Department Director Karla Nichols explained, what is the working relationship between the health officer/health department and consultant. She explained consultants were used for different issues however they have used Dr. Scott Pauly in matters concerning statute 65-201. They use his services every couple of weeks via text messages and meetings if needed. Originally there were three people on the Board of Advisers to the Health Officer, Dr. Johnson who was now gone, Dr. Pauly, and Dr. Degner. Dr. Pauly is the primary contact consultant. She said the medical personnel have a group meeting monthly to keep everyone in the loop from Hutchinson Hospital, Prairie Star, and Hutchinson Clinic, those that were involved with COVID issues. Mr. Hoffman said concerning statute 65-201 the goal is to reset and clarify who the health department's contact consultant is going forward.

After a discussion on information not provided currently regarding the consultant for the health officer. **Mr. Sellers moved, seconded by Mr. Hirst**, to approve appointing Dr. Scott Pauly as Medical Consultant effective November 29, 2022. The motion was approved by a roll call vote of 2-1 with Mr. Friesen opposed.

Mr. Partington asked if there were any questions on monthly reports in the agenda packet. Mr. Sellers made comments on some of the reports. Mr. Partington reminded the Board they had a joint City/County meeting and setting up an agenda with various items. Mr. Hirst would be attending Quad County meeting in Newton on December 12th, 2022.

Mr. Hirst gave condolences to Megan Gottschalk-Hammersmith and family on the loss of her husband and noted that she is a member of the Health Department.

Mr. Friesen questioned the Accounts Payable process for approvals through Panda Doc. Mr. Hoffman reached out to auditors to see what can be done.

At 10:40 a.m. **Mr. Friesen moved, seconded by Mr. Hirst**, to adjourn to the Human Resources Conference Room for an executive session with County Counselor, County Administrator, County District Attorney Tom Stanton, and Human Resource Director Helen Foster to discuss personnel matters of non-elected personnel, and to return to open session at 10:55 a.m. with no action taken. The motion was approved by roll call vote of 3-0.

At 10:55 a.m. the meeting recessed for five minutes.

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

At 11:00 a.m. **Mr. Friesen moved, seconded by Mr. Hirst**, to adjourn into executive session with the County Counselor Mr. Patrick Hoffman and County Administrator Randy Partington, and Human Resources Director Helen Foster to discuss legal matters protected by attorney client privilege, and to return to open meeting in the commission chambers until 11:15 a.m. The motion was approved by a roll call vote of 3-0.

At 11:15 a.m. **Mr. Friesen moved, seconded by Mr. Sellers**, to adjourn for an executive session with County Counselor, and Human Resource Director Helen Foster to discuss personnel matters of non-elected personnel, and to return to open session at 11:35 a.m. with no action taken. The motion was approved by roll call vote of 3-0.

At 11:35 a.m. Mr. Friesen moved, seconded by Mr. Sellers, to extend the executive session for the same subject matter and justification for an additional 10 minutes until 11:45 a.m. The motion passed unanimously by 3-0 vote.

At 11:47 a.m. Mr. Friesen adjourned the meeting with Mr. Sellers seconding until 9:00 a.m. Tuesday, December 13, 2022.

Approved:

Chair, Board of Reno County Commissioners

(ATTEST)

Reno County Clerk
cm

Date

December 13, 2022
Reno County Courthouse
Hutchinson, Kansas

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

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

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

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

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

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

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

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

7A. Fee Insurance Group Bob Fee discussed going out to the Risk Management Market Place for better quotes on insurance for the county to be as competitive as possible. He explained buy

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

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

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

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

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

Mr. Friesen offered an amendment to the motion to require in the scope of software work for the \$49,300 to design a burn permit and to include eliminating Snyder within six-months or less also negotiate the price change to 0 percent for the first five-years giving the County Administrator latitude to make the best decision for the county. **Mr. Hirst seconded the amendment.** The amendment was approved by a roll call vote of 3-0.

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

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

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

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

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

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

Mr. Partington went over the swearing in of new commissioners falls by statue on the second Monday, January 9th no meeting will take place on January 10th, 2023. Open the agenda meeting with three commissioners at 9:00 a.m. At 10:00 a.m. Judge Rose is scheduled to swear in at the Annex Conference Room. Mr. Sellers make last comments before leaving his position. The swearing in to take place and the five commissioners take their seats and do the reorganization of the Board and adjourn.

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

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

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

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

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

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

Approved:

Chair, Board of Reno County Commissioners

(ATTEST)

Reno County Clerk
cm

Date



AGENDA ITEM

AGENDA ITEM #6.C

AGENDA DATE: January 9, 2023

PRESENTED BY: Jenna Fager

AGENDA TOPIC:

Added, Abated and Escaped Taxation change orders numbered 2022-768, 774, 785, 790, 798, 807, 810, 811, 813, 816, 817, 818, 840

SUMMARY & BACKGROUND OF TOPIC:

N/A

ALL OPTIONS:

Approve

RECOMMENDATION / REQUEST:

Commission to approve changes

POLICY / FISCAL IMPACT:

N/A

TAX ROLL CORRECTION - OIL
AAELT012

Tax Year:
2022

Printed by / Date Time
jenna.fager 12/16/2022 2:31:10PM

TaxPayer PRAI00120
PRAIRIE WOLF OPERATING, LLC

2424 RIDGE RD
ROCKWALL, TX 75087-5116

System Control # 2022000774
County Control # 2022000774
CAMA # 229-29-0-00-003-00-0-0
TU 253 GROVE TOWNSHIP / USD 310
Quick Ref.

Tax Year 2022

Lease # O20140024
DEBES 32 #1H

Interest 0.81770830

Interest Type WK

APPRAISER SECTION (Value) Dec 8 2022 11:32AM Shayna Johnson Approved

Assessed Prior To Correction:

Assessed After Correction:

			Penalty %						
			0.00						
Value	Penalty	Total	Value	Penalty	Total			Net Change	
0	0	0	8,024	0	8,024			8,024	
		0			0			8,024	

Comment: WELL QUALIFIES FOR LOW-PRODUCING EXEMPTION; REMOVED VALUE FOR CERTIFICATION AND DIDN'T GET VALUE ADDED BACK IN FOR TAX STATEMENTS.

CLERK SECTION (Tax) Dec 16 2022 2:31PM Jenna Fager Order to Print

Tax Prior To Correction:

Tax After Correction:

Levy	146.76000	Gen Tax	0.00	Levy	146.76000	Gen Tax	1,177.60	Net Change
		0.00			1,177.60			1177.60

Comment:

TREASURER SECTION (Summary)

Net Change in Assessed Value	8,024	Type of Correction	<u>Add</u>
Applicable Mill Levy	146.76000	Correction Code	<u>CL</u>
Net Change in Total Tax Dollars	1177.60	Tax Statement #	<u>502963</u>
Refund Amount	0.00	Comments	<u>WELL QUALIFIES FOR LOW-PRODUCING EXEMPTION; REMOVED VALUE FOR CERTIFICATION AND DIDN'T GET VALUE ADDED BACK IN FOR TAX STATEMENTS.</u>

Comment:

By order of the Board of County Commissioners of RENO COUNTY, Kansas. _____, (Date)

(Per K.S.A. 79-1475, 79-1701, 79-1701a, and 79-1702)

Approved by Commission: _____

Attest by County Clerk: _____

TAX ROLL CORRECTION - OIL
AAELT012

Tax Year:
2022

Printed by / Date Time
jenna.fager 12/16/2022 2:31:10PM

TaxPayer PRAI00120
PRAIRIE WOLF OPERATING, LLC

2424 RIDGE RD
ROCKWALL, TX 75087-5116

System Control # 2022000785
County Control # 2022000785
CAMA # 229-30-0-00-00-002-00-0-0
TU 253 GROVE TOWNSHIP / USD 310
Quick Ref.

Tax Year 2022

Lease # O20140022
DYE TRUST 30 #1H

Interest 0.80000000

Interest Type WK

APPRAISER SECTION (Value) Dec 8 2022 11:36AM Shayna Johnson Approved

Assessed Prior To Correction:

Assessed After Correction:

Penalty %			Penalty %			
0.00			0.00			
Value	Penalty	Total	Value	Penalty	Total	Net Change
0	0	0	8,163	0	8,163	8,163
<hr/>			<hr/>			<hr/>

Comment: WELL QUALIFIES FOR LOW-PRODUCING EXEMPTION; REMOVED VALUE FOR CERTIFICATION AND DIDN'T GET VALUE ADDED BACK IN FOR TAX STATEMENTS.

CLERK SECTION (Tax) Dec 16 2022 2:31PM Jenna Fager Order to Print

Tax Prior To Correction:

Tax After Correction:

Levy	146.76000	Gen Tax	0.00	Levy	146.76000	Gen Tax	1,198.00	Net Change	1198.00
<hr/>			<hr/>			<hr/>		<hr/>	<hr/>

Comment:

TREASURER SECTION (Summary)

Net Change in Assessed Value	8.163	Type of Correction	<u>Add</u>
Applicable Mill Levy	146.76000	Correction Code	<u>CL</u>
Net Change in Total Tax Dollars	1198.00	Tax Statement #	<u>502965</u>
Refund Amount	0.00	Comments	<u>WELL QUALIFIES FOR LOW-PRODUCING EXEMPTION; REMOVED VALUE FOR CERTIFICATION AND DIDN'T GET VALUE ADDED BACK IN FOR TAX STATEMENTS.</u>

Comment:

By order of the Board of County Commissioners of RENO COUNTY, Kansas. _____, (Date)

(Per K.S.A. 79-1475, 79-1701, 79-1701a, and 79-1702)

Approved by Commission: _____

Attest by County Clerk: _____

TAX ROLL CORRECTION - OIL
AAELT012

Tax Year:
2022

Printed by / Date Time
jenna.fager 12/16/2022 2:31:10PM

TaxPayer PRAI00120
PRAIRIE WOLF OPERATING, LLC

2424 RIDGE RD
ROCKWALL, TX 75087-5116

System Control # 2022000790
County Control # 2022000790
CAMA # 225-15-0-00-002-00-0-0
TU 253 GROVE TOWNSHIP / USD 310
Quick Ref.

Tax Year 2022

Lease # Q20140021
FEEDLOT 15-2H

Interest 0.81250000

Interest Type WK

APPRAISER SECTION (Value) Dec 8 2022 11:40AM Shayna Johnson Approved

Assessed Prior To Correction:

Assessed After Correction:

Penalty %			Penalty %			
0.00			0.00			
Value	Penalty	Total	Value	Penalty	Total	Net Change
0	0	0	6,145	0	6,145	6,145

Comment: WELL QUALIFIES FOR LOW-PRODUCING EXEMPTION; REMOVED VALUE FOR CERTIFICATION AND DIDN'T GET VALUE ADDED BACK IN FOR TAX STATEMENTS.

CLERK SECTION (Tax) Dec 16 2022 2:31PM Jenna Fager Order to Print

Tax Prior To Correction:

Tax After Correction:

Levy	146.76000	Gen Tax	0.00	Levy	146.76000	Gen Tax	901.84	Net Change
								901.84

Comment:

TREASURER SECTION (Summary)

Net Change in Assessed Value	6.145	Type of Correction	<u>Add</u>
Applicable Mill Levy	146.76000	Correction Code	<u>CL</u>
Net Change in Total Tax Dollars	901.84	Tax Statement #	<u>502966</u>
Refund Amount	0.00	Comments	<u>WELL QUALIFIES FOR LOW-PRODUCING EXEMPTION; REMOVED VALUE FOR CERTIFICATION AND DIDN'T GET VALUE ADDED BACK IN FOR TAX STATEMENTS.</u>

Comment:

By order of the Board of County Commissioners of RENO COUNTY, Kansas. _____ (Date)

Approved by Commission: _____

Attest by County Clerk: _____

TAX ROLL CORRECTION - OIL
AAELT012

Tax Year:
2022

Printed by / Date Time
jennafager 12/16/2022 2:31:10PM

TaxPayer PRAI00120
PRAIRIE WOLF OPERATING, LLC

2424 RIDGE RD
ROCKWALL, TX 75087-5116

System Control # 2022000798
County Control # 2022000798
CAMA # 229-29-0-00-001-00-0-0
TU 253 GROVE TOWNSHIP / USD 310
Quick Ref.

Tax Year 2022

Lease # Q20140016
HAW RANCH 29 #2H

Interest 0.83333330

Interest Type WK

APPRAISER SECTION (Value) Dec 8 2022 11:45AM Shayna Johnson Approved

Assessed Prior To Correction:

Assessed After Correction:

Penalty %			Penalty %			
0.00			0.00			
Value	Penalty	Total	Value	Penalty	Total	Net Change
0	0	0	9,036	0	9,036	9,036

Comment: WELL QUALIFIES FOR LOW-PRODUCING EXEMPTION. REMOVED VALUE FOR CERTIFICATION AND DIDN'T GET VALUE ADDED BACK IN FOR TAX STATEMENTS.

CLERK SECTION (Tax) Dec 16 2022 2:31PM Jenna Fager Order to Print

Tax Prior To Correction:

Tax After Correction:

Levy	146.76000	Gen Tax	0.00	Levy	146.76000	Gen Tax	1,326.12	Net Change
								1326.12

Comment:

TREASURER SECTION (Summary)

Net Change in Assessed Value	<u>9.036</u>	Type of Correction	<u>Add</u>
Applicable Mill Levy	<u>146.76000</u>	Correction Code	<u>CL</u>
Net Change in Total Tax Dollars	<u>1326.12</u>	Tax Statement #	<u>502967</u>
Refund Amount	<u>0.00</u>	Comments	<u>WELL QUALIFIES FOR LOW-PRODUCING EXEMPTION. REMOVED VALUE FOR CERTIFICATION AND DIDN'T GET VALUE ADDED BACK IN FOR TAX STATEMENTS.</u>

Comment:

By order of the Board of County Commissioners of RENO COUNTY, Kansas. _____, (Date)

(Per K.S.A. 79-1475, 79-1701, 79-1701a, and 79-1702)

Approved by Commission: _____

Attest by County Clerk: _____

TAX ROLL CORRECTION - OIL
AAELT012

Tax Year:
2022

Printed by / Date Time
jenna.fager 12/16/2022 2:31:10PM

TaxPayer PRAI00120
PRAIRIE WOLF OPERATING, LLC

2424 RIDGE RD
ROCKWALL, TX 75087-5116

System Control # 2022000807
County Control # 2022000807
CAMA # 0-0-0-0-0-0-0-0
TU 242 PLEVNA TOWNSHIP / USD 310
Quick Ref.

Tax Year 2022

Lease # Q20140004
HOLCOMB 21-1H

Interest 0.80672920

Interest Type WK

APPRAISER SECTION (Value) Dec 8 2022 11:48AM Shayna Johnson Approved

Assessed Prior To Correction:

Assessed After Correction:

			Penalty %						
			0.00						
Value	Penalty	Total	Value	Penalty	Total			Net Change	
0	0	0	11,130	0	11,130			11,130	

Comment: WELL QUALIFIES FOR LOW-PRODUCING EXEMPTION; REMOVED VALUE FOR CERTIFICATION AND DIDN'T GET VALUE ADDED BACK IN FOR TAX STATEMENTS.

CLERK SECTION (Tax) Dec 16 2022 2:31PM Jenna Fager Order to Print

Tax Prior To Correction:

Tax After Correction:

Levy	148.00000	Gen Tax	0.00	Levy	148.00000	Gen Tax	1,647.24	Net Change
								1647.24

Comment:

TREASURER SECTION (Summary)

Net Change in Assessed Value	11.130	Type of Correction	<u>Add</u>
Applicable Mill Levy	148.00000	Correction Code	<u>CL</u>
Net Change in Total Tax Dollars	1647.24	Tax Statement #	<u>502567</u>

Refund Amount 0.00 Comments WELL QUALIFIES FOR LOW-PRODUCING EXEMPTION; REMOVED VALUE FOR CERTIFICATION AND DIDN'T GET VALUE ADDED BACK IN FOR TAX STATEMENTS.

Comment:

By order of the Board of County Commissioners of RENO COUNTY, Kansas. _____ (Date)

Approved by Commission: _____

Attest by County Clerk: _____

TAX ROLL CORRECTION - OIL
AAELT012

Tax Year:
2022

Printed by / Date Time
jenna.fager 12/16/2022 2:31:10PM

TaxPayer PRAI00120
PRAIRIE WOLF OPERATING, LLC

2424 RIDGE RD
ROCKWALL, TX 75087-5116

System Control # 2022000810
County Control # 2022000810
CAMA # 224-18-0-00-001-00-0-0
TU 253 GROVE TOWNSHIP / USD 310
Quick Ref.

Tax Year 2022

Lease # Q20140001
LOUDENBACK 7-1H

Interest 0.84376380

Interest Type WK

APPRAISER SECTION (Value) Dec 8 2022 11:50AM Shayna Johnson Approved

Assessed Prior To Correction:

Assessed After Correction:

Penalty %			Penalty %			
0.00			0.00			
Value	Penalty	Total	Value	Penalty	Total	Net Change
0	0	0	8,796	0	8,796	8,796

Comment: WELL QUALIFIES FOR LOW-PRODUCING EXEMPTION; REMOVED VALUE FOR CERTIFICATION AND DIDN'T GET VALUE ADDED BACK IN FOR TAX STATEMENTS.

CLERK SECTION (Tax) Dec 16 2022 2:31PM Jenna Fager Order to Print

Tax Prior To Correction:

Tax After Correction:

Levy	146.76000	Gen Tax	0.00	Levy	146.76000	Gen Tax	1,290.90	Net Change
								1290.90

Comment:

TREASURER SECTION (Summary)

Net Change in Assessed Value	8.796	Type of Correction	<u>Add</u>
Applicable Mill Levy	146.76000	Correction Code	<u>CL</u>
Net Change in Total Tax Dollars	1290.90	Tax Statement #	<u>502968</u>
Refund Amount	0.00	Comments	<u>WELL QUALIFIES FOR LOW-PRODUCING EXEMPTION; REMOVED VALUE FOR CERTIFICATION AND DIDN'T GET VALUE ADDED BACK IN FOR TAX STATEMENTS.</u>

Comment:

By order of the Board of County Commissioners of RENO COUNTY, Kansas. _____ (Date)

Approved by Commission: _____

Attest by County Clerk: _____

TAX ROLL CORRECTION - OIL
AAELT012

Tax Year:
2022

Printed by / Date Time
jenna.fager 12/16/2022 2:31:10PM

TaxPayer PRAI00120
PRAIRIE WOLF OPERATING, LLC

2424 RIDGE RD
ROCKWALL, TX 75087-5116

System Control # 2022000811
County Control # 2022000811
CAMA # 204-20-0-00-001-00-0-0
TU 243 PLEVNA TOWNSHIP / USD 310
Quick Ref.

Tax Year 2022

Lease # O20140011
M&M FARMS 17 #1H

Interest 0.80000000

Interest Type WK

APPRAISER SECTION (Value) Dec 8 2022 11:52AM Shayna Johnson Approved

Assessed Prior To Correction:

Assessed After Correction:

Penalty %			Penalty %			
0.00			0.00			
Value	Penalty	Total	Value	Penalty	Total	Net Change
0	0	0	3,059	0	3,059	3,059

Comment: WELL QUALIFIES FOR LOW-PRODUCING EXEMPTION; REMOVED VALUE FOR CERTIFICATION AND DIDN'T GET VALUE ADDED BACK IN FOR TAX STATEMENTS.

CLERK SECTION (Tax) Dec 16 2022 2:31PM Jenna Fager Order to Print

Tax Prior To Correction:

Tax After Correction:

Levy	155.43500	Gen Tax	0.00	Levy	155.43500	Gen Tax	475.48	Net Change
								475.48

Comment:

TREASURER SECTION (Summary)

Net Change in Assessed Value	<u>3,059</u>	Type of Correction	<u>Add</u>
Applicable Mill Levy	<u>155.43500</u>	Correction Code	<u>CL</u>
Net Change in Total Tax Dollars	<u>475.48</u>	Tax Statement #	<u>502626</u>
Refund Amount	<u>0.00</u>	Comments	<u>WELL QUALIFIES FOR LOW-PRODUCING EXEMPTION; REMOVED VALUE FOR CERTIFICATION AND DIDN'T GET VALUE ADDED BACK IN FOR TAX STATEMENTS.</u>

Comment:

By order of the Board of County Commissioners of RENO COUNTY, Kansas. _____ (Date)

Approved by Commission: _____

Attest by County Clerk: _____

TAX ROLL CORRECTION - OIL
AAELT012

Tax Year:
2022

Printed by / Date Time
jenna.fager 12/16/2022 2:31:10PM

TaxPayer PRAI00120
PRAIRIE WOLF OPERATING, LLC

2424 RIDGE RD
ROCKWALL, TX 75087-5116

System Control # 2022000813
County Control # 2022000813
CAMA # 0-0-0-0-0-0-0-0
TU 348 MIAMI TOWNSHIP / USD 310
Quick Ref.

Tax Year 2022

Lease # Q2016006
ROONEY 6-1H

Interest 0.81250000

Interest Type WK

APPRaiser SECTION (Value) Dec 8 2022 11:55AM Shayna Johnson Approved

Assessed Prior To Correction:

Assessed After Correction:

Penalty %			Penalty %			
0.00			0.00			
Value	Penalty	Total	Value	Penalty	Total	Net Change
0	0	0	7,986	0	7,986	7,986
<hr/>			<hr/>			<hr/>

Comment: WELL QUALIFIES FOR LOW-PRODUCING EXEMPTION; REMOVED VALUE FOR CERTIFICATION AND DIDN'T GET VALUE ADDED BACK IN FOR TAX STATEMENTS.

CLERK SECTION (Tax) Dec 16 2022 2:31PM Jenna Fager Order to Print

Tax Prior To Correction:

Tax After Correction:

Levy	149.96000	Gen Tax	0.00	Levy	149.96000	Gen Tax	1,197.58	Net Change
<hr/>			<hr/>			<hr/>		<hr/>

Comment:

TREASURER SECTION (Summary)

Net Change in Assessed Value	<u>7,986</u>	Type of Correction	<u>Add</u>
Applicable Mill Levy	<u>149.96000</u>	Correction Code	<u>CL</u>
Net Change in Total Tax Dollars	<u>1197.58</u>	Tax Statement #	<u>503364</u>
Refund Amount	<u>0.00</u>	Comments	<u>WELL QUALIFIES FOR LOW-PRODUCING EXEMPTION; REMOVED VALUE FOR CERTIFICATION AND DIDN'T GET VALUE ADDED BACK IN FOR TAX STATEMENTS.</u>

Comment:

By order of the Board of County Commissioners of RENO COUNTY, Kansas. _____ (Date)

Approved by Commission: _____

Attest by County Clerk: _____

TAX ROLL CORRECTION - OIL
AAELT012

Tax Year:
2022

Printed by / Date Time
jenna.fager 12/16/2022 2:31:10PM

TaxPayer PRAI00120
PRAIRIE WOLF OPERATING, LLC

2424 RIDGE RD
ROCKWALL, TX 75087-5116

System Control # 2022000816
County Control # 2022000816
CAMA # 078-23-5-15-00-000-00-1-00
TU 258 LANGDON TOWNSHIP / USD 310
Quick Ref.

Tax Year 2022

Lease # Q2014025
SHULTZ TRUST 10-1H

Interest 0.80000000

Interest Type WK

APPRaiser SECTION (Value) Dec 8 2022 11:56AM Shayna Johnson Approved

Assessed Prior To Correction:

Assessed After Correction:

			Penalty %						
			0.00						
Value	Penalty	Total	Value	Penalty	Total			Net Change	
0	0	0	6,900	0	6,900			6,900	

Comment: WELL QUALIFIES FOR LOW-PRODUCING EXEMPTION; REMOVED VALUE FOR CERTIFICATION AND DIDN'T GET VALUE ADDED BACK IN FOR TAX STATEMENTS.

CLERK SECTION (Tax) Dec 16 2022 2:31PM Jenna Fager Order to Print

Tax Prior To Correction:

Tax After Correction:

Levy	148.17200	Gen Tax	0.00	Levy	148.17200	Gen Tax	1,022.40	Net Change
								1022.40

Comment:

TREASURER SECTION (Summary)

Net Change in Assessed Value	6.900	Type of Correction	<u>Add</u>
Applicable Mill Levy	148.17200	Correction Code	<u>CL</u>
Net Change in Total Tax Dollars	1022.40	Tax Statement #	<u>503059</u>
Refund Amount	0.00	Comments	<u>WELL QUALIFIES FOR LOW-PRODUCING EXEMPTION; REMOVED VALUE FOR CERTIFICATION AND DIDN'T GET VALUE ADDED BACK IN FOR TAX STATEMENTS.</u>

Comment:

By order of the Board of County Commissioners of RENO COUNTY, Kansas. _____ (Date)

Approved by Commission: _____

Attest by County Clerk: _____

TAX ROLL CORRECTION - OIL
AAELT012

Tax Year:
2022

Printed by / Date Time
jenna.fager 12/16/2022 2:31:10PM

TaxPayer PRAI00120
PRAIRIE WOLF OPERATING, LLC

2424 RIDGE RD
ROCKWALL, TX 75087-5116

System Control # 2022000817
County Control # 2022000817
CAMA # 228-27-0-00-002-00-0-0
TU 253 GROVE TOWNSHIP / USD 310
Quick Ref.

Tax Year 2022

Lease # Q20140007
STEWART 27 #1H

Interest 0.83854170

Interest Type WK

APPRAISER SECTION (Value) Dec 8 2022 12:01PM Shayna Johnson Approved

Assessed Prior To Correction:

Assessed After Correction:

			Penalty %						
			0.00						
Value	Penalty	Total	Value	Penalty	Total	Net Change			
0	0	0	16,527	0	16,527	16,527			

Comment: WELL QUALIFIES FOR LOW-PRODUCING EXEMPTION; REMOVED VALUE FOR CERTIFICATION AND DIDN'T GET VALUE ADDED BACK IN FOR TAX STATEMENTS.

CLERK SECTION (Tax) Dec 16 2022 2:31PM Jenna Fager Order to Print

Tax Prior To Correction:

Tax After Correction:

Levy	146.76000	Gen Tax	0.00	Levy	146.76000	Gen Tax	2,425.50	Net Change
								2425.50

Comment:

TREASURER SECTION (Summary)

Net Change in Assessed Value	<u>16,527</u>	Type of Correction	<u>Add</u>
Applicable Mill Levy	<u>146.76000</u>	Correction Code	<u>CL</u>
Net Change in Total Tax Dollars	<u>2425.50</u>	Tax Statement #	<u>502969</u>
Refund Amount	<u>0.00</u>	Comments	<u>WELL QUALIFIES FOR LOW-PRODUCING EXEMPTION; REMOVED VALUE FOR CERTIFICATION AND DIDN'T GET VALUE ADDED BACK IN FOR TAX STATEMENTS.</u>

Comment:

By order of the Board of County Commissioners of RENO COUNTY, Kansas. _____ (Date)

Approved by Commission: _____

Attest by County Clerk: _____

TAX ROLL CORRECTION - OIL
AAELT012

Tax Year:
2022

Printed by / Date Time
jenna.fager 12/16/2022 2:31:10PM

TaxPayer PRAI00120
PRAIRIE WOLF OPERATING, LLC

2424 RIDGE RD
ROCKWALL, TX 75087-5116

System Control # 2022000818
County Control # 2022000818
CAMA # 229-29-0-00-00-003-00-0-0
TU 253 GROVE TOWNSHIP / USD 310
Quick Ref.

Tax Year 2022

Lease # Q20140025
DEBES 20 #1H

Interest 0.85932600

Interest Type WK

APPRAISER SECTION (Value) Dec 8 2022 12:06PM Shayna Johnson Approved

Assessed Prior To Correction:

Assessed After Correction:

			Penalty %						
			0.00						
Value	Penalty	Total	Value	Penalty	Total			Net Change	
35,344	0	35,344	35,344	0	35,344			0	

Comment: WELL QUALIFIES FOR LOW-PRODUCING EXEMPTION; REMOVED VALUE FOR CERTIFICATION AND DIDN'T GET VALUE ADDED BACK IN FOR TAX STATEMENTS.

CLERK SECTION (Tax) Dec 16 2022 2:31PM Jenna Fager Order to Print

Tax Prior To Correction:

Tax After Correction:

Levy	146.76000	Gen Tax	0.00	Levy	146.76000	Gen Tax	5,187.10	Net Change
								5187.10

Comment:

TREASURER SECTION (Summary)

Net Change in Assessed Value	0	Type of Correction	<u>Add</u>
Applicable Mill Levy	146.76000	Correction Code	<u>CL</u>
Net Change in Total Tax Dollars	5187.10	Tax Statement #	<u>502964</u>
Refund Amount	0.00	Comments	<u>WELL QUALIFIES FOR LOW-PRODUCING EXEMPTION; REMOVED VALUE FOR CERTIFICATION AND DIDN'T GET VALUE ADDED BACK IN FOR TAX STATEMENTS.</u>

Comment:

By order of the Board of County Commissioners of RENO COUNTY, Kansas. _____ (Date)

Approved by Commission: _____

Attest by County Clerk: _____

Tax Year: 2022

TAX ROLL CORRECTION - PERSONAL PROPERTY AAELT013

Printed by / Date Time jenna.fager 12/16/2022 2:34:39PM

TaxPayer RICE00123
RICE, JACK
3503 BLANCHARD AVE SW
HUTCHINSON, KS 67501-7802

System Control # 2022000768
User Control # 2022000768
Cama # 128-28-0-00-02-008-00-0-
Tax Unit 120 RENO TOWNSHIP / USD 309
Property Location 3503 BLANCHARD SW - HUTCHINSON, KS 67501

Tax Year 2022
Doc # 200836367685
Quick Ref. R19825

APPRAISER SECTION (Value) Dec 6 2022 12:48PM Shayna Johnson Approved

Appraised Prior To Correction:

Value 3,237 Penalty % 50.00

Non-Watercraft Assessed Prior To Correction:

Value 971 Penalty 485 Total 1,456

Watercraft Only Assessed Prior To Correction:

0 0 0

Exempt Value: 0

Comment: 1996 763 BOBCAT IS IN OKLAHOMA. REMOVING FOR 2022 AND FUTURE

Appraised After Correction:

Value 1,284 Penalty % 50.00

Non-Watercraft Assessed After Correction:

Value 385 Penalty 192 Total 577

Watercraft Only Assessed After To Correction:

0 0 0

Exempt Value: 0

Net Change -1,953

-879

0

0

CLERK SECTION (Tax) Dec 16 2022 2:34PM Jenna Fager Order to Pr

Tax Prior To Correction:

Levy 138.728000 Gen Tax 202.02
SB41 \$ 0.00

Exempt Tax Dollars 202.02

Comment:

Tax After Correction:

Levy Gen Tax 80.06
SB41 \$ 0.00

Exempt Tax Dollars 80.06

Net Change

-121.96

0.00

-121.96

TREASURER SECTION (Summary)

Net Change in Assessed Value -879

Mill Levy 138.728000

Net Change in Levied Tax Dollars -121.96

Net Change in Exempt Tax Dollars 0.00

Net Change in Total Tax Dollars -121.96

Refund Amount 0.00

Comment:

Type of Correction Abate

Correction Code CL

Tax Statement # 203521

Comments 1996 763 BOBCAT IS IN OKLAHOMA. REMOVING FOR 2022 AND FUTURE

By order of the Board of County Commissioners of RENO COUNTY, Kansas. (Date)

Approved by Commission:

Attest by County Clerk:

Tax Year: 2022

TAX ROLL CORRECTION - PERSONAL PROPERTY
AAELT013

Printed by / Date Time
jenna.fager 12/16/2022 2:34:39PM

TaxPayer SMIL00013

System Control # 2022000840

Tax Year 2022

SMILEY, TODD ERIC

User Control # 2022000840

Doc # 250773

35514 W RED ROCK RD

Cama # 214-20-0-00-00-004-00-0-

Quick Ref. R30244

SYLVIA, KS 67581-9296

Tax Unit 248 SYLVIA TOWNSHIP / USD 310

Property Location 35514 W RED ROCK RD - SYLVIA, KS 67581

Check Payable to: SMILEY, TODD ERIC

APPRAISER SECTION (Value)

Dec 16 2022 9:13AM Shayna Johnson Approved

Appraised Prior To Correction:

Appraised After Correction:

Value 61,050 Penalty % 0.00

Value 29,338 Penalty % 0.00

Net Change -31,712

Non-Watercraft Assessed Prior To Correction:

Non-Watercraft Assessed After Correction:

Value 18,316 Penalty 0 Total 18,316

Value 8,802 Penalty 0 Total 8,802

-9,514

Watercraft Only Assessed Prior To Correction:

Watercraft Only Assessed After To Correction:

0 0 0

0 0 0

0

Exempt Value: 0

Exempt Value: 0

0

Comment: 2019 TIMPTE TRAILER VIN#1TDH48027KB161900 WAS SOLD 9/15/2021; REMOVING FOR 2022.

CLERK SECTION (Tax)

Dec 16 2022 2:34PM Jenna Fager Order to Pr

Tax Prior To Correction:

Tax After Correction:

Levy 169.329000 Gen Tax 3101.44
SB41 \$ 0.00
Exempt Tax Dollars 3101.44

Levy Gen Tax 1490.44
SB41 \$ 0.00
Exempt Tax Dollars 1490.44

Net Change
-1,611.00
0.00
-1,611.00

Comment:

TREASURER SECTION (Summary)

Net Change in Assessed Value -9,514
Mill Levy 169.329000

Type of Correction Abate
Correction Code CL
Tax Statement # 202376

Net Change in Levied Tax Dollars -1,611.00
Net Change in Exempt Tax Dollars 0.00
Net Change in Total Tax Dollars -1,611.00
Refund Amount 60.28

Comments 2019 TIMPTE TRAILER VIN#1TDH48027KB161900 WAS SOLD 9/15/2021; REMOVING FOR 2022.

Comment:

By order of the Board of County Commissioners of RENO COUNTY, Kansas. (Date)

Approved by Commission:

Attest by County Clerk:



AGENDA ITEM

AGENDA ITEM #6.D

AGENDA DATE: January 9, 2023

PRESENTED BY: Travis Vogt, Fire Administrator

AGENDA TOPIC:

Appointment of the Fire Chief and Assistant Fire Chief of Fire District 4

SUMMARY & BACKGROUND OF TOPIC:

With the vacancy of the Fire Chief position for Reno County Fire District 4, I am recommending that Assistant Fire Chief Brady Baker be appointed as the Fire Chief of District 4. That appointment would create an opening for the Assistant Fire Chief position. I am recommending that Fire Captain Tyler Eash be appointed as the Assistant Fire Chief of District 4. Both Brady and Tyler have many years of service with District 4 and will serve the Fire District and citizens of District 4 well in these positions.

ALL OPTIONS:

- Appoint Brady Baker to Fire Chief and Tyler Eash to Assistant Fire Chief of Fire District 4.
- Deny the appointments.

RECOMMENDATION / REQUEST:

Appoint Brady Baker to Fire Chief and Tyler Eash to Assistant Fire Chief of Fire District 4.

POLICY / FISCAL IMPACT:

These appointments will have no fiscal impact on the Fire District.



AGENDA ITEM

AGENDA ITEM #6.E

AGENDA DATE: January 9, 2023

PRESENTED BY: Mark Vonachen - County Planner II

AGENDA TOPIC:

Planning Case #2022-09 - A resolution ordering the vacation of a 20' wide utility easement located between Lots 1 and 2 of Block I of HABIT #3 Subdivision. The address to the property is 1816 E. Wasp Road

SUMMARY & BACKGROUND OF TOPIC:

The owner, 4J's Holding, LLC, requested the 20-foot-wide utility easement be vacated in order to permit the construction of a building across the platted easement. No utilities are located within the platted easement.

The Planning Commission recommended approval of the vacation request by a 7-0 vote on November 17, 2022.

The County Commissioners approved of the vacation request by a 3-0 vote on December 13, 2022.

This resolution journalizes the County Commissioners' decision and orders the utility easement vacated.

The County Counselor has reviewed and approved of the proposed resolution.

ALL OPTIONS:

Approve of the resolution as presented.

Deny the resolution.

Return to staff the resolution for corrections.

RECOMMENDATION / REQUEST:

Approve and sign the resolution ordering the vacation.

POLICY / FISCAL IMPACT:

None

RESOLUTION 2023-

**A RESOLUTION ORDERING THE VACATION OF A 20-FOOT-WIDE
UTILITY EASEMENT LOCATED IN HABIT #3 SUBDIVISION, A
SUBDIVISION LOCATED IN PORTIONS OF SECTIONS 29 & 32 OF T24S,
R5W OF THE 6TH P.M., RENO COUNTY, KANSAS**

WHEREAS, pursuant to K.S.A. 58-2613 et. seq., 4J's Holding, LLC, by and through Joe Phillips, petitioned the Board of County Commissioners of Reno County, Kansas, praying for the vacation of a 20-foot-wide utility easement legally described as:

The 20-foot-wide utility easement located between Lots 1 and 2, Block I, HABIT Number Three Subdivision, a subdivision of portions of Sections 29 & 32 of Township 24 South, Range 5 West of the 6th Principal Meridian, Reno County, Kansas, according to the duly recorded plat thereof.

WHEREAS, the petitioner is the owner of 100% of the real property lying adjacent to the 20-foot-utility easement proposed to be vacated and have petitioned the Board of County Commissioners to vacate the utility easement described above; and

WHEREAS, the Planning Commission having received the Petition, set the matter for public hearing at 4:30 p.m., Thursday, November 17, 2022, at the Reno County Public Works Facility and provided notice of the hearing by publication, as prescribed within said statute; and

WHEREAS, on the above referenced date and time the Planning Commission conducted a public hearing on the proposed petition, at which time all interested parties in attendance were given an opportunity to be heard; following which hearing the Planning

Commission recommended approval of the proposed utility easement vacation as described above.

WHEREAS, on December 13, 2022, the Reno County Commission at its regular public meeting received a summary report dated November 30, 2022, of the proceedings before the Reno County Planning Commission and the Planning Commission's recommendation of approval of the utility easement vacation; and

WHEREAS, upon conclusion of the Board's deliberations, Commissioner Sellers moved to approve the Planning Commission's recommendation for approval of the utility easement vacation; Commissioner Hirst seconded the motion. The motion was approved by unanimous vote.

THEREAFTER, the Board being duly advised in the premises, finds and determines that:

1. Proper notice has been given as required by statute.
2. The public will suffer no loss or inconvenience by such vacation.
3. No private rights will be injured or endangered.
4. In justice to the petitioner, the petitioner's prayer should be granted.

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

The 20-foot utility easement within HABIT Number Three Subdivision, Reno County, Kansas legally described as follows:

The 20-foot-wide utility easement located between Lots 1 and 2, Block I, HABIT Number Three Subdivision, a subdivision of portions of Sections 29 & 32 of Township 24 South, Range 5 West of the 6th Principal Meridian, Reno County, Kansas, according to the duly recorded plat thereof is hereby vacated.

BE IT FURTHER RESOLVED that this RESOLUTION be effective from and after its adoption.

ADOPTED in regular session this 9th day of January 2023.

BOARD OF COUNTY COMMISSIONERS
OF RENO COUNTY, KANSAS

Daniel P. Friesen, Chairman

Ron Sellers, Member

Ron Hirst, Member

ATTEST:

Donna Patton, County Clerk

To the Reno County Register of Deeds:

This is to certify that the Board of County Commissioners of Reno County, Kansas, duly adopted the above and foregoing resolution and order on the 9th day of January 2023.

Donna Patton - Reno County Clerk



AGENDA ITEM

AGENDA ITEM #6.F

AGENDA DATE: January 9, 2023

PRESENTED BY: Mark Vonachen - County Planner II

AGENDA TOPIC:

Planning Case #2022-10 - A resolution ordering the vacation of a 16' wide utility easement located between Lots 7 and 8, Block 1 of Cedarview Lodge Replat Subdivision. The address to the property is 25306 S. Cedarview Drive

SUMMARY & BACKGROUND OF TOPIC:

The applicant, Craig & Cristal Meyer, requested the 16-foot-wide utility easement be vacated in order to permit the construction of a residential garage across the platted easement. No utilities are located within the platted easement.

The Planning Commission recommended approval of the vacation request by a 7-0 vote on November 17, 2022.

The County Commissioners approved of the vacation request by a 3-0 vote on December 13, 2022.

This resolution journalizes the County Commissioners' decision and orders the utility easement vacated.

The County Counselor has reviewed and approved of the proposed resolution.

ALL OPTIONS:

Approve of the resolution as presented.

Deny the resolution.

Return to staff the resolution for corrections.

RECOMMENDATION / REQUEST:

Approve and sign the resolution ordering the vacation.

POLICY / FISCAL IMPACT:

None

RESOLUTION 2023-

A RESOLUTION ORDERING THE VACATION OF A 16-FOOT-WIDE UTILITY EASEMENT LOCATED IN CEDARVIEW LODGE REPLAT SUBDIVISION, A SUBDIVISION LOCATED IN THE SOUTHEAST QUARTER - SECTION 19, T26S, R4W OF THE 6TH P.M., RENO COUNTY, KANSAS

WHEREAS, pursuant to K.S.A. 58-2613 et. seq., the Jerome J. & Barbara H. Meyer Rev. Trust and the Jerome J. & Barbara H. Meyer Rev. Living Trust and Craig & Cristal Meyer, by and through Craig Meyer, petitioned the Board of County Commissioners of Reno County, Kansas, praying for the vacation of a 16-foot-wide utility easement legally described as:

The West 77.00 feet of the North 8.00 feet of Lot 7 and the West 77.00 feet of the South 8.00 feet of Lot 8, Block 1, Cedarview Lodge Replat, a Replat of Cedarview Lodge, a subdivision of the East Half of the Southeast Quarter of the Southeast Quarter of Section 19, Township 26 South, Range 04 West of the 6th Principal Meridian, Reno County, Kansas, according to the duly recorded plat thereof.

WHEREAS, the petitioners are the owners of 100% of the real property lying adjacent to the 16-foot-utility easement proposed to be vacated and have petitioned the Board of County Commissioners to vacate the utility easement described above; and

WHEREAS, the Planning Commission having received the Petition, set the matter for public hearing at 4:30 p.m., Thursday, November 17, 2022, at the Reno County Public Works Facility and provided notice of the hearing by publication, as prescribed within said statute; and

WHEREAS, on the above referenced date and time the Planning Commission conducted a public hearing on the proposed petition, at which time all interested parties in attendance were given an opportunity to be heard; following which hearing the Planning Commission recommended approval of the proposed utility easement vacation as described above.

WHEREAS, on December 13, 2022, the Reno County Commission at its regular public meeting received a summary report dated November 30, 2022, of the proceedings before the Reno County Planning Commission and the Planning Commission's recommendation of approval of the utility easement vacation; and

WHEREAS, upon conclusion of the Board's deliberations, Commissioner Sellers moved to approve the Planning Commission's recommendation for approval of the utility easement vacation; Commissioner Hirst seconded the motion. The motion was approved by unanimous vote.

THEREAFTER, the Board being duly advised in the premises, finds and determines that:

1. Proper notice has been given as required by statute.
2. The public will suffer no loss or inconvenience by such vacation.
3. No private rights will be injured or endangered.
4. In justice to the petitioner, the petitioner's prayer should be granted.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED BY THE BOARD OF COUNTY COMMISSIONERS OF RENO COUNTY, KANSAS, that
The 16-foot utility easement within Cedarview Lodge Replat Subdivision, Reno County, Kansas legally described as follows:

The West 77.00 feet of the North 8.00 feet of Lot 7 and the West 77.00 feet of the South 8.00 feet of Lot 8, Block 1, Cedarview Lodge Replat, a Replat of Cedarview Lodge, a subdivision of the East Half of the Southeast Quarter of the Southeast Quarter of Section 19, Township 26 South, Range 04 West of the 6th Principal Meridian, Reno County, Kansas, according to the duly recorded plat thereof

is hereby vacated.

BE IT FURTHER RESOLVED that this RESOLUTION be effective from and after its adoption.

ADOPTED in regular session this 9th day of January 2023.

BOARD OF COUNTY COMMISSIONERS
OF RENO COUNTY, KANSAS

Daniel P. Friesen, Chairman

Ron Sellers, Member

Ron Hirst, Member

ATTEST:

Donna Patton, County Clerk

To the Reno County Register of Deeds:

This is to certify that the Board of County Commissioners of Reno County, Kansas, duly adopted the above and foregoing resolution and order on the 9th day of January 2023.

Donna Patton - Reno County Clerk



AGENDA ITEM

AGENDA ITEM #6.G

AGENDA DATE: January 9, 2023

PRESENTED BY: Mark Vonachen - County Planner II

AGENDA TOPIC:

Planning Case #2022-11 - A request by Cargill, Inc. (Applicant - Evergy - Jessica Keck) for a conditional use permit to expand an existing electrical substation on land zoned AG - Agricultural District. The property is located on the west side of S. Halstead Street, approximately 1/2 mile south of the intersection of S. Halstead Street and E. Avenue G

SUMMARY & BACKGROUND OF TOPIC:

The applicant requests a conditional use permit on 4.34 acres of land to expand an existing electrical substation. The current zoning is AG - Agricultural District. No physical address exists for the property.

The applicant states the proposed substation will increase the reliability, serviceability, and load growth of the electrical system within the County and surrounding area.

The entire substation will be enclosed with an eight-foot-high chain link fence topped with three strands of barbed wire. An existing high pressure gas line owned by Southern Star exists on the property. This gas line is proposed to be relocated according to the site plan. Notice of this public hearing was sent to Southern Star. No comments were received by Southern Star.

The property will be unmanned except during the construction phase of the project and then on an as needed or monthly basis for maintenance and repairs. Outside of emergency repair situations, maintenance of the property will occur during normal business hours.

As required by Article 20-103 of the Zoning Regulations, this application was emailed to the Hutchinson Planning Department because it is located within their one-mile notification area. No written response was received from the city regarding the proposal as of the date of this report.

As part of the conditional use permit application, a series of questions and answers were provided to assist the Planning Commission and Governing Body in better understanding the proposal.

On December 15, 2022, the Planning Commission conducted a public hearing on this request. After the conclusion of the public hearing, the Planning Commission recommended approval of the request by a 7-0 vote based on the eleven factors. The Planning Commission attached four conditions of approval.

ALL OPTIONS:

The County Commission may:

1. Approve of the request as recommended by the Planning Commission
2. Approve of the request and modify the Factors or conditions of approval
3. Deny the request
4. Return the request back to the Planning Commission with specific questions to be answered
5. Table the request for further review

RECOMMENDATION / REQUEST:

Consideration of the Planning Commission recommendation to approve of the conditional use permit request.

POLICY / FISCAL IMPACT:

None



REZONING/CONDITIONAL USE PERMIT APPLICATION

This is an application for change of zoning classification (rezoning) or for a Conditional Use Permit. The form must be completed and filed at the office of the Zoning Administrator in accordance with directions on the accompanying instruction sheet.

AN INCOMPLETE APPLICATION CANNOT BE ACCEPTED.

- 1. Name of applicant or applicants (owner(s) and/or their agent(s)). All owners of all property requested to be rezoned must be listed in this form.

A. Applicant/Owner

Mailing Address

Phone Email

B. Agent

Mailing Address

Phone Email

(Use separate sheet if necessary for names of additional owners/applicants.)

- 2. The applicant hereby requests

A change of zoning from to .

A Conditional Use for the following:

- 3. The property is legally described as (Lot and Block or Metes and Bounds)



RECEIVED
NOV 03 2022
RENO COUNTY
PUBLIC WORKS DEPT

4. This property address is:

The general location is (use appropriate section):

A. At the (NW, NE, SW or SE) corner of (Road) and (Road) or,

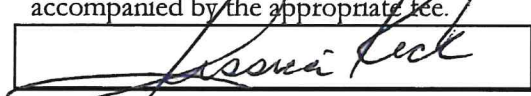
B. On the (N, S, E, W) side of (Road) between (Road) and (Road).

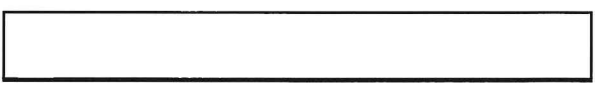
5. I request this change in zoning for the following reasons (Do not include reference to proposed uses for a rezoning.) Attach a separate sheet if necessary.


Expansion of an electrical substation to increase the reliability, serviceability, and load of Evergy's
electrical system in Reno County, Kansas. The new substation will contain equipment that function
as switches and breakers that will allow personnel to perform maintenance on the transmission
lines and substation equipment without subjecting customers to unnecessary outages. The proposed
expansion will also allow for the accommodation of future load growth for the surrounding area.

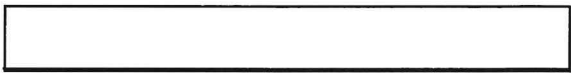


6. I (We), the applicant(s), acknowledge receipt of the instruction sheet explaining the method of submitting this application. I (We) realize that this application cannot be processed unless it is completely filled in, is accompanied by an ownership list as required in the instruction sheet; and is accompanied by the appropriate fee.


 (Owner)


 (Owner)

By 
 Authorized Agent (if any)

By 
 Authorized Agent (if any)

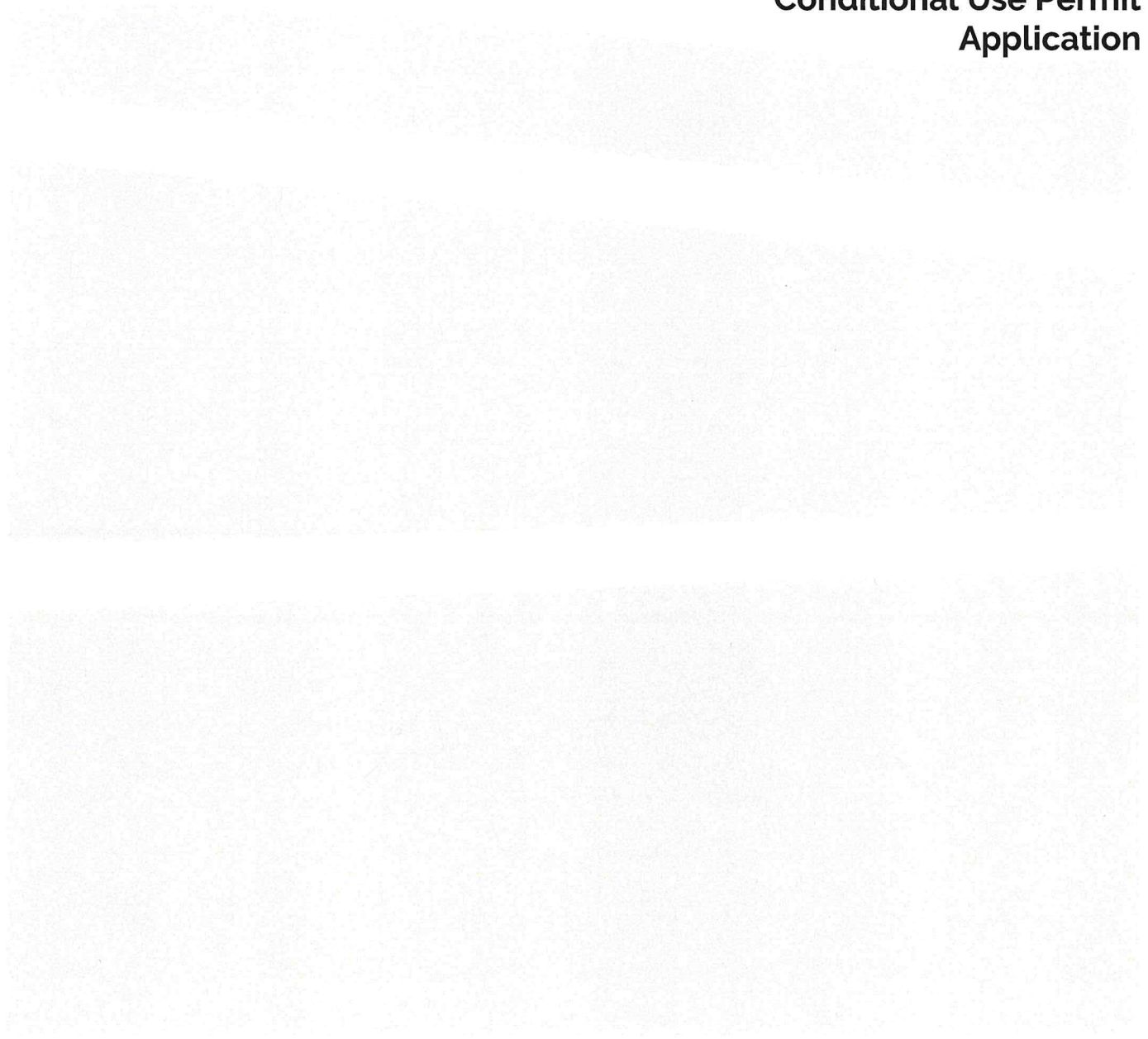
OFFICE USE ONLY:

Received by the Zoning Administrator, at 10:40 (A.M.) (P.M.) on this 3rd day of November, 2022, together with the appropriate fee of \$300.

Moh Vach / County Planner II
 Name and Title

RECEIVED
NOV 03 2022
RENO COUNTY
PUBLIC WORKS DEPT

**Reno County
Conditional Use Permit
Application**





November 1, 2022

Reno County Public Works
Mark Vonachen – County Planner II
600 Scott Boulevard
South Hutchinson, KS 67505

RE: Proposed Davis Substation
W of S Halstead Rd. between Enterprise Ave. & E Ave. G
Reno County, Kansas

Dear Mr. Vonachen,

Evergy is proposing to expand an existing electrical substation on a tract of land within two parcel boundaries, located west of S Halstead Rd. between Enterprise Ave. & E Ave. G, Reno County, Kansas (i.e., parcel 1342004001002000 and 1342001001003000, referred to herein as the “Davis Substation”). The proposed Davis Substation will increase the reliability, serviceability, and load of Evergy’s electrical system in Reno County and the surrounding area. The new substation will contain equipment that function as switches and breakers that will allow personnel to perform maintenance on the transmission lines and substation equipment without subjecting customers to unnecessary outages. Evergy’s acquisition of the property is planned for early 2023. Construction of the substation is anticipated to begin in 2023 and in-service by the end of 2025.

Approximately 4.34 acres will be used for the new Davis Substation. This property was selected based on its location to the existing substation and the expansion will accommodate future load growth in the region. Please see the following attached application materials:

- Rezoning/Conditional Use Permit Application
- Application fee (\$300)
- Real estate contract (authorization of property owner and legal description/survey map)
- Nearby landowner list and map
- Site Design and Development Plan
- FAQ Document

The following provides a narrative statement regarding the proposed substation.

SITE AND BUILDING DESIGN

The proposed Davis Substation property is zoned as AG for agricultural use. The property is currently used as a cultivated agricultural field. The area surrounding the substation property is used for industrial and agricultural purposes. A map showing the property location is enclosed. The nearest residence is located at 2415 E Avenue G, approximately 0.5 mile north of the proposed substation location. The substation will be accessed via two existing entrances from the west side of S Halstead Street.

All substation structures will be within the fence-line, which will expand the substation 238.11 feet to the west and extend a length of 446.69 feet parallel to the existing substation. This will leave an 83 feet utility easement for the reroute of a nearby gas line to the north, south and west of the proposed expansion. The fence will be 8-ft high chain link fence plus 3 strands of barbed wire for a total height of 9-ft.

We have consulted with the Kansas Department of Wildlife & Parks, the U.S. Fish & Wildlife Service, and the Kansas State Historical Society and asked them to assess the impact of our project on threatened or endangered species and nearby historical sites. These agencies did not identify any concerns regarding the proposed substation project.



SUBSTATION OPERATIONS

The property for the proposed expansion is currently undeveloped. Except during construction, the substation will be unmanned; employees will be on site only for maintenance and repairs on a monthly basis. Adequate space is available on the access drive and within the substation for maintenance vehicles to park off S Halstead St. The proposed substation will not impact pedestrian activity in the area. The substation will be readily accessible to public safety vehicles.

A substation does not generate or produce a product, so it does not pollute air, land, or water. A substation does not produce dust, fumes, odors, smoke, or vibration. The humming sound many people associate with a substation comes from the transformer. Today's transformers are significantly quieter than older models, and the sound dissipates rapidly with distance. With the buffer areas provided the sound level on adjacent properties should be minimal.

Standard sediment and erosion control measures will be used during construction. Areas outside of the fenced substation will be graded and seeded.

With the exception of emergency maintenance and repairs, any work on the site property will be performed during normal business hours. Although no long-term storage on the property is planned, any exterior storage areas on the property, following construction completion, will be screened from adjacent properties and roadways.

We appreciate your consideration of the proposed Davis Substation. Please direct any questions or concerns to me at 785-379-4481 or Jessica.Keck@evergy.com.

Sincerely,

Jessica Keck
Permitting and Compliance Analyst

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**Real Estate Contract
and Survey**



AUTHORIZATION OF PROPERTY OWNER

The undersigned, **Cargill, Incorporated, a Delaware corporation**, being the owner of a certain tract of land described as follows:

A tract of land being generally described as 620' x 305' more or less in the Northeast Quarter of Section 20, Township 23 South, Range 5 West of the 6th P.M., Reno County, Kansas, as depicted in Exhibit "A". The above description to be established by surveyor prior to closing.

has entered into an Option to Purchase Real Estate for said property with Everygy Kansas South, Inc., a Kansas corporation

In connection with said Option to Purchase Real Estate, the Owner hereby authorizes Everygy Kansas Central, Inc., to act on his behalf in obtaining all permits and/or zoning changes necessary for compliance with Buyer's intended use of the property.

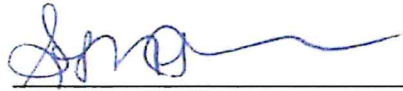
[Remainder of page intentionally blank. signature pages follow.]



Dated this 2nd day of September, 2021.

“Seller”

Cargill, Incorporated, a Delaware corporation

By: 

Name: Sonya M. Roberts

Title: President, Cargill Salt Division of Cargill., Incorporated

“Buyer”

Evergy Kansas Central, Inc., a Kansas corporation

By: 

Name: Gerald Cain

Title: Manager, RES Project Management



ACKNOWLEDGMENT

STATE OF Minnesota
COUNTY OF Hennepin) SS:

I, the undersigned notary public, do hereby certify that

personally known to me to be the same person(s) whose name(s) is/are subscribed to the foregoing instrument, appeared before me in person and acknowledged that Sonya Roberts signed and delivered the said instrument as a free and voluntary act, for the uses and purposes therein set forth.

GIVEN under my hand and seal this 2nd day of Sept., 2021.

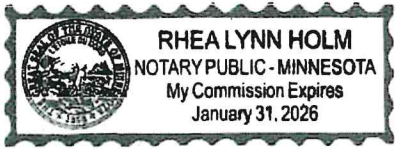
My Appointment Expires:

January 31st 2026

Rhea Lynn Holm
Signature

Notary Public

Rhea Holm
Print name





CORPORATE ACKNOWLEDGMENT

STATE OF KANSAS)
) SS:
COUNTY OF SEDGWICK)

BE IT REMEMBERED, that on this _____ day of _____, 2021, before me, a Notary Public in and for said State, came Gerald K. Cain, Manager, Real Estate Project Management of Evergy Kansas Central, Inc., a Kansas corporation, to me personally known to be the same person who executed the foregoing instrument and duly acknowledged the execution of the same for and on behalf of, and as the act and deed of, said corporation.

IN WITNESS WHEREOF, I have subscribed my name and affixed my official seal the day and year last above written.

My Appointment Expires:

_____ 10/20/2024 _____

Kimberly J. Bailey
Signature

Notary Public

_____ Kimberly J. Bailey _____
Print name

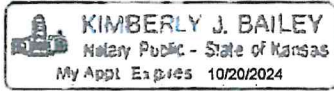


Exhibit A
Page 1 of 2

Cargill Inc Property

Cargill Inc Property

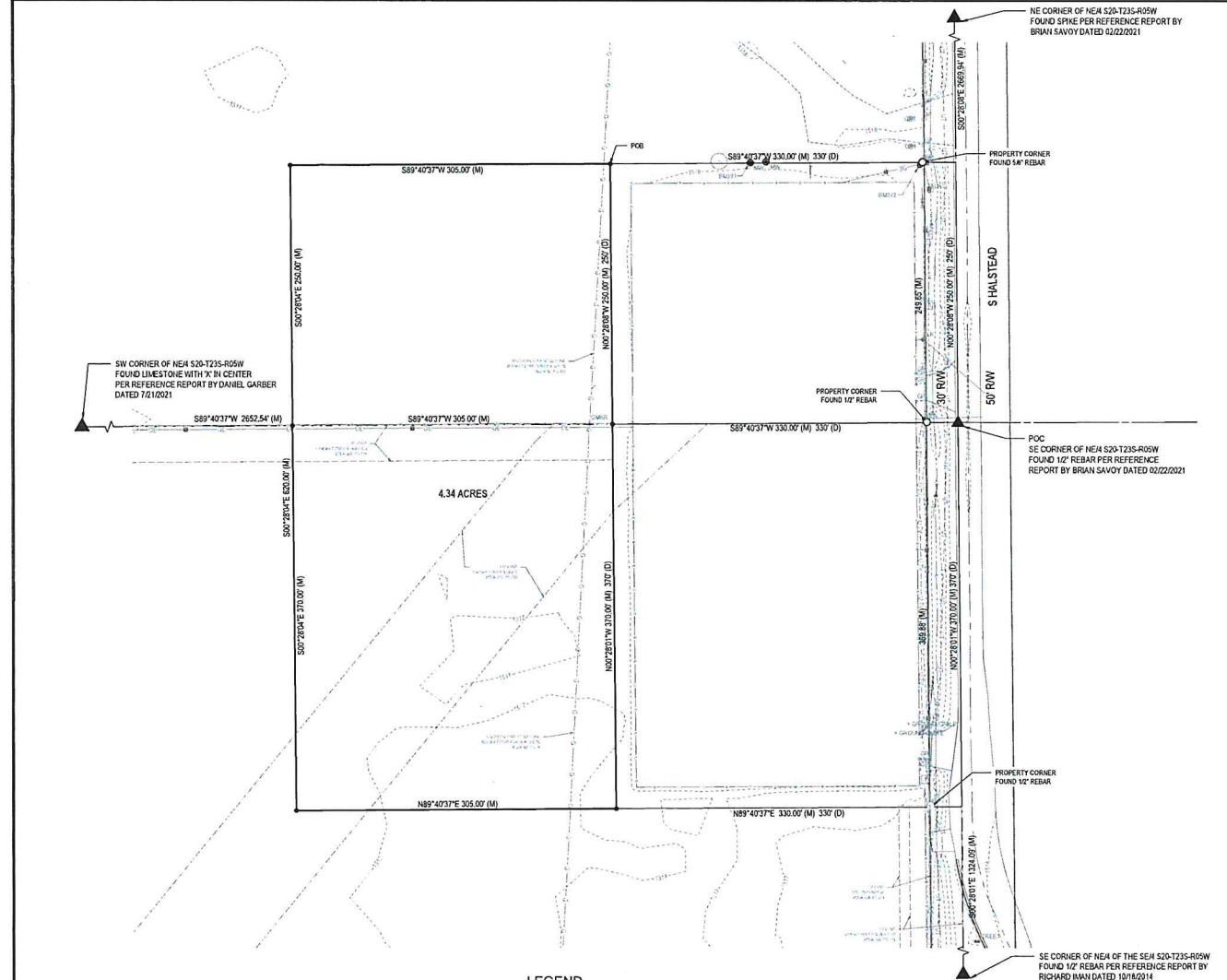
305'
250'
370'

Purchase Area
Approx 620' x 305'

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LEGAL DESCRIPTIONS PER OWNERSHIP & ENCUMBRANCES REPORT #20220305255244, SECURITY 1ST LIST
 A TRACT OF LAND LOCATED IN THE SOUTHWEST QUARTER OF SECTION 20, TOWNSHIP 23 SOUTH, RANGE 5 WEST OF THE 6TH P.M., RENO COUNTY, KANSAS, TO BE BEGINNING AT THE SOUTHWEST CORNER OF THE NORTHEAST QUARTER OF SECTION 20, TOWNSHIP 23 SOUTH, RANGE 5 WEST OF THE 4TH P.M., THENCE WEST PARALLEL [S26] WITH THE SOUTH LINE OF THE NORTHEAST QUARTER OF SECTION 20 A DISTANCE OF 330 FEET, THENCE SOUTH PARALLEL TO THE EAST LINE OF SAID SECTION 20 A DISTANCE OF 370 FEET, THENCE EAST PARALLEL WITH THE SOUTH LINE OF THE NORTHEAST QUARTER OF SAID SECTION 20 A DISTANCE OF 330 FEET, THENCE NORTH TO THE POINT OF BEGINNING.

LEGAL DESCRIPTION OF THE SURVEYED PROPERTY
 A TRACT OF LAND LOCATED IN THE SOUTHWEST QUARTER AND THE SOUTHWEST QUARTER OF SECTION 20, TOWNSHIP 23 SOUTH, RANGE 5 WEST OF THE 6TH PRINCIPAL MERIDIAN, RENO COUNTY, KANSAS, DESCRIBED AND PREPARED ON AUGUST 19, 2022 BY CHARLES W. BROOKSHER PLS 12181 PROFESSIONAL ENGINEERING CONSULTANTS, P.A. C.S. #81, (SEE MORE PARTICULARS) IS DESCRIBED AS FOLLOWS:
 COMMENCING AT THE SOUTHWEST CORNER OF THE NORTHEAST QUARTER OF SECTION 20, TOWNSHIP 23 SOUTH, RANGE 5 WEST OF THE 6TH PRINCIPAL MERIDIAN, RENO COUNTY, KANSAS, THENCE BEARING N07°30'14"W ALONG THE EAST LINE OF THE NORTHEAST QUARTER OF SAID SECTION 20, A DISTANCE OF 350.84 FEET, THENCE BEARING S89°40'27"W, PARALLEL WITH THE SOUTH LINE OF SAID NORTHEAST QUARTER OF SECTION 20, A DISTANCE OF 330.00 FEET TO THE POINT OF BEGINNING, THENCE CONTINUING WITHOUT DEFLECTION, BEARING S89°40'27"W A DISTANCE OF 263.20 FEET, THENCE BEARING S07°28'17"E A DISTANCE OF 263.20 FEET TO THE SOUTH LINE OF SAID NORTHEAST QUARTER, THENCE CONTINUING BEARING S07°28'17"E A DISTANCE OF 370.00 FEET, THENCE BEARING N07°30'14"W, PARALLEL WITH THE SOUTH LINE OF THE NORTHEAST QUARTER OF SECTION 20, A DISTANCE OF 365.84 FEET, THENCE BEARING N07°30'14"W, PARALLEL WITH THE EAST LINE OF THE SOUTHWEST QUARTER OF SECTION 20, A DISTANCE OF 370.00 FEET TO SAID SOUTH LINE OF SAID NORTHEAST QUARTER, THENCE BEARING N07°28'17"E, PARALLEL WITH THE EAST LINE OF SAID NORTHEAST QUARTER A DISTANCE OF 269.89 FEET TO THE POINT OF BEGINNING.
 CONTAINING 181,899 SQUARE FEET (4.34 ACRES) MORE OR LESS.

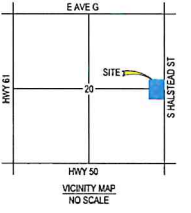
ADDITIONAL NOTES:
 DISTANCES SHOWN HEREON ARE GROUND DISTANCES IN U.S. SURVEY FEET.

KANSAS ONE-CALL
 UTILITIES. THE KANSAS ONE-CALL SYSTEM WAS THE AGREED SOURCE FOR HAVING UTILITIES MARKED. A UTILITY LOCATE REQUEST WAS GENERATED THROUGH KANSAS ONE-CALL UNDER THE FOLLOWING:
 A STANDARD TICKET NO. 22040064 ON JANUARY 28, 2022, WORK TO BEGUN DATE FEBRUARY 02, 2022
 UTILITY NOTE: THE UNDERGROUND UTILITIES SHOWN HEREON ARE AS LOCATED FROM FIELD-LOCATED ABOVEGROUND APPURTENANCES FROM FLAGS AND PAINT MARKINGS FOUND ON THE GROUND AS CREATED IN RESPONSE TO THESE REQUESTS AND POSSIBLY INCLUDES OTHER FROM OTHER UTILITY LOCATE REQUESTS. THEY ARE SHOWN HEREON AS SPECULATIVE EVIDENCE OF POSSIBLE UNDERGROUND UTILITIES AND, CONSISTENT WITH TYPICAL UTILITY MARKINGS, NO SUBSURFACE UTILITY ENGINEERING REPORT WAS PROVIDED TO AUTHENTICATE THESE MARKINGS. THEY ARE REPRESENTATIONAL ONLY AND ARE NOT INTENDED TO SHOW THEIR EXACT LOCATION, NOR IS THIS INFORMATION TO BE CONSTRUED AS A COMPLETE INVENTORY OF ALL UTILITIES AT THIS LOCATION. OTHER BURIED UTILITIES MAY EXIST FOR WHICH THERE IS NO ABOVEGROUND EVIDENCE OR FOR WHICH NO ABOVEGROUND EVIDENCE WAS OBSERVED, SUCH AS BUT NOT LIMITED TO UNKNOWN UTILITIES, PRIVATELY OWNED UTILITIES, UTILITIES WITHOUT RECORDS, OR ABANDONED UTILITIES. THE EXACT LOCATION OF UNDERGROUND FEATURES CANNOT BE ACCURATELY COMPLETELY AND RELIABLY IDENTIFIED WITHOUT EXCAVATION, FIELD OR LABORATORY ADDITIONAL OR MORE DETAILED INFORMATION IS REQUIRED. CLIENT IS ADVISED THAT EXCAVATION MAY BE NECESSARY, IT IS THE EXCAVATOR'S RESPONSIBILITY TO HAVE ANY UTILITIES MARKED AND VERIFIED BEFORE EXCAVATION.

CERTIFICATION:
 WE, PROFESSIONAL ENGINEERING CONSULTANTS, P.A., A PROFESSIONAL ASSOCIATION DULY AUTHORIZED TO PRACTICE LAND SURVEYING IN SHAWNEE COUNTY, KANSAS, DO HEREBY CERTIFY THAT WE HAVE CAUSED TO BE SURVEYED UNDER THE DIRECT SUPERVISION OF THE UNDERSIGNED, THE TRACT OF LAND DESCRIBED HEREON, AND A TOPOGRAPHIC SURVEY OF DAVIS SUBSTATION, HUTCHINSON, RENO COUNTY, KANSAS, AND CERTIFY THAT THE ACCOMPANYING SKETCH IS TRUE AND CORRECT TO THE BEST KNOWLEDGE AND BELIEF OF THE PROFESSIONAL ASSOCIATION.
 FIELDWORK COMPLETED DECEMBER 24, 2021.
 DATE OF SURVEY AUGUST 19, 2022.



CHARLES W. BROOKS PLS 12181
 PROFESSIONAL ENGINEERING CONSULTANTS, P.A.
 301 S. TOPEKA AVENUE, KANSAS CITY, KS 67202
 316-262-8457 WWW.PECC1.COM
 PROJECT NO. 217314-01



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BENCH MARKS
 BM-201
 ELEV: 1,518.61 (MVD 88)
 SQUARE CUT ON NORTH CORNER OF THE WEST WATER MONITORING WELL CONCRETE PAD NORTH OF THE NORTH SIDE OF THE DAVIS SUBSTATION MIDWAY BETWEEN FENCE CORNERS.
 BM-202
 ELEV: 1,530.36 (MVD 88)
 SQUARE CUT ON THE SOUTHWEST CORNER OF CONCRETE BASE OF ELECTRIC REBAR POLE NORTH OF THE NORTH SIDE OF THE DAVIS SUBSTATION.

BOUNDARY SURVEY AND TOPOGRAPHY OF DAVIS SUBSTATION

Hutchinson, Reno County, Kansas

PECC PROFESSIONAL ENGINEERING CONSULTANTS, P.A.
 301 S. Topeka Avenue, Kansas City, MO 64102
 316-262-8457 www.pecc1.com

Surveyed by: JDB	Checked by: CWB	Sheet 1 of 1
Drawn by: KSG	Date: August 19, 2022	Job No. 217314-01

LEGEND

<ul style="list-style-type: none"> —●— GAS LINE —●— HIGH PRESSURE GAS LINE —○— VACUUM GAS LINE —○— TRUCK PIPE —○— OVERHEAD TELEPHONE LINE —○— UNDERGROUND TELEPHONE LINE —○— OVERHEAD FIBER OPTIC —○— UNDERGROUND FIBER OPTIC —○— BULLDOG LINE —○— UNDERGROUND BULLDOG LINE —○— SAFETY SERVICE PIPE —○— WATERLINE —○— QUADRANT —○— FENCE 	<ul style="list-style-type: none"> ○ SET OF REBAR, 2' LONG WITH PLASTIC CAP, PER LOCAL CODE ○ PROPERTY BORN FOUND AS NOTED ○ HORIZONTAL CONTROL POINT □ BENCHMARK □ TELEPHONE BOX □ OVERHEAD TELEPHONE MANHOLE □ UNDERGROUND TELEPHONE MANHOLE □ MAJOR CONTOUR □ MINOR CONTOUR □ MANHOLE □ LITTLE □ SECTION LINE □ EASEMENT LINE □ RIGHT OF WAY LINE □ SECTION CORNER 	<ul style="list-style-type: none"> —○— FIRE HYDRANT —○— WATERWELL —○— SIGN —○— MAIL BOX —○— GATE POST —○— GATE VALVE —○— TELEPHONE RISER —○— TELEPHONE MANHOLE —○— TELEPHONE MANHOLE —○— CABLE TV BOX —○— CABLE TV RISER —○— CABLE TV MANHOLE —○— SAFETY SERVICE MANHOLE —○— GAS RISER —○— GAS RISER —○— STOP DRAIN MANHOLE —○— GAS MANHOLE —○— STOP DRAIN CURB BUILT —○— STOP DRAIN INTO GROUND 	<ul style="list-style-type: none"> □ ELECTRICAL TRANSFORMER □ ELECTRICAL MANHOLE □ ELECTRICAL OUTLET □ ELECTRICAL METR □ ELECTRICAL MANHOLE □ ELECTRICAL BOX □ ELECTRICAL RISER □ ELECTRICAL POWER TRANSFORMATION POLE □ ELECTRICAL LIGHT POLE □ ELECTRICAL LIGHT □ ELECTRICAL CABINET □ ELECTRICAL DISTRIBUTION MANHOLE □ DOWN SPUR ANCHOR □ DEBRIS TREE □ CONFERENTIAL TREE □ PALM OR GUMM TREE □ PALM OR GUMM TREE □ HAWKWOOD CROSSING SIGNAL □ REINFORCED CONCRETE PIPE □ ALUMINUM CONCRETE PIPE □ CORRUGATED METAL PIPE □ STORM WATER CURB INLET □ POLYETHYLENE GLASS REINFORCED FIBER PIPE □ CAST IRON PIPE □ DUCT IRON PIPE □ STEEL PIPE □ VITRIFIED CLAY PIPE □ STORM WATER AREA INLET □ SAFETY SERVICE MANHOLE □ CONCRETE 	<ul style="list-style-type: none"> —○— OURS W/OUTLET —○— FIRE LINE —○— ELEVATION —○— FINISH FLOOR ELEVATION —○— OVERHEAD —○— POLYMER —○— HIGH-DENSITY POLYETHYLENE PIPE —○— NOT TO SCALE —○— BOOK —○— PAGE —○— REPORT FROM —○— CENTERLINE —○— INFORMATION SHEET LOCATION SIZE MATERIAL, ETC. FROM RECORD DOCUMENTS. THIS INFORMATION IS NOT PHYSICALLY MARKED ON LOCATED ON SITE
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BOUNDARY SURVEY AND TOPOGRAPHY
OF DAVIS SUBSTATION
Hutchinson, Reno County, Kansas



LEGAL DESCRIPTION OF THE SURVEYED PROPERTY

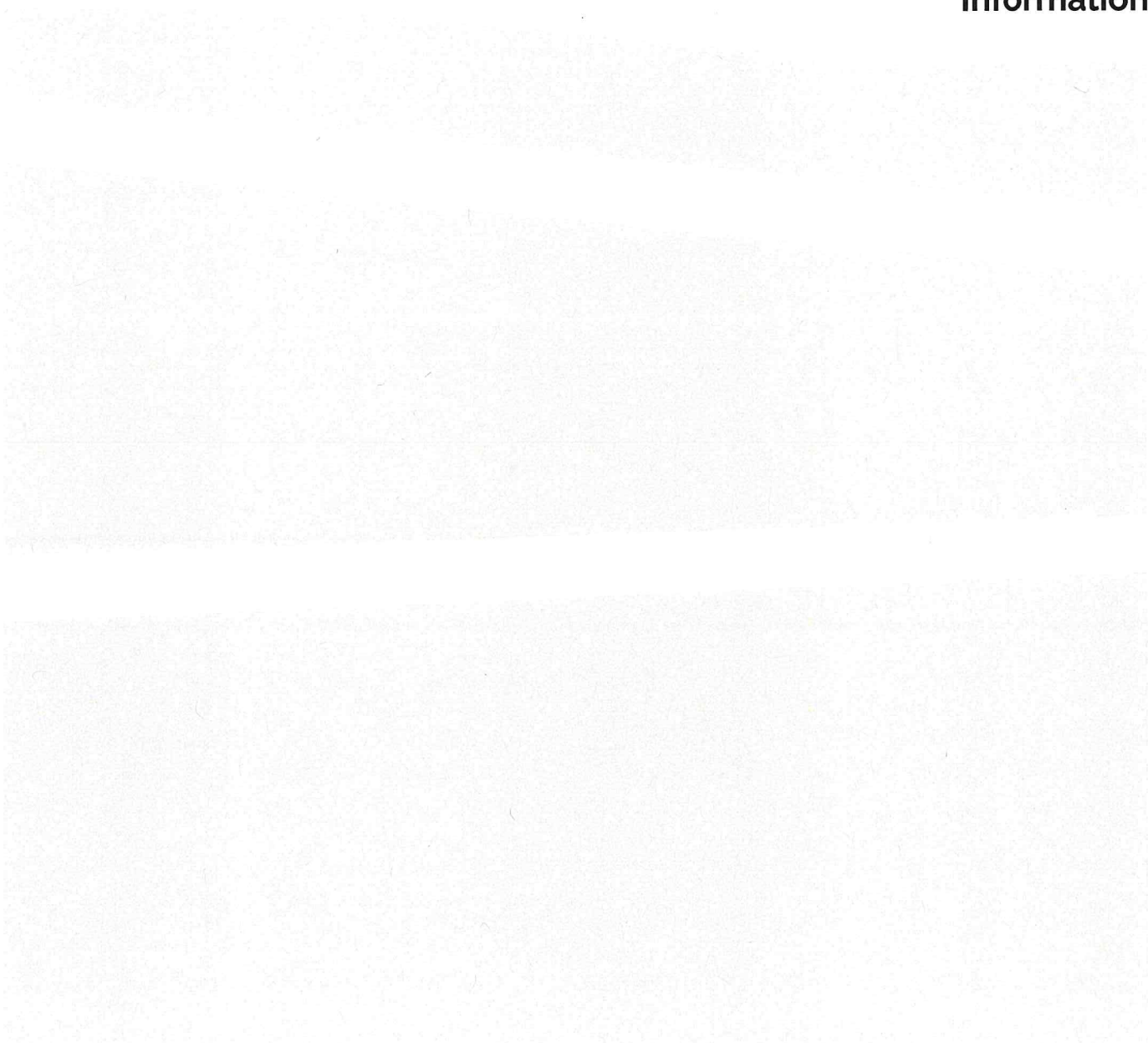
A TRACT OF LAND LOCATED IN THE NORTHEAST QUARTER AND THE SOUTHEAST QUARTER OF SECTION 20, TOWNSHIP 23 SOUTH, RANGE 5 WEST OF THE SIXTH PRINCIPAL MERIDIAN, RENO COUNTY, KANSAS; DESCRIBED AND PREPARED ON AUGUST 19, 2022 BY CHARLES W. BROOKSHER PS #1281/ PROFESSIONAL ENGINEERING CONSULTANTS P.A CLS #65, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

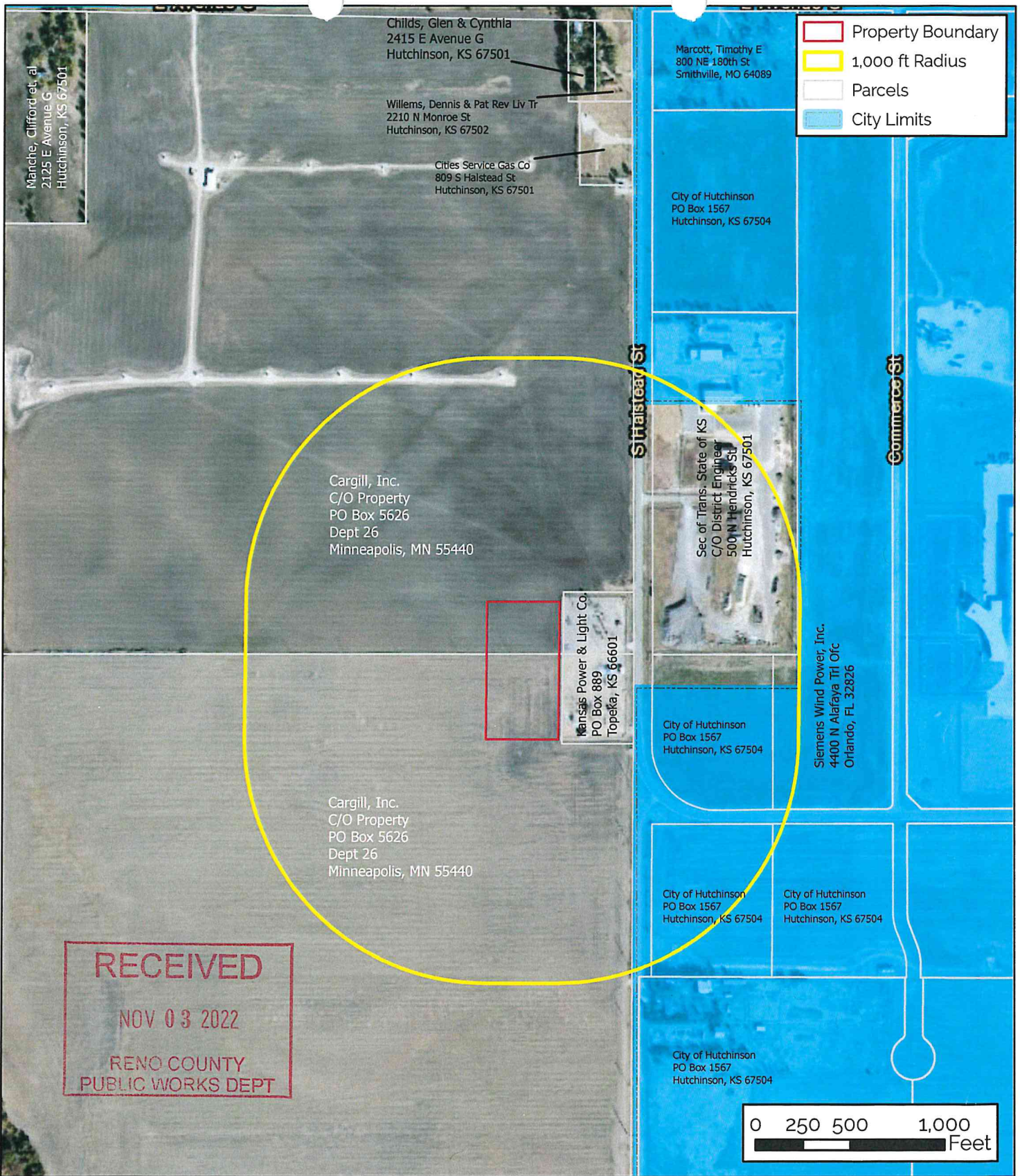
COMMENCING AT THE SOUTHEAST CORNER OF THE NORTHEAST QUARTER OF SECTION 20, TOWNSHIP 23 SOUTH, RANGE 5 WEST OF THE SIXTH PRINCIPAL MERIDIAN, RENO COUNTY, KANSAS; THENCE BEARING N00°28'08"W ALONG THE EAST LINE OF THE NORTHEAST QUARTER OF SAID SECTION 20, A DISTANCE OF 250.00 FEET; THENCE BEARING S89°40'37"W, PARALLEL WITH THE SOUTH LINE OF SAID NORTHEAST QUARTER OF SECTION 20, A DISTANCE OF 330.00 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING WITHOUT DEFLECTION, BEARING S89°40'37"W A DISTANCE OF 305.00 FEET; THENCE BEARING S00°28'04"E A DISTANCE OF 250.00 FEET TO THE SOUTH LINE OF SAID NORTHEAST QUARTER; THENCE CONTINUING BEARING S00°28'04"E A DISTANCE OF 370.00 FEET; THENCE BEARING N89°40'37"E, PARALLEL WITH THE SOUTH LINE OF THE NORTHEAST QUARTER OF SECTION 20, A DISTANCE OF 305.00 FEET; THENCE BEARING N00°28'01"W, PARALLEL WITH THE EAST LINE OF THE SOUTHEAST QUARTER OF SECTION 20, A DISTANCE OF 370.00 FEET TO SAID SOUTH LINE OF SAID NORTHEAST QUARTER; THENCE BEARING N00°28'08"W, PARALLEL WITH THE EAST LINE OF SAID NORTHEAST QUARTER A DISTANCE OF 250.00 FEET TO THE POINT OF BEGINNING.

CONTAINING 189,099 SQUARE FEET (4.34 ACRES) MORE OR LESS.

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**Nearby Landowner
Information**





Esri, HERE, GeoTechnologies, Inc., Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

DESIGNED BY: CP		Proposed Davis Substation Reno County, Kansas		Figure 1	Reno County Permitting
DRAWN BY: CP					
CHECKED BY: TV					
APPROVED BY: CC					
DATE: SEPTEMBER 2022					

Reno County
 Proposed Davis Substation Expansion
 Nearby Landowner List

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Parcel ID	Parcel Address	Landowner Name		Mailing Street	City	State	Zip
1342001001003000	E AVENUE G, HUTCHINSON KS 67501	CARGILL INC	C/O Property Tax	PO Box 5626	Minneapolis	MN	55440-5626
1342004001002000	S HALSTEAD ST, HUTCHINSON KS 67501	CARGILL INC	C/O Property Tax	PO Box 5626	Minneapolis	MN	55440-5626
1342004001001000	1415 S HALSTEAD RD, HUTCHINSON KS 67501	KCP&L CO		PO Box 889	Topeka	KS	66601
1342001001006000	S HALSTEAD ST, HUTCHINSON KS 67501	KCP&L CO	C/O Shea, TE Treasurer	PO Box 889	Topeka	KS	66601
1352100000006000	1080 S HALSTEAD ST, HUTCHINSON KS 67501	Sec Of Transportation of the State of Kansas	C/O District Engineer	500 N Hendricks St.	Hutchinson	KS	67501
1352100000013000	ENTERPRISE DR, HUTCHINSON KS 67501	City of Hutchinson		PO Box 1567	Hutchinson	KS	67504-1567
1352100000012000	ENTERPRISE DR, HUTCHINSON KS 67501	City of Hutchinson		PO Box 1567	Hutchinson	KS	67504-1567

1352100000014000 Enterprise Dr. Hutchinson 67501 Siemens Wind Power, INC 4400 N. Alafaya Orlando FL. 32826
Tr.

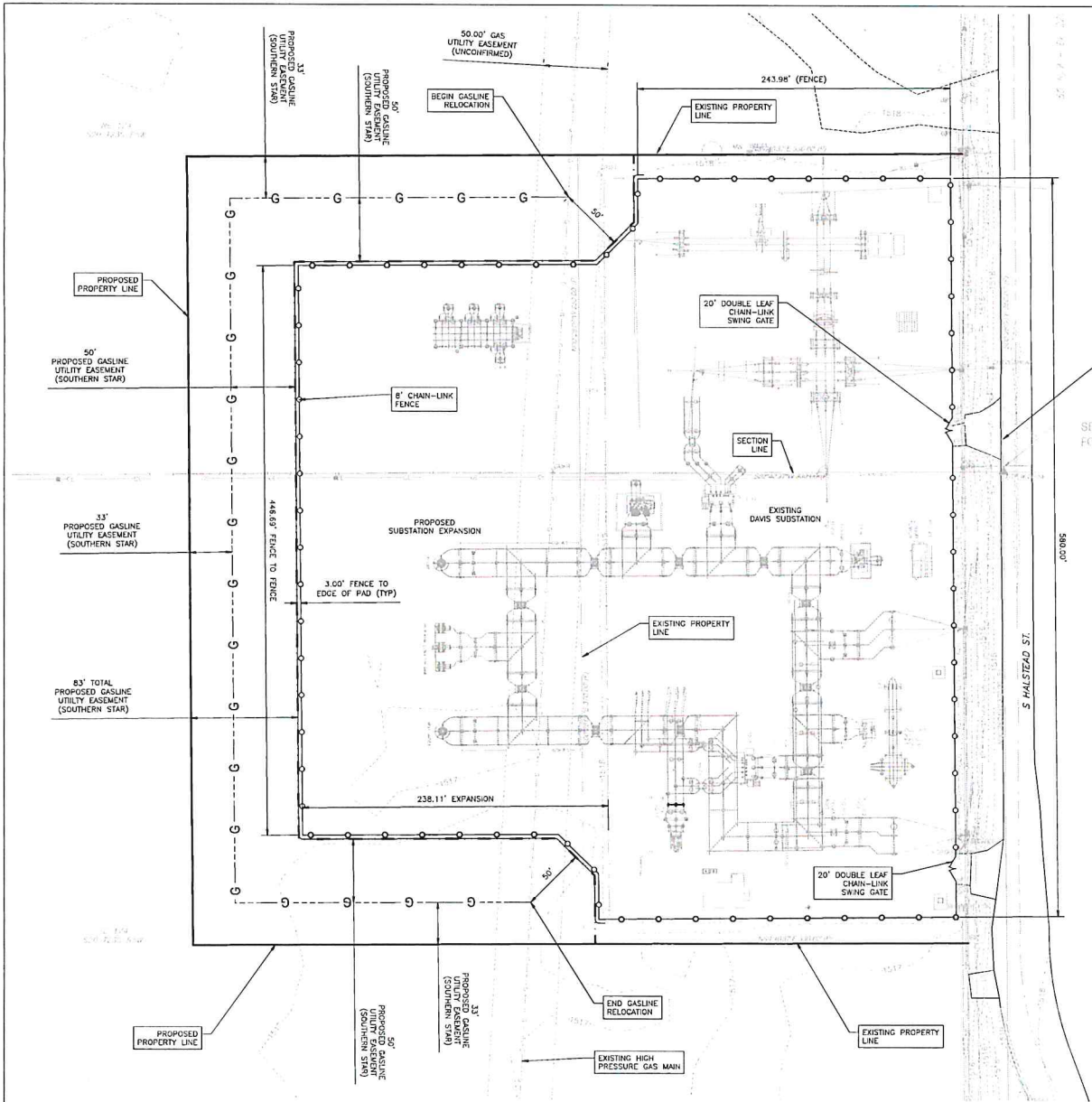
Planning
 staff.

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**Site Design &
Development Plan**



LEGEND

	LIMITS OF PROPOSED SUBSTATION PAD EXPANSION (AGGREGATE)
	BOUNDARY OF CONDITIONAL USE APPLICATION
	PARCEL PROPERTY LINES
	RIGHT-OF-WAY
	SECTION LINE
	EASEMENT LINE
	PROPOSED CHAIN LINK FENCE
	EXISTING CONTOUR (M.A.O.R)
	EXISTING CONTOUR (M.M.G.R)

LEGAL DESCRIPTION OF THE SURVEYED PROPERTY

A TRACT OF LAND LOCATED IN THE NORTHEAST QUARTER AND THE SOUTHWEST QUARTER OF SECTION 20, TOWNSHIP 23 SOUTH, RANGE 5 WEST OF THE SIXTH PRINCIPAL MERIDIAN, RENO COUNTY, KANSAS; DESCRIBED AND PREPARED ON AUGUST 19, 2022 BY CHARLES W. BROOKSHER PS #1281/ PROFESSIONAL ENGINEERING CONSULTANTS P.A. CLS #65, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF THE NORTHEAST QUARTER OF SECTION 20, TOWNSHIP 23 SOUTH, RANGE 5 WEST OF THE SIXTH PRINCIPAL MERIDIAN, RENO COUNTY, KANSAS; THENCE BEARING N00°28'08"W ALONG THE EAST LINE OF THE NORTHEAST QUARTER OF SAID SECTION 20, A DISTANCE OF 250.00 FEET; THEN BEARING S89°40'37"W, PARALLEL WITH THE SOUTH LINE OF SAID NORTHEAST QUARTER OF SECTION 20, A DISTANCE OF 330.00 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING WITHOUT DEFLECTION, BEARING S89°40'37"W A DISTANCE OF 305.00 FEET; THENCE BEARING S00°28'04"E A DISTANCE OF 250.00 FEET TO THE SOUTH LINE OF SAID NORTHEAST QUARTER; THENCE CONTINUING BEARING S00°28'04"E A DISTANCE OF 370.00 FEET; THENCE BEARING N89°40'37"E, PARALLEL WITH THE SOUTH LINE OF THE NORTHEAST QUARTER OF SECTION 20, A DISTANCE OF 305.00 FEET; THENCE BEARING N00°28'01"W, PARALLEL WITH THE EAST LINE OF THE SOUTHWEST QUARTER OF SECTION 20, A DISTANCE OF 330.00 FEET TO SAID SOUTH LINE OF SAID NORTHEAST QUARTER; THENCE BEARING N00°28'08"W, PARALLEL WITH THE EAST LINE OF SAID NORTHEAST QUARTER A DISTANCE OF 250.00 FEET TO THE POINT OF BEGINNING.

CONTAINING 189,099 SQUARE FEET (4.34 ACRES) MORE OR LESS.

LEGAL DESCRIPTION OF THE ORIGINAL PROPERTY

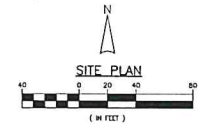
A TRACT OF LAND LOCATED IN THE SOUTHWEST QUARTER OF SECTION 20, TOWNSHIP 23 SOUTH, RANGE 5 WEST OF THE 6TH P.M., RENO COUNTY, KANSAS; TO WIT: BEGINNING AT THE SOUTHWEST CORNER OF THE NORTHEAST QUARTER OF SECTION 20, TOWNSHIP 23 SOUTH, RANGE 5 WEST OF THE 6TH P.M.; THENCE WEST PARALLEL [SIC] WITH THE SOUTH LINE OF THE NORTHEAST QUARTER OF SECTION 20 A DISTANCE OF 330 FEET; THENCE SOUTH PARALLEL TO THE EAST LINE OF SAID SECTION 20 A DISTANCE OF 370 FEET; THENCE EAST PARALLEL WITH THE SOUTH LINE OF THE NORTHEAST QUARTER OF SAID SECTION 20 A DISTANCE OF 330 FEET; THENCE NORTH TO THE POINT OF BEGINNING.

TOGETHER WITH:

BEGINNING AT THE SOUTHWEST CORNER OF THE NORTHEAST QUARTER OF SAID SECTION 20, THENCE WEST PARALLEL [SIC] WITH THE SOUTH LINE OF THE NORTHEAST QUARTER OF SAID SECTION 20 A DISTANCE OF 330 FEET; THENCE NORTH PARALLEL TO THE EAST LINE OF SAID SECTION 20 A DISTANCE OF 250 FEET; THENCE EAST PARALLEL WITH THE SOUTH LINE OF THE NORTHEAST QUARTER OF SAID SECTION 20 A DISTANCE OF 330 FEET; THENCE SOUTH TO THE POINT OF BEGINNING.

- GENERAL NOTES**
- NO OCCUPIED STRUCTURES ARE TO BE LOCATED ON THE SITE.
 - AREAS OF FINAL SEEDING WILL BE PROTECTED WITH EROSION CONTROL BLANKET PLACED TO LIMITS OF DISTURBED AREA.
 - FILTRIX SLOPE INTERRUPTION LOGS WILL BE PLACED ON SLOPES AT APPROXIMATE 5' VERTICAL FEET INTERVALS.

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THIS DRAWING SHOULD NOT BE CONSIDERED A GUARANTEED DOCUMENT UNLESS SEALED, SIGNED, AND DATED BY THE DESIGN PROFESSIONAL.

RELEASED FOR REVIEW ONLY. NOT FOR CONSTRUCTION.

8				4
7				3
6				2
5				1
REV.	REVISION DESCRIPTION	DATE	BY/CK	REV.

DESIGNED BY:	CRG - PEC	DATE:	09/2022
APPROVED BY:	RAK - PEC	DATE:	09/2022

DRAWN BY:	CRG - PEC	DATE:	09/2022	SCALE:	AS NOTED
W.R. NO.:	XXXXX				



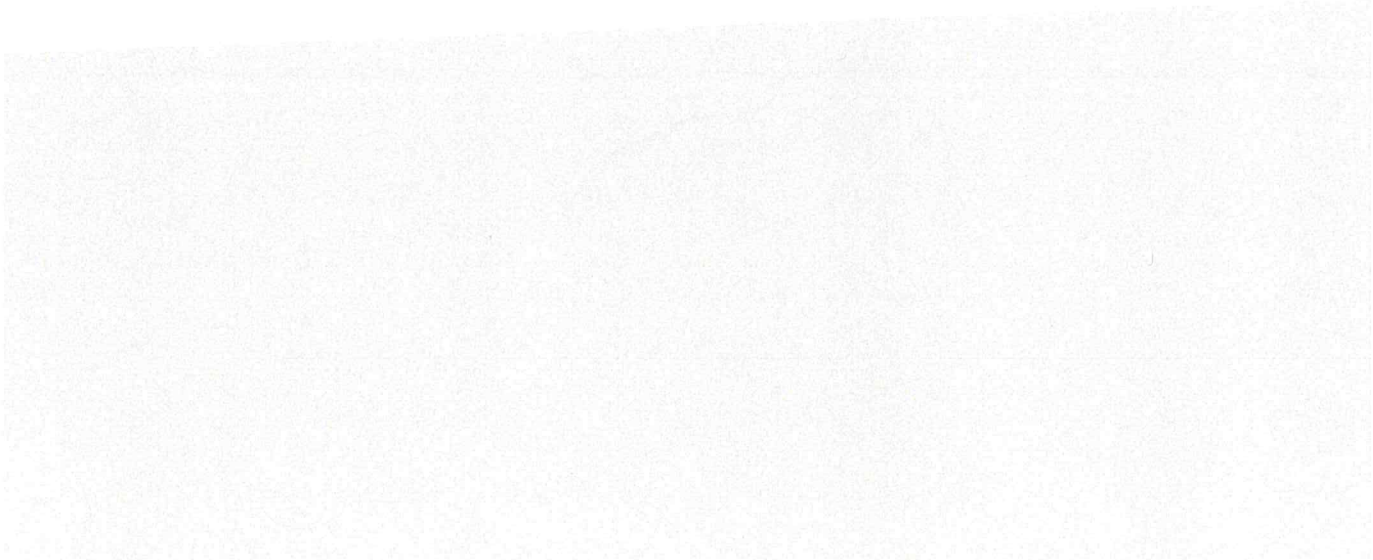
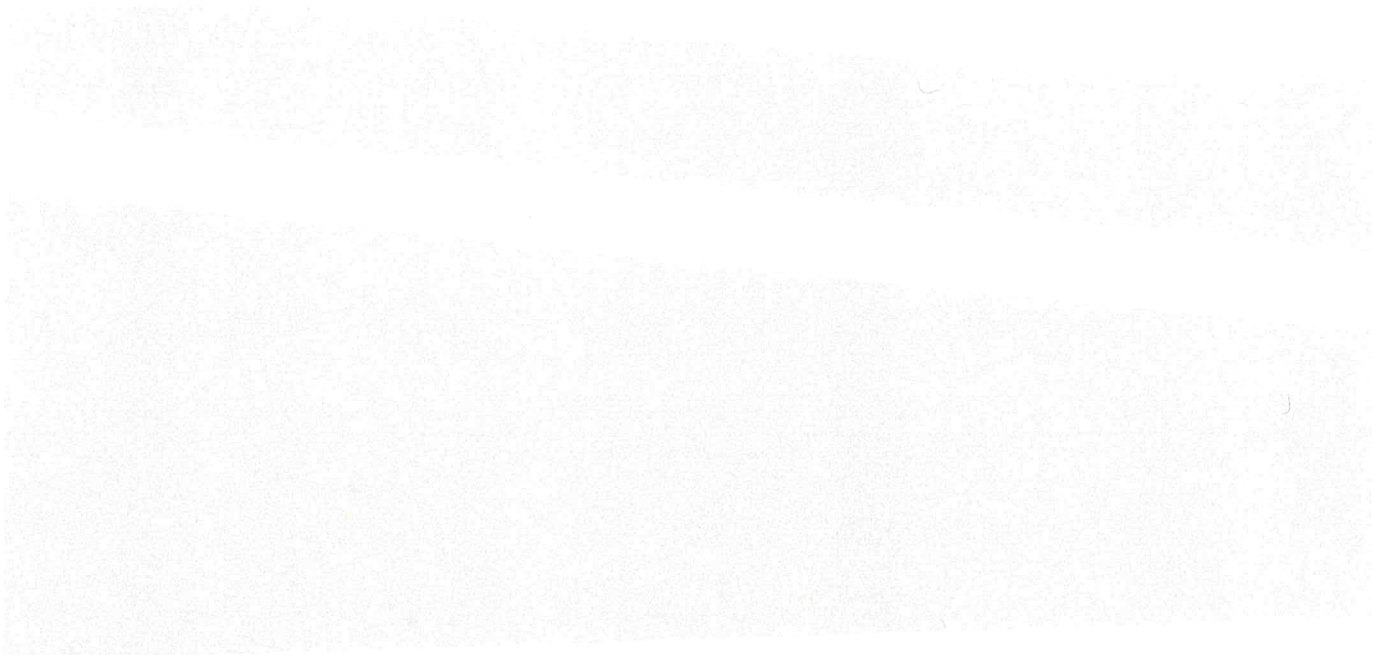
TITLE:	DAVIS SUBSTATION SITE PLAN	DWG. NO.:	SKXXXX_SP01
SHEET NO.:	1	REV.:	0

RECEIVED

NOV 03 2022

RENO COUNTY
PUBLIC WORKS DEPT

FAQ's



Evergy's Davis Electrical Substation

FAQs

October 27, 2022

This substation addition is necessary to increase the reliability of the electric distribution service in Reno County and the surrounding area. Here are the answers to some questions you might have about this project.

What is the problem?

The Davis substation addresses the need to increase reliability, serviceability, and load of the electrical system in Reno County and surrounding area.

What's the solution?

Evergy is expanding the existing substation located west of S Halstead St. between Enterprise Ave. & E Ave. G, Reno County, Kansas. Initial construction activities will address the current large load customers as well as provide the ability to perform maintenance on the transmission line and substation equipment without subjecting customers to unnecessary outages. It will also increase the reliability of the customers in Reno County and the surrounding area.

Why build the substation at this location?

Several important factors led to the selection of the proposed substation site:

- The site is located immediately adjacent to the existing substation. An expansion will accommodate future load growth in the region.
- The current landowner of the proposed site is aware of the end-use for the land and is very open to selling it to Evergy for that use. Evergy prefers to deal only with willing sellers when purchasing substation sites.
- The site is approximately 4.34 acres and situated in an area used for agricultural and industrial purposes.
- The proposed size of the substation allows the accommodation of future load growth for businesses and housing developments that may want to come to the surrounding area.

What is the anticipated schedule for construction?

The development of the site could begin any time after acquisition of the property, currently planned for early 2023. Construction is anticipated to begin in 2023 and the substation is to be in-service by the end of 2025.



What is the function of a substation?

The main purpose of this substation is to transform power from a higher voltage to a lower voltage and control the power flow to other substations in the area. Bulk power is transported most efficiently over long distances when it is at very high voltages, so substations like this one would serve as the point at which bulk power for the area is transformed to a lower voltage before being distributed to homes and businesses.

Inside the substation, the transformers lower the voltage, and the switches and breakers are used to turn power to individual circuits off and on just like in a home but on a larger scale. The electronic devices are used for monitoring and remote switching.

What will it look like?

The electrical equipment will be in a fenced yard with a crushed rock surface and two access driveways off S Halstead St. The fence line expansion dimensions will be approximate 240' x 450'. The remainder of the property will be for buffer, green space and gas line easement.

The fence will be 8' high chain link plus 3 strands of barbed wire for a total height of 9'. The tallest equipment is about 35' not including the poles that connect to the transmission lines and the lightning protection masts.

Yard lights will be switch operated and have light footprints focused at and inside the fence lines.

Will the new substation impact the future use or development of adjacent properties?

Based on similar projects in several other counties, we have found that home builders and developers who know about the plans for a future substation in advance are rarely reluctant to build on the adjacent lots. The value of property adjacent to a substation site has not been measurably different from similar property further away.

How will it affect public utilities and services?

The substation will not generate waste, increase traffic, etc., and does not require water or sewer, so no additional services will be necessary. Ample parking space for maintenance vehicles is available inside the substation.

Will there be a lot of traffic in and out of the substation?

Except during construction, the station will be unmanned. Equipment and operation checks are performed by Evergy personnel about once a month.

What should we do if there's an emergency at the substation?

Do the same thing you do for all other emergencies, call 911. Evergy will provide the fire department our emergency contact information and a fire preplan so they will be able to respond quickly and correctly.



What impact will the substation have on the environment?

A substation does not actually generate or produce a product, so it does not pollute air, land or water. A substation does not produce dust, fumes, odors, smoke or vibration.

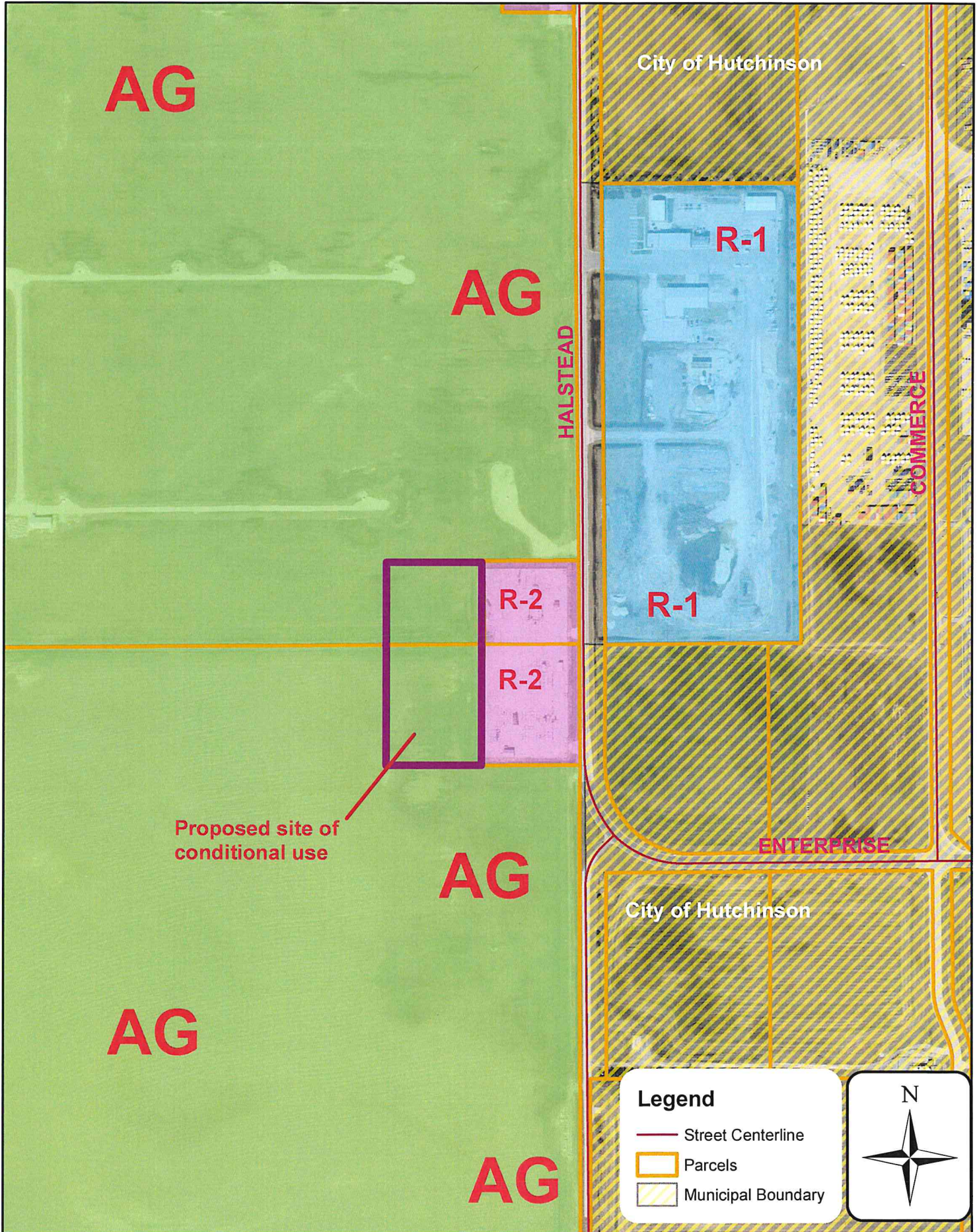
The humming sound many people associate with a substation comes from the transformer. Today's transformers are significantly quieter than old ones. As with any sound, it dissipates with distance from the source.

We have contacted the Kansas Department of Wildlife & Parks, the U.S. Fish & Wildlife Service, and the Kansas State Historical Society and ask them to assess the impact of our project on threatened and endangered species and nearby historical sites.

Standard sediment and erosion control measures will be used during construction. Crushed rock inside the substation and grass outside will provide permanent erosion control.

Evergny is pleased that the location and design of the proposed substation will ensure an adequate supply of electricity to our customers and yet minimize the impact on the surrounding area.

Parcel/Zoning Map
Case #2022-11



AG

AG

HALSTEAD

City of Hutchinson

R-1

COMMERCE

R-2

R-1

R-2

Proposed site of conditional use

AG

ENTERPRISE

City of Hutchinson

AG

AG

Legend

- Street Centerline
- ▭ Parcels
- ▨ Municipal Boundary





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

Don Brittain, Director

Date: December 20, 2022

To: Reno County Board of County Commissioners

From: Mark Vonachen, CFM – County Planner II

Subject: Case #2022-11 – Cargill, Inc., (Applicant: Evergy – Jessica Keck). Legal Description: Approximately 4.34 acres of land located in the NE ¼ & SE ¼ - Section 20 – T23S, R5W in Clay Township and further described as part of PIN #'s 1342001001003000 & 1342004001002000. The parcels are located on the west side of S. Halstead Street, approximately one-half mile south of the intersection of S. Halstead Street and E. Avenue G. There is no physical address to the property or the existing substation.

Who: Owner: Cargill, Inc. c/o Property Tax Department #26
P.O. Box 5626, Minneapolis, MN 55440

What: This is a conditional use permit request to expand an existing electrical substation on vacant land to the west. The floodplain designation for the property is Shaded Zone X which is an area identified within the .2% Annual Flood Hazard Chance or 500-year floodplain designation.

Why: The parcel is currently zoned AG – Agricultural District. The owner requests a conditional use permit on the above identified property for the purpose of expanding an existing electrical substation on vacant land to the west. All proposed land use activities other than agricultural and single-family residential require a conditional use permit.

This report and recommendation were prepared prior to the public hearing.

BACKGROUND

The applicant requests a conditional use permit on an approximately 4.34 acres of land for the purpose of expanding the existing electrical substation which is located directly to the east. If the conditional use permit is approved, no zoning permit is required to construct the substation. A zoning permit is required to construct any building that is 120 square feet in size or greater.

The applicant states the proposed substation will increase the reliability, serviceability, and load growth of the electrical system within the County and surrounding area.

Acquisition of the property is planned for early 2023 pending approval of the conditional use permit. If approved, construction on the substation is scheduled to begin in 2023 and be in service by late 2025.

The entire substation will be enclosed with an eight-foot-high chain link fence topped with three strands of barbed wire. An existing high pressure gas line owned by Southern Star exists on the property. This gas line is proposed to be relocated according to the site plan. Notice of this public hearing was sent to Southern Star. No comments were received by Southern Star.

The property will be unmanned except during the construction phase of the project and then on an as needed or monthly basis for maintenance and repairs. Outside of emergency repair situations, maintenance of the property will occur during normal business hours.

A state erosion control permit may be required from the Kansas Department of Health and Environment (KDHE) due to the amount of disturbed land. Areas outside of the fenced substation will be graded and seeded.

If any long-term storage is planned within the fenced area, that will be screened from adjacent properties and roadways.

As indicated earlier in the report, this property is located within the .2% annual flood hazard chance. The .2% floodplain designation is advisory only, not regulatory. This means no floodplain permit is required for the development. The applicant is advised that this area could flood during a .2% storm event and they need to take any necessary precautions to avoid the substation being damaged by a flooding event.

As part of the conditional use permit application, a series of questions and answers were provided to assist the Planning Commission and Governing Body in better understanding the proposal.

**SUMMARY OF RELATED REQUIREMENTS FOR:
AN ELECTRICAL SUBSTATION IN AN AG ZONING DISTRICT**

1. **Land Use Category**

This parcel is currently zoned AG – Agricultural District. All proposed land uses that are neither agricultural nor single family residential in nature require an approved conditional use permit.

2. **Yard Requirements – Article 13**

Any new building 120 square feet or greater in size shall meet the following minimum setbacks:

Front Yard:	50' from the road right of way
Side Yard:	30' from the north and south property lines
Rear Yard:	30' from the west property line

A substation is not considered a building so it does not require a zoning permit or require compliance with the setback requirements. The site plan does not show any new buildings on the proposed expansion parcel.

3. **Performance Standards – Article 9**

The following performance standards are found under Article 9-104 and are relevant to the issuance of a conditional use permit for an electrical substation:

- No smoke, radiation, vibration or concussion, or heat shall be produced that is perceptible outside a building, and no dust, fly ash, or gas that is toxic, caustic or obviously injurious to humans or property shall be produced.
- No activity shall be permitted that creates any off-site electrical disturbance.
- Light sources shall be controlled or hooded so that light is directed away from any adjoining residentially zoned property or public streets.

The application discusses these performance standards and demonstrates the proposal complies with the standards. Although the existing substation is zoned residential, the land use is not. The nearest residential dwelling is approximately a half-mile to the north. Lights will be focused inside the fence and not onto S. Halstead Street.

4. **Parking, Paving, and Loading Requirements – Articles 10 & 11**

An electrical substation is not a specified land use in the parking regulations. The zoning regulations do not list any other land use that is similar. Therefore, staff has determined that parking regulations do not apply to this type of land use.

In reviewing the existing substation and the proposed expansion, there is enough area within the facility to park vehicles on the property and not within the S. Halstead Street right-of-way. The applicant also states adequate space is available on the access drive and within the facility to park maintenance vehicles.

The conditional use permit process permits the Planning Commission and Governing Body to require designated parking spaces if it is determined to be necessary for this type of land use.

Staff concludes the designation of parking stalls is not required for this type of land use.

There is adequate space to park maintenance vehicles on the property.

Designation of an off-street loading space or requiring the parking area be paved are not applicable to this petition since parking stalls have been determined to not apply to this land use.

5. **Sign Requirements – Article 12**

No permit is required for any sign. Any sign must be located outside of the road right-of-way. Any electronic sign shall comply with the sign code regulations.

The existing facility has several small cautionary and danger signs attached to the existing chain link fence.

6. **Landscaping**

The county has no specific requirements in the zoning regulations regarding landscaping. However, under the conditional use permit review process, the Planning Commission can require landscaping, buffering, and screening be installed to lessen the impact of a development on a neighborhood. The existing substation and the proposed substation have no landscaping.

Due to the type of land use on the property and the lack of residential dwellings in the area staff recommends no landscaping be required.

Any landscaping should be installed at the owner's discretion.

7. **Lighting**

The owner states yard lights for the substation will be switch operated and have the light focused inside the fence lines.

There are no single-family dwellings for about one-half mile. Lighting on the property should be focused onto the property as indicated, and not shine unnecessarily onto S. Halstead Street.

8. **Fencing**

There are no fence regulations except for instances when a sight triangle is involved or as a conditional use permit requirement. There is no sight triangle associated with this parcel.

The applicant indicates an eight-foot-high chain-link fence with three stands of barbed-wire will be installed on the property. The total height of the fence will be nine feet. The fence will not be on the property line but will enclose all necessary equipment to assist in protecting the area from unauthorized entrance.

The proposed gas line re-location and easement will be outside of the fenced area. Staff recommends the applicant install the fence as indicated on the site plan.

9. **Height Limitations – Article 13**

There is no maximum height for a building in the AG zoning district. The applicant states the maximum height of the equipment on the property is about 35-feet not including the poles that connect to the transmission lines and the lightening protection masts.

FACTORS

The Planning Commission may recommend approval/denial of a Conditional Use and the Governing Body may approve/deny such Conditional Use using the following factors as guidelines:

1. *Whether approval of the Conditional Use would be consistent with the intent and purpose of these regulations.*

The intent and purpose of the regulations is to provide flexibility in approving non-residential land uses which may not have a significant impact on the neighborhood if certain conditions are met and to implement the eleven purposes found in Article 1-102.

In reviewing the eleven purposes of the Zoning Regulations found under Article 1-102, staff concludes approval of the conditional use permit would be consistent with the intent and purpose of these regulations.

The most important purposes found in the regulations that support this factor are:

- To promote the health, safety, comfort, and general welfare of the citizens of Reno County, Kansas.
- To facilitate the adequate provisions of transportation, water, sewage, schools, parks, and other public improvements and services, and to carry out the goals and objectives as set forth in applicable laws of the State of Kansas and the Comprehensive Plan for Reno County, Kansas.
- To inform the public regarding future development in Reno County, Kansas, thereby providing a basis for wise decisions with respect to such development.

2. *Whether the location of the proposed use is compatible to other land uses in the surrounding neighborhood.*

To the north, south, and west is agricultural land owned by Cargill, Inc. zoned AG. To the east is an operations yard owned by KDOT zoned R-1, the existing substation zoned R-2, and an industrial park located within the Hutchinson City Limits.

The main land uses in this area are agricultural and industrial. No single-family residences exist in this area for about one-half mile.

This proposed land use could be considered compatible to other surrounding land uses based on the fact there is an existing substation directly to the east of the proposed expansion and the location is near an industrial park. Due to the industrial nature of this area no single-family dwellings should be impacted by this proposed expansion of an adjacent existing land use.

3. *Whether the proposed use places an undue burden on the existing transportation and service facilities in the area affected and, if so, whether such additional transportation and service facilities can be provided.*

S. Halstead Street is an asphalt road maintained by both the City of Hutchinson and Clay Township. This road dead-ends as it does not exit out onto State Highway 50 but vehicles can utilize Enterprise Drive to enter and exit the area. The majority of traffic utilizing this road is generated by people working or making deliveries at the industrial park. It could be assumed a majority of people will utilize the entrance off of S. Airport Road to make deliveries to the industrial park.

Once completed, the substation will not generate any increase in traffic. The substation will be unmanned except for monthly routine maintenance or an emergency.

The substation does not require water, sewer, or additional services.

Staff concludes no undue burden on transportation or service facilities is expected with this proposed land use. This conclusion is based on the fact that there is adequate parking on the parcel to serve all maintenance vehicles, the substation will for the most part be unmanned, and if sewer or water becomes necessary, facilities from the City of Hutchinson are available for the applicant to connect to these systems.

4. *Whether the proposed use is made necessary or desirable because of changed or changing conditions in the area affected.*

This area consists of large parcels outside and within the City Limits of Hutchinson. These city parcels are currently vacant but are designated for industrial land uses. Parcels located outside the city limits could apply for a conditional use permit for an industrial land use. Due to the location of this substation and its proximity to city services, other parcels, both inside and outside the city limits have the potential for any type of desired land use.

These potential land uses could increase the load of the electrical system in the County and surrounding area. This proposal has a goal of increasing the reliability, serviceability, and load on the electrical system in the area.

Due to the potential for further development in this area, staff concludes this proposed use is made necessary because of changing conditions in the area affected.

5. *The length of time the subject property has remained vacant or undeveloped as zoned: provided, the use of land for agricultural purposes shall be considered as viable use of the land and not be considered as allowing the land to be vacant or undeveloped.*

This parcel is currently vacant and used for agricultural purposes. This parcel is adjacent to an existing electrical substation. The current owner, Cargill, Inc., is aware of this proposal and has agreed to sell the property to the applicant for the proposed substation expansion.

6. *Whether the applicant's property is suitable for the proposed use.*

This parcel is 4.34 acres in size. The owner has determined this acreage is enough to meet their current needs. In reviewing the site plan, the parcel is large enough to accommodate the proposed land use and possibly any future expansion of the land use. No wastewater system or well is proposed for the property so there are no concerns with compliance with the Sanitation Code.

Staff concludes the property is suitable for the proposed use.

7. *Whether the proposed Conditional Use would be in conformance to and further enhance the implementation of the Comprehensive Plan.*

Chapter 9 discusses the goals, objectives, and policies of the County.

Under the goals for Socio-Economic Development there are several specific objectives that show this proposal is compatible with the Comprehensive Plan. Those goals are as follows:

- Assist in the identification of appropriate sites for business and industrial growth and assist in extending public facilities and services to these sites as appropriate or necessary. The primary focus should be to develop sites within the existing cities and not in the rural area of the county so full utility support from the cities may occur and the tax base for the city also grows.

Under the goals for Utilities there is one specific objective that shows this proposal is compatible with the Comprehensive Plan. That goal is as follows:

- Promote the extension of utility systems to provide safe and affordable utility services to the residences of the County.

Under the goals for Land Use there are two specific objectives that shows this proposal is compatible with the Comprehensive Plan. That goal is as follows:

- Minimize land use incompatibilities and ensure that adjacent developments are comparable in density and quality; thereby providing for a smooth transition between land uses.

Other objectives not listed here may appear to be in favor or against the petition. When reviewing these and all other relevant objectives, staff concludes the petition complies with the goals and objectives of the Comprehensive Plan. The goals in favor of the petition

outweigh the goals that may be against the petition. This conclusion is based on the intensity of the proposed land use and the possible effects the land use could have on the surrounding neighborhood.

8. *Whether the relative gain to the public health, safety, and general welfare outweighs the hardship imposed on the applicant by not upgrading the value of the property by approving the proposed Conditional Use.*

Staff concludes the relative gain to the public health, safety, and general welfare outweighs the hardship imposed on the applicant by not upgrading the value of the property and approving the conditional use. This conclusion is based on the following factors:

- Approving the conditional use permit will increase the reliability and serviceability of electricity for all residential, commercial, and industrial customers in the area.
- Approving the conditional use permit will provide the applicant the ability to perform maintenance on the transmission lines and equipment without subjecting customers to temporary outages.
- Approving the conditional use permit will assist in permitting this area to grow and the applicant having the capability of servicing the electrical needs of the potential growth. This area is next to the Hutchinson industrial park where there are vacant lots ready for construction.
- The owner (Cargill) still has use of the property as agricultural land. Failure to approve the conditional use permit means the existing land will not be sold for a substation and will remain in agricultural production.

9. *Whether the proposed Conditional Use, if it complies with all the conditions upon which the approval is made contingent (as authorized in Article 15 of these Regulations), will not adversely affect the property in the area affected.*

In reviewing the application and site plan, staff concludes if certain conditions are approved, this substation expansion should not adversely affect surrounding properties or the neighborhood.

Staff concludes that if the conditional use permit complies with all the conditions of approval, the land use will not adversely affect the property in the area affected. This conclusion is based on the fact there is an existing substation in the area currently. This expansion is further to the west and away from the existing road and other developments. The surrounding area is mainly agricultural and industrial land uses with no residential dwellings within an approximate half-mile.

10. *Such other factors as may be relevant from the facts and evidence presented in the application.*

As part of Article 20-103 of the Zoning Regulations, this application was emailed to the Hutchinson Planning Department because it is located within their one-mile notification

area. No written response was received from the city regarding the proposal as of the date of this report.

Notice of this public hearing was emailed to Southern Star Central Gas Pipeline Company on November 9, 2022, for the purpose of seeking input on whether the proposed 50-foot gasline utility easement shown on the site plan was sufficient for their needs. No response was received from Southern Star as of the date of this report.

11. *The recommendation of the permanent or professional staff.*

STAFF RECOMMENDATION:

Staff recommends **APPROVAL** of this request for a conditional use permit to expand an existing electrical substation on land zoned AG based on the following factors and conditions:

1. Whether approval of the Conditional Use would be consistent with the intent and purpose of these regulations.
2. Whether the location of the proposed use is compatible to other land uses in the surrounding neighborhood.
3. Whether the proposed use places an undue burden on the existing transportation and service facilities in the area affected and, if so, whether such additional transportation and service facilities can be provided.
4. Whether the proposed use is made necessary or desirable because of changed or changing conditions in the area affected.
5. The length of time the subject property has remained vacant or undeveloped as zoned: provided, the use of land for agricultural purposes shall be considered as viable use of the land and not be considered as allowing the land to be vacant or undeveloped.
6. Whether the applicant's property is suitable for the proposed use.
7. Whether the proposed Conditional Use would be in conformance to and further enhance the implementation of the Comprehensive Plan.
8. Whether the relative gain to the public health, safety, and general welfare outweighs the hardship imposed on the applicant by not upgrading the value of the property by approving the proposed Conditional Use.
9. Whether the proposed Conditional Use, if it complies with all the conditions upon which the approval is made contingent (as authorized in Article 15 of these Regulations), will not adversely affect the property in the area affected.
10. Such other factors as may be relevant from the facts and evidence presented in the application.
11. The recommendation of the permanent or professional staff.

Staff recommends the following conditions of approval:

1. The property shall be developed as per the submitted site plan and supporting application dated November 3, 2022.
2. The applicant shall maintain the fencing identified on the plan of operation at all times.
3. Applicant shall meet all applicable Federal, state, and local regulations.

4. Reno County reserves the right to rescind this conditional use upon any violation of County Regulations, conditions governing this approval, or require a review of the conditional use permit for uses of the parcel that may not be consistent with the approval.

Staff sent letters to five different property owners. Nobody responded in favor or against the petition.

Written comments are only accepted in the official record. Verbal comments and contacts of staff are not entered into the official record in order to avoid misinterpretations.

The County Commission may make a motion to:

1. Approve the conditional use permit request as submitted.
2. Approve/amend the conditional use permit request with conditions.
3. Deny the conditional use permit request as submitted.
4. Return to staff the conditional use permit request for further information.

On December 15, 2022, the Planning Commission conducted a public hearing on this petition.

Jessica Keck, 818 S. Kansas Avenue, Topeka, KS 66612, stated the substation expansion is located southeast of Hutchinson. They will use the existing entrances off of Halstead Street and expand behind the existing property to allow for more equipment. This will increase the reliability in the area and provide for additional load for potential growth. The property is currently owned by Cargill but Evergy has an option to purchase the land.

Ms. Keck showed slides of the area. She identified the various kV transmission lines that enter the existing substation and stated this is an ideal location to expand the substation. There is an existing high pressure gas line on the expansion area. Evergy is currently working with Southern Star Gas Company to re-route the gas line around the proposed expansion area because the gas line cannot go under the substation equipment. The gas line will be re-routed at Evergy's cost. The expansion will have an eight-foot chain link fence with three stands of barbed wire for an extra foot of height. The tallest structure inside the substation is 35 feet, not including the transmission poles. Currently the poles are about 80-85 feet tall. Construction of the substation will be complete and in service by 2025.

Commissioner Jorns questioned the location of the underground pipeline and if the re-location has been taken care of.

Ms. Keck pointed to the site plan and showed the location of the pipeline and where it will be relocated. Evergy will provide Southern Star and easement so they can get into the property and maintain the gas line.

Chairman Goertzen confirmed the pipeline currently runs just west of the existing substation.

Ms. Keck said yes and pointed to the gas line on the site plan.

Commissioner Macklin asked what the size of the pipeline is.

Ms. Keck was unsure of the actual size of the pipeline. They have worked with Southern Star to ensure the re-routing of the pipeline conforms to Southern Star requirements.

Vonachen presented the staff report and showed slides of the property.

Commissioner Macklin asked when the project is to be completed.

Ms. Keck said the end of 2025.

Commissioner Strand questioned how the Planning Commission would handle a situation where a utility company wants to put up walls or other protection devices to guard against an attack. In an industrial area this is probably not a concern but if this was in a residential neighborhood that could be a concern. Commissioner strand is concerned a substation would be subject to an attack.

Vonachen responded that those concerns are outside of the realm of the Planning Commission process. This is something that Evergy would address in the development and protection of their facility. Outside of requiring fencing and a locking gate, the additional protection of the facility is something for Evergy's to address and not necessarily the Planning Commission.

Ms. Keck added the company is always looking into what might happen or what the next steps forward are in securing a facility. Security is always being discussed at the top level of the company.

Commissioner Macklin commented he sees the positives of expanding the substation for future growth of the County.

After the staff report, Chairman Goertzen invited audience members to address the Planning Commission.

Nobody from the audience members present addressed the Planning Commission.

Chairman Goertzen asked the applicant and staff for any rebuttal statements.

Neither the applicant nor staff had any rebuttal statements.

Chairman Goertzen closed the public hearing.

The Planning Commission had no further comments or concerns regarding the proposal.

Commissioner Macklin moved that Case Number 2022-11, the request by Cargill, Inc., (Applicant: Evergy) requesting a conditional use permit from the Reno County Zoning Regulations to expand an existing electrical substation on two parcels of land zoned AG – Agricultural District be approved based on the eleven factors and four conditions listed in the staff report and as heard at this public hearing.; seconded by Commissioner Seltzer.

The motion passed by a 7-0 vote (Yes: Strand, Shafer, Seltzer, Macklin, Jorns, Martin, and Goertzen).

ACTION REQUIRED

Motion to (accept/deny/return to the Planning Commission for further discussion) the Planning Commission’s recommendation to approve the proposed conditional use permit.

ATTACHMENTS

Application
Comments
Zoning and property ownership map
Site plan



Comments
Cargill, Inc. (Applicant: Evergy)
Case #2022-11

RENO COUNTY DEPARTMENTS

Reno County Health Department – Darcy Basye

No comment, as the proposed plans do not have private water wells or a need for a private wastewater system.

Reno County Fire District #8 – Todd Strain – Assistant Fire Chief

See included letter.

OTHER AGENCIES

None

WRITTEN PUBLIC COMMENTS – IN FAVOR OF THE PETITION

None

WRITTEN PUBLIC COMMENTS – NEUTRAL ON THE PETITION

None

WRITTEN PUBLIC COMMENTS – AGAINST THE PETITION

None



Reno County Fire District # 8
206 W 1st Ave
Hutchinson, KS 67501

December 7, 2022

Mark Vonachen
Reno County Planner
600 Scott Blvd
South Hutchinson, KS 67505



Mark,

We have reviewed the package on case number 2022-11, a request by Cargill, Inc., (Applicant: Evergy – Jessica Keck) for a conditional use permit to expand an existing electrical substation on a portion of two parcels of land.

After review of this application, we find nothing in our area that would preclude this application from being approved as long as:

- 1) Southern Star's gas line is properly accounted for in the rerouting
- 2) The appropriate Fire District is provided contact information, response planning and training.

Todd Strain
Assistant Fire Chief
Reno County Fire District # 8
rnc0863@gmail.com



AGENDA ITEM

AGENDA ITEM #6.H

AGENDA DATE: January 9, 2023

PRESENTED BY: Megan Davidson, Director of Solid Waste

AGENDA TOPIC:

Declare equipment/property at the Solid Waste Department as Surplus property to be sold on Purple Wave

SUMMARY & BACKGROUND OF TOPIC:

The Reno County Solid Waste Department has a handful of used equipment/property that has come to the end of its life cycle and can be declared as surplus property and be sold on Purple Wave. The list is included below:

Solid Waste Property Declared Surplus to sell through Purple Wave

1. 2000 Volvo Dump Truck WG64 VIN:4V5JC2HE8YN869631 with snow plow and sand spreader
2. Bobcat Brushcat Attachment
3. 2006 Kincaid 1200 G2 Hydromulcher
4. Aerator
5. 6" Diesel Trash Pump
6. Tiller Attachment
7. Mad Vac Trash Vacuum
8. Willbeck Disc
9. Reznor Waste Oil Shop Heater

ALL OPTIONS:

1. Approve the Equipment/Property listed to be sold at Purple wave auction
2. Deny the approval to declare the property as surplus and to be sold at purple wave auction.

RECOMMENDATION / REQUEST:


Approve the list of equipment/property as surplus items to be sold on purple wave auction.

POLICY / FISCAL IMPACT:

Disposition of Surplus policy attached.

Solid Waste Property Declared Surplus to sell through Purple Wave

1. 2000 Volvo Dump Truck WG64 with snow plow and sand spreader
2. Bobcat Brushcat Attachment
3. 2006 Kincaid 1200 G2 Hydromulcher
4. Aerator
5. 6" Diesel Trash Pump
6. Tiller Attachment
7. Mad Vac Trash Vacuum
8. Willbeck Disc
9. Reznor Waste Oil Shop Heater

	SUBJECT: Disposition of Surplus Reno County Property	
	ENABLING RESOLUTION: 07-16	PAGES: 4
	RESOLUTION DATE: May 30, 2007	
RELATED POLICIES:	REVISED RESOLUTION & DATE:	
	OFFICE PRIMARILY RESPONSIBLE: Maintenance / Purchasing	

I. PURPOSE

This policy establishes guidelines for the identification and disposition of surplus property, including personal and real property owned by Reno County.

II. POLICY STATEMENT

Real and personal property owned by Reno County represents a considerable investment of public funds. Procedures and safeguards provided herein are designed to encourage efficient utilization of property, establish managerial control, and provide for the efficient disposition of property deemed as surplus in accordance with this policy or other applicable restrictions governing the disposition of such property.

It is the policy of Reno County to dispose of surplus property in a manner which provides the greatest monetary return to County government or which serves some valid public purpose.

III. DEFINITIONS

- Surplus Property Real or personal property owned by Reno County which is no longer needed due to changing service requirements, damage, wear, or because the property has become obsolete or redundant to the County's needs.

- Personal Property Movable items, including equipment, vehicles, machinery, furniture, fixtures, tools or other moveable, physical goods are considered personal property.

- Real Property Real estate, including land, easements, buildings and related permanent, immovable assets affixed to land are considered real property.

IV. **PROCEDURES**

A. Personal Property

1. Each Department Director respectively will determine whether department property has become Surplus Property. The director will also determine how the Surplus Property was acquired, and whether a transfer or disposition is subject to any restrictions due to the original source of funding. Examples include, but are not limited to, federal or state grant requirements or other statutory restraints.

2. The Director will notify the Maintenance/Purchasing Director of available Surplus Property. The Maintenance/Purchasing Director will ensure that Surplus Property is made available to other County departments before sale or other disposition in order to maintain the maximum economic utility from such property.

3. If Surplus Property is not transferred to another County department, the Director of Maintenance/Purchasing will determine the value of the Surplus Property. In those instances where the Maintenance/Purchasing Director determines Surplus Personal Property to be damaged, worn out, obsolete, or where the expected sale proceeds do not justify the costs of sale, the Director shall have the authority to dispose of such Surplus Property in the County's landfill or at a recycling facility, if available.

4. If the Maintenance/Purchasing Director determines the Surplus Property to have a value justifying the costs of sale, the Director will provide this information to the Board of County Commissioners who may declare the item or items to be "Surplus County Property" and authorize sale or disposal. Such action will be duly recorded in the official Minutes of the governing body.

5. After the property has been declared Surplus County Property, it may be disposed of through the most efficient and economical method likely to maximize returns, which shall include, but are not limited to, live public auction, online public auction, trade-in, sealed bid, fixed price, private negotiation or any other method deemed most beneficial to the County; Provided, if the cumulative value of Surplus Property is estimated to exceed \$10,000.00, the method of disposal shall be approved by the Board of County Commissioners. It is further provided that if the cumulative value of Surplus Property is estimated to be less than \$10,000.00, the Director of Maintenance/Purchasing may use any method of disposal which in his or her discretion is the most efficient and economical method to maximize the proceeds of sale.

6. Following the sale or other disposition of Surplus County Property, notification shall be provided to the Board of County Commissioners regarding the method of disposition, description of the property, the time and date of sale, the recipient of the property and the value received. Such notification may also be published on the County's website.

7. County Property which is traded to a vendor in exchange for new or used property of like kind, such as motor vehicles, shall not be considered Surplus Property whose sale, disposition or transfer is subject to the terms of this policy.

B. Real Property

1. Sale or disposition of real property shall be coordinated by the County's Fiscal Administrator. The Fiscal Administrator shall be responsible for obtaining the current fair market value of the real property and shall gather and retain information regarding the location and size of the property, zoning, and any restrictions, covenants, encumbrances, etc. that remain attached to the parcel.

2. Real property may be disposed of through live public auction, public online auction, sealed bid, negotiated sale, or any other method approved by the Board of County Commissioners.

3. Following sale or disposition of real property, notification shall be provided to the Board of County Commissioners regarding the method of disposition, description of property, time and date of sale, recipient of property and value received. Such notification may also be published on the County's website.

4. Following disposition of real property, the Fiscal Administrator will be responsible for updating any relevant financial records and for notifying the County's Risk Manager for the update of insurance and risk management information.

C. Public Notice

Public notice of the sale or disposition of Surplus Property may vary depending upon the nature of the Surplus Property and the method of sale. Public notices may be given by posting on the County's website, by publication in the official County newspaper, or by any other mechanism deemed appropriate under the circumstances to allow public participation or notification. Inclusion of items on the Board of County Commissioners agenda shall constitute sufficient public notification. When the cumulative value of Surplus Property to be offered for sale exceeds \$5,000.00, the form of public notice shall be approved by the Board of County Commissioners.

D. Legal Review

All contracts, deeds, and related documents must be reviewed and approved by the County Counselor prior to the disposition of real or personal property.

E. Donations

Notwithstanding any provisions to the contrary, surplus property may be donated to other governments or non-profit organizations if, in the opinion of the Board of County Commissioners, doing so serves the best interest of the County. Donations of County owned property shall require approval of the Board of County Commissioners through the established agenda process. The agenda item shall include a description of the property, recipient, date of transfer, and estimated fair market value. Donation of Surplus Property acquired with proceeds of a dedicated mill levy may be prohibited without compensating the dedicated fund for the fair market value of the Surplus Property.

F. Conflicts of Interest

County employees shall be permitted to participate as buyers in public sales of Surplus County property only. Consistent with ethical conduct, County employees shall not take advantage to gain personal benefit from such transactions.

G. Exceptions

Exceptions to or waivers of this policy may be approved by the Board of County Commissioners on an individual basis.



AGENDA ITEM

AGENDA ITEM #6.I

AGENDA DATE: January 9, 2023

PRESENTED BY: Megan Davidson, Director

AGENDA TOPIC:

Authorize the County Administrator to sign the title for the 2000 Volvo WG64 Dump Truck with VIN 4V5JC2H8YN869631

SUMMARY & BACKGROUND OF TOPIC:

The 2000 Volvo WG64 Dump Truck has been in the County Fleet since September 22, 1999. This 2000 Volvo Dump Truck VIN: 4V5JC2H8YN869631 is being declared surplus property to be sold at purple wave auction.

ALL OPTIONS:

Approve the authorization for the County Administrator to sign the title for the 2000 Volvo Dump Truck WG64

RECOMMENDATION / REQUEST:

Approve the County Administrator to sign the title for the 2000 Volvo Dump Truck WG64 VIN: 4V5JC2H8YN869631

POLICY / FISCAL IMPACT:

N/A



AGENDA ITEM

AGENDA ITEM #6.J

AGENDA DATE: January 9, 2023

PRESENTED BY: Adam Weishaar, Emergency Management Director

AGENDA TOPIC:

Approve and adopt a new burn Resolution, replacing resolution 2017-12

SUMMARY & BACKGROUND OF TOPIC:

This was a discussion item on the December 13, 2022, BOCC meeting.

Several months ago, we began drafting a new burn resolution. The attached resolution had been reviewed and edited by all of the fire chiefs in Reno County, the Kansas Forest Service, NRCS, Conservation District, District Attorney's Office, County Counselor, and Emergency Management.

The biggest changes to the burn resolution are:

1. Requiring a burn permit before initiating a burn, on each parcel of land. A free burn permit can be acquired by filling it out on the County's website.
2. Due to large fires in 2022, standalone brush piles also have more stringent requirements than the previous resolution.
3. Violation of this charter resolution, upon conviction, is a class B misdemeanor.

ALL OPTIONS:

Approve and adopt the new resolution

Draft a different resolution

Continue to use 2017-12 that is in place.

RECOMMENDATION / REQUEST:

Approve and adopt new resolution to take effect after publication.

POLICY / FISCAL IMPACT:

There are not any policy/fiscal impacts

RESOLUTION NO. _____

A RESOLUTION PERTAINING TO OPEN BURNING AND ESTABLISHING REQUIREMENTS, RESTRICTIONS AND PROHIBITED ACTS WITH RESPECT THERETO; AND RESCINDING RESOLUTION NO. 2017-12

WHEREAS, K.S.A. 19-101a, et seq., authorizes the Board of County Commissioners to transact all county business and to perform all powers of local legislation and administration it deems appropriate; and

WHEREAS, on, May 30, 2017, the Board of County Commissioners of Reno County adopted Reno County Resolution No. 2017-12, a Resolution which established notification requirements for open burning and certain rules with respect thereto; and

WHEREAS, the Board of County Commissioners desires to provide substitute legislation with respect to Resolution No. 2017-12; and

WHEREAS, the Board of County Commissioners of Reno County, Kansas, pursuant to K.S.A 19-101 (b) hereby enact the following prohibitions and penalties hereinafter set forth in this Resolution finding that the same does not conflict with existing state law uniform to all counties and enhances the penalties provided by law.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF RENO COUNTY, KANSAS, that the following regulations, restrictions and prohibited conduct be adopted in Reno County, Kansas:

SECTION 1 – DEFINITIONS: “Open Burning” shall mean for purposes of this Resolution the burning of brush, structures and construction debris, trash, and debris piles.

“Agricultural Open Burning” shall mean the open burning of vegetation such as grass, woody species, crop residue and other dry plant residue for purpose of crop, range, pasture, wildlife, or other watershed management.

Recreational Burning” shall mean burning conducted in a safe container with cover sufficient to prevent embers from escaping, outdoor fireplaces, chimineas, and fire pits. This shall not include cooking fires or burning for ceremonial purposes; provided, such fires are manageable and attended by a responsible person.

“Reasonable Person” shall mean a responsible, competent individual of majority age who is not under the influence of alcohol or other intoxicating substances.

SECTION 2 – This Resolution shall be applicable in the unincorporated area of Reno County, Kansas. This resolution may be adopted by any incorporated city inside the county. Burning within the boundaries of a Kansas State Park or federally owned land conducted in compliance with the rules and regulations set forth by such State Park or federally owned land shall be presumed safe in the absence of evidence to the contrary.

SECTION 3 – No person in an individual capacity or on behalf of a corporation, LLC, partnership, or other legal entity, shall conduct, permit, or allow Open Burning or Agricultural Open Burning when prohibited by this Resolution or when conducted in violation of the requirements hereinafter prescribed.

- a. Prior to commencement of Open Burning or Agricultural Open burning, the party responsible for the burn shall obtain a burn permit for each parcel they intend to burn. The permit can be obtained from www.renogov.org. Each burn permit is valid from the date of issuance through the whole year, expiring December 31 of the year in which it is issued.
- b. The holder of the burn permit shall notify Hutchinson/Reno County Emergency Communications Center (HRCEC) by telephone at 620-694-2800 of his or her intent to burn and shall provide his or her name, address, telephone number, permit number, and the location, nature, and circumstances of the proposed burn. Failure to provide prior notification of intent to burn as herein provided shall constitute a violation of this Resolution and subject the violator upon conviction to the penalties specified at Section 7.

HRCEC personnel shall advise the caller of the existence of any burn ban then in effect in Reno County and if the weather conditions are not favorable for burning.

- c. The location for Open Burning, and Agricultural Open Burning shall not be less than 50 feet from any structure, and provisions shall be made to prevent the fire from spreading to within 50 feet of any structure.
- d. Open Burning, Agricultural Open Burning, and Recreational Burning are prohibited when any of the following factors are applicable, to wit:
 - 1) When a burn ban is in effect;
 - 2) When the wind speed is more than 15 mph as applied to Open Burning only;
 - 3) When the grassland fire danger index is VERY HIGH; OR ABOVE anytime during the day of the burn;
 - 4) When Open Burning or Agricultural Burning will commence earlier than one hour before sunrise or later than two hours prior to sunset;
 - 5) When a burn creates a safety hazard at an airport or a traffic safety hazard.
- e. Stand-alone brush piles may not be commenced when the fire index is forecasted to be VERY HIGH or ABOVE anytime during the 72 hours after ignition. Brush piles will have at least a one hundred (100) foot fire break from any combustible material or structures. City and County owned brush sites may be exempt from Section 3d, provided the jurisdiction having authority conducts a site inspection and approves the burn.

- f. No open burning or agricultural open burning may be commenced later than thirty (30) minutes following notification of the proposed burn to the Emergency Communications Center.
- g. For Agricultural Open Burning, brush piles within the burn area must be a minimum one hundred (100) feet from all property lines. A fire break of at least thirty (30) feet on all sides of the field proposed to be burned shall be provided by the responsible person.
- h. For Open Burns, adequate clearance from combustible materials unintended for burning and a minimum of one hundred (100) feet from all structures shall be provided and maintained by the responsible party.
- i. Open Burning materials shall not include heavy smoke-producing materials, such as heavy oils, tires, pallets, railroad, and bridge lumber, treated lumber, plastics, or rubber.
- j. The responsible person shall ensure that all Open Burning, Agricultural Open Burning, and Recreational Burning conducted shall be supervised at all times by a reasonable person until the threat of fire has been eliminated.
- k. In any prosecution for violation of this Resolution made pursuant to Section 7 below, it shall be prima facie evidence that the person who owns or controls the property on which burning occurs has caused or permitted the open burning.

SECTION 4 – TEMPORARY BURN BAN: In addition to other burn ban authority, the County Emergency Management Director (the “Director”) or the County Fire Administrator (the “Fire Administrator”) in the absence of said Director, shall have the authority to issue a Temporary Burn Ban Order to be effective for up to twelve (12) hours. Said Order may be issued when in the discretion of the Director or the Fire Administrator insufficient fire apparatus or fire response personnel are available for emergency response. Temporary Burn Ban Orders shall be issued in written form and provided to HRCECC by hand delivery, by e-mail, or by fax. A District Fire Chief or his/her designee may temporarily prohibit an individual from burning for the remainder of the day if that individual was unable to properly maintain their burn.

SECTION 5 – BURN BAN: A burn ban can be put in place in the form of a local disaster declaration by the Board of County Commissioners. This burn ban shall pertain to all open burning and agricultural open burning in the unincorporated areas of the county.

SECTION 6 – No District Fire Chief or his designee shall have the authority to waive or contravene the provision of this regulation; PROVIDED, fire suppression activities supervised by Fire District personnel during an emergency response shall be exempt from the requirements of this regulation.

SECTION 7 – PENALTY. Any person or other entity who violates this Resolution shall upon conviction be guilty of a class B misdemeanor and shall be subject to a fine of not more

than One Thousand Dollars (\$1,000) or confinement in the Reno County Correctional Facility (Jail) for a period not to exceed 180 days, or both such fine and imprisonment. Further, in the discretion of the presiding Judge, any person convicted for violating this Resolution shall make restitution to property owners for actual damages and also to any Fire District for costs and expenses incurred by the Fire District and other firefighting and emergency personnel responding to the scene of the burn due to the conduct constituting the violation.

SECTION 8 – This Resolution supersedes and repeals Reno County Resolution 2017-12.

SECTION 9 – This Resolution shall be effective from and upon its adoption.

SECTION 10 – This Resolution shall be published one time in the official County newspaper and shall take effect upon said publication. Simultaneously with the effective date of this Resolution, Reno County Resolution No. 2017-12 is rescinded.

ADOPTED in regular session this _____ day of January, 2023.

BOARD OF COUNTY COMMISSIONERS OF
RENO COUNTY, KANSAS

DANIEL FRIESEN, Chairman

ATTEST:

Donna Patton, Reno County Clerk

RESOLUTION NO. 2017- 12

A RESOLUTION PERTAINING TO OPEN BURNING AND ESTABLISHING REQUIREMENTS, RESTRICTIONS AND PROHIBITED ACTS WITH RESPECT THERETO; AND RESCINDING RESOLUTION NO. 2016-07

WHEREAS, K.S.A. 19-101a, et seq., authorizes the board of county commissioners to transact all county business and to perform all powers of local legislation and administration it deems appropriate; and

WHEREAS, on April 5, 2016, the Board of County Commissioners of Reno County adopted Reno County Resolution No. 2016-07, a Resolution which established notification requirements for open burning and certain rules with respect thereto; and

WHEREAS, the Board of County Commissioners desires to provide substitute legislation with respect to Resolution No. 2016-07.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF RENO COUNTY, KANSAS, that the following regulations, restrictions and prohibited conduct be adopted in Reno County, Kansas:

SECTION 1 – DEFINITIONS: “Open burning” shall mean for purposes of this Resolution the burning of brush, structures and construction debris, trash and debris piles. “Open burning” shall not include burning conducted in a safe and fireproof container with cover sufficient to prevent embers from escaping, fire pits, warming fires, camp fires, or fires of similar recreational purpose, including open burning for cooking or ceremonial purposes; provided, such fires are manageable and attended by a responsible person.

“Agricultural Open Burning” shall mean the open burning of vegetation such as grass, woody species, crop residue and other dry plant residue for the purpose of crop, range, pasture, wildlife, or other watershed management.

SECTION 2 – This Resolution shall be applicable in the unincorporated area of Reno County, Kansas.

SECTION 3 – No person in an individual capacity or on behalf of a corporation, LLC, partnership or other legal entity, shall conduct, permit or allow Open Burning or Agricultural Open Burning when prohibited by this Resolution or when conducted in violation of the requirements hereinafter prescribed.

- a. Prior to commencement of Open Burning or Agricultural Open Burning, the party responsible for the burn shall notify Hutchinson/Reno County Emergency Communications Center (HRCECC) by telephone at 694-2800 of his or her intent to burn and shall provide his or her name, address, telephone number, and the location, nature and circumstances of the proposed burn. Failure to provide prior notification of intent to burn as herein provided shall constitute a violation of this Resolution and subject the violator upon conviction to the penalties specified at Section 6.

HRCECC personnel shall advise the caller of the existence of any burn ban then in effect in Reno County. HRCECC personnel are not expected to otherwise advise the caller with respect to burning eligibility or criteria.

- b. Open Burning and Agricultural Open Burning are prohibited when any of the following factors are applicable, to wit:
 - 1) When a burn ban is in effect;
 - 2) When the wind speed is less than 5 mph or more than 15 mph as applied to Open Burning only;
 - 3) When the grassland fire danger index is VERY HIGH OR EXTREME;
 - 4) When the burn will commence earlier than one hour before sunrise or later than two hours prior to sunset;
 - 5) When a burn creates a safety hazard at an airport or a traffic safety hazard.

- c. No open burning or agricultural open burning may be commenced later than thirty (30) minutes following notification of the proposed burn to the Emergency Communications Center.
- d. For Agricultural Open Burning, a fire break of at least twenty (20) feet on all sides of the field proposed to be burned shall be provided by the responsible party.
- e. For Open Burns, adequate clearance from combustible materials unintended for burning and a minimum of one hundred (100) feet from all structures shall be provided and maintained by the responsible party.
- f. Open Burning materials shall not include heavy smoke-producing materials, such as heavy oils, tires, pallets, railroad and bridge lumber, treated lumber, plastics or rubber.
- g. The responsible party shall ensure that all Open Burning and Agricultural Open Burning conducted shall be supervised at all times by a responsible, competent individual of majority age until the threat of fire has been eliminated.
- h. In any prosecution for violation of this Resolution made pursuant to Section 6 below, it shall be prima facie evidence that the person who owns or controls the property on which burning occurs has caused or permitted the open burning.

SECTION 4 – TEMPORARY BURN BAN. In addition to other burn ban authority, the County Emergency Management Director (the “Director”) or the County Administrator (the “Administrator”) in the absence of said Director, shall have the authority to issue a Temporary Burn Ban Order to be effective for up to twelve (12) hours. Said Order may be issued when in the discretion of the Director or the Administrator insufficient fire apparatus or fire response personnel are available for emergency response. Temporary Burn Ban Orders shall be issued in written form and provided to HRCECC by hand delivery, by e-mail, or by fax.

SECTION 5 – No District Fire Chief or his designee shall have the authority to waive or contravene the provision of this regulation; PROVIDED, fire suppression

activities supervised by Fire District personnel during an emergency response shall be exempt from the requirements of this regulation.

SECTION 6 – PENALTY. Any person or other entity who violates this Resolution shall upon conviction be guilty of a misdemeanor and shall be subject to a fine of not more than Five Hundred Dollars (\$500.00) or confinement in the Reno County Correctional Facility (Jail) for a period not to exceed thirty (30) days, or both such fine and imprisonment. Further, in the discretion of the presiding Judge, any person convicted for violating this Resolution shall make restitution for costs and expenses incurred by Fire District and other firefighting and emergency personnel responding to the scene of the burn due to the conduct constituting the violation.

SECTION 7 – This Resolution shall be published one time in the official County newspaper and shall take effect upon said publication. Simultaneously with the effective date of this Resolution, Reno County Resolution No. 2016-07 is rescinded.

ADOPTED in regular session this 30th day of May, 2017.

BOARD OF COUNTY COMMISSIONERS
OF RENO COUNTY, KANSAS



DAN DEMING, Chairman



RON HIRST, Member



BOB BUSH, Member

ATTEST:



Reno County Clerk

Revised 5/23/17



AGENDA ITEM

AGENDA ITEM #6.K

AGENDA DATE: January 9, 2023

PRESENTED BY: Don Brittain & Patrick Hoffman

AGENDA TOPIC:
K-61 Agreement with City of Hutchinson and KDOT

SUMMARY & BACKGROUND OF TOPIC:

Several years ago, the State of Kansas reclassified K-61 highway and assigned portions of the roadway to the City of Hutchinson and other portions to Reno County for maintenance and authority. Later, KDOT filed a deed appearing to grant certain portions of roadway to Reno County, however this deed did not align with the original agreement the County had entered into.

To alleviate the confusion and return all parties to the originally intended agreement, the Commissioners are asked to authorize the Chair to sign the agreement with KDOT and the Quit Claim deed to the City of Hutchinson to correct the title issues caused by the deed from KDOT.

ALL OPTIONS:

- Approve the Chair to sign the agreement and deed and cause same to be filed.
- Do not approve the chair to sign the agreement and deed

RECOMMENDATION / REQUEST:

Approve the Chair to sign the agreement and deed and cause same to be filed.

POLICY / FISCAL IMPACT:

No fiscal impact

PROJECT NO. \ _____
OLD K-61 REPAIR AND TRANSFER

AGREEMENT

THIS AGREEMENT is between the Secretary of Transportation for the State of Kansas, Kansas Department of Transportation (KDOT) (“Secretary”), the City of Hutchinson, Kansas (“City”), and Reno County, Kansas (“County”), collectively, the “Parties.”

RECITALS

- A. The Secretary has authorized a multi-use trail project, as further described in this Agreement (“Project”).
- B. As a general description and not in complete detail the City will transform a portion of Old K-61 Highway into a split private driveway and multi-use trail, including the eradication of the center of the roadway to be replaced by a grass median and the eradication of an existing cul-de-sac.
- C. As part of the Project, the County will be transferring certain tracts (“Old K-61”) to the City, as shown generally in **Exhibit A**, and the City will take over ownership and maintenance responsibilities for the same.
- D. As part of the Project, the Secretary will be transferring certain tracts to the City, as shown generally in **Exhibit B**, and the City will take over ownership and maintenance responsibilities for the same.
- E. This Project is created with the intent to clarify ownership and maintenance of Old K-61 and to finalize changes that were made during Project 61-78 K-8252-01, otherwise known as the K-61 Alignment, and to finalize all changes agreed upon in the Agreement 87-01 and any fully executed Supplements to said Agreement which are incorporated by this reference as if set forth in their entirety herein.

NOW, THEREFORE, the Parties agree as follows:

ARTICLE I

DEFINITIONS: The following terms as used in this Agreement have the designated meanings:

1. **“Agreement”** means this written document, including all attachments and exhibits, both attached and incorporated by reference, evidencing the legally binding terms and conditions of the agreement between the Parties.

2. **“City”** means Hutchinson, Kansas, with its principal place of business located at 125 E Avenue B, P.O. Box 1567, Hutchinson, KS 67501.
3. **“Construction”** means the work done on the Project after Letting, consisting of building, altering, repairing, improving, or demolishing any structure, building, highway, or roadway; any drainage, dredging, excavation, grading, or similar work upon real property.
4. **“County”** means Reno County, Kansas, with its principal place of business located at 206 W 1st Avenue, Hutchinson, KS 67501.
5. **“Design Plans”** means design plans, specifications, estimates, surveys, any necessary studies or investigations, including but not limited to, environmental, hydraulic, and geological investigations or studies necessary for the Project under this Agreement.
6. **“Effective Date”** means the date this Agreement is signed by the Secretary or the Secretary’s designee.
7. **“KDOT”** means the Kansas Department of Transportation, an agency of the State of Kansas, with its principal place of business located at 700 SW Harrison Street, Topeka, KS 66603-3745.
8. **“Letting” or “Let”** means the process of receiving bids prior to any award of a Construction contract for any portion of the Project.
9. **“Local Route Condition”** means the condition of the route (roads and bridges) needed to maintain local traffic as determined by the County.
10. **“Non-Participating Costs”** mean the costs of any items or services which the secretary, acting on the Secretary’s own behalf, reasonably determines are not Participating Costs.
11. **“Old K-61”** means a portion of K-61 existing prior to the realignment of K-61 through Project K-8252-01 (“K-61 realignment”), beginning at the intersection of N K-61 Highway and E 43rd Street in Reno County KS, traveling south until the furthest edge of the cul-de-sac, a distance of approximately 0.3 miles and is subject of this Agreement. Old K-61 includes, but is not limited to, the actual roadbed together with the associated Right-of-Way, and all bridges, curbs, culverts, drainage structures, sidewalks, bike paths, and other features located within the Right of Way as of the Transfer Date.
12. **“Participating Costs”** means expenditures for items or services which are an integral part of highway, bridge, and road construction projects, as reasonably determined by the Secretary.

13. **“Project”** means a multi-use trail project being undertaken by the City to transform a portion of Old K-61 Highway (“Old K-61”) into a split private driveway and multi-use trail, including the eradication of the center of the roadway to be replaced by a grass median and the eradication of an existing cul-de-sac, and is the subject of this Agreement.
14. **“Right of Way”** means the real property and interests therein necessary for the Project, including fee simple title, dedications, permanent and temporary easements, and access rights, as shown on the Design Plans.
15. **“State Highway Condition”** means the condition of the route (roads and bridges) needed to maintain highway traffic as determined by the Secretary.
16. **“Secretary”** means the Secretary of Transportation of the State of Kansas, his or her successors and assigns, and the Secretary’s designee.
17. **“Transfer Date”** means the effective date of the transfer of all ownership jurisdiction and maintenance responsibilities for Old K-61 from the County to the City, as designated by the Secretary.

ARTICLE II

FUNDING:

1. **Funding.** The table below reflects the funding commitments of each Party. The Parties agree estimated costs and contributions are to be used for encumbrance purposes and may be subject to change.

Party	Responsibility
Secretary	100% of Total Participating Project Costs, not to exceed \$42,000.00.
City	100% Non-Participating Costs.
County	No funding responsibility

2. **Reimbursement Payments.** The Secretary agrees to make partial payments to the City for amounts not less than one thousand dollars (\$1,000.00) and no more frequently than monthly. Such payments will be made after receipt of proper billing and approval by a licensed professional engineer, a licensed professional architect, and/or licensed landscape architect, as applicable, employed by the City that the Project is being constructed within substantial compliance of the final design plans and specifications. Should the final payment amount to less than one thousand dollars (\$1,000.00) the Secretary agrees to pay such amount.

ARTICLE III

COUNTY RESPONSIBILITIES:

1. **Legal Authority.** By his or her signature on this Agreement, the signatory certifies he or she has legal and actual authority as representative and agent for the County to enter into this Agreement on its behalf. The County agrees to take any administrative and/or legal steps as may be required to give full effect to the terms of this Agreement.

2. **Deed Recordation.** Prior to construction beginning, the County shall transfer any and all property South of 43rd Street, exclusive of the County's Right of Way, that was deeded to them by the Secretary on March 28, 2014, recorded in Book 637 on page 234, otherwise known as Old K-61. A copy of the executed deed will be forwarded to the KDOT District Engineer.

3. **General Indemnification.** To the extent permitted by law and subject to the maximum liability provisions of the Kansas Tort Claims Act (K.S.A. § 75-6101, *et seq.*) as applicable, the County shall defend, indemnify, hold harmless, and save the Secretary and the Secretary's authorized representatives from any and all costs, liabilities, expenses, suits, judgments, damages to persons or property or claims of any nature whatsoever arising out of or in connection with the provisions or performance of this Agreement by the County, the County's agents, employees, or subcontractors. The County shall not be required to defend, indemnify, hold harmless, and save the Secretary for negligent acts or omissions of the Secretary or the Secretary's authorized representatives or employees.

ARTICLE IV

SECRETARY RESPONSIBILITIES:

1. **Deed Recordation.** Prior to construction beginning, the Secretary shall transfer to the City any and all property owned by the Secretary south of the property deeded by the County in Article III(2), with the exception of any property interest needed for KDOT highway purposes, including but not limited to drainage purposes, as shown generally in **Exhibit B**. A copy of the executed deed will be forwarded to the City's Public Works Division.

ARTICLE V

CITY RESPONSIBILITIES:

1. **Legal Authority.** By his or her signature on this Agreement, the signatory certifies he or she has legal and actual authority as representative and agent for the City to enter into this Agreement on its behalf. The City agrees to take any administrative and/or legal steps as may be required to give full effect to the terms of this Agreement.

2. **Transfer of Ownership.** The City agrees to assume ownership jurisdiction and all maintenance of the Right of Way responsibilities for Old K-61, and all other land it receives as a result of this agreement, in its present condition following the Transfer Date.

3. **Design and Specifications.** The City shall be responsible to make or contract to have made Design Plans for the Project.

4. **Conformity with State, Local, and Federal Requirements.** The City shall be responsible to design the Project or contract to have the Project designed in conformity with design criteria appropriate for the Project including any applicable state, local, or federal requirements.

5. **General Indemnification.** To the extent permitted by law and subject to the Kansas Tort Claims Act (K.S.A. § 75-6101, *et seq.*) as applicable, including but not limited to the exceptions and maximum liability provisions, the City shall defend, indemnify, hold harmless, and save the Secretary and its authorized representatives from any and all costs, liabilities, expenses, suits, judgments, damages to persons or property or claims of any nature whatsoever arising out of or in connection with the provisions or performance of this Agreement by the City, the City's employees, or subcontractors. The City shall not be required to defend, indemnify, hold harmless, and save the Secretary for negligent acts or omissions of the Secretary or its authorized representatives or employees.

6. **Accounting.** Upon request by the Secretary and in order to enable the Secretary to report all costs of the Project to the legislature, the City shall provide the Secretary an accounting of all actual Non-Participating Costs which are paid directly by the City to any party outside of the Secretary and all costs incurred by the City not to be reimbursed by the Secretary for preliminary engineering, right of way, utility adjustments, construction, and construction engineering work phases, or any other major expense associated with the Project.

7. **Letting and Administration by City.** The City shall Let the contract for the Project in accordance with applicable law. The City further agrees to administer the construction of the Project in accordance with the Design Plans, and the current version of the City's currently approved procedures, and administer the payments due to the Contractor, including the portion of the cost borne by the Secretary.

8. **Responsibility for Adequacy of Design.** The City shall be responsible for the adequacy and accuracy of the Design Plans for the Project. Any review of these items performed by the Secretary or the Secretary's representatives is not intended to and shall not be construed to be an undertaking of the City's duty to provide adequate and accurate Design Plans for the Project. The Secretary makes no representation, or express or implied warranty to any person concerning the adequacy or accuracy of the Design Plans for the Project, or any other work performed by the City.

9. **Traffic Control.** The City agrees to the following with regard to traffic control for the Project:

- a. **Temporary Traffic Control.** The City shall provide a temporary traffic control plan within the Design Plans, which includes the City's plan for handling multi-modal traffic during Construction, including detour routes and road closings, if necessary, and installation of alternate or temporary pedestrian accessible paths to pedestrian facilities in the public Right-of-Way within the Project limits. The City's temporary traffic control plan must be in conformity with the latest version of the Manual on Uniform Traffic Control Devices (MUTCD), as adopted by the Secretary, and be in compliance with the American Disabilities Act of 1990 and its implementing regulations at 28 C.F.R. Part 35, and FHWA rules, regulations, and guidance pertaining to the same.
- b. **Permanent Traffic Control.** The location, form, and character of informational, regulatory, and warning signs, of traffic signals, and of curb and pavement or other markings installed or placed by any public authority, or other agency as authorized by K.S.A. 8-2005, must conform to the manual and specifications adopted under K.S.A. 8-2003, and any amendments thereto are incorporated by reference.

ARTICLE VI

GENERAL PROVISIONS:

1. **Civil Rights Act.** The "Special Attachment No. 1, Rev. 09.20.17" pertaining to the implementation of the Civil Rights Act of 1964, is attached and made a part of this Agreement.
2. **Contractual Provisions.** The provisions found "Special Attachment No. 2, Contractual Provisions Attachment (Form DA-146a)" which is attached hereto, are hereby incorporated into this Agreement and made a part thereof.
3. **Headings.** All headings in this Agreement have been included for convenience of reference only and are not to be deemed to control or affect the meaning or construction or the provisions herein.
4. **Binding Agreement.** This Agreement and all contracts entered into under the provisions of this Agreement shall be binding upon Secretary, City, and County and their successors in office.
5. **No Third-Party Beneficiaries.** No third-party beneficiaries are intended to be created by this Agreement and nothing in this Agreement authorizes third parties to maintain a suit for damages pursuant to the terms or provisions of this Agreement.

6. **Counterparts.** This Agreement may be executed in several counterparts, each of which shall be an original and all of which shall constitute but one and the same agreement.

7. **Severability.** If any provision of this Agreement is held invalid, the invalidity does not affect other provisions which can be given effect without the invalid provision, and to this end the provisions of this Agreement are severable.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be signed by their duly authorized officers as of the Effective Date.

ATTEST:

CITY OF HUTCHINSON, KANSAS

CITY CLERK (Date)

MAYOR (Date)

(SEAL)

ATTEST:

RENO COUNTY, KANSAS

COUNTY CLERK (Date)

CHAIRPERSON (Date)

(SEAL)

Kansas Department of Transportation
Secretary of Transportation

Burt Morey, P.E. (Date)
Deputy Secretary and State Transportation Engineer

Approved as to form:

INDEX OF ATTACHMENTS

1. Exhibit A: Old K-61
2. Exhibit B: Land to be deeded to the City by the Secretary
3. Special Attachment No. 1: Civil Rights Act (Rev. 09/2017)
4. Special Attachment No. 2: Contractual Provisions Attachment, Form DA-146a (Rev. 07/2019)

QUITCLAIM DEED

THIS INDENTURE is made this _____ day of January 2023, between:

RENO COUNTY, KANSAS, as Grantor, and

CITY OF HUTCHINSON, KANSAS, Grantee

WITNESSETH: That Grantor by these presents does remise, release and quitclaim to the Grantee, its successors, and assigns, all that tract or parcel of land situated in the County of Reno, State of Kansas, described as follows, to wit:

Commencing at the northeast corner of said northeast quarter; thence S89°32'11"W, on section line, a distance of 1160.42 feet to the east right of way line Old 61 Highway; thence S26°13'27"W, on said right of way, a distance of 2960.48 feet to the south line said northeast quarter; thence S89°32'59"W, on said south line, northeast quarter, a distance of 134.29 feet to the west right of way line said Old 61 Highway; thence N26°13'27"E, on said west line, a distance of 2960.44 feet to the north line said northeast quarter; thence N89°32'11"E, a distance of 134.31 feet to the point of beginning; subject to 43rd avenue right of way of record: all in Reno County, Kansas.

FOR THE SUM OF: Without consideration.

SUBJECT TO: Easements and restrictions of record.

IN WITNESS WHEREOF, the Grantor has caused this Deed to be signed on its behalf by its Board of County Commissioners, thereunto duly authorized so to do.

DATED this _____ day of January 2023.

BOARD OF COUNTY COMMISSIONERS
OF RENO COUNTY, KANSAS

DANIEL FRIESEN, Chairperson

(Pursuant to K.S.A. 79-1437e, a sales validation questionnaire is not required due to Exception No. 4.)

STATE OF KANSAS, COUNTY OF RENO, ss:

BE IT REMEMBERED, that on this _____ day of January, 2023, before me, the undersigned, a notary public in and for the County and State aforesaid, came Daniel Friesen, known to be the duly elected, qualified and acting Chairman of the Board of County Commissioners of Reno County, Kansas, who is known to me to be the same person who executed the within instrument of writing and such person duly acknowledged the execution of the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my seal, the day and year last above written.

Notary Public

(S E A L)

My Appointment Expires:



AGENDA ITEM

AGENDA ITEM #6.L

AGENDA DATE: January 9, 2023

PRESENTED BY: Randy Partington, County Administrator

AGENDA TOPIC:

Approval for \$50,000 fund transfer from Register of Deeds Technology Fund to Reno County Technology Fund per K.S.A. 25-115(c)(g)

RECOMMENDATION / REQUEST:

Approval of transfer authorized by the Register of Deeds at the request of the County Administrator

POLICY / FISCAL IMPACT:

No impact, this is just transferring of funds for technology between two non-budgeted funds.

**Notice of Transfer of Funds made to General Tech Fund from the
Register of Deeds Technology Fund**

As of December 30, 2022, the operating cash for Register of Deeds Technology Fund is \$282,556.16.

Per the request of the Reno County Administrator, I approve the transfer of funds of exactly **\$50,000.00** to be transferred from the Register of Deeds Technology Fund to the General Fund for the purpose of financing the expenses relating to land/property records filed or maintained by the county as set forth in K.S.A. 25-115a(g).

K.S.A. 25-115(c)(g)

• **Register of Deeds Technology Fund:**

- (c) Moneys in the Register of Deeds fund shall be used by the register of deeds to acquire equipment and technology services for the storing, recording, archiving, retrieving, maintaining, and handling of data recorded or stored in the office of the register of deeds.
- (g) At the end of any calendar year, if the balance in such fund exceeds \$50,000.00 and the register of deeds indicates that such amount in excess of \$50,000.00 shall not be needed and is not designated for technology, the county commission may authorize the transfer and use of such excess moneys by other county offices for equipment or technological services **relating to the land of property records filed or maintained by the county.**



Reno County Register of Deeds Office

Michelle Updegrove

Michele Updegrove, Registrar

Dated: 12/30/2022



AGENDA ITEM

AGENDA ITEM #7.A

AGENDA DATE: January 9, 2023

PRESENTED BY: Harlen Depew, Maintenance Director and Randy Partington, County Administrator

AGENDA TOPIC:

Bid Results for Courthouse Roof project that went out to bid in October

SUMMARY & BACKGROUND OF TOPIC:

In mid-December we received bids for the courthouse roof project and courthouse space renovation project that were both authorized by the commission to send out to bids on October 11, 2022. Both bid openings resulted in significantly higher than GLMV's estimates. Staff has worked with GLMV to determine whether the specs need to be modified and possibly rebid.

The roof bid was estimated to be between \$110,000-\$140,000, which is around \$16-20 per square foot. The lowest bid was \$500,419.02, approximately \$50 per square foot. We received no local bids. Reno County has the cash reserves to pay for this high-cost bid, but instead of doing this, staff recommends GLMV to modify the spec sheets and rebid the project.

Brad with GLMV reached out to a Wichita roofer (not a bidder) to see if there might be a reason for the high bids. Brad found that the roofing industry is volatile, and they experienced 25% inflation in the past month. Other reasons for high bids might include roofers busy with other projects, so the timing might not be the best. Brad estimates that basic roofing projects that are not as complex as the courthouse are coming in around \$20 per square foot.

ALL OPTIONS:

1. Accept the lowest bid for the courthouse roof project.
2. Deny all bids for the courthouse roof project.
3. Table all action on the bids until a meeting later in January.

RECOMMENDATION / REQUEST:

The option being recommended by staff is Option Number 2.

- Deny all bids for the courthouse roof project.

POLICY / FISCAL IMPACT:

Reno County has capital improvement reserve funds to cover the project.



Bid Tabulation Sheet, Courthouse Roofing Project

Bids opened 2:00 pm, December 15, 2022

Contractor	Bid Amount	Estimated Project Duration
Stanfield Roofing, El Dorado, KS	\$350,419.02	22 Days verbal
Diamond Roofing, Dodge city, ks	\$420,000.00	Unspecified

DOCUMENT 004113 - BID FORM - STIPULATED SUM (SINGLE-PRIME CONTRACT)

1.1 BID INFORMATION

- A. Bidder: Stanfield Roofing, Inc.
- B. Project Name: Reno County Courthouse Reroof.
- C. Project Location: 206 W. 1st Avenue, Hutchinson, KS 67501.
- D. Owner: Reno County Courthouse.
- E. Architect: Bradley Doeden, AIA, LEED AP.
- F. Architect Project Number: 19139R22003

1.2 CERTIFICATIONS AND BASE BID

- A. Base Bid, Single-Prime (All Trades) Contract: The undersigned Bidder, having carefully examined the Procurement and Contracting Requirements, Conditions of the Contract, Drawings, Specifications, and all subsequent Addenda, as prepared by GLMV Architecture and Architect's consultants, having visited the site, and being familiar with all conditions and requirements of the Work, hereby agrees to furnish all material, labor, equipment and services, including all scheduled allowances, necessary to complete the construction of the above-named project, according to the requirements of the Procurement and Contracting Documents, for the stipulated sum of:

1. Three hundred thirty-nine thousand twenty-seven and 70/100 Dollars (\$ 339,027.70).
(Add \$11,391.32 If Performance Bond is required)

1.3 BID GUARANTEE

- A. The undersigned Bidder agrees to execute a contract for this Work in the above amount and to furnish surety as specified within 10 days after a written Notice of Award, if offered within 60 days after receipt of bids, and on failure to do so agrees to forfeit to Owner the attached cash, cashier's check, certified check, U.S. money order, or bid bond, as liquidated damages for such failure, in the following amount constituting five percent (5%) of the Base Bid amount above:

1. Sixteen thousand nine hundred fifty-one and 39/100 Dollars (\$ 11,391.32).

- B. In the event Owner does not offer Notice of Award within the time limits stated above, Owner will return to the undersigned the cash, cashier's check, certified check, U.S. money order, or bid bond.

1.4 ACKNOWLEDGEMENT OF ADDENDA

- A. The undersigned Bidder acknowledges receipt of and use of the following Addenda in the preparation of this Bid:

Reno County Courthouse Reroof
Hutchinson, Kansas

1. Addendum, dated 12-9
2. Addendum, dated 12-13
3. Addendum, dated _____
4. Addendum, dated _____

1.5 CONTRACTOR'S LICENSE

- A. The undersigned further states that it is a duly licensed contractor, for the type of work proposed, in Reno County and City of Hutchinson and that all fees, permits, etc., pursuant to submitting this proposal have been paid in full.

1.6 SUBMISSION OF BID

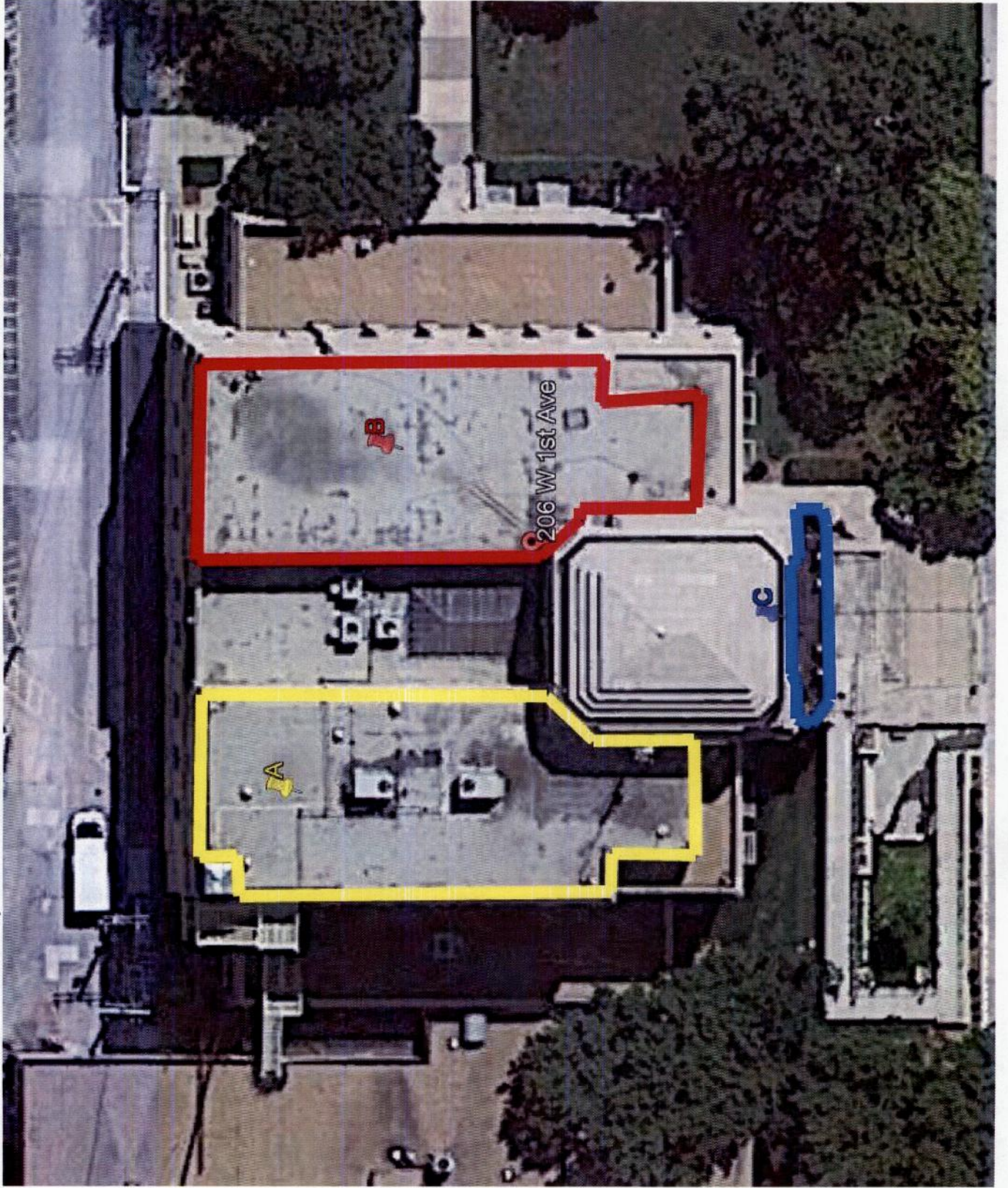
- A. Respectfully submitted this 15th day of December, 2022.
- B. Submitted By: Stanfield Roofing, Inc. (Name of bidding firm or corporation).
- C. Authorized Signature: Austin Stanfield (Handwritten signature).
- D. Signed By: Austin Stanfield (Type or print name).
- E. Title: Officer (Owner/Partner/President/Vice President).
- F. Witnessed By: Kimberly D Boyenger (Handwritten signature).
- G. Attest: Kimberly D Boyenger (Handwritten signature).
- H. By: Kimberly D Boyenger (Type or print name).
- I. Title: Office Mngs. (Corporate Secretary or Assistant Secretary).
- J. Street Address: 580 N. Haverhill Rd.
- K. City, State, Zip: El Dorado, KS 67042
- L. Phone: 316-322-7752
- M. License No.: 13-115468
- N. Federal ID No.: 26-1654670 (Affix Corporate Seal Here).

END OF DOCUMENT 004113

Reno County Courthouse

206 W. 1st Ave.

Hutchinson, KS 67501





Proposal #1

December 15, 2022

Submitted to: **Reno County Courthouse**
206 W. 1st Ave.
Hutchinson, KS 67501

General Conditions: Job # 8854-3958 (Architect Project # 19139R22003)

This work will be installed by a warranty-trained applicator.

We hereby propose to furnish all the materials and labor necessary for the application of:

CertainTeed Modified SA: Roof Sections A & B (See Rooftop View)

1. Tear off old roofing system down to the concrete deck and remove all rooftop gravel
2. Clean and prep roof for new Poly Iso insulation and Modified Roofing System
3. Install new Poly Iso insulation and crickets per architectural drawings
4. Install new ½" Coverboard
5. Install Flintlastic SA nailbase per manufactures specifications
6. Install Flintlastic SA cap sheet per manufactures specifications
7. Install new metal edge around roof perimeters (owner to choose color)
8. Install new termination bar and counterflashing on parapet sidewalls per drawings
9. Install new pipe boots and pitch pans as needed
10. Install new cast iron roof drains and domes per architectural drawings
11. Rebuild overflow scupper openings
12. Install new walk pad on the west rooftop per architectural drawings
13. Wrap membrane up and under doorway thresholds
14. Flash around all penetrations, mechanical curbs and a/c units per manufacturers specifications as needed
15. Provide crane for all 3 roof sections
16. This system carries a *20-yr NDL manufacturers material and workmanship warranty. As part of the 2- year workmanship warranty; inspections will be conducted twice a year and include: roof top debris removal, gutter and drain ring/sump clean out at no additional charge. Roof Maintenance / Service Agreements are available for purchase to cover the remaining years of the manufacturers material warranty.*

Elevate EPDM (Black): Roof Section C (See Rooftop View)

1. Tear off roofing system down to the deck
2. Clean and prep roof for new Poly Iso insulation
3. Install new Poly Iso per architectural drawings
4. Install new ½" coverboard
5. Install new Elevate 60 ml EPDM (Black) fully adhered system
6. Install new metal edge around the roof perimeter (Owner to choose color)
7. Install new termination bar and counterflashing on parapet sidewalls
8. Install new cast iron roof drains and domes

Kansas Branch:

580 N. Haverhill Rd.
El Dorado, KS 67042
316-322-7752
KS REG# 13-115408

Nebraska Branch:

3222 W. S. Street
Hasting, NE 6890
866-522-7752

Oklahoma Branch:

8211 E. Regal Place
Tulsa, OK 74133
918-932-2902 Ext: 2902
OK REG# 80002833

www.stanfieldroofing.com • stanfieldroofing@stanfieldroofing.com • Toll Free: 866-522-7752



Proposal #1

December 15, 2022

Submitted to: Reno County Courthouse
206 W. 1st Ave.
Hutchinson, KS 67501

General Conditions: Job # 8854-3958 (Architect Project # 19139R22003)

9. Rebuild overflow scupper openings
10. This system carries a *20-yr NDL manufacturers material and workmanship warranty. As part of the 2- year workmanship warranty; inspections will be conducted twice a year and include: roof top debris removal, gutter and drain ring/sump clean out at no additional charge. Roof Maintenance / Service Agreements are available for purchase to cover the remaining years of the manufacturers material warranty.*
11. *The owner herein acknowledges that the furnish and installation of the work is subject to weather conditions, and as such, should the contractor be required to intermittently start and stop the work, the work in progress will be covered and secured to prevent damage to the work and to the existing facility*

Bid Amount: \$ 339,027.70 (Includes roof sections A, B & C)
Add \$11,391.32 if Performance and Payments Bond is Required

Sales tax will not be charged if we hold a valid Project Exemption Certificate prior to delivery. All materials are guaranteed to be as specified and the above work to be performed in a workmanlike manner for the sum of cent(s) (\$). *Payments are to be made as follows: half upon acceptance of proposal \$; balance upon completion of job \$.* If balance is not paid within five days of completed work, 1.5 % interest will be added monthly until paid and all collection costs will be added to the amount.

Respectfully Submitted **Vern Boyenger**

Kansas Branch:
580 N. Haverhill Rd.
El Dorado, KS 67042
316-322-7752
KS REG# 13-115408

Nebraska Branch:
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Hasting, NE 6890
866-522-7752

Oklahoma Branch:
8211 E. Regal Place
Tulsa, OK 74133
918-932-2902 Ext: 2902
OK REG# 80002833

www.stanfieldroofing.com • stanfieldroofing@stanfieldroofing.com • Toll Free: 866-522-7752



Proposal #1

December 15, 2022

Submitted to: Reno County Courthouse
206 W. 1st Ave.
Hutchinson, KS 67501

General Conditions: Job # 8854-3958 (Architect Project # 19139R22003)

The contract price for this project has been calculated based on the current prices for the component roofing materials. However, the market for the roofing materials that are hereafter specified is considered to be volatile, and sudden price increases could occur. Stanfield Roofing, Inc. agrees to use its best efforts to obtain the lowest possible prices from available roofing material suppliers but should there be an increase in the prices of these specified materials that are purchased after execution of contract for use in this project, the Owner agrees to pay that cost increase to the Builder. Any claim by Stanfield Roofing, Inc. for payment of a cost increase, as provided above, shall require written notice delivered by Stanfield Roofing, Inc. to the Owner stating the increased cost, the materials in question, and the source of supply, supported by invoices or bills of sale.

_____ (initial acknowledgement)

Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents or other delays beyond our control. Owner of property is to carry fire, tornado and other necessary insurance. We will not be responsible for water damage before, during or after acceptance of contract.

Note: This proposal may be withdrawn by us if not accepted within **Thirty days**

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance: _____ Signature _____ Title _____

Kansas Branch:
580 N. Haverhill Rd.
El Dorado, KS 67042
316-322-7752
KS REG# 13-115408

Nebraska Branch:
3222 W. S. Street
Hasting, NE 6890
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www.stanfieldroofing.com • stanfieldroofing@stanfieldroofing.com • Toll Free: 866-522-7752



December 15, 2022

Submitted to: Reno County Courthouse
206 W. 1st Ave.
Hutchinson, KS 76501

Project Details: Roof Sections A, B & C (Architect Project # 19139R22003)

Total Roofing Area: (Mod Bit – 6,334SF)
(EPDM – 700SF)

Work Order: New Roof Installation

(60 ml Elevate EPDM - 20 year NDL material and workmanship warranty)

(CertainTeed SBS Modified Bitumen 20 yr. NDL material and workmanship warranty)

Scope of Work

1. Tear off roof sections A, B & C to the decking and remove rooftop gravel
2. Clean and prep roof decks A, B & C for new membrane installation
3. Install Poly Iso insulation and crickets per architectural drawings
4. Install 1/2" coverboard and adhere to the deck per manufacturers specifications
5. Install Elevate 60 ml EPDM (Black) Fully Adhered System (Section C)
6. Install CertainTeed SBS Modified Bitumen (Sections A & B)
7. Install new metal edge around perimeter of all 3 roof sections (owner to choose color)
8. Install new pipe boots and pitch pans as needed
9. Install new termination bar and counterflashing on parapet sidewalls per drawings
10. Install new cast iron roof drains and domes (Roof sections A, B & C)
11. Rebuild all overflow scuppers on roof sections A, B & C
12. Install new walkway pad per architectural drawings
13. Wrap membrane up and under both 6th floor roof access door thresholds
14. Provide crane for all 3 roof sections
15. Flash around all penetrations, mechanical corners and a/c units per manufacturers specifications
16. Heat weld all seams using an automatic welder

KANSAS BRANCH:

580 N. Haverhill Road • El Dorado, KS 67042
Office: 316-322-7752 • Fax: 316-322-7759
• KS REG# 13-115408

OKLAHOMA BRANCH:

8211 E. Regal Place • Tulsa, OK 74133
Office: 918-932-2902 Ext:2902 • Fax: 316-322-7759
• OK REG# 80002833



AIA[®] Document A310[™] - 2010

Bid Bond

Bond No: NW10069-3

CONTRACTOR:

(Name, legal status and address)

Stanfield Roofing, Inc.
580 N. Haverhill Rd.
El Dorado, KS 67042

SURETY:

(Name, legal status and principal place of business)

Nationwide Mutual Insurance Company
ONE WEST NATIONWIDE BLVD., I-14-301
Columbus, OH 43215

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

OWNER:

(Name, legal status and address)

Reno County Courthouse
206 W. 1st Ave.
Hutchinson, KS 67501

BOND AMOUNT:

5% of total amount of bid not to exceed: Twenty Thousand, Nine Hundred Fifty Four and 00/100 dollars (\$20,954.00)

PROJECT:

(Name, location or address, and Project number, if any)

19139R22003--Reno County Courthouse Reroof--Hutchinson, KS

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor Within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such Bid, and gives such bond or bonds as may be specified in the bidding or contract Documents, with a surety admitted In the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.


Signed and sealed this 15th day of December, 2022



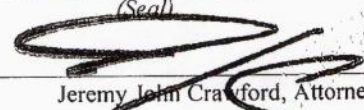
(Witness)

Stanfield Roofing, Inc.
(Principal) *(Seal)*

(Title) Kevin S. Stanfield, President



(Witness)

Nationwide Mutual Insurance Company
(Surety) *(Seal)*


(Title) Jeremy John Crawford, Attorney-In-Fact

Power of Attorney

KNOW ALL MEN BY THESE PRESENTS THAT:

Nationwide Mutual Insurance Company, an Ohio corporation

hereinafter referred to severally as the "Company" and collectively as "the Companies" does hereby make, constitute and appoint: MICHAEL D WILLIAMS; JEREMY JOHN CRAWFORD; BRAD QUIRI; AMANDA QUIGLEY; ETHAN BAKER;

each in their individual capacity, its true and lawful attorney-in-fact, with full power and authority to sign, seal, and execute on its behalf any and all bonds and undertakings, and other obligatory instruments of similar nature, in penalties not exceeding the sum of

TEN MILLION AND NO/100 DOLLARS (\$10,000,000.00)

and to bind the Company thereby, as fully and to the same extent as if such instruments were signed by the duly authorized officers of the Company; and all acts of said Attorney pursuant to the authority given are hereby ratified and confirmed.

This power of attorney is made and executed pursuant to and by authority of the following resolution duly adopted by the board of directors of the Company:

"RESOLVED, that the president, or any vice president be, and each hereby is, authorized and empowered to appoint attorneys-in-fact of the Company, and to authorize them to execute and deliver on behalf of the Company any and all bonds, forms, applications, memorandums, undertakings, recognizances, transfers, contracts of indemnity, policies, contracts guaranteeing the fidelity of persons holding positions of public or private trust, and other writings obligatory in nature that the business of the Company may require; and to modify or revoke, with or without cause, any such appointment or authority; provided, however, that the authority granted hereby shall in no way limit the authority of other duly authorized agents to sign and countersign any of said documents on behalf of the Company."

"RESOLVED FURTHER, that such attorneys-in-fact shall have full power and authority to execute and deliver any and all such documents and to bind the Company subject to the terms and limitations of the power of attorney issued to them, and to affix the seal of the Company thereto; provided, however, that said seal shall not be necessary for the validity of any such documents."

This power of attorney is signed and sealed under and by the following bylaws duly adopted by the board of directors of the Company.

Execution of Instruments. Any vice president, any assistant secretary or any assistant treasurer shall have the power and authority to sign or attest all approved documents, instruments, contracts, or other papers in connection with the operation of the business of the company in addition to the chairman of the board, the chief executive officer, president, treasurer or secretary; provided, however, the signature of any of them may be printed, engraved, or stamped on any approved document, contract, instrument, or other papers of the Company.

IN WITNESS WHEREOF, the Company has caused this instrument to be sealed and duly attested by the signature of its officer the 20th day of August, 2021.

[Handwritten signature of Antonio C. Albanese]

Antonio C. Albanese, Vice President of Nationwide Mutual Insurance Company

ACKNOWLEDGMENT

STATE OF NEW YORK COUNTY OF NEW YORK: ss On this 20th day of August, 2021, before me came the above-named officer for the Company aforesaid, to me personally known to be the officer described in and who executed the preceding instrument, and he acknowledged the execution of the same, and being by me duly sworn, deposes and says, that he is the officer of the Company aforesaid, that the seal affixed hereto is the corporate seal of said Company, and the said corporate seal and his signature were duly affixed and subscribed to said instrument by the authority and direction of said Company.



Stephanie Rubino McArthur Notary Public, State of New York No. 02MC6270117 Qualified in New York County Commission Expires October 19, 2024

[Handwritten signature of Stephanie Rubino McArthur]

Notary Public My Commission Expires October 19, 2024

CERTIFICATE

I, Laura B. Guy, Assistant Secretary of the Company, do hereby certify that the foregoing is a full, true and correct copy of the original power of attorney issued by the Company; that the resolution included therein is a true and correct transcript from the minutes of the meetings of the boards of directors and the same has not been revoked or amended in any manner; that said Antonio C. Albanese was on the date of the execution of the foregoing power of attorney the duly elected officer of the Company, and the corporate seal and his signature as officer, were duly affixed and subscribed to the said instrument by the authority of said board of directors; and the foregoing power of attorney is still in full force and effect.

IN WITNESS WHEREOF, I have hereunto subscribed my name as Assistant Secretary, and affixed the corporate seal of said Company this 15th day of December, 2022.

[Handwritten signature of Laura B. Guy]

Assistant Secretary



763-543-6993 Phone
763-512-0430 Fax

1710 N. Douglas Dr., Suite 110 ♦ Golden Valley, MN 55422

ccisurety.com
866-317-3294

BID BOND RESULT FORM

CONTRACTOR: Stanfield Roofing, Inc.
580 N. Haverhill Rd.
El Dorado, KS 67042
FAX:
PHONE: (316) 322-7752

BID DATE
AND TIME: 2022-12-15T20:00:00

OWNER: Reno County Courthouse
206 W. 1st Ave.
Hutchinson, KS 67501

PROJECT: 19139R22003--Reno County Courthouse Reroof--Hutchinson, KS

BOND NUMBER: NW10069-3

The Surety asks that bid results be provided as soon as possible after the bid date. We would appreciate you completing this form and returning it via fax to 763-512-0430 or email to Jeremy Crawford at jcrawford@ccisurety.com – Thank You!

CONTRACTOR

BID AMOUNT

1st: _____ \$ _____

2nd: _____ \$ _____

3rd: _____ \$ _____

If you are not one of the three lowest bidders, your bid was \$ _____

If you were low, or were low and negotiating, evaluation of bids and award of contract is expected by ___/___/___.



Reno County Courthouse Reroof
Hutchinson, Kansas

DOCUMENT 004113 - BID FORM - STIPULATED SUM (SINGLE-PRIME CONTRACT)

1.1 BID INFORMATION

- A. Bidder: Gwaltney LLC dba Diamond Roofing.
- B. Project Name: Reno County Courthouse Reroof.
- C. Project Location: 206 W. 1st Avenue, Hutchinson, KS 67501.
- D. Owner: Reno County Courthouse.
- E. Architect: Bradley Doeden, AIA, LEED AP.
- F. Architect Project Number: 19139R22003

1.2 CERTIFICATIONS AND BASE BID

- A. Base Bid, Single-Prime (All Trades) Contract: The undersigned Bidder, having carefully examined the Procurement and Contracting Requirements, Conditions of the Contract, Drawings, Specifications, and all subsequent Addenda, as prepared by GLMV Architecture and Architect's consultants, having visited the site, and being familiar with all conditions and requirements of the Work, hereby agrees to furnish all material, labor, equipment and services, including all scheduled allowances, necessary to complete the construction of the above-named project, according to the requirements of the Procurement and Contracting Documents, for the stipulated sum of:

1. Four hundred twenty thousand Dollars (\$ 420,000.00).

1.3 BID GUARANTEE

- A. The undersigned Bidder agrees to execute a contract for this Work in the above amount and to furnish surety as specified within 10 days after a written Notice of Award, if offered within 60 days after receipt of bids, and on failure to do so agrees to forfeit to Owner the attached cash, cashier's check, certified check, U.S. money order, or bid bond, as liquidated damages for such failure, in the following amount constituting five percent (5%) of the Base Bid amount above:

1. 5 % of the base bid amount Dollars (\$ _____).

- B. In the event Owner does not offer Notice of Award within the time limits stated above, Owner will return to the undersigned the cash, cashier's check, certified check, U.S. money order, or bid bond.

1.4 ACKNOWLEDGEMENT OF ADDENDA

- A. The undersigned Bidder acknowledges receipt of and use of the following Addenda in the preparation of this Bid:


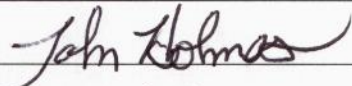
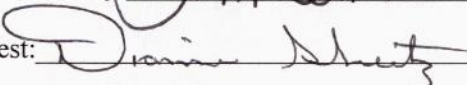
Reno County Courthouse Reroof
Hutchinson, Kansas

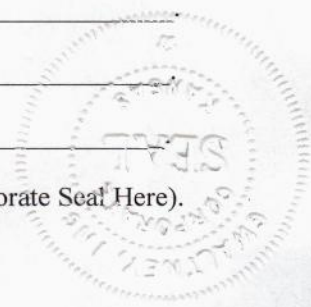
1. Addendum, dated December 9, 2022.
2. Addendum, dated December 13, 2022.
3. Addendum, dated _____.
4. Addendum, dated _____.

1.5 CONTRACTOR'S LICENSE

- A. The undersigned further states that it is a duly licensed contractor, for the type of work proposed, in Reno County and City of Hutchinson and that all fees, permits, etc., pursuant to submitting this proposal have been paid in full.

1.6 SUBMISSION OF BID

- A. Respectfully submitted this 15th day of December, 2022.
- B. Submitted By: Gwaltney LLC dba Diamond Roofing (Name of bidding firm or corporation).
- C. Authorized Signature:  (Handwritten signature).
- D. Signed By: John Minet (Type or print name).
- E. Title: Project Manager (Owner/Partner/President/Vice President).
- F. Witnessed By:  (Handwritten signature).
- G. Attest:  (Handwritten signature).
- H. By: Dianne Sheetz (Type or print name).
- I. Title: Corporate Secretary (Corporate Secretary or Assistant Secretary).
- J. Street Address: 100 McArtor Road.
- K. City, State, Zip: Dodge City, KS 67801.
- L. Phone: 620-225-2622.
- M. License No.: 13-116310.
- N. Federal ID No.: 48-0883612 (Affix Corporate Seal Here).



END OF DOCUMENT 004113

Bid Bond

CONTRACTOR:

(Name, legal status and address)
Gwaltney, LLC dba Diamond Roofing
100 McArtor Rd
Dodge City, KS 67801

SURETY:

(Name, legal status and principal place of business)
Employers Mutual Casualty Company

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

OWNER:

(Name, legal status and address)
Reno County Director of Maintenance and Purchasing
206 W 1st Ave.
Hutchinson, KS 67501

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

BOND AMOUNT: Five Percent of Bid (5% of Bid)

PROJECT:

(Name, location or address, and Project number, if any)
19139R2203; Reno County Courthouse Reroof Hutchinson, KS

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 15th day of December, 2022

Amber Bemiss

(Witness) Amber Bemiss

Gwaltney, LLC dba Diamond Roofing

(Principal) (Seal)

John Minet

(Title) John Minet

Judy Bisacca

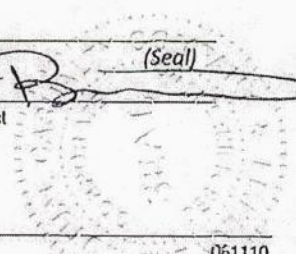
(Witness) Judy Bisacca

Employers Mutual Casualty Company

(Surety) (Seal)

Heather Barnett

(Title) Heather Barnett, Attorney-in-Fact



Init.
/



P.O. Box 712 • Des Moines, Iowa 50306-0712

POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

KNOW ALL MEN BY THESE PRESENTS, that:

- 1. Employers Mutual Casualty Company, an Iowa Corporation
- 2. EMCASCO Insurance Company, an Iowa Corporation
- 3. Union Insurance Company of Providence, an Iowa Corporation
- 4. Illinois EMCASCO Insurance Company, an Iowa Corporation
- 5. Dakota Fire Insurance Company, a North Dakota Corporation
- 6. EMC Property & Casualty Company, an Iowa Corporation

hereinafter referred to severally as "Company" and collectively as "Companies", each does, by these presents, make, constitute and appoint:

HEATHER BARNETT

its true and lawful attorney-in-fact, with full power and authority conferred to sign, seal, and execute the Bid Bond

Any and All Bonds

and to bind each Company thereby as fully and to the same extent as if such instruments were signed by the duly authorized officers of each such Company, and all of the acts of said attorney pursuant to the authority hereby given are hereby ratified and confirmed.

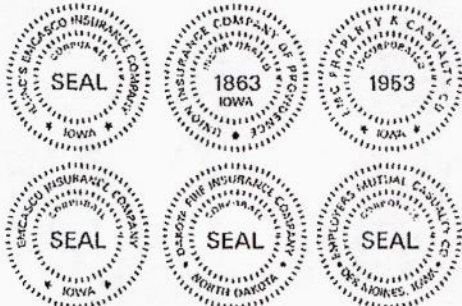
AUTHORITY FOR POWER OF ATTORNEY

This Power-of-Attorney is made and executed pursuant to and by the authority of the following resolution of the Boards of Directors of each of the Companies at the first regularly scheduled meeting of each company duly called and held in 1999:

RESOLVED: The President and Chief Executive Officer, any Vice President, the Treasurer and the Secretary of Employers Mutual Casualty Company shall have power and authority to (1) appoint attorneys-in-fact and authorize them to execute on behalf of each Company and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof; and (2) to remove any such attorney-in-fact at any time and revoke the power and authority given to him or her. Attorneys-in-fact shall have power and authority, subject to the terms and limitations of the power-of-attorney issued to them, to execute and deliver on behalf of the Company, and to attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof, and any such instrument executed by any such attorney-in-fact shall be fully and in all respects binding upon the Company. Certification as to the validity of any power-of-attorney authorized herein made by an officer of Employers Mutual Casualty Company shall be fully and in all respects binding upon this Company. The facsimile or mechanically reproduced signature of such officer, whether made heretofore or hereafter, wherever appearing upon a certified copy of any power-of-attorney of the Company, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

IN WITNESS THEREOF, the Companies have caused these presents to be signed for each by their officers as shown, and the Corporate seals to be hereto affixed this 22nd day of September, 2022.

Seals



Scott R. Jean
Scott R. Jean, President & CEO
of Company 1; Chairman, President
& CEO of Companies 2, 3, 4, 5 & 6

Todd Strother
Todd Strother, Executive Vice President
Chief Legal Officer & Secretary of
Companies 1, 2, 3, 4, 5 & 6

On this 22nd day of September, 2022 before me a Notary Public in and for the State of Iowa, personally appeared Scott R. Jean and Todd Strother, who, being by me duly sworn, did say that they are, and are known to me to be the CEO, Chairman, President, Executive Vice President, Chief Legal Officer and/or Secretary, respectively, of each of the Companies above; that the seals affixed to this instrument are the seals of said corporations; that said instrument was signed and sealed on behalf of each of the Companies by authority of their respective Boards of Directors; and that the said Scott R. Jean and Todd Strother, as such officers, acknowledged the execution of said instrument to be their voluntary act and deed, and the voluntary act and deed of each of the Companies.

My Commission Expires October 10, 2025.

Kathy Loveridge
Notary Public in and for the State of Iowa



CERTIFICATE

I, Ryan J. Springer, Vice President of the Companies, do hereby certify that the foregoing resolution of the Boards of Directors by each of the Companies, and this Power of Attorney issued pursuant thereto on 22nd day of September, 2022, are true and correct and are still in full force and effect.

In Testimony Whereof I have subscribed my name and affixed the facsimile seal of each Company this 15th day of December, 2022.

Ryan J. Springer
Vice President



AGENDA ITEM

AGENDA ITEM #12.A

AGENDA DATE: January 9, 2023

PRESENTED BY: Randy Partington, County Administrator

AGENDA TOPIC:
Financial Report

SUMMARY & BACKGROUND OF TOPIC:

Attached is a report to keep the commission informed of the county's financial status.

2022 YTD BUDGET REPORT

As of 12/31/2022

	Amended Budget	Amt Received / Expended	% Recd / Used
001 General Fund			
00 Unclassified			
Revenue			
Interest	333,000.00	1,278,978.91	384%
Taxes	14,978,099.00	16,334,780.26	109%
Licenses, Permits, and Fees	240,250.00	339,415.96	141%
Reimbursements	818,500.00	894,590.57	109%
Other	0.00	2,628.32	
Transfers In from Other Funds	25,000.00	74,010.00	296%
Cash Balance Forward (Budgeted Resource)	10,649,892.00	0.00	0%
Prior Year Cancelled Encumbrances (KMAAG)	0.00	4,035.00	
Revenue Total	27,044,741.00	18,928,439.02	70%
Expenses			
Other Expense & Reimbursements	0.00	(6,649.13)	
Expenses Total	0.00	(6,649.13)	
01 County Commission			
Expenses			
Personnel Services	54,000.00	53,999.40	100%
Contractual Services	5,100.00	1,796.52	35%
Commodities	1,000.00	1,050.19	105%
Expenses Total	60,100.00	56,846.11	95%
02 County Clerk			
Revenue			
Reimbursements	20,000.00	19,952.09	100%
Revenue Total	20,000.00	19,952.09	100%
Expenses			
Personnel Services	274,646.00	273,751.15	100%
Contractual Services	27,710.00	25,752.75	93%
Commodities	4,600.00	1,687.69	37%
Expenses Total	306,956.00	301,191.59	
03 County Treasurer			
Revenue			
Reimbursements	0.00	307.18	
Revenue Total	0.00	307.18	
Expenses			
Personnel Services	201,897.00	177,820.16	88%
Contractual Services	43,650.00	20,942.42	48%
Commodities	32,150.00	25,517.87	79%
Expenses Total	277,697.00	224,280.45	

2022 YTD BUDGET REPORT

	Amended Budget	Amt Received / Expended	% Recd / Used
04 District Attorney			
Revenue			
Licenses, Permits, and Fees	80,000.00	155,416.10	
Revenue Total	80,000.00	155,416.10	194%
Expenses			
Personnel Services	1,118,003.00	1,088,710.86	97%
Contractual Services	123,900.00	74,139.52	60%
Commodities	40,000.00	33,221.89	83%
Capital Improvement & Outlay	26,000.00	23,207.97	89%
Expenses Total	1,307,903.00	1,219,280.24	93%
05 Register of Deeds			
Revenue			
Licenses, Permits, and Fees	375,000.00	471,472.00	
Revenue Total	375,000.00	471,472.00	126%
Expenses			
Personnel Services	155,246.00	150,786.93	97%
Contractual Services	9,750.00	7,739.29	79%
Commodities	6,300.00	3,860.81	61%
Capital Improvement & Outlay	0.00	1,655.28	
Expenses Total	171,296.00	164,042.31	96%
06 Sheriff			
Revenue			
Licenses, Permits, and Fees	47,612.00	31,805.00	67%
Reimbursements	16,100.00	21,781.69	135%
Grant Revenues	12,000.00	11,494.68	96%
Revenue Total	75,712.00	65,081.37	86%
Expenses			
Personnel Services	3,144,374.00	2,960,646.57	94%
Contractual Services	356,615.00	328,610.04	92%
Commodities	282,175.00	299,784.32	106%
Capital Improvement & Outlay	259,080.00	214,158.06	83%
Other Expense & Reimbursements	2,000.00	1,317.71	66%
Expenses Total	4,044,244.00	3,804,516.70	94%
07 County Administration			
Expenses			
Personnel Services	400,026.00	395,224.03	99%
Contractual Services	130,100.00	129,479.23	100%
Commodities	4,000.00	3,733.05	93%
Expenses Total	534,126.00	528,436.31	99%

2022 YTD BUDGET REPORT

	Amended Budget	Amt Received / Expended	% Recd / Used
08 District Court			
Revenue			
Reimbursements	10,000.00	18,406.18	
Revenue Total	10,000.00	18,406.18	184%
Expenses			
Contractual Services	557,640.00	479,017.70	86%
Commodities	55,100.00	42,503.48	77%
Expenses Total	612,740.00	521,521.18	85%
09 Courthouse General			
Revenue			
Reimbursements	11,000.00	16,808.83	
Revenue Total	11,000.00	16,808.83	153%
Expenses			
Personnel Services	84,781.00	86,357.75	102%
Contractual Services	537,500.00	438,338.53	82%
Commodities	0.00	960.81	
Capital Improvement & Outlay	1,049,054.00	12,479.72	1%
Other Expense & Reimbursements	15,000.00	2,848.01	19%
Outside Agencies Appropriation	0.00	0.00	
Ambulance Services	0.00	0.00	
Emergency Communications	0.00	0.00	
Economic Development Projects	0.00	0.00	
Transfers Out to Other Funds	0.00	0.00	
Commission Discretionary	0.00	0.00	
Reserve for Cash Carryover & Contingencies	0.00	0.00	
Expenses Total	1,686,335.00	540,984.82	32%
10 County General			
Revenue			
Reimbursements	0.00	1,018.36	
Revenue Total	0.00	1,018.36	
Expenses			
Contractual Services	869,000.00	847,126.56	97%
Commodities	1,000.00	7,157.60	716%
Other Expense & Reimbursements	0.00	(20.69)	
Outside Agencies Appropriation	559,500.00	559,500.00	100%
Ambulance Services	1,702,676.00	1,179,548.81	69%
Emergency Communications	801,058.00	580,558.08	72%
Economic Development Projects	400,000.00	23,500.00	6%
Transfers Out to Other Funds	1,091,315.00	859,985.62	79%
Commission Discretionary	20,000.00	16,944.12	85%
Reserve for Cash Carryover & Contingencies	5,656,702.00	0.00	0%
Expenses Total	11,101,251.00	4,074,300.10	37%

2022 YTD BUDGET REPORT

	Amended Budget	Amt Received / Expended	% Recd / Used
11 Maintenance			
Revenue			
Reimbursements	30,000.00	46,019.57	
Revenue Total	30,000.00	46,019.57	153%
Expenses			
Personnel Services	857,620.00	698,192.68	81%
Contractual Services	84,611.00	83,823.73	99%
Commodities	74,661.00	52,321.19	70%
Capital Improvement & Outlay	30,000.00	21,239.00	71%
Expenses Total	1,046,892.00	855,576.60	82%
12 Planning & Zoning			
Expenses			
Personnel Services	85,955.00	83,170.60	97%
Contractual Services	15,700.00	9,732.46	62%
Commodities	700.00	252.60	36%
Expenses Total	102,355.00	93,155.66	91%
13 Emergency Management			
Revenue			
Reimbursements	0.00	70,250.81	
Revenue Total	0.00	70,250.81	
Expenses			
Personnel Services	295,063.00	267,998.53	91%
Contractual Services	39,375.00	26,590.61	68%
Commodities	20,850.00	21,482.23	103%
Other Expense & Reimbursements	0.00	3,257.86	
Expenses Total	355,288.00	319,329.23	90%
14 Sheriff - Jail			
Revenue			
Reimbursements	90,000.00	63,272.91	70%
Other	5,000.00	500.00	10%
Revenue Total	95,000.00	63,772.91	67%
Expenses			
Personnel Services	2,351,311.00	2,435,325.91	104%
Contractual Services	883,846.00	920,081.38	104%
Commodities	204,000.00	198,178.61	97%
Capital Improvement & Outlay	38,600.00	32,390.75	84%
Expenses Total	3,477,757.00	3,585,976.65	103%

2022 YTD BUDGET REPORT

	Amended Budget	Amt Received / Expended	% Recd / Used
15 Human Resources			
Expenses			
Personnel Services	184,349.00	182,389.54	99%
Contractual Services	56,050.00	38,786.13	69%
Commodities	18,500.00	5,299.18	29%
Expenses Total	258,899.00	226,474.85	87%
16 Appraiser			
Revenue			
Reimbursements	3,000.00	7,755.00	
Revenue Total	3,000.00	7,755.00	259%
Expenses			
Personnel Services	653,473.00	589,800.24	90%
Contractual Services	71,300.00	58,746.29	82%
Commodities	24,000.00	16,264.79	68%
Capital Improvement & Outlay	25,000.00	23,503.00	94%
Expenses Total	773,773.00	688,314.32	89%
17 County Clerk - Election			
Revenue			
Reimbursements	500.00	943.26	
Revenue Total	500.00	943.26	189%
Expenses			
Personnel Services	126,043.00	134,120.35	106%
Contractual Services	232,700.00	236,946.02	102%
Commodities	18,800.00	14,027.26	75%
Transfers Out to Other Funds	11,371.00	0.00	0%
Expenses Total	388,914.00	385,093.63	99%
18 Information Technology			
Revenue			
Reimbursements	28,000.00	38,987.49	
Revenue Total	28,000.00	38,987.49	139%
Expenses			
Personnel Services	502,866.00	495,837.65	99%
Contractual Services	297,425.00	284,570.05	96%
Commodities	11,000.00	9,310.72	85%
Capital Improvement & Outlay	0.00	0.00	
Expenses Total	811,291.00	789,718.42	97%

2022 YTD BUDGET REPORT

	Amended Budget	Amt Received / Expended	% Recd / Used
24 Auto Center			
Revenue			
Reimbursements	20,000.00	24,915.74	
Revenue Total	20,000.00	24,915.74	125%
Expenses			
Personnel Services	164,466.00	160,814.86	98%
Contractual Services	14,755.00	14,080.43	95%
Commodities	15,505.00	10,773.21	69%
Expenses Total	194,726.00	185,668.50	95%
REVENUE TOTALS	27,792,953.00	19,929,545.91	72%
EXPENSE TOTALS	27,512,543.00	18,558,058.54	67%
Fund 001 General Fund	280,410.00	1,371,487.37	
		Beginning Fund Balance:	14,428,910.17
		Ending Fund Balance:	15,800,397.54

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
002 Aging & Transit Fund				
Revenue				
Taxes	292,143.00	291,971.28	100%	
Licenses, Permits, and Fees	150.00	0.00	0%	
Reimbursements	6,050.00	16,931.86	280%	
Other	223,000.00	192,547.50	86%	
Grant Revenues	1,171,236.00	1,031,188.01	88%	
Transfers In from Other Funds	352,000.00	352,000.00	100%	
Cash Balance Forward (Budgeted Resource)	488,712.00	0.00	0%	
Revenue Total	2,533,291.00	1,884,638.65	74%	
Expenses				
Personnel Services	1,321,263.00	1,111,271.36	84%	
Contractual Services	566,025.00	477,616.97	84%	
Commodities	287,150.00	159,514.88	56%	
Capital Improvement & Outlay	263,400.00	94,214.19	36%	
Other Expense & Reimbursements	425.00	0.00	0%	
Reserve for Cash Carryover & Contingencies	87,216.00	0.00	0%	
Expenses Total	2,525,479.00	1,842,617.40	73%	
	REVENUE TOTALS	2,533,291.00	1,884,638.65	74%
	EXPENSE TOTALS	2,525,479.00	1,842,617.40	73%
Fund 002-Aging & Transit Totals	7,812.00	42,021.25		
	Beginning Fund Balance:	1,021,247.94		
	Ending Fund Balance:	1,063,269.19		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
003 Public Health Fund				
Revenue				
Taxes	986,204.00	993,649.27	101%	
Licenses, Permits, and Fees	8,000.00	735.27	9%	
Reimbursements	651,000.00	777,302.61	119%	
Other	0.00	485.00		
Grant Revenues	1,062,000.00	2,608,880.81	246%	
Cash Balance Forward (Budgeted Resource)	692,863.00	0.00	0%	
Revenue Total	3,400,067.00	4,381,052.96	129%	
Expenses				
Personnel Services	2,421,343.00	2,225,359.03	92%	
Contractual Services	568,100.00	643,469.18	113%	
Commodities	254,400.00	284,479.45	112%	
Capital Improvement & Outlay	0.00	33.10		
Other Expense & Reimbursements	0.00	0.00		
Reserve for Cash Carryover & Contingencies	130,799.00	0.00	0%	
Expenses Total	3,374,642.00	3,153,340.76	93%	
	REVENUE TOTALS	3,400,067.00	4,381,052.96	129%
	EXPENSE TOTALS	3,374,642.00	3,153,340.76	93%
Fund 003-Public Health Totals	25,425.00	1,227,712.20		
	Beginning Fund Balance:	1,264,033.90		
	Ending Fund Balance:	2,491,746.10		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
004 Noxious Weed Fund				
Revenue				
Taxes	117,103.00	115,780.76	99%	
Other	12,000.00	26,853.55	224%	
Cash Balance Forward (Budgeted Resource)	26,285.00	0.00	0%	
Revenue Total	155,388.00	142,634.31	92%	
Expenses				
Personnel Services	82,952.00	81,331.50	98%	
Contractual Services	5,400.00	2,228.44	41%	
Commodities	51,400.00	48,333.95	94%	
Other Expense & Reimbursements	0.00	0.00		
Transfers Out to Other Funds	10,000.00	0.00	0%	
Reserve for Cash Carryover & Contingencies	2,398.00	0.00	0%	
Expenses Total	152,150.00	131,893.89	87%	
	REVENUE TOTALS	155,388.00	142,634.31	92%
	EXPENSE TOTALS	152,150.00	131,893.89	87%
	Fund 004-Noxious Weed Totals	3,238.00	10,740.42	
	Beginning Fund Balance:	28,030.79		
	Ending Fund Balance:	38,771.21		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
006 Special Bridge Fund				
Revenue				
Taxes	1,231,904.00	1,234,206.70	100%	
Grant Revenues	0.00	754,022.35		
Cash Balance Forward (Budgeted Resource)	2,226,527.00	0.00	0%	
Prior Year Cancelled Encumbrances (KMAAG)	0.00	4,526.13		
Reimbursements	0.00	347,253.85		
Revenue Total	3,458,431.00	2,340,009.03	68%	
Expenses				
Contractual Services	2,400,000.00	2,041,851.36	85%	
Commodities	350,000.00	0.00	0%	
Other Expense & Reimbursements	0.00	285,358.81		
Reserve for Cash Carryover & Contingencies	675,000.00	0.00	0%	
Expenses Total	3,425,000.00	2,327,210.17	68%	
	REVENUE TOTALS	3,458,431.00	2,340,009.03	68%
	EXPENSE TOTALS	3,425,000.00	2,327,210.17	68%
	Fund 006-Special Bridge Totals	33,431.00	12,798.86	
	Beginning Fund Balance:	3,952,204.32		
	Ending Fund Balance:	3,965,003.18		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
007 Road & Bridge Fund				
Revenue				
Taxes	4,428,033.00	4,449,417.72	100%	
Reimbursements	0.00	12,368.61		
Other	1,427,625.00	1,557,554.30	109%	
Cash Balance Forward (Budgeted Resource)	1,013,461.00	0.00	0%	
Revenue Total	6,869,119.00	6,019,340.63	88%	
Expenses				
Personnel Services	2,251,809.00	2,041,865.48	91%	
Contractual Services	311,550.00	217,447.29	70%	
Commodities	3,339,000.00	3,093,601.73	93%	
Capital Improvement & Outlay	550,000.00	338,906.76	62%	
Other Expense & Reimbursements	0.00	0.00		
Transfers Out to Other Funds	300,000.00	0.00	0%	
Reserve for Cash Carryover & Contingencies	1,713.00	0.00	0%	
Expenses Total	6,754,072.00	5,691,821.26	84%	
	REVENUE TOTALS	6,869,119.00	6,019,340.63	88%
	EXPENSE TOTALS	6,754,072.00	5,691,821.26	84%
	Fund 007-Road & Bridge Totals	115,047.00	327,519.37	
	Beginning Fund Balance:	1,607,443.99		
	Ending Fund Balance:	1,934,963.36		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
008 Solid Waste Fund				
Revenue				
Licenses, Permits, and Fees	5,090,000.00	5,606,191.64	110%	
Reimbursements	20,000.00	115,885.52	579%	
Other	5,000.00	17,015.23	340%	
Cash Balance Forward (Budgeted Resource)	5,957,832.00	0.00	0%	
Revenue Total	11,072,832.00	5,739,092.39	52%	
Expenses				
Personnel Services	1,623,020.00	1,332,716.68	82%	
Contractual Services	1,199,450.00	901,883.30	75%	
Commodities	574,500.00	478,470.16	83%	
Capital Improvement & Outlay	2,810,000.00	2,116,155.50	75%	
Other Expense & Reimbursements	0.00	0.00		
Transfers Out to Other Funds	651,950.00	251,950.00	39%	
Reserve for Cash Carryover & Contingencies	4,213,912.00	0.00	0%	
Expenses Total	11,072,832.00	5,081,175.64	46%	
	REVENUE TOTALS	11,072,832.00	5,739,092.39	52%
	EXPENSE TOTALS	11,072,832.00	5,081,175.64	46%
	Fund 008-Solid Waste Totals	0.00	657,916.75	
	Beginning Fund Balance:	7,217,794.01		
	Ending Fund Balance:	7,875,710.76		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
009 Youth Services Fund				
Revenue				
Reimbursements	1,302,220.00	1,405,024.22	108%	
Grant Revenues	0.00	43,484.94		
Transfers In from Other Funds	649,315.00	475,000.00	73%	
Cash Balance Forward (Budgeted Resource)	243,490.00	0.00	0%	
Revenue Total	2,195,025.00	1,923,509.16	88%	
Expenses				
Personnel Services	1,698,666.00	1,632,581.38	96%	
Contractual Services	107,175.00	80,349.61	75%	
Commodities	56,300.00	30,131.32	54%	
Capital Improvement & Outlay	20,000.00	19,380.31	97%	
Other Expense & Reimbursements	126,082.00	118,335.94	94%	
Reserve for Cash Carryover & Contingencies	186,802.00	0.00	0%	
Expenses Total	2,195,025.00	1,880,778.56	86%	
	REVENUE TOTALS	2,195,025.00	1,923,509.16	88%
	EXPENSE TOTALS	2,195,025.00	1,880,778.56	86%
Fund 009-Youth Services Totals		0.00	42,730.60	
	Beginning Fund Balance:	875,998.14		
	Ending Fund Balance:	918,728.74		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
013 Solid Waste Post-Closure Fund				
Revenue				
Transfers In from Other Funds	400,000.00	0.00	0%	
Cash Balance Forward (Budgeted Resource)	5,662,037.00	0.00	0%	
Revenue Total	6,062,037.00	0.00	0%	
Expenses				
Contractual Services	355,000.00	183,050.79	52%	
Capital Improvement & Outlay	5,707,037.00	0.00	0%	
Expenses Total	6,062,037.00	183,050.79	3%	
	REVENUE TOTALS	6,062,037.00	0.00	0%
	EXPENSE TOTALS	6,062,037.00	183,050.79	3%
Fund 013-Solid Waste Post-Closure Totals		0.00	(183,050.79)	
	Beginning Fund Balance:	6,498,694.76		
	Ending Fund Balance:	6,315,643.97		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
015 Employee Benefits Fund				
Revenue				
Taxes	6,893,260.00	6,922,082.15	100%	
Reimbursements	1,350,000.00	1,349,354.67	100%	
Cash Balance Forward (Budgeted Resource)	2,986,116.00	0.00	0%	
Revenue Total	11,229,376.00	8,271,436.82	74%	
Expenses				
Personnel Services	4,086,532.00	3,911,342.68	96%	
Contractual Services	5,000.00	4,725.00	95%	
Capital Improvement & Outlay	100,000.00	0.00	0%	
Other Expense & Reimbursements	4,000.00	16,061.03	402%	
Transfers Out to Other Funds	5,050,904.00	4,393,477.50	87%	
Reserve for Cash Carryover & Contingencies	1,800,000.00	0.00	0%	
Expenses Total	11,046,436.00	8,325,606.21	75%	
	REVENUE TOTALS	11,229,376.00	8,271,436.82	74%
	EXPENSE TOTALS	11,046,436.00	8,325,606.21	75%
Fund 015-Employee Benefits Totals	182,940.00	(54,169.39)		
	Beginning Fund Balance:	5,042,345.42		
	Ending Fund Balance:	4,988,176.03		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
017 TECH Center Fund				
Revenue				
Taxes	504,651.00	506,689.51	100%	
Cash Balance Forward (Budgeted Resource)	18,648.00	0.00	0%	
Revenue Total	523,299.00	506,689.51	97%	
Expenses				
Contractual Services	510,000.00	510,000.00	100%	
Expenses Total	510,000.00	510,000.00	100%	
	REVENUE TOTALS	523,299.00	506,689.51	97%
	EXPENSE TOTALS	510,000.00	510,000.00	100%
Fund 017-TECH Center Totals	13,299.00	(3,310.49)		
	Beginning Fund Balance:	28,285.66		
	Ending Fund Balance:	24,975.17		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
018 Mental Health Fund				
Revenue				
Taxes	448,697.00	450,282.15	100%	
Cash Balance Forward (Budgeted Resource)	15,148.00	0.00	0%	
Revenue Total	463,845.00	450,282.15	97%	
Expenses				
Contractual Services	452,025.00	452,025.00	100%	
Expenses Total	452,025.00	452,025.00	100%	
	REVENUE TOTALS	463,845.00	450,282.15	97%
	EXPENSE TOTALS	452,025.00	452,025.00	100%
	Fund 018-Mental Health Totals	11,820.00	(1,742.85)	
	Beginning Fund Balance:	22,327.06		
	Ending Fund Balance:	20,584.21		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
029 Special Parks & Recreation Fund				
Revenue				
Taxes	13,165.00	18,445.46	140%	
Cash Balance Forward (Budgeted Resource)	409.00	0.00	0%	
Revenue Total	13,574.00	18,445.46	136%	
Expenses				
Contractual Services	13,165.00	13,165.00	100%	
Reserve for Cash Carryover & Contingencies	409.00	0.00	0%	
Expenses Total	13,574.00	13,165.00	97%	
	REVENUE TOTALS	13,574.00	18,445.46	136%
	EXPENSE TOTALS	13,574.00	13,165.00	97%
	Fund 029 Special Parks & Recreation Totals	0.00	5,280.46	
	Beginning Fund Balance:	8,291.42		
	Ending Fund Balance:	13,571.88		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
030 Special Alcohol & Drug Fund				
Revenue				
Taxes	13,165.00	21,418.05	163%	
Cash Balance Forward (Budgeted Resource)	17,416.00	0.00	0%	
Revenue Total	30,581.00	21,418.05	70%	
Expenses				
Contractual Services	10,000.00	10,000.00	100%	
Reserve for Cash Carryover & Contingencies	20,581.00	0.00	0%	
Expenses Total	30,581.00	10,000.00	33%	
	REVENUE TOTALS	30,581.00	21,418.05	70%
	EXPENSE TOTALS	30,581.00	10,000.00	33%
	Fund 030 Special Alcohol & Drug Totals	0.00	11,418.05	
	Beginning Fund Balance:	27,106.46		
	Ending Fund Balance:	38,524.51		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
083 Bond & Interest Fund				
Revenue				
Taxes	1,064,489.00	1,052,817.56	99%	
Other	54,845.00	54,844.67	100%	
Transfers In from Other Funds	611,825.00	987,841.72	161%	
Cash Balance Forward (Budgeted Resource)	143,618.00	0.00	0%	
Revenue Total	1,874,777.00	2,095,503.95	112%	
Expenses				
Contractual Services	1,694,463.00	1,695,362.50	100%	
Reserve for Cash Carryover & Contingencies	150,000.00	0.00	0%	
Expenses Total	1,844,463.00	1,695,362.50	92%	
	REVENUE TOTALS	1,874,777.00	2,095,503.95	112%
	EXPENSE TOTALS	1,844,463.00	1,695,362.50	92%
Fund 083 Bond & Interest Totals	30,314.00	400,141.45		
	Beginning Fund Balance:	150,560.06		
	Ending Fund Balance:	550,701.51		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
085 Noxious Weed Capital Outlay Fund				
Revenue				
Transfers In from Other Funds	10,000.00	0.00	0%	
Cash Balance Forward (Budgeted Resource)	98,568.00	0.00	0%	
Revenue Total	108,568.00	0.00	0%	
Expenses				
Capital Improvement & Outlay	108,568.00	0.00	0%	
Expenses Total	108,568.00	0.00	0%	
	REVENUE TOTALS	108,568.00	0.00	0%
	EXPENSE TOTALS	108,568.00	0.00	0%
Fund 085 Noxious Weed Capital Outlay Totals	0.00	0.00		
	Beginning Fund Balance:	89,776.58		
	Ending Fund Balance:	89,776.58		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
086 Public Health Capital Outlay Fd				
Revenue				
Grant Revenues	220,000.00	46,667.00	21%	
Cash Balance Forward (Budgeted Resource)	350,980.00	0.00	0%	
Revenue Total	570,980.00	46,667.00	8%	
Expenses				
Capital Improvement & Outlay	255,000.00	66,946.34	26%	
Reserve for Cash Carryover & Contingencies	315,980.00	0.00	0%	
Expenses Total	570,980.00	66,946.34	12%	
	REVENUE TOTALS	570,980.00	46,667.00	8%
	EXPENSE TOTALS	570,980.00	66,946.34	12%
Fund 086 Public Health Capital Outlay Totals	0.00	(20,279.34)		
	Beginning Fund Balance:	433,479.84		
	Ending Fund Balance:	413,200.50		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
087 Historical Museum Fund				
Revenue				
Taxes	184,312.00	184,757.86	100%	
Cash Balance Forward (Budgeted Resource)	5,551.00	0.00	0%	
Revenue Total	189,863.00	184,757.86	97%	
Expenses				
Contractual Services	185,000.00	185,000.00	100%	
Expenses Total	185,000.00	185,000.00	100%	
	REVENUE TOTALS	189,863.00	184,757.86	97%
	EXPENSE TOTALS	185,000.00	185,000.00	100%
Fund 087 Historical Museum Totals	4,863.00	(242.14)		
	Beginning Fund Balance:	8,871.93		
	Ending Fund Balance:	8,629.79		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
093 Special Equipment Fund				
Revenue				
Taxes	367,414.00	365,010.40	99%	
Reimbursements	130,288.00	136,803.03	105%	
Other	0.00	1,118.27		
Cash Balance Forward (Budgeted Resource)	45,017.00	0.00	0%	
Revenue Total	542,719.00	502,931.70	93%	
Expenses				
Contractual Services	0.00	116,535.70		
Capital Improvement & Outlay	432,580.00	217,131.75	50%	
Transfers Out to Other Funds	0.00	0.00		
Reserve for Cash Carryover & Contingencies	100,000.00	0.00	0%	
Expenses Total	532,580.00	333,667.45	63%	
	REVENUE TOTALS	542,719.00	502,931.70	93%
	EXPENSE TOTALS	532,580.00	333,667.45	63%
Fund 093 Special Equipment Fund Totals	10,139.00	169,264.25		
	Beginning Fund Balance:	188,808.27		
	Ending Fund Balance:	358,072.52		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
094 Special Road Fund				
Revenue				
Taxes	158,594.00	171,155.46	108%	
Grant Revenues	0.00	0.00		
Cash Balance Forward (Budgeted Resource)	612,530.00	0.00	0%	
Revenue Total	771,124.00	171,155.46	22%	
Expenses				
Contractual Services	0.00	286,762.32		
Commodities	0.00	48,542.24		
Capital Improvement & Outlay	755,000.00	0.00	0%	
Reserve for Cash Carryover & Contingencies	13,500.00	0.00	0%	
Expenses Total	768,500.00	335,304.56	44%	
	REVENUE TOTALS	771,124.00	171,155.46	22%
	EXPENSE TOTALS	768,500.00	335,304.56	44%
Fund 094 Special Road Fund Totals	2,624.00	(164,149.10)		
	Beginning Fund Balance:	1,378,894.67		
	Ending Fund Balance:	1,214,745.57		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
098 CIP Fund				
Revenue				
Taxes	601,331.00	606,388.95	101%	
Reimbursements	0.00	9,691.36		
Cash Balance Forward (Budgeted Resource)	310,478.00	0.00	0%	
Revenue Total	911,809.00	616,080.31	68%	
Expenses				
Capital Improvement & Outlay	436,125.00	112,723.29	26%	
Transfers Out to Other Funds	359,875.00	359,875.00	100%	
Reserve for Cash Carryover & Contingencies	100,000.00	0.00	0%	
Expenses Total	896,000.00	472,598.29	53%	
	REVENUE TOTALS	911,809.00	616,080.31	68%
	EXPENSE TOTALS	896,000.00	472,598.29	53%
Fund 098 CIP Totals	15,809.00	143,482.02		
	Beginning Fund Balance:	502,097.87		
	Ending Fund Balance:	645,579.89		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
180 Internal Services Fund				
Revenue				
Reimbursements	678,000.00	600,227.62	89%	
Cash Balance Forward (Budgeted Resource)	79,822.00	0.00	0%	
Revenue Total	757,822.00	600,227.62	79%	
Expenses				
Commodities	678,000.00	603,362.70	89%	
Reserve for Cash Carryover & Contingencies	79,822.00	0.00	0%	
Expenses Total	757,822.00	603,362.70	80%	
	REVENUE TOTALS	757,822.00	600,227.62	79%
	EXPENSE TOTALS	757,822.00	603,362.70	80%
	Fund 180 Internal Services Totals	0.00	(3,135.08)	
	Beginning Fund Balance:	114,909.27		
	Ending Fund Balance:	111,774.19		



AGENDA ITEM

AGENDA ITEM #12.B

AGENDA DATE: January 9, 2023

PRESENTED BY: Randy Partington, County Administrator

AGENDA TOPIC:
November 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, and Youth Services.

RECOMMENDATION / REQUEST:

Discussion Only



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 – November 2022
Helen Foster – Human Resources Director

Employment Activity

We currently have 17 job openings. For the month of November, we have had seven (7) separations and gained two (2) new employees. Submitted applications received for open positions stand at 39 applications completed through November 28th. The applicant activity has increased this month over last month. The average daily views for the month of November were 343.

New Carriers

Allied is still very responsive to our needs and concerns. It has been a fairly smooth transition with a few hiccups which is to be expected. We should have our first claim draw this week and that will be the last major implementation piece.

Digitalizing Records

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

Unemployment Fraud

We had no more fraudulent claim come through this month holding our total for this year to 15 fraudulent claims.

Evaluations

Evaluations were released on November 1st for employees to complete the self-evaluations and managers to begin completion of their reviews. The process has been smooth with a few issues concerning the laptops for the employees that do not have county email addresses. These issues have been resolved on the same day they have happened causing little interruption. Most employees have reported liking the new format, however there are some that prefer the paper forms.

This process will make it easier for Human Resources to transfer the evaluations into personnel files without the heavy use of paper and the additional time of filing each paper form into the personnel files. It is nice to have a consistent process for the evaluations.

End of Year Reporting

We will be preparing for the transition to end of year reporting. This year I am anticipating that 1095's will require more time than in the past due to the BML reporting either being incomplete or the accuracy is lacking. We will work through this as we begin the preparation of the 1095's.

November 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 92% of our budget, We are currently not spending any funds that are not completely necessary.

Projects/Issues/Challenges/Concerns

We are currently working on several long term projects that I have been reporting on. Those projects are continuing, including Time Keeping software, maintain software for tax sales and network reconfiguration for security.

We continue to work with several departments on new software installs and reviews.

The records management project is still moving along very well. We are continuing the ROD project and are still on track to be complete with it by the end of November. As part of that we are complete with the install and configuration of Square-9 and have started data conversion. We have completed 7 departments that are live now and 3 in the process of being migrated.. 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 12/1/2022

Harlen Depew, Director

Staffing: Maintenance is taking applications for one FT Custodial Tech, one PT Custodial Tech, and one FT Maintenance Technician.

Budget YTD summary

The department has spent 76% of our operating budget at the end of November.

Projects/Issues/Challenges/Concerns

Veteran's Room Updates

Maintenance staff has been 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:

Architect's inspections of windows and plaster are scheduled for December 6 & 13. The roof portion of the dome was signed off on in mid-November, and work continues with the last of the weatherization details. Scaffolding is scheduled to be coming down over the next few weeks.

Courthouse Roofing

The roofing project is currently under review by the Kansas State Historical Society for the purpose of approval for tax credits. We've held off putting this out to bid until we receive their approval of the specifications, but we anticipate a response by the middle of December. I've spoken with a local roofing contractor who assured me weather is not generally a factor except in the most extreme winter conditions.

Historic Photos:

The committee met one last time to determine which photos would go on each floor. A local art expert was recruited by Commissioner Sellers to assist with exact placement of each framed photo. These photos will be hung by maintenance staff soon after the consultation scheduled for December 1st.

Courthouse Remodel bids are pending while waiting on final approval from the KSHS. At this time the bid opening has been rescheduled for December 12, still in time to get this on the agenda for consideration before the end of the year.



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

November 2022 Monthly Report

Asphalt Crew the crew is now shouldering the 24 miles that was asphalt overlaid this year.

Mowing/Sign have finished mowing for the year and are now weed eating around guardrail, trimming trees, and installing signs throughout the county.

Dirt Crew is cleaning ditches throughout the County.

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

Planning & Zoning staff and commission is discussing possible set back regulation changes.

Contracted Projects

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

The KDOT Cost Share Program was awarded for the Woody Seat Bridge deck rehab and the City of Hutchinson C-Ave. bridge repairs and a road mill and overlay north of the Woody Seat Bridge. Approximate amounts would be \$900,000.00 to the City of Hutchinson and \$600,000.00 to the county.

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

Challenges

I'm working with the Chamber, City of Hutchinson, and the City of South Hutchinson on a joint project to run a main water trunk line from Hutchinson to the future Industrial Park. Connections to South Hutchinson, Yoder Water District, and the Industrial Park could be made from this main water trunk line. The time it takes to get organizations on board and get the line built may not work for Yoder.

The lawsuit against the County and City of Hutchinson for the accident south of 43rd Ave. on Old K61, has been resolved. There will be a Quitclaim Deed, deeding the old roadway south of 43rd Ave. to the City of Hutchinson. KDOT was to do this back in 2012 and didn't. KDOT is also going to remove the road south of 43rd Ave. except for a 12" bike line and pay for it. This was also something KDOT was to accomplish before 2012. KDOT is in the process of writing the agreement with the City of Hutchinson.

Short six full time positions within Public Works.

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 November 2022
Prepared by Megan Davidson, Director

Staffing: We currently have a General Laborer position open on the Wednesday-Saturday shift. This position has had very little applicants in the past few months. No changes to other staffing

Projects/Issues/Challenges/Concerns: Cell 8 construction has been in full swing and going well! The GCL and Liner material should be completed by the first week of December. The project should be all but completed by the end of December, except for a few materials that are not due to come in until the first part of January.

Office staff has been busy preparing for the end of the year reports and starting to get ready for the 2023 budget year!

Budget: We are awaiting one more vehicle that was approved earlier in the year but it should be delivered by the first of December. After the delivery of this truck we will have finally received all CIP equipment that was budgeted. The landfill has spent 37% of its total overall budget.



RENO COUNTY YOUTH SERVICES

JUVENILE DETENTION CENTER
JUVENILE INTAKE & ASSESSMENT
BOB JOHNSON YOUTH SHELTER

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

November 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 Specialist, two 40-hour male Juvenile Detention Officer, 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 November is Deanna Coker. Deanna started her career with Reno County in December of 2012. In April of 2020, Deanna moved to Youth Service as our part time custodial. She takes pride in her work and our facility benefits from her attention to details. She is quick to pick up extra duties when her co-worker is absent and does so without being asked. Deanna completes her duties quickly and efficiently and always pleasant and kind. Congratulations Deanna!

Budget YTD Summary

As of 11/23/2022, we have spent 69% 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 67% of our detention budget (Dept.91). Detention expenditures consists of mostly salaries. The total detention budget is \$1,036,265. This percentage does not include the second payroll for the month of November.

Projects/Issues/Challenges/Concerns

We currently have 3 fulltime male only positions open. Historically, filling male only positions has proved difficult. Our shelter male position has been open for months generating very few applicants. Using funds from the Department of Children and Families grant, we're in the process of setting up a plan to utilize local radio stations and local billboard signs to advertise our open positions. We hope to run it through the month of December. These are male only positions because of licensing requirements, which allows at least one male and one female staff member present and available to juveniles.