

A G E N D A

Reno County Courthouse Veterans Room

206 W. 1st Avenue

Wednesday, September 27, 2023, 9:00 AM

- 1. Call to Order**
- 2. Pledge of Allegiance to the American Flag and Prayer**
- 3. Welcome and Announcements by Commission Chair**
- 4. Public Comment on Items not on the Agenda**
Please come forward to the podium, state your name and address and limit your remarks to not more than 5 minutes per item.
- 5. Determine Additions or Revisions to the Agenda**
- 6. Consent Agenda**
 - 6.A Vouchers (bills or payments owed by the county or related taxing units)
 - 6.B Letter of Authorization for Barbara Lilyhorn to act as signatory for U.S.C. 49-5311 grant program documents
 - 6.C Purchase of Used/Demo Unit 2023 CAT 950M Wheel Loader from Foley Equipment Wichita, KS in the amount of \$291,260.00
- 7. Resolutions and Agreements**
 - 7.A Planning Case #2023-07 - A resolution ordering the vacation of a 40' wide easement for future road and utilities located on Lot 6, Block 1 of Rolling Dunes Subdivision. The address of the property is 803 Rolling Dunes Road
- 8. Business Items**
 - 8.A Reno County Child Care Task Force Presentation/Update
 - 8.B Appraiser Annual Report
 - 8.C Reno County Local Environmental Protection Plan (LEPP) Grant
 - 8.D Reno County Sanitation Code 2023
- 9. County Administrator Report**
 - 9.A Monthly Department Reports
 - 9.B Financial Report
- 10. County Commission Report/Comments**
- 11. Adjournment**



AGENDA ITEM

AGENDA ITEM #6.B

AGENDA DATE: September 27, 2023

PRESENTED BY: Barbara Lilyhorn - Director Public Transportation Department

AGENDA TOPIC:

Letter of Authorization for Barbara Lilyhorn to act as signatory for U.S.C. 49-5311 grant program documents.

SUMMARY & BACKGROUND OF TOPIC:

As part of the U.S.C 49-5311 grant application packet, KDOT requires the designation of an individual who will be authorized to act as signatory for grant operational management, documentations/certifications and other matters pertaining to the U.S.C. 49-5311 grant program. This role has traditionally been the responsibility of the Department Director.

ALL OPTIONS:

Designate the Department Director.

Designated another individual.

RECOMMENDATION / REQUEST:

Approve and sign.

POLICY / FISCAL IMPACT:

None



County Commission

Courthouse
206 W. 1st Avenue
Hutchinson, Ks 67501

Kansas Department of Transportation
Dwight D. Eisenhower State Office Building
700 S.W. Harrison Street
Topeka, KS 66603-3754

September 27, 2023

To Whom It May Concern:

The Reno County Board of Commissioners has authorized Barbara Lilyhorn, Director of the Reno County Public Transportation Department as signatory for operational grant management, documentations/certifications and other matters pertaining to the U.S.C 49-5311 grant program with the Kansas Department of Transportation.

Sincerely

Daniel Friesen, Chairperson
Reno County Board of County Commissioners

Randy Parks
District 1

Ron Hirst
District 2

Daniel P. Friesen
District 3

John Whitesel
District 4

Don Bogner
District 5



AGENDA ITEM

AGENDA ITEM #6.C

AGENDA DATE: September 27, 2023

PRESENTED BY: Megan Davidson

AGENDA TOPIC:

Purchase of Used/Demo Unit 2023 CAT 950M Wheel Loader from Foley Equipment Wichita, KS in the amount of \$291,260.00

SUMMARY & BACKGROUND OF TOPIC:

The landfill has a 2018 CAT 950M Loader with 10,005 hours on the machine that is on the Capital Improvement Plan to be replaced in 2023. At the landfill we have 2 other CAT loaders that all of the attachments can interchange with one another. It is a benefit to be able to use the same attachments for each loader which in turn saves the county money. The landfill has an equipment replacement schedule and at 10,000 hours these machines are replaced due to the increase in chances of expensive equipment failures after the 10,000 hour mark. This Used/Demo machine that we are purchasing has approximately 400 hours on it.

ALL OPTIONS:

1. Purchase the Used/Demo 2023 CAT 950M Loader for the amount of \$291,260.00
2. Purchase a brand-new machine with no hours at a cost of over \$375,000 or more before trade-in and no guarantee when a machine will be ready.
3. Delay the purchase of the machine to another year.

RECOMMENDATION / REQUEST:

Purchase the Used/Demo 2023 CAT 950M Loader from Foley Equipment Wichita, KS in the amount of \$291,260.00. This machine comes with the same warranty as a Brand New machine with a 12 month unlimited hours as well as a 36 month/5,000 hour Premier Care Warranty with travel included. This piece of equipment was part of the Capital Improvement Plan 2023 that was approved by the board.

POLICY / FISCAL IMPACT:

This machine was budgeted and approved in our Capital Improvement Plan for 2023 to be replaced. The cost of the used/demo machine 2023 CAT 950M is \$331,915.4396,260. Trade in of 2018 CAT 950M is \$105,000.000. Total cost of used/demo 2023 CAT 950M Loader is \$291,260.00.



SALES AGREEMENT

DATE _____

Foley Equipment Company, 1550 S. West Street, Wichita, KS67213 Phone: (316) 943-4211

CUSTOMER	RENO COUNTY SOLID WASTE DEPT		
STREET ADDRESS	4015 W CLARK RD		
CITY/STATE	HUTCHINSON, KS	COUNTY	RENO
POSTAL CODE	67501-9031	PHONE NO.	620 314 8194
CUSTOMER CONTACT:	EQUIPMENT	MEGAN DAVIDSON	
	PRODUCT SUPPORT	MEGAN DAVIDSON	
INDUSTRY CODE:	GENERAL GOVERNMENT NEC (CIVIL SVCS) (9199)		PRINCIPAL WORK CODE

CUSTOMER NUMBER	014305	Sales Tax Exemption # (if applicable)	N/A	CUSTOMER PO NUMBER (For reference only)	
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PAYMENT TERMS: (All terms and payments are subject to Finance Company - OAC approval)					
NET PAYMENT ON RECEIPT OF INVOICE	<input type="checkbox"/>	NET ON DELIVERY	<input type="checkbox"/>	FINANCIAL SERVICES	<input type="checkbox"/>
CASH WITH ORDER	\$0.00	BALANCE TO FINANCE	\$0.00	CONTRACT INTEREST RATE	0
PAYMENT PERIOD		PAYMENT AMOUNT	0.00	NUMBER OF PAYMENTS	0
				OPTIONAL BUY-OUT	\$0.00

DESCRIPTION OF EQUIPMENT ORDERED / PURCHASED		
MAKE: CAIN MACHINERY	MODEL: 950-14	YEAR: 2023
STOCK NUMBER: WGN0450	SERIAL NUMBER: 0TN200256	
950 14A WHEEL LOADER - 2023 DEMO UNIT WITH APPROX 400 HOURS	JOYSTICK 3V, STEERING JOYSTICK	BK50MF45GP - VGN00398 - 4.5 CYD BUCKET
REGIONAL PKG, AM-N, JSTK	STEERING SYST, STD, JSTK	QC950MF - UGN00687 - FUSION QUICK COUPLER
STANDARD PACKAGE	PRODUCT LINK, CELLULAR PLE642	
LINKAGE, STANDARD LIFT	TECHNOLOGY, PAYLOAD, ASSIST	
COUNTERWEIGHT, AUXILIARY	COOLING CORES, 9FPI	
AXLES, AUTO/AUTO, SGR,AOC,JSTK	FAN, REVERSING, VPF, ANSI	
AXLE OIL COOLER, ED	TIRES, 23.5R25 MX XHA2 * L3	
HYDRAULICS, 3V RC STD/LOG	AIR INLET STANDARD, RAIN CAP	
QUICK COUPLER READY, STD	FENDERS, FRONT W/REAR EXTN	
HYDRAULIC OIL, STANDARD	SOUND SUPPRESSION, STANDARD	
STARTING, COLD (120V)	TRANSPORT GROUP, NO WORKTOOL	
LIGHTS, HALOGEN, PREMIUM	LUBRICATION, MANUAL, STD	
CAB, DELUXE, STRG JOYSTICK	LIGHTS, SERVICE/ACCESS	
FILTRATION, STANDARD	GUARD, POWERTRAIN	
WINDOWS, STANDARD	OIL CHANGE SYSTEM, HIGH SPEED	

TRADE-IN EQUIPMENT				SELL PRICE	
MODEL:	950M - CATERPILLAR(AA)	YEAR:	2018	SN.:	J1S00581
PAYOUT TO:		AMOUNT:	\$	PAID BY:	Dealer
MODEL:		YEAR:		SN.:	
PAYOUT TO:		AMOUNT:		PAID BY:	
MODEL:		YEAR:		SN.:	
PAYOUT TO:		AMOUNT:		PAID BY:	
MODEL:		YEAR:		SN.:	
PAYOUT TO:		AMOUNT:		PAID BY:	

EXT WARRANTY Included

LESS GROSS TRADE ALLOWANCE (\$105,000.00)

NET BALANCE DUE \$291,260.00

PLUS APPLICABLE TAXES CALCULATED AT DELIVERY \$291,260.00

ACH Information:
 Bank = Wells Fargo NA
 ABA number 121000248
 Account number 4121956387
 Email remittance advice to ACHPMTS@foleyeq.com
 Customer responsible for all applicable taxes at the time of delivery.

CUSTOMER HEREBY SELLS THE TRADE-IN EQUIPMENT DESCRIBED ABOVE TO FOLEY AND WARRANTS IT TO BE FREE AND CLEAR OF ALL CLAIMS, LIENS, MORTGAGES AND SECURITY INTEREST EXCEPT AS SHOWN ABOVE.

<input checked="" type="checkbox"/> CATERPILLAR EQUIPMENT WARRANTY	INITIAL _____	<input type="checkbox"/> USED EQUIPMENT WARRANTY	INITIAL _____
<p>The Customer acknowledges that they have received a copy of the Foley Equipment Company and/or Caterpillar Warranty as applicable and have read and understood said warranty. Scheduled oil sampling (S.O.S.) is mandatory with this warranty. The Customer is responsible for taking oil samples at designated intervals from all power train components and failure to do so may result in voiding the warranty.</p> <p>Warranty applicable including expiration date where necessary: 12 months unlimited hours</p> <p>36 MONTHS / 5000 HOURS PREMIER CARE ESC WARRANTY WITH TRAVEL INCLUDED</p>		<p>All used equipment is sold as is where is and no warranty is offered or implied except as specified here:</p> <p>Warranty applicable:</p> <p>_____</p> <p>_____</p> <p>_____</p>	

CSA: _____

NOTES: _____

This order is not valid until approved by Sales Manager

THIS AGREEMENT IS SUBJECT TO THE TERMS AND CONDITIONS ON THE NEXT PAGE

ORDER RECEIVED BY	Smith, Shawn	APPROVED AND ACCEPTED ON	RENO COUNTY SOLID WASTE DEPT
	REPRESENTATIVE		PURCHASER
	SALES MANAGER	BY	SIGNATURE
			TITLE

TERMS AND CONDITIONS

1. Agreement. This Agreement, when accepted by Foley, shall become a binding contract, and may not be revoked by the Customer. Foley's performance per this Agreement shall be subject to strikes, lockouts, accidents, fire, delays in manufacturing or transportation, acts of God, embargoes, pandemics or governmental action, or any other causes beyond the control of Foley, and any of said causes shall absolutely absolve Foley from any liability to the Customer under the terms hereof.

2. Payment and Representations. Unless the Equipment is paid in full in cash at the time of delivery, Foley retains and Customer hereby grants to Foley a purchase-money security interest in the Equipment, including all accessories, spare parts, special fittings, and tools thereof, and all additions, accessions, increases, improvements, renewals, substitutions, or replacements thereof (collectively, the "Collateral"), together with all proceeds from any sale or other disposition of all or any part of the Collateral to secure the full amount owed therefore, together with all interest, fees, and penalties. Unless Customer shall execute a separate security agreement with Foley covering the Collateral, this Agreement shall constitute a security agreement for the Collateral. Promptly upon request, Customer agrees to execute a note or other evidence of Customer's indebtedness for the Collateral, which shall only constitute evidence of such indebtedness and not a payment or satisfaction of such indebtedness. Promptly upon request, Customer shall, at its expense, do any act and execute, acknowledge, deliver, file, register, record, and ratify all documents requested by Foley, in Foley's discretion, to perfect Foley's security interest in the Collateral, including but not limited to, any financing statements. Customer hereby irrevocably appoints Foley its attorney-in-fact, which such appointment shall be coupled with an interest, to do such acts and to execute and file all such documents on Customer's behalf, which power is coupled with an interest, and which power is delegable by Foley. Customer acknowledges that Foley's signature or the signature of its delegate on such documents to be the same as Customer's own for all purposes and with the present intent to authenticate the document. Customer represents and warrants to Foley that (a) Customer has the power to make, deliver, and perform under this Agreement, (b) the person executing this Agreement is authorized to do so on behalf of Customer, (c) this Agreement constitutes a valid obligation of Customer, legally binding upon it and enforceable in accordance with its terms; (d) all credit, financial, and other information submitted to Foley in connection with this Agreement is and shall be true, correct, and complete; (e) the Customer: if an individual, has his or her principal residence in Kansas or Missouri, or in state otherwise indicated on the front of this Agreement, if a registered entity, is registered under the laws of the State of Kansas or Missouri, or in state otherwise indicated on front of this Agreement; if a non-registered entity, has its principal place of business in Kansas or Missouri, or in state otherwise indicated on front of this Agreement; (f) Customer's name set forth on the front of this Agreement is Customer's full, legal name; and (g) the Collateral is and shall remain located in the State of Kansas or Missouri or state otherwise indicated on the front of this Agreement. A breach by Customer in the terms, representations, or warranties of this Agreement or the terms of any invoice for the Equipment hereunder, including but not limited to, failure to pay in full the amount owed for the Equipment within the time periods stated herein or on any such invoice, shall constitute an event of default, and all amounts owing to Foley shall be immediately due, and Foley shall have all rights and remedies in law or in equity, including but not limited to, the Kansas or Missouri Uniform Commercial Code, and as set forth herein. In the event of Customer default of this Agreement, Foley shall be entitled to recover all costs, losses and expenses, including attorney's fees relating to the default and exercise of Foley's remedies.

3. Delivery and Taxes. Unless Shipment is provided by Foley, Foley's responsibility for shipment ceases upon delivery to the transportation company and any claims for shortages, delays or damages occurring thereafter shall be made by the Customer direct to the transportation company. Any claims against Foley for shortages in shipments shall be made within fifteen days after receipt of shipment. Customer shall be responsible for all taxes calculated at the time of delivery of the Equipment.

4. DISCLAIMER OF WARRANTIES AND LIMITATION OF LIABILITY. Customer understands and agrees that Foley is not the manufacturer of the Equipment; the Equipment is of a size, design, capacity, description, and manufacture selected by Customer; Customer is satisfied that the Equipment is suitable and fit for its purposes. The Equipment described herein as "new" is sold subject to such warranties as are made in writing by the manufacturer of the Equipment thereof. Except to the extent a special warranty is made by Foley in writing and executed by Foley's authorized representative, FOLEY MAKES NO REPRESENTATIONS OR WARRANTIES CONCERNING THE EQUIPMENT, MATERIALS CONTAINED IN THE EQUIPMENT, OR CUSTOMER'S USE THEREOF, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO, THE IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, OR TITLE. FOLEY SHALL NOT BE LIABLE TO CUSTOMER OR ANY THIRD PARTY FOR CONSEQUENTIAL, INCIDENTAL, SPECIAL, EXEMPLARY, OR PUNITIVE DAMAGES ARISING OUT OF OR RELATED TO THE TRANSACTION CONTEMPLATED HEREUNDER, WHETHER AN ACTION BASED ON CONTRACT, TORT (INCLUDING NEGLIGENCE OR STRICT LIABILITY), OR ANY OTHER LEGAL THEORY, INCLUDING, BUT NOT LIMITED TO, LOSS OF ANTICIPATED PROFITS, OR BENEFITS OF USE OR LOSS OF BUSINESS, EVEN IF FOLEY IS APPRISED OF THE LIKELIHOOD OF SUCH DAMAGES OCCURRING. THE MAXIMUM EXTENT OF FOLEY'S LIABILITY TO CUSTOMER SHALL BE THE TOTAL AMOUNT OF ANY PAYMENTS MADE BY CUSTOMER TO FOLEY, HEREUNDER.

5. Consumer Laws. The laws of certain jurisdictions prohibit the limitation of certain warranties and the remedies and damages for the breach of such warranties. If any provision of this Agreement is in conflict with any statute or rule of law of any state or district in which jurisdiction may lie for enforcement, then such provision shall be deemed null and void to the extent but only to the extent that it may conflict therewith; and the remaining provisions hereof shall not be invalidated, but may be reformed by the court to the extent necessary to protect the rights of the parties.

6. Rental Purchase Option. If the Equipment is being rented by Customer pursuant to a Foley rental agreement with an option to purchase the Equipment, this Agreement shall become effective when Customer notifies Foley of its intent to purchase the Equipment under the rental agreement.

7. Laws. This Agreement shall be governed by the laws of Kansas or Missouri. The provisions of the United Nations on Contracts for the International Sale of Goods are expressly excluded from this Agreement. Customer shall comply with all applicable US laws, including but not limited to, export and anti-bribery laws such as the Foreign Corrupt Practices Act.

8. Privacy Statement. Customer consents to the collection, use, retention and disclosure of information by Foley and its parent, subsidiary and affiliated entities (collectively, "Foley Entities") in accordance with applicable law, and agrees that such information may be accessed by the Foley Entities and their partners and manufacturers with a legitimate business reason to access it, as well as third parties who may process such information on their behalf. Caterpillar's Data Governance Statement, together with Caterpillar's Global Privacy Statement and any applicable Caterpillar Privacy Notices for its digital offering subscriptions, describes Caterpillar's practices for collecting, sharing and using data and information relating to machines, products or other assets and their associated workites—for example to enable Cat@ Connect and other Digital Offerings. The Data Governance Statement also describes how Caterpillar may perform remote diagnostics and make available remote software and firmware updates and upgrades, such as configuration, patches, bug fixes, new or enhanced features, etc., for your assets and devices. By providing data and information to Foley as described herein or to Caterpillar as described in Caterpillar's Data Governance Statement at <https://www.caterpillar.com/en/legal-notices/data-governance-statement.html> you agree to its terms as it may be revised from time to time.

9. Consignment. If this is a sale of consignment Equipment, Customer acknowledges and understands that Foley is acting only as an agent of the seller/owner of the Equipment in this sales transaction. Therefore, for the purposes of the consignment sale only, the term "Foley" in this Agreement shall apply to both Foley Equipment Company and the seller/owner of the Equipment.

10. Assignment and Entire Agreement. Foley may assign this Agreement to a third party. This Agreement covers all agreements between the parties related to this transaction. Foley is not bound by any representative or terms made by any agent related to this transaction which are not contained herein.

Customer's Initials _____



Cat[®] 950

Wheel Loader

The Cat[®] 950 Wheel Loader brings premium performance with simple-to-use technologies as a standard offering, boosting operator efficiencies and delivering consistent high bucket fill factors resulting in up to 10% increased productivity.* Extended service intervals lower maintenance costs by up to 35%.* Improved performance, reliability, durability, and versatility result in a machine that is better built to meet your needs.

***Compared to previous Cat model**

Proven Reliability

- Cat C7.1 engine¹ offers high power density with a combination of proven electronics, fuel, and air systems.
- Features an electric fuel priming pump, fuel-water separator, and secondary filtration system.
- Thorough component design and machine validation processes result in unmatched reliability and uptime.

Work in Comfort in the All New Cab

- Next-generation, easily adjustable seat and suspension for improved operator comfort. It comes in three trim levels and can be equipped with a 4-point harness (kit).
- Increased legroom and adjustable seat controls for increased comfort and efficiency.
- Automatic air conditioning system keeps the cab temperature as desired.
- New in-cab dashboard and high-resolution touch display(s) are easy to use, intuitive, and user friendly.
- Sound suppression, seals, and viscous cab mounts decrease noise and vibration for a quieter work environment.
- HMU steering wheel offers low-effort and precise machine steering. The optional seat-mounted electro-hydraulic joystick steering system provides precision control and dramatically reduces arm fatigue, resulting in excellent comfort and accuracy.
- The next generation of ride control works as a shock absorber, improving ride quality over rough terrain.

Durability

- Heavy-duty transmission and axles designed to handle extreme applications.
- Automatic countershaft powershift (5F/3R) transmission features durable, long-lasting components.
- Full-flow hydraulic filtration system with additional kidney-loop filtration improves hydraulic system reliability and component life.
- Next Generation implement pump increases flow at lower engine speeds and improves hydraulic response.

Smart Machine for Efficient Operation

- Standard Cat technologies to monitor, manage, and enhance your jobsite operations.
 - Cat Payload with Assist provides accurate weighing** of the bucket payloads. Data is displayed in real time to improve productivity and loading accuracy with manual tip-off.
 - Product Link™ wirelessly connects the machine to the office, giving you access to production and essential health information needed to make timely, fact-based decisions to help you better run your business.
 - New Autodig allows the operator to fully automate bucket loading to improve fill factors and loading time.
 - Auto Set Tires promotes proper loading technique, significantly reducing tire slip and tire wear.
- Optional Cat Advanced Payload with Assist:
 - Tip Off Assist automatizes load adjustment of the final bucket to match hauling unit target.
 - Enhanced lists management, site integration, and extended scale features to help manage and improve productivity and profitability of operations.
- Optional Cat Productivity subscription provides detailed and comprehensive actionable information to help you manage and improve the productivity and profitability of your operations.

**Not legal for trade.

¹Cat engine meets Brazil MAR-1 and UN ECE R96 Stage IIIA emission standards, equivalent to U.S. EPA Tier 3 and EU Stage IIIA.



Cat® 950 Wheel Loader

Achieve Greater Fuel Efficiency & Productivity

- New Autodig with Auto Set Tires for consistent high bucket fill factors deliver up to 10% more productivity compared to previous Cat model.
- With 5-speed transmission and lock-up clutch torque converter, power trains deliver smooth shifting, fast acceleration, and speed on grade for greater performance and fuel efficiency.
- Single clutch and lock-to-lock shifting for faster acceleration and speed on grades.
- Z bar* linkage provides high breakout force at ground level.
- Optimized Z bar* linkage offers parallel lift capability for precise work tool control.
- Performance Series Buckets utilize a system-based approach to balance bucket shape against the machine's linkage, resulting in higher fill factors and better material retention when compared with other buckets of the same rated capacity.
- Application Profiles optimize machine settings for different applications at one push of a button.
- Job Aids help operators improve and optimize their operating skills.
- Automatic engine idle shutdown system significantly reduces idle time, overall operating hours, and fuel consumption.
- Deeply integrated engine, power train, and hydraulic systems deliver unmatched productivity and fuel efficiency.
- Optional differential locks are activated on-the-go, which improves traction, resulting in increased productivity while reducing tire scuffing for reduced operating costs.
- Fusion™ Quick Coupler allows for easy tool changes without leaving the cab, letting the machine move quickly from task to task.

**Optional configurations and equipment may vary from region to region and require conformance to Caterpillar payload policy. Consult your dealer or Caterpillar representative for details.*

Safety Features

- Rear-vision camera enhances visibility behind the machine, helping you work safely and confidently.
- Cab access with wide door, optional remote door opening, and inclined steps add solid stability.
- Floor-to-ceiling windshield, large mirrors with integrated spot mirrors, and rear-vision camera provide industry leading all-around visibility.
- Computerized monitoring system includes several warning indicators.
- Monitored seat belt is standard and can be enhanced with an optional exterior indicator.
- Optional multiview (360°) vision system helps the operator monitor the surroundings of the machine at all times.
- Optional Cat Detect radar technology enhances awareness by monitoring the working environment and alerts operators to hazards.
- Optional access light and under-hood service light system to provide illuminated access to the machine and daily checks even in the dark.

Reduced Maintenance Time and Costs

- Extended fluid and filter change intervals reduce maintenance costs by up to 35%.**
- Convenient access to hydraulic and electrical service centers for easy ground-level servicing.
- Remote Troubleshoot can connect the machine to the dealer service department to help diagnose problems quickly so you can get back to work.
- Remote Flash works around your schedule to ensure your machine's software is up to date for optimal performance.
- The Cat App helps you manage fleet location, hours, and maintenance schedules; it also alerts you for required maintenance and allows you to request service from your local Cat dealer.
- One-piece tilting hood makes engine compartment access fast and easy.
- Optional Integrated Autolube extends component and service life.

***Parts and fluids only*

Purpose-built Specialty Configurations

- Application-specific arrangements direct from the factory for optimized performance and added durability in the toughest applications, including:
 - Industrial and waste models feature guarding and reinforcement necessary for work in transfer stations, recycling depots, scrap yards, and demolition sites.
 - Forestry model increases lift and tilt capacities for efficient and productive log and chip handling in paper, pellet, and sawmills.
 - Steel mill model is designed for the challenging work environment of steel mills and slag handling applications, incorporating an added level of safety.

Standard and Optional Equipment

Standard and optional equipment may vary. Consult your Cat dealer for details.

	Standard	Optional		Standard	Optional
OPERATOR ENVIRONMENT			POWER TRAIN (Continued)		
Cab, pressurized, sound suppression	✓		Service brakes, hydraulic, fully enclosed wet disc, wear indicators, Integrated Braking System (IBS)	✓	
Door, remote opening system		✓	Park brake, caliper on front axles, spring applied–pressure released	✓	
EH implement controls, parking brake	✓		HYDRAULICS		
HMU steering wheel	✓		Implement system, load sensing with variable displacement piston pump	✓	
Steering, joystick		✓	Steering system, load sensing with dedicated variable displacement piston pump	✓	
Entertainment radio		✓	Ride control, dual accumulators		✓
CB radio ready		✓	3 rd and 4 th auxiliary functions with ride control		✓
Seat, cloth, air suspension	✓		Oil sampling valves, Cat XT™ hoses	✓	
Seat, suede/cloth, air suspension, heated		✓	Quick coupler control		✓
Seat, leather/cloth, air suspension, heated/cooled		✓	ELECTRICAL		
Touchscreen display	✓		Starting and charging system, 24V	✓	
Visibility: mirrors, rear-vision camera	✓		Starter, electric, heavy duty	✓	
Multiview (360°) vision system		✓	Cold start, 120V or 240V		✓
Cat Detect rear radar system		✓	Lights: halogen, 4 work lights, 2 front tower lights, 2 rear-vision lights	✓	
Dedicated rearview screen		✓	Lights: roading with turn signals		✓
Mirrors, heated		✓	Lights: LED		✓
Air conditioner, heater, defroster (auto temp, fan)	✓		Warning beacon		✓
Sun visor, front, retractable	✓		Reversing strobe lights		✓
Sun visor, rear, retractable		✓	MONITORING SYSTEM		
Window cleaning platform, front		✓	Front dash with analog gauges, LCD display, and warning lights	✓	
Windows, front, laminated	✓		Primary touchscreen monitor (Cat Payload, quad screens, machine settings & messages)	✓	
Windows, front, heavy duty		✓	LINKAGE		
Full cab window guard		✓	Parallel Lift, Z-bar*	✓	
ON-BOARD TECHNOLOGIES			Standard lift, Z-bar*		✓
Cat Payload scale	✓		High Lift available with both linkages*		✓
Autodig with Auto Set Tires	✓		Kickouts: lift and tilt	✓	
Operator ID & machine security	✓		ADDITIONAL EQUIPMENT		
Application Profiles	✓		Cat Autolube system		✓
Job Aids	✓		Fenders, extensions or roading		✓
Controls Help and eOMM		✓	Guards: power train, crankcase, cab, cylinders, rear		✓
Cat Advanced Payload		✓	Biodegradable hydraulic oil		✓
Cat Payload Printer		✓	High-speed oil change system		✓
POWER TRAIN			Rear cab access		✓
Cat C7.1 engine	✓		Toolbox		✓
Electric fuel priming pump	✓		Wheel chocks		✓
Fuel-water separator and secondary fuel filter	✓		Secondary steering system, electrical**		✓
Engine, air precleaner	✓		SPECIAL CONFIGURATIONS		
Turbine, air precleaner		✓	Auxiliary Counterweight		✓
Radiator, high debris		✓	Steel Mill		✓
Cooling fan, reversible		✓	Waste and industrial		✓
Axles, open/open differentials	✓		Forestry		✓
Axles, auto differential locks front and rear		✓	Corrosion resistant		✓
Axles, manual front locks		✓			
Axles, ecology drains, AOC ready, extreme temperature seals		✓			
Axles, oil cooler		✓			
Transmission, countershaft, automatic powershift	✓				
Torque converter with lock-up	✓				

* Not all configurations available in all regions, subject to availability.
 ** Standard or optional depending on region. Consult your dealer.

Cat® 950 Wheel Loader

Technical Specifications

Engine			
Engine Model	Cat 7.1		
Engine Power @ 2,100 rpm – ISO 14396:2002	186 kW	249 hp	
ISO 14396:2002 (DIN)	253 mhp (PS)		
Gross Power @ 2,100 rpm – SAE J1995:2014	191 kW	256 hp	
SAE J1995:2014 (DIN)	260 mhp (PS)		
Net Power @ 2,100 rpm – ISO 9249:2007, SAE J1349:2011	172 kW	231 hp	
ISO 9249:2007 (DIN)	235 mhp (PS)		
Engine Torque @ 1,400 rpm – ISO 14396:2002	1236 N·m	912 lbf·ft	
Gross Torque @ 1,400 rpm – SAE J1995:2014	1257 N·m	927 lbf·ft	
Net Torque @ 1,300 rpm – ISO 9249:2007, SAE J1349:2011	1170 N·m	863 lbf·ft	
Displacement	7.0 L		

- Cat engine meets Brazil MAR-1 and UN ECE R96 Stage IIIA emission standards, equivalent to U.S. EPA Tier 3 and EU Stage IIIA.
- The net power advertised is the power available at the flywheel when the engine is equipped with fan, alternator, air cleaner, and muffler.
- Cat engines are compatible with diesel fuel blended with following lower-carbon intensity fuels up to:
 - 100% biodiesel FAME (fatty acid methyl ester)*
 - 100% renewable diesel, HVO (hydrogenated vegetable oil) and GTL (gas-to-liquid) fuels

Refer to guidelines for successful application. Please consult your Cat dealer or "Caterpillar Machine Fluids Recommendations" (SEBU6250) for details.

*For use of blends higher than 20% biodiesel, consult your Cat dealer.

Weight			
Operating Weight	18 076 kg	39,851 lb	

• Weight based on a machine configuration with Bridgestone 23.5R25VJT L3 radial tires, full fluids, operator, standard counterweight, ride control, cold start, roading fenders, Product Link, front manual differential/open rear axles, power train guard, secondary steering, sound suppression, and a 3.1 m³ (4.1 yd³) general purpose bucket with BOCE.

Transmission					
Speed	km/h	mph	Speed	km/h	mph
Forward 1	6.9	4.3	Reverse 1	6.9	4.3
Forward 2	12.0	7.5	Reverse 2	12.0	7.5
Forward 3	19.3	12.0	Reverse 3	25.7	16.0
Forward 4	25.7	16.0			
Forward 5	39.5	24.5			

- Maximum travel speed in standard vehicle with empty bucket and standard L3 tires with 787 mm (31 in) roll radius.

Sound	
Operator Sound Pressure Level (ISO 6396:2008)	72 dB(A)
Exterior Sound Power Level (ISO 6395:2008)	107 dB(A)
Operator Sound Pressure Level (ISO 6396:2008)*	69 dB(A)
Exterior Sound Power Level (ISO 6395:2008)**	104 dB(A)

*Including countries that adopt the EU and UK Directives.

**European Union Directive 2000/14/EC and UK Noise Regulation 2001 No. 1701

Air Conditioning System	
The air conditioning system on this machine contains the fluorinated greenhouse gas refrigerant R134a (Global Warming Potential = 1430). The system contains 1.6 kg (3.5 lb) of refrigerant which has a CO ₂ equivalent 2.288 metric tonnes (2.522 tons).	

Bucket Capacities		
Bucket Range	2.5-9.2 m ³	3.3-12.0 yd ³

Operating Specifications			
Static Tipping Load – Full 40° Turn:			
With Tire Deflection	10 936 kg	24,110 lb	
No Tire Deflection	11 631 kg	25,642 lb	
Breakout Force	152 kN	34,171 lbf	

• For a machine configuration as defined under "Weight."

• Full compliance to ISO 14397-1:2007 Sections 1 thru 6, which requires 2% verification between calculations and testing.

Service Refill Capacities		
Fuel Tank	259.5 L	68.6 gal
Cooling System	54 L	14.3 gal
Crankcase	21 L	5.5 gal
Transmission	43 L	11.4 gal
Differentials and Final Drives – Front	43 L	11.4 gal
Differentials and Final Drives – Rear	43 L	11.4 gal
Hydraulic Tank	97 L	25.6 gal

Hydraulic System		
Implement System:		
Maximum Pump Output (2,340 rpm)	322 L/min	85 gal/min
Maximum Operating Pressure	27 900 kPa	4,047 psi
Hydraulic Cycle Time – Total	9.8 seconds	

	Standard Lift		High Lift	
Height to Top of Hood	2695 mm	8'10"	2695 mm	8'10"
Height to Top of ROPS	3456 mm	11'4"	3456 mm	11'4"
Ground Clearance	354 mm	1'1"	354 mm	1'1"
Wheelbase	3350 mm	11'0"	3350 mm	11'0"
Overall Length (without bucket)	6797 mm	22'3"	7462 mm	24'6"
Hinge-Pin Height at Carry Height	624 mm	2'0"	745 mm	2'5"
Hinge-Pin Height at Maximum Lift	3981 mm	13'0"	4476 mm	14'8"
Lift Arm Clearance at Maximum Lift	3393 mm	11'1"	3776 mm	12'4"
Rack Back at Maximum Lift	60 degrees		65 degrees	
Rack Back at Carry Height	49 degrees		54 degrees	
Width over Tires (loaded)	2824 mm	9'4"	2824 mm	9'4"
Tread Width	2140 mm	7'0"	2140 mm	7'0"

• All dimensions are approximate and based on machine equipped with 3.1 m³ (4.1 yd³) general purpose bucket with BOCE and Bridgestone 23.5R25 VJT L3 radial tires.



AEXQ3440-00 (08-2022)
Build Number 14A
(Afr-ME, Eurasia, Aus-NZ, S Am,
SE Asia, Indonesia)





Year	Make	Model	Warranty	Price	Hours	Location
2023	CAT	950M	12 months unlimited 36 month/5.000 Premier	\$ 291,260.00	400	Wichita, KS
2022	John Deere	644P	Warranty	\$ 364,000.00	590	Missouri
2023	John Deere	644P	Warranty not specified	\$ 424,000.00	521	Pennsylvania
2022	John Deere	644P	Warranty not specified	\$ 364,000.00	1,200	Missouri
2022	John Deere	644P	Warranty not specified	\$ 376,000.00	532	West Virginia

2022 DEERE 644P



USD **\$364,000**

Machine Location: 200 ERB INDUSTRIAL DRIVE Fenton, Missouri 63026

Seller Information

McCoy Construction & Forestry -
Fenton, MO

Contact: AJ Abert

Phone: **(636) 384-4017**

Fenton, Missouri 63026

(636) 384-4017

Video Chat



[Hide Thumbnails](#)

Description

CAB, A/C, JRB COUPLER, RIDE CONTROL, 3RD SPOOL AUX HYDRAULICS, CAMERA, HEATED POWER MIRRORS, JOYSTICK STEER, GP BUCKET, WARRANTY

Specifications

Year	2022	Manufacturer	DEERE
Model	644P	Hours	590
Serial Number	1DW644PAVNLZ13458	Condition	Used
Stock Number	262425	Ride Control	Yes
ROPS	Enclosed	Operator Controls	Joystick
A/C	Yes		

[Show As Paragraph](#)

2023 DEERE 644P



USD **\$424,000**

Machine Location: [5835 East Taft Road North Syracuse, New York 13212](#)

Seller Information

Five Star Equipment

Contact: John Eisenhooth

Phone: **(570) 359-2000**

Dunmore, Pennsylvania 18512

[Visit Our Website](#)

(570) 359-2000

Video Chat



[Hide Thumbnails](#)

Description

Cab w/ AC; Aux Hydraulics; General Purpose Bkt; Rear Camera

Specifications

Year	2023	Manufacturer	DEERE
Model	644P	Hours	521
Serial Number	1DW644PACPLZ17074	Condition	Used
Stock Number	00024531	Auxiliary Hydraulics	Yes
ROPS	Enclosed	A/C	Yes
Rearview Camera	Yes		

[Show As Paragraph](#)

2022 DEERE 644P



USD **\$364,000**

Machine Location: [21000 Veterans Memorial Pkwy, Foristell, Missouri 63348](#)

Seller Information

McCoy Construction & Forestry -
Fenton, MO

Contact: AJ Abert

Phone: **(636) 384-4017**

Fenton, Missouri 63026

(636) 384-4017

Video Chat



[Hide Thumbnails](#)

Description

CAB, A/C, JRB COUPLER, 3RD SPOOL AUX HYDRAULICS, DUAL DIFF LOCK, RIDE CONTROL, JOYSTICK STEER, REVERSING CAMERA, HEATED POWER MIRRORS, WARRANTY

Specifications

Year	2022	Manufacturer	DEERE
Model	644P	Hours	1,200
Serial Number	1DW644PAVMLZ13121	Condition	Used
Stock Number	262426	Ride Control	Yes
ROPS	Enclosed	Operator Controls	Joystick
A/C	Yes		

2022 DEERE 644P



USD **\$376,000**

Machine Location: [136 Clifftop Drive Beaver, West Virginia 25813](#)

Seller Information

Leslie Equipment Company

Contact: Jeff Hayhurst

Phone: **(304) 200-7988**

Cowen, West Virginia 26206

[Visit Our Website](#)

(304) 200-7988

Video Chat



[Hide Thumbnails](#)

Description

CAB/AC,4 SPD TRANS,23.5R-25 L3,RC,3FNT,

Specifications

Year	2022	Manufacturer	DEERE
Model	644P	Hours	532
Serial Number	1DW644PAHNLZ15280	Condition	Used
Stock Number	38896	ROPS	Enclosed

[Show As Paragraph](#)



AGENDA ITEM

AGENDA ITEM #7.A

AGENDA DATE: September 27, 2023

PRESENTED BY: Mark Vonachen, County Planner II

AGENDA TOPIC:

Planning Case #2023-07 - A resolution ordering the vacation of a 40' wide easement for future road and utilities located on Lot 6, Block 1 of Rolling Dunes Subdivision. The address of the property is 803 Rolling Dunes Road

SUMMARY & BACKGROUND OF TOPIC:

The owner, Jack Redman, requested the 40' easement for future road and utilities be vacated for the purpose of eliminating the possibility of the easement being used to construct a future public road.

The Planning Commission recommended approval of the vacation by a 6-0 vote on August 17, 2023.

The County Commissioners approved of the vacation request by a 5-0 vote on September 13, 2023.

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

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 of the easement.

POLICY / FISCAL IMPACT:

None

RESOLUTION 2023-

**A RESOLUTION ORDERING THE VACATION OF A 40-FOOT-WIDE
EASEMENT FOR FUTURE ROAD & UTILITIES LOCATED IN ROLLING
HILLS SUBDIVISION, A SUBDIVISION LOCATED IN THE NORTHWEST
QUARTER - SECTION 18, T22S, R5W OF THE 6TH P.M., RENO COUNTY,
KANSAS**

WHEREAS, pursuant to K.S.A. 58-2613 et. seq., Jack & Karie Redman petitioned the Board of County Commissioners of Reno County, Kansas, praying for the vacation of a 40-foot-wide easement for future road and utilities legally described as:

A portion of Lot 6, Block 1, Rolling Dunes, a sub-division of the North Half of the Northwest Quarter of Section 18, Township 22 South, Range 5 West of the 6th Principal Meridian in Reno County, Kansas, more particularly described by Daniel E. Garber, Professional Surveyor #683, on June 5, 2023 as follows:

Commencing at the Northeast corner of the South Half of the Northeast Quarter of the Northwest Quarter of Section 18, Township 22 South, Range 5 West of the 6th Principal Meridian; thence with a bearing South 00°27'10" East (basis of bearings is NAD 83 Kansas South Zone) along the East line of said Northwest Quarter 27.56 feet to the Northeast corner of Lot 6, Block 1, Rolling Dunes; thence continuing South 00°27'10" East along the East line of said Lot 6 a distance of 40.00 feet for the point of beginning; thence continuing South 00°27'10" East along the East line of said Lot 6 a distance of 595.27 feet to the Southeast corner of said Lot 6; thence South 89°03'20" West along the South line of said Lot 6 a distance of 40.00 feet; thence North 00°27'10" West parallel with the East line of said Lot 6 a distance of 640.91 feet to the North line of said Lot 6; thence South 41°52'36" East 60.46 feet to the point of beginning.

WHEREAS, the petitioners are the owners of 100% of the real property lying adjacent to the 40-foot-easement for future road and utilities proposed to be vacated and have petitioned the Board of County Commissioners to vacate the road and 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, August 17, 2023, 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 road and utility easement vacation as described above.

WHEREAS, on September 13, 2023, the Reno County Commission at its regular public meeting received a summary report dated August 25, 2023, of the proceedings before the Reno County Planning Commission and the Planning Commission's recommendation of approval of the road and utility easement vacation; and

WHEREAS, upon conclusion of the Board's deliberations, Commissioner Hirst moved to approve the Planning Commission's recommendation for approval of the road and utility easement vacation; Commissioner Parks 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 40-foot future road and utility easement within Rolling Dunes Subdivision, Reno
County, Kansas legally described as follows:

A portion of Lot 6, Block 1, Rolling Dunes, a sub-division of the North Half of the
Northwest Quarter of Section 18, Township 22 South, Range 5 West of the 6th Principal
Meridian in Reno County, Kansas, more particularly described by Daniel E. Garber,
Professional Surveyor #683, on June 5, 2023 as follows:

Commencing at the Northeast corner of the South Half of the Northeast Quarter of the
Northwest Quarter of Section 18, Township 22 South, Range 5 West of the 6th Principal
Meridian; thence with a bearing South 00°27'10" East (basis of bearings is NAD 83
Kansas South Zone) along the East line of said Northwest Quarter 27.56 feet to the
Northeast corner of Lot 6, Block 1, Rolling Dunes; thence continuing South 00°27'10"
East along the East line of said Lot 6 a distance of 40.00 feet for the point of beginning;
thence continuing South 00°27'10" East along the East line of said Lot 6 a distance of
595.27 feet to the Southeast corner of said Lot 6; thence South 89°03'20" West along the
South line of said Lot 6 a distance of 40.00 feet; thence North 00°27'10" West parallel
with the East line of said Lot 6 a distance of 640.91 feet to the North line of said Lot 6;
thence South 41°52'36" East 60.46 feet to the point of beginning.

is hereby vacated.

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

ADOPTED in regular session this 27th day of September 2023.

BOARD OF COUNTY COMMISSIONERS
OF RENO COUNTY, KANSAS

Daniel P. Friesen, Chairman

Ron Hirst, Member

Randy Parks, Member

Don Bogner, Member

John Whitesel, 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 27^h day of September 2023.

Donna Patton - Reno County Clerk

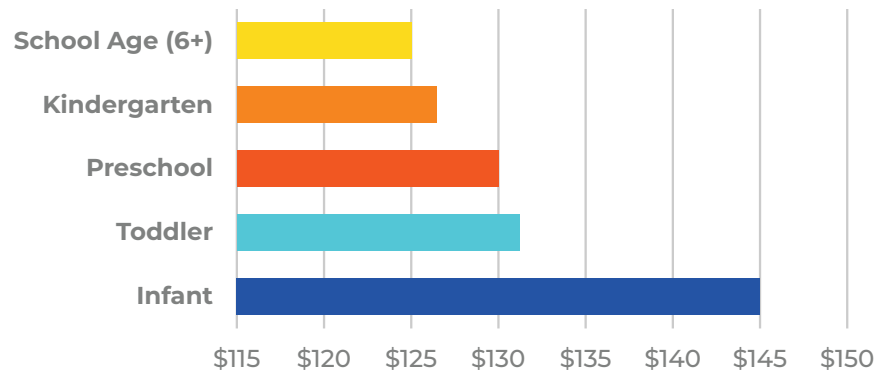
THE CHILD CARE NEED, COST & WAGES



CHILD CARE AVAILABILITY

- Only **31%** of the child care demand is met in Reno County
- Reno County needs **1,962** more child care spots
- 12%** of Kansas children 5 and under have parents who quit, changed, or refused a job due to lack of child care.
- Child care averages between **\$500 and \$580 a month** for full-time child care.

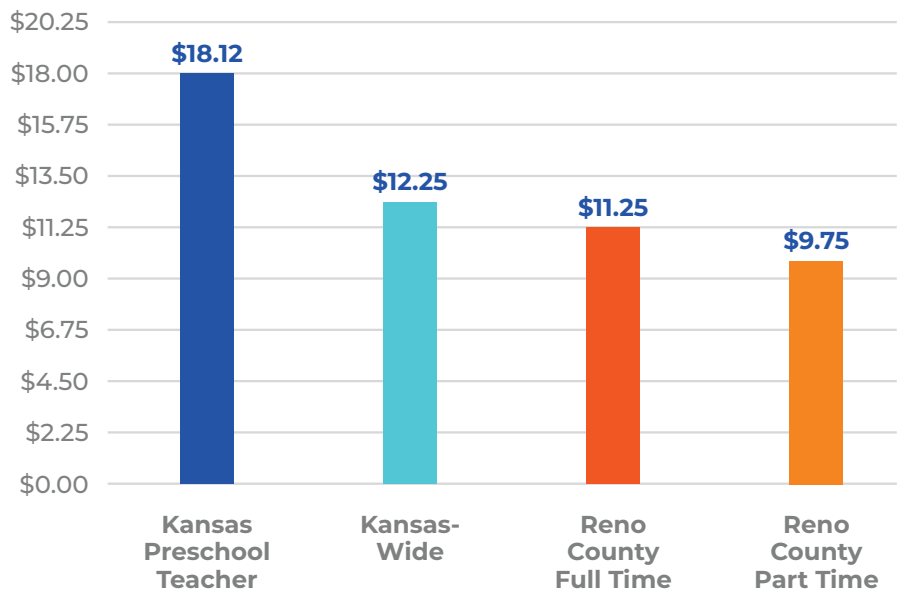
FULL TIME CHILD CARE WEEKLY RATE



CHILD CARE PROVIDER WAGES

- Licensed early care and education providers earn lower wages without benefits than unskilled workers (e.g. food service/retail) who have lower levels of professional development.
- The Kansas average provider salary is \$28,517 or \$13.71/hour for positions requiring certifications and licensing.³ Reno County providers make \$11.25/hour.
- 60% of providers had difficulty paying for their own food and utility bills.

CHILD CARE PROVIDER WAGES



GRANT FUNDED INITIATIVES



RETENTION GRANTS



Total Awarded: **\$135,540**
Total Participants: **36**



Total Awarded: **\$144,980**
Total Participants: **37**

COST-SAVING & SUSTAINABILITY MEASURES

- Assessing budgets & expenses
- Use available resources: Food Program & DCF
- Enhanced Community Wait List
- Shared Services Network
 - Playground Software
 - Child Care in Bulk
 - Substitute Network

ACCELERATOR GRANT:

\$2,173,887

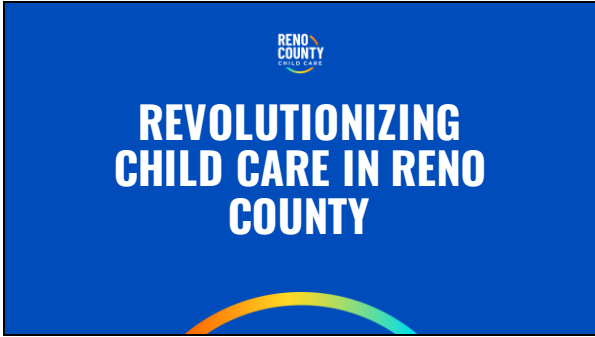
A community-led effort that leveraged ARPA dollars to attract funds for capital projects, which will create an addition 308 child care spots in Reno County.

RECIPIENT ORGANIZATION	GRANT FUNDING	CHILD CARE SPOTS
Hutchinson Regional Medical Foundation	\$769,211	84
Buhler USD 313 (locations at Plum Creek Elementary and Buhler Grade School)	\$596,494	78
Central Christian Preschool & Child Care	\$341,225	29
City of Pretty Prairie	\$230,279	18
Abundant Life Child Care & Preschool	\$159,811	63
Haven USD 312 (locations in Haven and Yoder)	\$76,867	36
TOTAL	\$2,173,887	308

INNOVATE COMMUNITY GRANT:

\$247,600

- **Infant Incentive Program** – Financial incentive for providers to serve infants. Potential to add an additional 38 spots through this incentive program.
- **Provider Training** – Quarterly child care trainings that are coordinated with local partners and feature paid facilitators. All trainings are free to providers and Reno County child care providers and staff will receive a reimbursement for lost time.





THE CHILD CARE CRISIS

- The demand for Child Care can not be met by the current system.
- Child Care is hard to find and prohibitively expensive for many families.
- Child care providers are in-demand yet underpaid and overworked.
- Reno County is losing workforce to the lack of child care.

RENO COUNTY 9/21/2023

CHILD CARE AVAILABILITY

- Only **31%** of the child care demand is met in Reno County¹
- Reno County needs **1,962** more child care spots¹
- 12%** of Kansas children 5 and under have parents who quit, changed, or refused a job due to lack of child care.²
- Child care averages between **\$500 and \$580 a month** for full-time child care.¹



9/21/2023

1. Reno County Economic Development Authority, "Child Care Availability in Reno County," Reno County, KS, 2022.
 2. Kansas Department of Health, "Child Care Availability in Kansas," Kansas Department of Health, 2022.
 3. Child Care Resource Center, "Child Care Costs in Kansas," Child Care Resource Center, 2022.

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CHILD CARE PROVIDER WAGES

- Spots are sitting **open** because of **lack of staffing**.
- Licensed early care and education providers earn **lower wages without benefits** than unskilled workers (e.g. food service/retail) who have lower levels of professional development.⁴
- The Kansas average provider salary is **\$28,517** or **\$13.71/hour** for positions requiring certifications and licensing.³ Reno County providers make **\$11.25/hour**.²
- 60%** of providers had difficulty paying for their own food and utility bills.¹

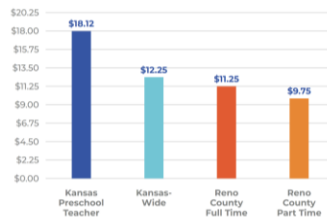


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CHILD CARE PROVIDER WAGES




9/21/2023

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LET'S HEAR FROM A PROVIDER



RENO COUNTY CHILD CARE

Annette Roberson
Director of Hutchinson High School Daycare



GRANT FUNDED INITIATIVES

BRIDGING THE CHILD CARE GAP

INITIATIVES

Cost-Saving & Sustainability Measures

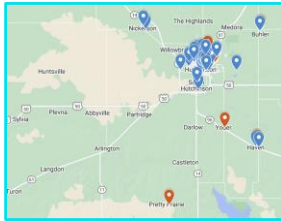
- Assessing budgets & expenses
- Use available resources: Food Program & DCF
- Shared Services Network
- Enhanced Community Wait List

RENO COUNTY 9/21/2023

INITIATIVES

Retention Grants

- Q1
 - Total Awarded: \$135,540
 - Total Participants: 36
- Q2
 - Total Awarded: \$144,980
 - Total Participants: 37



INNOVATIVE COMMUNITY GRANT: \$247,600

Infant Incentive Program

- Financial incentive for providers to serve infants
- Infant spots available with additional funding: 38

Provider Training

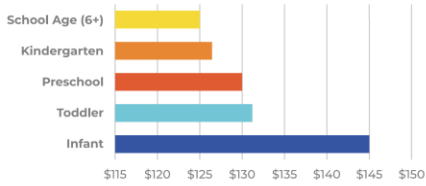
- Efficient, coordinated effort with partners
- Paid facilitators
- Reimburse home, center, and school staff for lost time
- Quarterly, consistent training

ACCELERATOR GRANT: \$2,173,887

- Creates 308 spots
- Community-Led effort that leveraged ARPA dollars to attract funds for capital projects

RECIPIENT ORGANIZATION	GRANT FUNDING	CHILD CARE SPOTS
Hutchinson Regional Medical Foundation	\$769,201	84
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TOTAL	\$2,173,887	308

Full Time Child Care Weekly Rate



9/21/2023

1100 - City Board of Health - New County Health Care - 1100 - City Board of Health

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LOCAL INNOVATION & EXPANSION GRANT

- Innovation/Expansion Grant Criteria Development: a partnership with KU Center for Public Partnerships & Research (KU-CPPR) to develop a grant process for local projects
- \$1.5 Million is set aside for these projects.
- Additional initiatives:
 - Workforce initiatives
 - Home provider launch program



9/21/2023

14



SHARED SERVICES

COLLABORATION FOR SUCCESS

STREAMLINING CHILD CARE INDUSTRY

- **Shared Services** will bring providers together to share resources and build community
- **Playground Software** – making business a breeze
- **Systems Mapping & Bulk Supply Purchases** – working together
- **Substitute Program** – supporting providers with backup care

PLAYGROUND SOFTWARE

- Streamlining child care business management
 - Reno County Child Care Task Force piloting enterprise subscription to test system efficiencies
- **Features:**
 - Billing
 - Attendance
 - Registration
 - Communication
 - Paperwork
 - Reporting



CHILD CARE IN BULK

- **Problem:** Rising costs due to inflation is an additional financial burden to low-wage, low-profit providers.
- **Solution:** Buy essentials in bulk and distribute between providers
 - Save money, reduce waste
- **Systems Mapping:** Streamline and maximize resources by identifying supply needs.

SUBSTITUTE NETWORK

- Support network of substitutes for child care providers
- Managed through Playground Software
- Benefits:
 - Reduced interruptions in services
 - Enhanced professionalism
 - Creating reliable child care experiences for families
 - Pipeline for licensed child care providers

WHAT'S NEXT?

BUILDING SUSTAINABLE SOLUTIONS



LAYING THE GROUNDWORK

- Research-backed solutions
- Evidence-based strategies
- Innovative modeling
- Sustainability

OUR VISION

- Increase the provider capacity to meet the demand.
- Create rewarding and sustainable work environments for child care providers.
- Bolster the Reno County workforce with child care solutions in partnership with employers for employee retention.
- Help child care providers and families make child care more affordable for more families and small businesses.

THE FUTURE OF CHILD CARE IN RENO COUNTY

- Revolutionize child care by empowering providers to meet the child care demand.
- Continue to attract funds, using the ARPA funds as a springboard to a successful fundraising machine.
- Launch and scale services:
 - Playground Child Care Management Software
 - Shared Services
 - Trainings
 - Infant Incentives

Q&A





**AGENDA
ITEM #8.B**

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

AGENDA ITEM

Agenda Date: September 27, 2023

Presented by: Michael Plank, County Appraiser

Agenda Topic: Reno County Appraiser Annual Update

Recommendation / Request: Acknowledge receipt of Annual Update

Executive Summary:

- Despite the continued rise in mortgage interest rates throughout 2023, inventory remains low while demand remains high, so the current real estate market continues to trend up for Reno County. The total number of residential sales in 2021 was the highest in the last 15 years. 2022 total sales were slightly below 2021, and 2023 is trending in the same direction as 2022 (in terms of total number of sales).

<u>Year</u>	<u>Class</u>	<u># Total Sales</u>	<u># Valid Sales</u>	<u>Valid Sales AV SP</u>	<u>% Change</u>
2019	Residential	1838	812	147,138	8.97%
2020	Residential	1893	856	155,142	5.44%
2021	Residential	2070	904	167,735	8.12%
2022	Residential	1944	804	180,949	7.88%
*2023	Residential	868	331	181,996	0.58%

- Inflation and the rising cost of materials continues to affect the housing market, driving costs up for remodels and new construction. Cost tables (supplied by the state) are projected to increase approximately 7% over 2022.
- The appraisal staff continues to serve the county competently and efficiently as they work through the sales load, state-mandated 17% review, miscellaneous permits, appeals, splits and combos, and personal property renditions.
- The county is once again in “substantial compliance” regarding its valuations with the Kansas Department of Revenue, Property Valuation Division (PVD). Reno has been in substantial compliance every year since 2016.

Reno County Sales Statistics

Source: Reno County Appraiser Database Query

Valid Sales excludes: Investor purchases, foreclosures, immediate family sales, auctions, or other non-open market transactions (see KSA 79-503a)

<u>Year</u>	<u>Class</u>	<u># Total Sales</u>	<u># Valid Sales</u>	<u>AV SP</u>	<u>% Change</u>
2019	Residential	1838	812	\$147,138	8.97%
2020	Residential	1893	856	\$155,142	5.44%
2021	Residential	2070	904	\$167,735	8.12%
2022	Residential	1944	804	\$180,949	7.88%
*2023	Residential	868	331	\$181,996	0.58%

Reno County Appeal Statistics

Source: Reno County Appraiser Database Query

<u>Tax Year</u>	<u>Class</u>	<u>Total Appeals</u>	<u>Informals</u>	<u>Small Claims</u>	<u>BOTA (Topeka)</u>
2019	Residential	569	561	8	0
2020	Residential	692	658	31	3
2021	Residential	507	500	7	0
2022	Residential	638	619	17	2
*2023	Residential	866	850	15	2

Kansas Total Home Sales Statistics for Entire MLS System

Source: Kansas Association of REALTORS® and participating Kansas REALTOR® MLS Systems

Website: www.kansasrealtor.com

	(Average)	(Average)	(Average)
	AV SP	AV DOM	MED DOM
2023	\$ 294,063	34	9
2022	\$ 286,520	28	8
2021	\$ 260,796	33	8
2020	\$ 233,172	53	18

Statistics for Listings Sold During Month								
Month	Sale Price		Days on Market		Price as % of List		Price as % of Original	
	Average	Median	Average	Median	Average	Median	Average	Median
Jul-23	\$312,457	\$256,000	28	6	100.10%	100.00%	99.10%	100.00%
Jun-23	\$321,323	\$265,000	26	5	100.50%	100.00%	99.80%	100.00%
May-23	\$313,950	\$260,000	31	5	100.70%	100.00%	99.80%	100.00%
Apr-23	\$295,933	\$239,900	33	6	100.20%	100.00%	99.00%	100.00%
Mar-23	\$277,150	\$225,000	39	8	99.20%	100.00%	97.90%	100.00%
Feb-23	\$273,277	\$225,000	41	15	98.40%	100.00%	96.30%	98.70%
Jan-23	\$264,348	\$212,500	37	16	98.20%	100.00%	96.30%	98.00%
Dec-22	\$280,861	\$225,000	36	15	98.30%	100.00%	96.40%	98.30%
Nov-22	\$291,529	\$235,000	32	11	98.80%	100.00%	97.10%	100.00%
Oct-22	\$297,511	\$245,000	29	9	99.30%	100.00%	97.90%	100.00%
Sep-22	\$283,809	\$237,500	26	9	99.20%	100.00%	97.60%	100.00%
Aug-22	\$295,320	\$241,000	24	7	100.10%	100.00%	98.80%	100.00%
Jul-22	\$298,096	\$250,000	22	5	101.10%	100.00%	100.30%	100.00%
Jun-22	\$309,874	\$262,000	20	4	102.20%	100.70%	101.70%	100.90%
May-22	\$299,320	\$250,000	24	4	102.40%	101.00%	102.00%	101.30%
Apr-22	\$284,628	\$235,000	26	4	102.30%	100.50%	101.80%	100.80%
Mar-22	\$277,144	\$229,000	30	5	101.60%	100.00%	100.80%	100.00%
Feb-22	\$260,339	\$210,000	35	9	99.80%	100.00%	98.90%	100.00%
Jan-22	\$259,808	\$205,000	34	11	99.20%	100.00%	98.00%	100.00%
Dec-21	\$267,959	\$225,000	30	9	99.90%	100.00%	98.80%	100.00%
Nov-21	\$265,293	\$217,498	30	9	99.50%	100.00%	98.20%	100.00%
Oct-21	\$264,558	\$216,000	28	8	99.70%	100.00%	98.60%	100.00%
Sep-21	\$262,070	\$219,925	25	7	99.70%	100.00%	98.70%	100.00%
Aug-21	\$270,393	\$230,000	25	5	100.50%	100.00%	99.80%	100.00%
Jul-21	\$269,958	\$231,000	24	4	101.30%	100.00%	100.80%	100.00%
Jun-21	\$271,483	\$230,000	28	4	101.80%	100.00%	101.40%	100.30%
May-21	\$268,962	\$225,000	30	4	101.40%	100.00%	100.90%	100.00%
Apr-21	\$257,484	\$215,000	35	4	100.90%	100.00%	100.40%	100.00%
Mar-21	\$250,890	\$210,000	48	10	99.70%	100.00%	98.60%	100.00%
Feb-21	\$239,350	\$191,400	47	14	98.80%	100.00%	97.60%	100.00%
Jan-21	\$241,154	\$200,000	44	13	98.50%	100.00%	97.00%	99.00%
Dec-20	\$248,199	\$205,000	43	14	98.40%	100.00%	97.00%	99.40%
Nov-20	\$249,298	\$207,500	40	10	98.80%	100.00%	97.70%	100.00%
Oct-20	\$241,781	\$207,200	41	10	98.90%	100.00%	97.70%	100.00%
Sep-20	\$249,680	\$207,000	46	12	99.00%	100.00%	97.80%	100.00%
Aug-20	\$248,748	\$206,500	48	11	99.20%	100.00%	98.10%	100.00%
Jul-20	\$246,866	\$212,000	51	12	99.00%	100.00%	97.80%	100.00%
Jun-20	\$235,291	\$200,000	52	14	98.60%	100.00%	97.30%	99.40%
May-20	\$223,207	\$192,500	52	16	98.50%	100.00%	96.80%	99.20%
Apr-20	\$225,594	\$191,000	56	16	98.50%	100.00%	97.10%	99.30%
Mar-20	\$223,016	\$181,170	64	27	97.90%	99.50%	96.10%	98.20%
Feb-20	\$209,467	\$178,000	68	37	97.40%	99.00%	95.10%	97.40%
Jan-20	\$211,942	\$176,500	65	35	97.00%	98.60%	94.50%	96.80%

Division of Property Valuation
300 SW 29th Street
PO Box 3506
Topeka KS 66601-3506
Mark Burghart, Secretary



Phone: 785-296-2365
Fax: 785-296-2320
www.ksrevenue.gov
Laura Kelly, Governor

August 30, 2023

Dear County Appraiser,

Each year, the Property Valuation Division performs a comprehensive compliance review of the Ad Valorem tax appraisal process in the state of Kansas. This review is in place to assure accurate and uniform documented appraisals in each county. The 2023 statistical and procedural compliance review to determine substantial compliance for your county, pursuant to K.S.A. 79-1413a and Directive #20-046, is complete. Your county has met the criteria for substantial compliance.

The results of the overall compliance review is yet another indicator of the consistently high level of appraisal performance throughout the state of Kansas. Many thanks to you and your staff for the hard work and dedication in completing the 2023 appraisal process. Your efforts and those of your staff are greatly appreciated.

Attached are the 2023 Procedural Compliance results for your county. Please take time to carefully review the documents. If you have any questions or concerns, please contact Mike Dallman at 785-296-2365 or mike.dallman@ks.gov no later than September 8, 2023.

A notification letter will be sent to your county commissioners as part of the publication required by K.S.A. 79-1445.

Respectfully,

A handwritten signature in cursive script that reads "David N Harper".

David N. Harper, AAS, RMA
Director, Property Valuation Division

DNH/plh

Division of Property Valuation
300 SW 29th Street
PO Box 3506
Topeka KS 66601-3506
Mark A. Burghart, Secretary



Phone: 785-296-2365
Fax: 785-296-2320
www.ksrevenue.gov
Laura Kelly, Governor

September 13, 2023

Dear County Commissioners:

The annual statistical and procedural compliance review for the 2023 appraisal year to determine substantial compliance within the county appraiser's office, pursuant to K.S.A. 79-1445 and Directive #20-046 has been completed. A minimum of 75 points is required to successfully achieve substantial compliance. Your county has met the criteria and is determined to be in substantial compliance.

The efforts of your county appraiser and appraisal staff to successfully complete the appraisal cycle in a satisfactory manner are to be commended. Accurately appraising properties is without doubt a difficult task and the support of the county commissioners is crucial to the success of the appraisal effort. Our mutual goal in this process is fair and equal treatment for all taxpayers. I sincerely appreciate your support as we continue our efforts to achieve and maintain the objective of taxpayer fairness.

If you have any questions or concerns, please contact Mike Dallman at 785-296-2566 or cell 785-250-1205 or mike.dallman@ks.gov. If I can be of any assistance to you, please do not hesitate to ask.

Respectfully,

A handwritten signature in cursive script that reads "David N. Harper".

David N. Harper, Director
Property Valuation Division

DNH/plh

cc: County Appraiser



AGENDA ITEM

AGENDA ITEM #8.C

AGENDA DATE: September 27, 2023

PRESENTED BY: Karla Nichols, Director of Public Health; Darcy Basye, Environmental Health Supervisor

AGENDA TOPIC:

Reno County Local Environmental Protection Plan (LEPP) Grant

SUMMARY & BACKGROUND OF TOPIC:

Reno County, through the Reno County Health Department Environmental Health section, responded to a Kansas Department of Health and Environment (KDHE) Clean Watershed Needs Survey (CWNS), which is administered by the Environmental Protection Agency (EPA). The CWNS is a comprehensive assessment of the capital costs, or “needs”, to meet the water quality goals of the Clean Water Act (CWA) and address water quality and water quality-related public health concerns. The EPA documents national and state needs in a Report to Congress used by Congress and state legislatures in their budgeting efforts.

Because of our participation in the survey, Reno County was selected by KDHE, as being 1 of the 5 counties in the State of Kansas, as being a recipient of a \$50,000 grant to be able to assist Reno County residents, on a financial needs basis, for repair/replacement of failing onsite wastewater systems, and for all residents, regardless of financial need, for private water well testing.

As stated in the attached document, received by KDHE, this grant will help accomplish long term goals established in Bulletin 4-2, and help accomplish long-term goals established in the US EPA Safe Drinking Water Standard and K.S.A. 65-171m.

ALL OPTIONS:

1. Approval for us to move forward and submit an application.
2. Deny the application.

RECOMMENDATION / REQUEST:

Approval by the Board of County Commission for us to apply for this grant.

POLICY / FISCAL IMPACT:

To assist Reno County residents, on a financial needs basis, for repair/replacement of failing onsite wastewater systems, and for all residents, regardless of financial need, for private water well testing.

Project Information

Project Title

_____ County LEPP Grant for repair/replacement of failing onsite wastewater systems and private water well testing

This Project Implementation Plan will help accomplish the long-term goals established in Kansas' Nonpoint Source Management Plan including:

1. No lake, river, stream or wetland has a violation of Kansas Surface Water Quality Standards due to nonpoint sources of pollutants and all designated uses are fully supported;
2. Kansas surface and ground water are protected from all nonpoint pollutant sources through the use of recommended water quality best management practices;
3. Kansas Water Plan objectives are achieved by:
 - a. Reducing the levels of pathogens, biochemical oxygen demand, dissolved solids, nutrients, and sediment that adversely affect the water quality of Kansas lakes, rivers, streams and wetlands;
 - b. Reducing the levels of dissolved solids, and nitrates that adversely affect the quality of Kansas ground water;
 - c. Maintaining water quality conditions for unimpaired waters at a level equal to or better than existing conditions.

This grant will help accomplish long term goals established in Bulletin 4-2: Minimum Standards for Design and Construction of Onsite Wastewater Systems including,

1. Quality of surface and groundwater is protected for drinking water, recreation, aquatic life support, irrigation and industrial uses.
2. A breeding place or habitat will not be created for insects, rodents, and other vectors that may later contact food, people, pets, or drinking water.
3. Wastewater will not be exposed on the ground surface where it can be contacted by children and/or pets, creating a significant health hazard.
4. State and federal laws and local regulations governing water pollution or wastewater disposal will be met.
5. Nuisance conditions or obnoxious odors and unsightliness will be avoided.

This grant will also help accomplish long term goals established in the US EPA Safe Drinking Water Standard and K.S.A. 65-171m including.

1. A legal limit (maximum) on contaminants in drinking water.
2. Establish the requirements for adequate monitoring, by keeping private water wells safe to drink for communities who rely solely on their wells for their water supplies and by testing for coliform bacteria, nitrates, and specific conductivity.

Contact Information

Enter Sponsoring Organization Information

Sponsoring Organization Name

Street Address

City, State, Zip

Sponsor Taxpayer ID (FEIN)

Signature Authority Name

Signature Authority Email

Signature Authority Phone Number

Enter project contact information

Name

Street Address

City, State, Zip

Phone Number

Email

Project Overview

Enter the project start date (MM/DD/YYYY)

11/1/2023

Enter the project end date (MM/DD/YYYY)

06/30/2024

Project Members: List the name, role, affiliation, and email for each member.

County Sanitarian
County Health Department
ETC.

Project Scope

Describe the water quality impairments directly addressed in this project.

The project will focus on septic tanks in need of repair or replacement and water wells in need of yearly testing in _____ County, Kansas, specifically within low-income communities.

Budget

Budget Line	Grant Request	Match	Total
Personnel	\$	\$	\$
Fringe	\$	\$	\$
Travel	\$	\$	\$
Supplies	\$	\$	\$
Contractual	\$50,000	\$	\$
Other	\$	\$	\$
Indirect	\$	\$	\$
Total Requested	\$50,000	\$	\$
Budget Narrative	Budget Includes \$XXX of contractual services for funding onsite wastewater system repair and \$XXX of contractual services for funding private water well testing.		

Implementation Plan

Describe the water quality problems/issues being addressed

There are many communities across Kansas that have onsite wastewater systems in need of repair and/or replacement. This can cause untreated or inadequately treated wastewater to surface and run off into surface water or to seep into and contaminate the groundwater. The presence of coliform bacteria or high nitrate levels makes drinking water unsafe for human consumption. High specific conductivity is an indicator of higher levels of other mineral contaminants in the water.

Goal One

Provide a general summary of Goal One

Provide funding for landowners to repair/replace their septic systems that are no longer meeting the standards in Bulletin 4-2 and/or the _____ County Sanitary Code.

Methods

This grant will cover 85% of onsite wastewater system repair/replacement costs for households with income between 134% and 200% of the 2023 federal poverty level. This grant will cover 100% of onsite wastewater system repair/replacement costs for households with income of 133% or less of the 2023 federal poverty level. The county will be responsible for distributing the funds to the appropriate licensed installers. The county will also be responsible for inspecting the septic tanks and lateral fields to approve repair/replacement of those systems as well as making sure the septic systems are complying with the county sanitary code. The county will develop an agreement with the homeowner so that the repaired/replaced system is operated and maintained properly.

Objectives

The objective of Goal One is to improve community public health and water quality throughout low-income communities in _____ County, Kansas. Many individuals in these communities would not be able to repair or replace a septic system without significant financial help. By improving individual failing septic systems, less wastewater will contaminate local water supplies, properties, and streams. This would improve overall public health because there will be a lower risk of contamination in both surface and ground water. The goal of each county that receives this grant will be to have most septic tank issues solved, leaving the septic tanks in working order and up to county code. By improving sanitation and water quality in these communities, we can improve standards of living. Those in low-income communities face many environmental and socioeconomic stressors. By ensuring that their wastewater is properly treated, these communities will see a decrease in environmental stressors.

Goal Two

Provide a general summary of Goal Two

Assist well owners to test their private water wells for nitrates, coliform bacteria, and specific conductivity.

Methods

Well owners will be provided a sampling kit and will collect a sample of their private drinking water well following KDHE and/or county instructions. Landowners will then deliver samples to the county, who will send samples and payment to a KDHE certified laboratory. The county will share results with the well owner.

Objectives

The objectives of this grant are to improve community public health and water quality throughout low-income communities in _____ County, Kansas. The additional goal of improving water quality for the communities is to make sure wells are not contaminated by coliform bacteria and nitrates. Specific conductivity is correlated to other mineral contaminants and could alert the well owner that more testing is needed. If tests do come back positive, the well owners need to be made aware of disinfection and treatment protocols. By improving water quality in these communities, we can improve standards of living. Those in low-income communities face many environmental and socioeconomic stressors. By confirming that their drinking water is safe, or by alerting them to the need for treatment to ensure safety, these communities will see a decrease in environmental stressors.



AGENDA ITEM

AGENDA ITEM #8.D

AGENDA DATE: September 27, 2023

PRESENTED BY: Karla Nichols, Director of Public Health; Darcy Basye, Supervisor of Environmental Health

AGENDA TOPIC:
Reno County Sanitation Code 2023

SUMMARY & BACKGROUND OF TOPIC:

Following a Board of County Commissioners study session of Wastewater Regulations on May 30, staff were directed for Health Department Staff, County Counselor, and County Administrator, with recommendations from the County Commissioners, in cooperation with wastewater contractors, well drillers, and interested public members, to set out on a mission to update our current Sanitation Code to more closely align with the Kansas Department of Health and Environment (KDHE) Bulletin 4-2.

Since each county has their own policies and procedures, the goal is for our updated code to define how Reno County accomplishes Bulletin 4-2.

With the goal of an updated Sanitation code in mind, staff held weekly study sessions, for a period of two months, for the creation of a draft Sanitation Code that was presented to wastewater contractors, well drillers, licensed homeowners, and interested public members on August 10, 2023. Feedback, to county staff, was received prior to that meeting, during the meeting, and through Friday, August 18th, for an updated draft Sanitation Code that was presented and reviewed at another joint meeting on Thursday, August 31st and Monday, September 18th, 2023.

Health Department Staff, Public Works Staff, County Counselor, and County Administrator, in agreeance with wastewater contractors, well drillers, and interested public members, are presenting the attached Reno County Sanitation Code 2023, for your approval.

Once approved by the Board of County Commissioners, the Reno County Sanitation Code 2023 will be sent to KDHE for their approval. Once KDHE approves the Reno County Sanitation Code 2023, then it will be scheduled for a public hearing.

The Board of County Commission may adopt the amended code at the public hearing.

ALL OPTIONS:

1. Approval of the Reno County Sanitation Code 2023.
2. Deny the Reno County Sanitation Code 2023.

RECOMMENDATION / REQUEST:

Approval of the Reno County Sanitation Code 2023

POLICY / FISCAL IMPACT:

The Reno County Sanitation Code 2023 is a document that defines how Reno County accomplishes Bulletin 4-2.

Reno County Sanitation Code



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Chapter One

ADMINISTRATIVE

Article 1: General Provisions

Section I. Title – This Code shall be known and referred to as the Reno County Sanitation Code.

Section II. Legal Authority – This Code is adopted under the authority granted to the Board of County Commissioners by K.S.A. 19-3701 et. Seq. as amended.

Section III. Findings and Declaration of Policy – The County Commissioners find that provisions for adequate and reasonable control over the environmental conditions in unincorporated areas of the county are necessary and desirable; and that it is necessary to adopt a sanitation code to:

- A. Eliminate and prevent the development of environmental conditions that are hazardous to health and safety; and
- B. Promote the economical and orderly development of land and water resources of the county. For those reasons and objectives, it shall be the policy of the Board of County Commissioners to amend this code from time to time with respect to any matter affecting environmental sanitation and safety.

Section IV. Purpose – The purpose and intent of this code is:

- A. To prescribe the administrative procedures to be followed in administering this sanitation code or any amendments thereto.
- B. To prescribe rules and regulations for controlling practices to minimize health and safety hazards.
- C. To establish administrative procedures to facilitate fair and equitable regulation while recognizing the rights of affected persons to receive reasonably prompt processing and to appeal administrative decisions.

Section V. Jurisdiction and Application – This Code and all authorized rules, regulations, restrictions, and requirements shall apply from and after the effective date and adoption to and throughout the unincorporated area of Reno County, Kansas, and to all persons, property, establishments, and business activities located or conducted, regardless of ownership and acreage, within Reno County, Kansas, and outside municipal boundaries of any city.

Section VI. Severability – If any clause, sentence, paragraph, section, or subsection of this Code shall be adjudged invalid for any reason whatsoever, such judgment shall not affect, repeal, or invalidate the remainder thereof, but shall be confined to the clause, sentence, paragraph, section or subsection thereof found to be invalid.

Section VII. Disclaimer of Liability – This Code shall not be construed or interpreted as imposing upon the County, or its officials or employees: (1) any liability or responsibility for damages to any property; or (2) any warranty that any installation, system, or portion thereof that is constructed, repaired, or modified under permits or inspections required by this Code shall function properly. In addition, any employee charged with the enforcement of this Code, who acts in good faith and without malice in the discharge of his duties, shall not thereby be personally liable for damage which may occur to any person or property as a result of the discharge of his duties.

Section VIII. Amendments and Additions – This Code may be supplemented, or its provisions may be amended by Resolution adopted by the Board of County Commissioners, after notice and hearing, as required by law, and any such amendments or additions shall be incorporated within and codified as a part of this Code. Any changes, modifications or additional provisions adopted and imposed by State or Federal law, rule or regulation which are applicable to and administered through the jurisdiction of Reno County, Kansas shall be incorporated within and made part of this Code, with or without notice and hearing, as authorized or required by State or Federal law.

Section IX. Repeal and Supersede Effect – This Code shall supersede any and all previously adopted Resolutions or regulations, which are, in whole or in part, in conflict with any provision of this Code, where applicable, any rule regulation or resolution which is or was in effect upon the effective date of this Code shall be repealed to the extent necessary to give this Code full force and effect, and in the case of any conflict of provisions, whether real or apparent, then the provision of this Code shall govern wherever applicable.

Section X. Effective Date – This Code shall become effective from and after the date of adoption by the Board of County Commissioners, or other appropriate jurisdiction, and publication of notice as required by law.

Article 2: Administration

Section I. Administering Authority – This code shall be administered by the Reno County Public Works Department, and the Director of that department or his or her designee(s) shall have the authority and responsibility for the administration of this Code. Here in after the Reno County Public Works Department shall be referred to as RCPWD. Under the authority of any particular Chapter or Article of this Code, the RCPWD may implement such administrative procedures consistent with this Code.

Section II. Administrative Actions and Decisions – It is the intent of this Code to establish regulations and standards for the protection of the public’s health and safety. To the extent possible, all administrative actions and decisions required or authorized for the administration of this Code shall be made solely in accordance with the standards enumerated in the Code. Whenever in the course of an administrative decision or taking action for which standards are not provided then the decision or action shall be made according to the purpose and intents of this Code so that the result best serves the public health and safety.

Section III. Interpretation of Terms or Words – All terms and words used in this Code shall be interpreted and given meaning according to their common understanding and to provide reasonable application of the purposes and intent of the Code. Whenever applied to this Code, the terms and phrases used shall be interpreted in the following manner:

- A. Words appearing in the singular number shall include the plural, and those appearing in the plural shall include the singular.
- B. Words used in the present tense shall include the past tense and future tense, and words used in the future tense shall include the present tense and past tense.
- C. Words appearing in the masculine gender shall include the feminine and neutral genders.
- D. The word “shall” be mandatory; the word “may” be permissive.
- E. The phrase “this Code” shall refer to the Code and all authorized rules, regulations, restrictions and requirements, and the phrase “the regulations” shall include rules, regulations, restrictions, and requirements authorized by the Code.

Section IV. Definitions – The following words, terms and phrases appear in more than one Section of this Code and, thus, have general application and usage. Words, terms, and phrases appropriate or applicable to specific Chapters within this Code are defined, where necessary, within those Chapters. Unless the Code requires or specifies otherwise the following words, terms or phrases, as used in this Code, shall be given the meaning defined in this Section.

- A. Access: Entry into or upon any real estate, structure or vehicle including any part thereof.
- B. Administrative Agency: The Reno County Public Works Department; also referred to herein as “Agency”.
- C. Administrative Rules: Those rules and regulations contained in Chapter One of this Code which prescribe general procedures to be followed in the administration of the Code adopted by the County.
- D. Applicant: Any person who submits an application or requests permission to do some act regulated by this Code.
- E. Application: The application forms provided by the RCPWD including the filing fee and any other supporting documents required by the Agency.
- F. Authorized Representative: Any employee of the Reno County Public Works Department (RCPWD) who is designated by the Department Director to administer this code.
- G. Board of County Commissioners: Means the Board of County Commissioners of Reno County, Kansas.
- H. Board of Health: The Board of County Commissioners acting as the Reno County Board of Health.
- I. KDHE: Kansas Department of Health and Environment (KDHE)
- J. Inspection: A careful examination of property and proposal.
- K. Final Inspection: A careful examination of the permitted proposal.
- L. Law: Includes federal, state, and local statutes, ordinances, regulations, and resolutions.
- M. License: Identifies an individual that has the authority to perform wastewater tasks.
- N. Permit: Document provided by the Agency on standard forms to perform tasks required by this Code.
- O. Person: Any municipality, political subdivision, institution, corporation, partnership, association, or individual.
- P. Premises/Parcel: Any one or more lots or tracts of land that have separate deeds that were created by a survey, including all buildings, structures, or facilities located thereon.
- Q. Reno County Sanitation Commission: Shall consist of the Reno County Planning and Zoning Commission which will operate The Reno County Sanitation Commission as needed.
- R. Sanitation Code: Procedures, standards and regulations adopted by the County designed to minimize or control those environments and environmental conditions that may adversely affect the health and wellbeing of the public. Such environments and environmental conditions may include but are not restricted to domestic wastewater and domestic wastewater disposal; water supply; food and food handling. Whenever the term “Code” is used herein, such reference shall be to the Sanitation Code of Reno County, Kansas.
- S. Schedule of Compliance: A schedule of remedial measures and times including an enforceable sequence of actions or operations leading to compliance with any regulation or limitation.
- T. Subdivision: Any tract of land that is or has been subdivided into two or more lots for the purpose of sale or building development, whether immediate or future, including the streets, alleys or other portions thereof intended to be dedicated for public use; and any re-subdivision of land or lots.

- U. Recommend: Any recommendations in this code are for information only and are not mandatory. Under no circumstances shall a permit be denied for failure to follow a recommendation. Recommendations are completely optional and included for reference and information purposes only.

Section V. Technical and Scientific Terms – Unless otherwise defined, any technical or scientific term used within this Code or within any rule, regulation, restriction, or requirement shall be given the meaning most commonly known and applied within the appropriate literature or manuals applicable for that science, industry or technological skill.

Section VI. Vested Interests – Nothing contained in this Code, or any regulations shall be deemed or construed to grant any vested interest or protected right to any person beyond the express limited terms of any permit or ruling issued under this Code, and the Code and regulations are expressly declared to be subject to amendment, change or modification.

Section VII. Compatibility with Other Laws – Nothing contained in this Code or any regulations shall be deemed to alter or modify the application of any other laws, codes or regulations which are or may be applicable to the property, use, business activity or other object or matter regulated under this Code, and any permit, approval or other condition given or acknowledged under this Code shall be limited in effect to the requirements of this Code and shall not, under any circumstances, relieve the holder from compliance with all other applicable laws, codes, regulations or requirements.

Section VIII. Variance of Requirements – In unusual cases where compliance with the requirements of this Code is not feasible, the RCPWD shall have the authority, and sole discretion, to waive the requirements, provided the RCPWD Administration is furnished with reliable information to show that such variance does not and will not impair the potability of the groundwater or otherwise endanger the health and safety of the individuals involved or the general public. Affected property owner must also provide written approval of any variance. Approval shall be filed of record with the Register of Deeds at the applicant's expense. Requests for exception to any of the rules and regulations as set out within this Code shall be submitted to the RCPWD in writing and shall contain all information relevant to the request. Occasionally an existing variance will be on file for a property that may apply to the current situation and no additional variance is needed. The RCPWD shall review each site on a case-by-case basis and make a determination. Appeals from the decision of the RCPWD shall be made to the Reno County Sanitation Commission at a regular or special meeting of that Board, which shall advise the Reno County Public Works Department Director to approve a variance or sustain the decision of RCPWD.

Article 3: Applications, Permits and Licenses

Section I. Application Forms and Procedures

- A. **Content** – A completed Application for a permit or license shall be made on forms provided for that purpose. The application shall give a description of the character of the work proposed to be done, or activity to be engaged in, and, if appropriate, the locations, ownership, occupancy, and use of the premises in connection therewith. An application for any permit or license required under this Code shall be filed with the Agency. Applications are not transferable to another owner.
- B. **Verification** – An application for a permit must be signed by the owner of the property to be

improved and for which the permit is being requested or by his authorized representative. The RCPWD may require proof of such authorization, including approval of proposed plans.

- C. **Compliance** – The applicant and owner shall be responsible for compliance with the permit requirements as further set out in this Code. Only a person who complies with the requirements of this Code shall be entitled to receive or retain a permit or license.

Section II. Permits and Licenses Required – No person shall conduct, carry-on or perform any business or activity identified in this Section without first having obtained a valid permit in conformance with the requirements of this Code.

- A. ***Permit for Private or Semi-Public Wastewater Disposal System** – Every person who installs, removes, alters, repairs or replaces or causes to be installed, removed, altered, repaired or replaced any private wastewater disposal system or part thereof shall, prior to commencement of any work, apply for and obtain a permit to perform such work, and no private wastewater disposal system shall be installed, removed, altered, repaired or replaced except pursuant to a permit issued under this Article. Permits are required for all wastewater tank installations or replacements, lateral field installation or replacements, installation of units that alter the wastewater system’s chemistry and function, and other wastewater systems that would be installed or replaced.
- B. ***License for Wastewater Contractor/Site Specific Wastewater Contractor/ Installer** – Every person who conducts the activity of an installer as defined in Chapter 2 of this Code, shall apply for, obtain, and maintain a valid operator’s license to perform that activity.
- C. **Licensed Wastewater Reciprocity** – Installers who are not licensed in Reno County but are licensed in a county with similar testing requirements may submit their testing and experience and request license based on reciprocity.
- D. **License for Sanitary Service Contractor** – Every person who engages in or conducts the activity of a Sanitary Service Contractor, as defined in Chapter 2 of this Code, shall apply for, obtain and maintain a valid operator’s license to perform that activity.
- E. ***Permit for Private Water Supplies** – Every person who installs, drills, develops, constructs, or reconstructs any private water supply on any premises subject to the Code shall, prior to commencement of any work, apply, and obtain a permit, to perform such work.

* Includes Homeowners.

Section III. Construction Plans – The RCPWD shall require plans, specifications or drawings and such other information as deemed necessary in pursuant of a permit or license.

Section IV. Permit/License Issuance; Investigations – If the RCPWD determines that the application complies with the requirements of this Code, a permit for construction or license for operation shall be issued. In making this determination the RCPWD may perform an inspection to determine compliance with this Code. Within ten (10) working days after receipt of an application for a permit or license, the RCPWD shall begin such investigations and inspections as it shall deem necessary to determine whether the permit or license shall be issued or not issued and shall issue the permit or license within thirty (30) working days of receipt of the application or explain in writing the reason it cannot be issued. If the application is not issued, the RCPWD shall give the applicant written reason it is not issued. It shall be the duty of the person performing the work authorized by a permit to notify the RCPWD when work is ready for any required inspection. Such notification shall be given not less than one regular working day before the work is to be inspected. Permits usually shall be issued within 2 business days following the receipt of plans and staff confirming no conflicts exist with other agencies. In rare situations when more time is required, staff shall communicate within 2 business days of the reason for the delay and

approximate time a permit decision shall be made.

Section V. Permit and License Conditions – Every permit and license issued under this Code shall be subject to the terms and conditions specified in this Section.

- A. Right of Access** – Application for, and acceptance of, any permit issued under this Code shall grant to any inspector, code or law enforcement officer, and any representative of the RCPWD the right to enter upon any property subject to the permit, at any reasonable time during standard business hours, with or without notice, for the purpose of inspection to determine and ensure qualifications for and compliance with the permit, and shall allow for reasonable access to and review of records, property or other materials necessary to perform the inspection.
- B. Authorized Activity** – Each permit or license issued under the authority of this Code shall be limited to and expressly provide for the type and manner of activity permitted for the holder and shall not be used nor applied for any other purpose, type, or manner of activity. The permit or license issued shall specifically refer to the activity description contained within the permit or license application, and any change in the type, manner, scope, or location of any activity shall require application for and modification of the permit or license.
- C. Application, Permit or License Non-transferable** – No application, permit, or license, required by this Code shall be transferable to another person or premises and the holder of the permit or license shall notify the RCPWD prior to any change in ownership or location of any permitted licensed activity.
- D. Term Expiration** – Each permit for construction or license issued under the authority of this Code shall clearly state the date of issuance, the term of the permit or license, and the expiration date. The term of each permit or license issued under this Code shall be for a period not to exceed one (1) year unless the RCPWD determines, for cause shown, that the permit or license should be issued for a period of time other than one (1) year; in which case, the RCPWD may designate a lesser time when the activity can or maybe fully completed within the shorter period, or may designate a greater time, but in no event more than three (3) years, subject to annual review and payment of any required fee, where the activity is reasonably known or contemplated for continuation beyond one year.
- E. Permit Factors Conditions and Assumptions** – A permit is approved subject to the conditions upon the terms, details and requirements of the approved construction plan, wastewater application, soil profiles, and the county’s wastewater inspection. It is assumed the property owner has read and informed themselves in regard to the maintenance and operation of the wastewater system that may be constructed or repaired. It is also assumed the owner has or obtained legal authority to utilize a utility easement or physically crossing a utility easement line for the placement of the wastewater system where applicable. Without a survey from a Kansas Licensed Surveyor, the county staff cannot determine with certainty that the proposed system conforms to the code’s setback requirements from the adjacent property lines and road right of way. Therefore, the County’s inspection of the proposed site or the county’s issuance of a permit is based on information provided by the Owner and or contractor. RCPWD shall confirm tract sizes based on recorded deeds as necessary, generally when preliminary records show the tract is within .5 acres of a minimum code size. Water well construction shall meet the current standards of KDHE Article 30 and 12.
- F. Permit Renewal** – Any permit issued under the authority of this Code may be renewed for one or more additional terms upon application for renewal filed with the RCPWD on a form authorized for that purpose. No permit which has been expired for more than thirty (30) working days or which is subject to revocation, for any reason, may be renewed, and such permits may be

reissued only upon the filing of a complete application for a new permit All applications and fees expire in (3) yrs. if a permit has not been issued. See other chapters for details, as in semi-public permit renewal.

- G. Error and Omissions** – The issuance of a permit or license shall not prevent the RCPWD from thereafter requiring the correction of errors in plans and specifications or from preventing construction activity being carried on thereunder when such activity would be in violation of this code or of any other code or resolution or from revoking any permit or license when issued in error. The RCPWD may, in writing, suspend or revoke a permit issued under provisions of this Code whenever the permit is issued in error or on the basis of incorrect information provided by the applicant.

Section VI. Permit and License Revocation – A permit or license may be revoked for failure to comply with this Code. The revocation procedure shall comply with the provisions of Chapter 5.

Section VII. Standard Fees – For the purpose of defraying all or part of the cost of administration of this Code, the Board of County Commissioners shall establish a schedule of fees for all permits and licenses required by the Code. The fees imposed under this Code shall be paid by the applicant prior to the issuance of any permit or license authorized by the Code, and all annual fees shall be paid prior to the anniversary or expiration date of a permit or license, where applicable. Fees shall accompany all applications and be remitted prior to any site evaluation or license issuance.

- A. Double Fee for Unauthorized Practices** – Any person who shall commence any activity for which a permit is required by this Code without first having obtained the permit shall, if subsequently permitted to obtain a permit, pay double the permit fee fixed by this section for such activity, provided, however that this provision shall not apply to emergency work when such work was urgently necessary to protect public health and safety and it was not practical to obtain a permit before commencement of such emergency work. In all such cases, a permit must be obtained as soon as possible after the performance of such work, and if there is a delay or more than three (3) working days in obtaining such permit, a double fee as herein provided shall be charged.

Section VIII. Supplemental to State Regulations – The permits or licenses, and all fees, conditions and regulations imposed under this Section, or any other Section of this Code shall be supplemental to and in addition to any permits, licenses, fees or regulations imposed or required by any other law, including those administered by the Kansas Dept. of Health & Environment

- A. Conflict in Regulations or Requirements** – All rules, regulations, restrictions, and requirements of this Code shall remain in effect and shall apply to any activity or condition covered by this Code except when in direct conflict with a provision of the State rules or regulations, in which case the State-imposed rule or regulations shall apply. Terms and conditions, rules, requirements, regulations or limitations which are supplemental to those imposed by the State and which are not specifically or expressly excluded or prohibited shall not be considered conflicting and shall be imposed and in effect.
- B. Additional Regulations** – Rules, regulations, and requirements applicable to any conduct, activity, condition or standard, which are not expressly regulated by operation of State law, but which are regulated by this Code, shall be and remain in full force and effect as specifically applied under this Code for and within Reno County, Kansas.

Article 4: Inspections and Investigations

Section I. Inspections Required – Physical site inspections shall be authorized and performed for all activities under this code.

- A. Construction Activity** – Whenever plans and specifications are required by this Code to be submitted as part of a permit application, the RCPWD shall inspect the premises prior to the start of operations to determine compliance with the approved specifications and with any other requirements of this Code.
- B. Private, Semi-Public Water Wells and Wastewater Systems** – Private and semi-public water wells and wastewater systems shall be inspected by the RCPWD prior to being placed in operation to ensure compliance with this code. Such systems shall be inspected thereafter as often as necessary to ensure compliance with this Code. No portion of the wastewater system shall be covered or made inaccessible to inspection prior to approval. Private and Semi-public water wells shall be inspected by staff of above ground construction requirements for KDHE Article 12 and 30. Staff shall use the approved/permitted plans on file submitted by the contractor or owner as a guide to conducting the final inspection. Staff shall use photographs and GIS to document inspection findings whenever possible. Applicants may submit photographs for approval and use by county staff. Staff may provide educational handouts as appropriate.

Section II. Inspection Reports – A written inspection report shall be made for all inspections conducted under the authority of this Code, stating the name of the inspector, the date and time of the inspection, the type of inspection and the property inspected. The report shall enumerate all findings made during the inspection. Staff may use photographs and GIS to document inspection findings whenever possible. Applicants may submit photographs for approval and use by county staff. Staff may provide educational handouts as appropriate. Whenever a private or semi-public water well or wastewater system is inspected after a permit is issued, the findings of the inspector shall describe any determined violations, the Code section violated, and the correction to be made. A copy of the completed report shall be issued to the owner of the premises and, if different than the owner, to the holder of the permit. All final County forms are public records available upon request. Drafts and county staff documents such as notes, and electronic communications are not public record.

Section III. Inspection Scheduling and Re-inspections – Whenever inspections are required under this Code to be scheduled for any installation, construction, initial activity, or for the correction of any violation or other non-conforming condition, it shall be the duty of the holder of the permit or license or the establishment to notify the RCPWD and schedule the time and date for the inspection. Use of electronic software for permit processes and investigations maybe used by staff whenever possible and applicants and contractors are encouraged to use electronic software as well. Staff may not complete forms that are intended to be completed by the applicant or contractor. Staff will make best efforts to keep track of all communications from all parties in a chart and to retain all records related to the permit.

Section IV. Access and Right of Entry – The RCPWD shall have the right to make inspections of establishments, premises, places, and localities for the purpose of determining compliance with this Code. Inspections shall be done at a reasonable time. The RCPWD may examine the water usage records of any establishment that uses a private sewage disposal system for information pertaining to the amount of water used by the establishment. If the building, premises, or establishment to be inspected is occupied, the RCPWD representative shall first present proper identification and request entry; if such building or premises be unoccupied, he shall first make a reasonable effort to locate the owner, or other persons

having charge or control of the building or premises, to request entry. If entry is refused, the RCPWD shall have recourse to all remedies provided by law to secure entry. The RCPWD shall have reasonable access to the business records of any person licensed to perform any activity under this Code where the records, daily logs, or other documents are reasonably necessary to determine compliance with the requirements of this Code.

Section V. Educational handouts and lists – The County will update educational handouts and lists as needed and post on the county’s website as needed. This would include awareness of new products or design approvals.

Chapter Two

DOMESTIC WASTEWATER TREATMENT

Article 1: General

Section I. Purpose – Wastewater is a potential source of disease and a potential hazard to the health, safety, and welfare of the public. It also poses a direct threat to the environment as a potential pollutant of the air, water, and soil, and presents a hazard to all forms of plant and animal life. It is the purpose of this Chapter to provide minimum standards for the sanitary treatment of all sewage generated or transported within Reno County unless otherwise regulated by competent authority.

Section II. Scope – All wastewater must be disposed of by the use of a sanitary sewer system as defined in this Section. A sanitary sewer system may be classified as either a: public wastewater system, semi-public wastewater system or a private wastewater system.

Section III. Definitions – Unless the context requires or specifies otherwise, the following words, terms or phrases, as used in this Code, shall be given the meaning defined in this section.

- A. **Absorption System**: A private wastewater system for the treatment of sewage by means of absorption trenches and the biological decomposition of wastewater effluent in the adjacent soil.
- B. **Absorption Trenches**: One or more trenches of varying length and depth and of fixed horizontal separation in which effluent is percolated into the soil.
- C. **Alternative Wastewater System**: A domestic wastewater system other than an anaerobic septic tank-soil absorption system, lagoon or privy that is used or designed to be used, to collect, treat, hold or discharge domestic waste from residential, industrial or commercial property. This includes, but is not limited to, such systems as; mounds, shallow and at-grade absorptions fields.
- D. **ANSI: American National Standards Institute** certification for wastewater products.
- E. **Bedrock**: A soil horizon which contains greater than 50% consolidated material, by volume.
- F. **Cesspool**: A drywell that receives untreated sanitary wastes containing human excreta.
- G. **Class V Injection Well**: A septic system receiving only domestic wastewater and having the potential to serve 20 or more persons a day or, any septic system receiving non-domestic wastewater.
- H. **Distribution Box**: A watertight chamber below the outlet level of a septic tank or treatment unit and from which effluent enters the absorption system.
- I. **Domestic Septage**: The liquid and solid material removed from a septic tank, lagoon, privy (portable or stationary), alternative wastewater system, portable toilet or similar device that receives only domestic wastewater. Domestic septage does not include commercial or industrial

wastewater or grease removed from a grease trap.

- J. **Domestic Wastewater:** All water-borne wastes produced at family dwellings in connection with ordinary living including kitchen, toilet, laundry, shower, and bathtub wastewater. It also includes similar type wastewater produced at businesses, churches, industrial and commercial facilities, or establishments. Stormwater shall not be mixed with domestic wastewater.
- K. **Drywell:** A well or excavation completed above the water table so that its bottom and sides are typically dry except when receiving fluids.
- L. **Enhanced Treatment System:** This includes any private or semi-public wastewater system which has been designed to improve the quality of wastewater effluent going into the soil absorption field that is of higher quality than from a conventional septic tank. Includes all media filters, aerated tanks, retro fit units, followed by a soil absorption system. one or more of the following: biological oxygen demand, dissolved solids, suspended solids, nitrates, phosphorus, or bacteria is reduced prior to dispersal. Examples of such systems are aerobic septic tanks, sand, textile or peat filters and constructed wetlands.
- M. **Lateral field fill:** Fill material should be sandy loam, free of debris including roots, man made materials, minimal to no clay content, and cannot contain characteristics of a water features.
- N. **GPD:** Gallons Per Day.
- O. **Holding Tank:** A watertight receptacle for the retention of wastewater either before, during or after treatment.
- P. **Lateral field:** system of perforated or pen joint sewer pipe positioned underground or cover within crushed rock/gravel beds, chambers, gravelless pipe or other approved material to effect transfer of septic tank or enhanced treatment effluent for final treatment and dispersal.
- Q. **New Construction:** means the initial construction or enlargement of the onsite wastewater treatment system, modification of the method or extent of sewage treatment, or replacement of a significant portion of the existing onsite wastewater treatment system.
- R. **NSF:** National Science Foundation certification for wastewater products.
- S. **Non-Domestic Wastes:** Any liquid or water-borne wastes, other than domestic wastewater, produced in connection with any industrial or commercial process or operation.
- T. **Onsite Wastewater System:** treatment system means of arrangement of devise, structures and mechanisms to treat and modify wastewater system from a structure, in locations where public sewerage is not available, in such a fashion as to prevent sewage from being a public health hazard, a detriment to environment or natural resources, or water pollutants.
- U. **Wastewater Contractor/Installer:** Any person duly licensed to construct, install and/or repair private sewage treatment systems.
- V. **Private Wastewater System:** Any septic system, lagoon, alternative wastewater system, privy, holding tank or other means of wastewater treatment that does not discharge to a public or semi-public wastewater system.
- W. **Privy:** A facility designed and/or used for the biological composting and disposal of human excreta.
- X. **Public Wastewater System:** A wastewater system that is used or designed to be used for the collection, treatment, and discharge of domestic wastewater or industrial or commercial wastes and has a valid permit from KDHE.
- Y. **Reconstruction:** The replacement, alteration or repair of existing components of a private or semi-public wastewater system that improves or enhances the performance of the system or changes the classification of the wastewater system.
- Z. **Sand Trap Waste:** The sand, gravel and other solid material along with its associated liquid which settles from the effluent flow produced in connection with the commercial or industrial

process of washing vehicles.

- AA. **Sanitary Service**: The pumping out and/or removal of wastes, sludge or human excreta from privies, septic systems, lagoons, alternative wastewater systems, enhanced treatment systems and other private or semi-public wastewater systems, and the transportation of such material to a point of final disposal treatment.
- BB. **Sanitary Service Contractor**: Any person duly licensed to perform sanitary disposal services.
- CC. **Semi-Public Wastewater System**: A wastewater system used for the on-site collection and treatment of domestic wastewater only, that accepts, or is designed to accept, greater than 1,000 GPD but no more than 2,500 GPD and does not discharge to the surface waters of the State.
- DD. **Septic System**: An anaerobic septic tank-soil absorption system used for the collection and treatment of domestic wastewater.
- EE. **Septic Tank**: An approved, watertight, accessible, covered receptacle designed and constructed to receive sewage in which three processes take place: settling of the solids, the digestion of some of the accumulated solids by anaerobic action, and separation of the floatable scum.
- FF. **Single Family Waste Stabilization Pond**: An artificial or man-made structure which is not a public wastewater system and into which 1,000 GPD or less of domestic wastewater is discharged and confined for treatment. It is otherwise referred to as "lagoon" herein.
- GG. **Site specific Licensed Wastewater Contractor**: A property owner that is only licensed to construct, install, maintain, and repair private sewage treatment system(s) on their own property.
- HH. **Soil Mottles**: Spots or streaks of contrasting soil colors that indicate the presence of a seasonal water table zone.
 - II. **Wastewater Contractor**: Any individual or company that constructs, reconstructs, or modifies private or semi-public wastewater systems.
 - JJ. **Wastewater (Sewer) District**: A special district authorized and empowered by state statutes to plan, construct and operate a public wastewater system.

Section IV. Rules of Application – The requirements established by Chapter 2 of the Reno County Sanitation Code shall apply and be applicable to any and all private and semi-public wastewater systems now or hereafter installed, used or operated upon any property located within Reno County, Kansas subject to the provisions of this Code.

- A. **General Rule**: No person shall construct, reconstruct, or modify, nor cause or allow the construction, reconstruction, or modification of any private wastewater system except as permitted or allowed within the requirements of this Code. No commercial or industrial waste shall be directed to a private or semi-public wastewater system.
- B. **Existing Systems Treating Domestic Waste**: Any private sewage treatment system installed prior to the effective date of this Code and used exclusively for domestic sewage, and not industrial nor commercial wastes, may remain in use if, and as long as, it continues to operate in accordance with the original design and location, does not experience any system failure, and does not present any hazard to the public health, safety or welfare; however, any replacement, alteration, enlargement, repair, removal, conversion, improvement or demolition shall comply with the requirements of this Code or any later amendments, revisions or versions. Existing wastewater system components shall be brought up to code at the time of permit issuance and noted in plans.
- C. **Existing Tank Replacement**: Will not require a soil profile test to be conducted but will require photo or inspection of uncovered tank installed in the new location, prior to back filling. Staff will conduct a final inspection.
- D. **Installation of Holding Tanks**: will not require a soil profile test to be conducted but will require

photo or inspection of uncovered tank installed in the new location, prior to back filling. Staff will conduct a final inspection.

- E. **Consultation:** Staff may consult with KDHE in unusual circumstances and follow KDHE interpretations during the permit process.

Section V. Approval of Plans and Specifications

- A. **Private and Semi- Public Wastewater Systems-** Plans and specifications for all wastewater systems shall be submitted to and approved by the RCPWD prior to starting any construction of such systems. Wastewater systems shall meet the minimum design standards of the publications below, including depth and elevation of a wastewater system, setbacks, and in coordination of the proposed wastewater system and soil profile results. See below and Appendix 2 for setbacks.

Private and Semi-Public Wastewater System Setbacks

Minimum Setbacks for wastewater systems	
Setback	Required
Septic tank/Aerobic unit/ Retro Fit to foundation of a house or other building	10'
Soil Absorption system to a dwelling foundation	20'
Any part of the wastewater system to:	
Public potable water line	25'
Private potable water line	10'
Property line	10' (road right of way may not be included)
Public water supply well or suction line	100'
Private water supply well or suction line	50'
Surface watercourse	50'
Wastewater Lagoons (Lagoon 5' water level) to:	
Property line	50'(road right of way may not be included)
Dwelling foundation	50'

Any other distances not listed are subject to KDHE interpretation and KDHE Bulletin 4-2, and amendments thereafter. Any setbacks not identified in the above table refer to KDHE Environmental health handbook or other KDHE publications.

It is good practice to remove trees within 25 feet of the absorption field or to provide a root barrier to keep roots out of absorption field.

The standards of design, construction and location for such systems shall be extracted from independent standards current to the time of plan review. Such standards applicable at the time of this codes adoption are KDHE Bulletin 4-2, Minimum Standards for Design and Construction of Onsite Wastewater Systems, KDHE Environmental Health Handbook, KSU Extension, EPA Onsite Wastewater Manual, and any amendments thereafter. Under unique circumstances the RCPWD may require the system to be designed by an active Kansas licensed professional engineer or ask for review of the proposal by KDHE.

Section VI. Wastewater Product reviews- Wastewater product reviews will be conducted on products that are not included in KDHE Bulletin 4-2, and are intended to be installed as enhanced treatment, new style of soil absorption system, or treat/alter sewage treatment. Literature submission shall include: an engineer approval, engineered designs, NSF or ANSI certification, regimen for maintenance, limitation of installations, and other information as requested by staff. Other Wastewater certification

may be accepted if comparable to either NSF or ANSI. Proprietary wastewater products may only be installed per the certifications provided. County will issue an approval or non-approval letter that will be sent to the local dealer.

Section VII. Criteria for Plan Approval – Prior to issuing a permit for construction, a soil profile test of the proposed wastewater building site shall be conducted, in order to identify site limitations or restrictions. Staff may also conduct a site inspection to determine any other site limitations and evaluate proposed plans for code compliance. Credentialing of persons wishing to complete a soil profile must meet the following criteria: Soil profile abilities approved by a Kansas licensed soil scientist, Kansas licensed professional engineer, or have completed a soils class from Kansas Small Flows that was instructed by a college accredited professor or approved personnel. Proof of certification must be submitted to RCPWD. No permit shall be issued unless the proposed wastewater system meets accepted design standards for the conditions determined by the soil profile test. Soil profile findings shall include property owner name, address, date, location of soil profile, soil horizons, soil color, any mottling encountered, texture, structure, consistency, roots, remarks, loading rate, vegetation present ground level, and depth in inches to restrictive features, and signature and date of qualified person that conducted the soil profile. County soil form can be provided for use if needed. Soil profile results shall be submitted to the county in combination with other forms needed in the permit process. Applicants may be asked to excavate additional soil profile pits or observational holes as needed. If an existing soil profile has been completed in the area of the existing system, no future soil profiles are needed to be repeated, unless the site has undergone major changes. If the location of the wastewater system moves over 50' from the original soil profile pit, then another soil profile pit may need to be completed by either the RCPWD or credentialed persons. Soil fill to be used may also be evaluated by staff or credentialed persons.

- A. Enhanced wastewater systems may be installed at owners' discretion and are recommended but not required. Proper maintenance as defined in this code will be required.
- B. Parcels and lots established after the date of this code shall meet minimum code setbacks.
- C. New lots of record created after the date of this code shall meet the minimum setbacks and current design standards as identified in the following KDHE Bulletin 4-2, Minimum Standards for Design and Construction of Onsite Wastewater Systems and the KDHE Environmental Health Handbook, KSU Extension, and EPA Onsite Wastewater manual, and any amendments thereafter.
- D. In all circumstances, regardless of lot size, there should be a suitable area for immediate and eventual use as a private wastewater system, exclusive of buildings, non-porous driveways, and other public right of way easements. This area is to be comparable in size to the current or proposed wastewater system. In all cases sewage saturated soils and past wastewater system components may not be used for new lateral field installations.
- E. **Inspection Ports** – All lateral fields are required to have an inspection port installed at the end of each lateral. Inspection port shall be constructed of solid PVC that is a 90 degree turn up and extending to at least grade level. A solid removable PVC cap is to be installed.
- F. **Effluent Filter** – All existing or newly installed septic tanks shall be fitted with an effluent filter and installed per manufacturer specifications.
- G. **Wastewater Construction Plans** – Plans shall include setbacks, depth, and elevation of a wastewater system, in coordination of the proposed wastewater system, soil profile results, and soil amendments, site restrictions, and use of easements if applicable and reflect meeting the minimum design criteria for the above publications and any additional site criteria listed on the wastewater inspection form. If a floodplain or floodway is present on the property, additional

criteria may be listed in the permit or on plans. Use of staff aerial, existing diagrams maybe used as part of plan submitted, if applicable. Plans can be amended during the final inspection by the contractor to reflect the true installation. Plan amendments in all circumstances are to be initialed and dated. Contractors are responsible to ensure aggregate used meets the above design spec publications. Following the issuance of a permit for construction, and prior to covering any portion of the wastewater system, the permit holder shall contact the RCPWD and arrange for an inspection of construction for the purpose of assuring compliance with the conditions of this Code.

- H. **Easements** – Use of easements maybe considered by the RCPWD and approved by the county counselor.
- I. **Engineer approved Exceptions** – Reno County has had an experienced wastewater engineer review several historically used wastewater designs and installations, and upon approval they have been posted on the County’s website and may be used consistent with that approval. Any other designs and installations that are not in the publications identified in paragraph B above must be evaluated by a licensed engineer and that evaluation included with the application.
- J. In unique circumstances of same ownership of multiple homes and buildings on one parcel, the structures may be connected to one wastewater system. Plans must reflect future wastewater system reserve areas may be located.
- K. No private or semi-public wastewater system shall be constructed if the applicant’s property line is within 400 feet of an existing public sewer, unless the RCPWD finds that connection to such a sewer is not feasible and that a domestic wastewater system, meeting the requirements of this Code, can be constructed on the property.
- L. **Final Inspections of Construction** – Staff shall use permitted plans as a guide to conduct a final inspection. Multiple final inspections may be conducted, depending on the type of wastewater system installed and violations encountered. Staff may use photos, collect measurements, and GIS to document inspection findings. Photo corrections by the contractor are allowed in some circumstances. Contractor will need to call staff if inclement weather is approaching and make arrangements for the wastewater system to be covered up, prior to staff completing a final inspection. Photo submission is allowed as part of the arrangement upon staff approval.
- M. **Class V Injection Wells** – Owner/operators of private and semi-public wastewater systems meeting the KDHE definition of a class V injection well shall contact the KDHE and comply with or satisfy all requirements and regulation adopted by the KDHE, pursuant to Kansas Administrative Regulations, Article 46.

Article 2: Prohibited Practices

Section I. Private or Semi-Public Wastewater Systems – No person shall sell, use, or lease for use any real estate upon which is located a private or semi-public wastewater system which:

- A. Improperly discharges effluent as prohibited by Chapter Five, Article 1, Section I, Paragraph G of this code; or
- B. Discharges or receives industrial or commercial waste; or
- C. Discharges onto the surface of the ground, into watercourses, lakes, ponds, or any impoundment; or Causes fly breeding, produces offensive odors or any other condition that is prejudicial to health and comfort, and has documented violations that are not corrected.

Article 3: Semi-Public Wastewater Systems

Section I. Annual Permit – The owner of every semi-public wastewater system shall obtain a permit for the initial operation of the system and annually thereafter from the Agency. A permit for operation shall be issued by the RCPWD following an inspection of the system and said Agency’s determination that the system has been constructed according to approved plans and presents no significant health risk. No semi-public wastewater system shall be constructed or operated until the owner has obtained the required permit.

Article 4: Semi-Public and Private Wastewater System Operation and Maintenance

Section I. Proper Maintenance and Operation of Semi Public and Private Wastewater Systems

- A. All private and semi-public wastewater systems shall be maintained in good working condition, operating per permit issued, and shall not discharge onto the surface of the ground or drain into any stream or roadside ditch, or produce offensive odors or become a breeding place for flies, mosquitoes, or rats. Whenever the RCPWD shall find any private or semi-public wastewater system malfunctioning and causing any of the above prohibited conditions the RCPWD shall order the owner and/or user to correct the condition within thirty (30) working days and subsequent inspections will occur as needed.
- B. **Enhanced Treatment Wastewater Systems** – Owners and/or operators of enhanced treatment wastewater systems shall maintain a contract for, at minimum, the annual inspection of the system and pertinent components and prescribed maintenance with a licensed wastewater contractor or representative of the manufacturer of the treatment system. A copy of the inspection report along with a report of any corrective actions taken as prescribed by the inspection report shall be filed with the RCPWD within sixty (60) calendar days of the date of inspection. All reports are due annually by December 31st.

Article 5: Regulations for Sanitary Service Contractors

Section I. License Required – No person shall remove, haul, transport, or dispose of any domestic septage without a valid license from the Agency. A valid sanitary service contractor’s license issued to a sole proprietor, a partnership or a corporation shall be valid as to all its agents and employees.

Section II. License Term and Renewal – Any license issued under this Section shall expire on December 31 of each year and must be renewed annually. All required license fees shall be paid at the time of application for the license or renewal, and no fee required under this Code shall be prorated or refunded for any partial term of part-year application.

Section III. Standard of Performance-Every person licensed as a sanitary service contractor under this Section shall comply with the performance requirements specified in this Code.

- A. **Equipment**-A license holder shall maintain equipment to ensure that no spillage of sewage shall occur during transportation, and that employees of the licensee are not subjected to undue health hazards. All sewage shall be transported in an enclosed watertight tank.
- B. **Vehicles**-Sewage shall be transported only in vehicles approved for that purpose by the Agency. Each such vehicle must be inspected prior to issuance or renewal of a license to a sanitary services contractor. The vehicle must be kept in good working condition and the name of the licensee shall be clearly displayed on both sides of the vehicle in bold letters not less than 5 inches high.

- C. **Disposal**-All licensees shall comply with the requirements of Title 40, Part 503 of the Code of Federal Regulations: Sewage Sludge Use and Disposal and the KDHE Kansas Environmental Health Handbook and KDHE EPA 503 Land Application of Septage publication and any amendments thereafter. Land application disposal logs shall be kept by the licensee for at least a period of 5 years and will need to be made available upon request of RCPWD staff.

Article 6: Regulations for County wide and Site-specific Licensed Wastewater Contractors

Section I. License Required – No person shall install, engage in the installation of, repair or modify a private or semi-public wastewater system unless that person holds a valid wastewater contractor license issued by the Agency. Employees of a validly licensed installer are not required to be separately licensed.

Section II. License and License Renewal – Any license issued under this Section shall expire on December 31 of each year and must be renewed annually. All required license fees shall be paid at the time of application for the license or renewal, and no fee required under this Code shall be prorated or refunded for any partial term of part-year application. Proof of CEUs must be submitted with renewal application. Site specific Wastewater contractors shall only be issued one license and it will expire by anniversary date.

Section III. Standard of Performance – Prior to the issuance or renewal of a license under this Article, the applicant shall be required to demonstrate adequate knowledge of State and Local regulations pertaining to private and semi-public wastewater systems and general engineering principles pertaining to such systems. The RCPWD may consider actual experience, education, or professional licensing of the applicant in the granting or not granting of an application for an initial license or renewal, including prior revocations or disciplinary action. The County Wide Wastewater Contractor may list employees that are capable to work under the applicant’s license as a benefit to complete or edit plans. Attendance by any applicant to an appropriate training workshop, conducted or sponsored by the RCPWD or other recognized governmental, education or professional institution, and satisfactory completion of 80%, a written examination administered by the RCPWD covering subjects related to public health concerns, wastewater treatment techniques, standards for design or construction or installation of wastewater systems, wastewater treatment theory, and/or soil science, shall satisfy the requirements of this Section.

Section IV. Reciprocity – Licensure in other counties shall be reciprocal if training, exam, and passing scores are equal or greater than those of Reno County.

Section V. Continuing Education – Every person licensed as a wastewater contractor, under the authority of this Article, must obtain a minimum of three (3) hours of annual continuing education regarding onsite wastewater that must be approved by the RCPWD each calendar year, and no license issued under this Article shall be renewed without submission of a certification of the training to the Agency. Continuing education is not a requirement for site specific licensing.

Section VI. License Revocation – A license may be revoked for failure to comply with this Code. The revocation procedure shall comply with the provisions of Chapter 7 of this Code.

Chapter Three

WATER SUPPLIES

Article 1: General Provisions

Section I. Purpose and Intent – The provisions of this code are for the purpose of regulating and controlling the development, maintenance, and use of private or semi-public water supplies in the unincorporated area of Reno County, Kansas, in order that public health shall be protected and the contamination and pollution of the water resources of the county will be prevented.

Section II. Compliance Required – After the effective date of this code, no person shall construct or reconstruct on any property subject to this code, any semi-public or private water supply that does not comply with the requirements of this code.

Section III. Definitions – In addition to the definitions provided in Chapters 1, 2 and 4 of this Code the words, terms and phrases listed below, for purposes of this chapter, are defined as follows:

- A. **Abandoned Well**: A well which: has been permanently discontinued from use; or, the pumping equipment has been permanently discontinued from use; in such disrepair that it cannot be used, or it has the potential for transmitting surface contaminants into the aquifer; or, possesses potential health and safety hazards; or, is in such a condition it cannot be placed in active or inactive status.
- B. **Above Ground Surface Completion**: The termination of a water well or boring if the casing used is at least 12” above the surrounding ground surface.
- C. **Active Well**: A water well which is an operating well used to withdraw water, monitor, or observe groundwater conditions.
- D. **Annular Space**: The space between the well casing and the well bore or the space between two or more strings of well casings.
- E. **Aquifer**: An underground formation that contains and is capable of-transmitting groundwater.
- F. **Confined Aquifer**: An aquifer overlain and underlain by impermeable layers. Groundwater in a confined aquifer is under pressure greater than atmospheric pressure and may rise in a well above the point at which it is first encountered.
- G. **Construction**: All acts necessary to create a water well as defined in BB herein.
- H. **Domestic Purpose**: The use of water by any person(s) for household purposes, or for the watering of livestock, poultry, farm and domestic animals used in operating a farm, or for the irrigation of lands not exceeding a total of two acres for the growing of gardens, orchards and lawns. These wells will be commonly referred to as household wells or lawn and garden wells.
- I. **Groundwater**: That part of the subsurface water which is in the zone of saturation.
- J. **Grout**: Material such as cement, neat cement, bentonite clay or other such material approved by KDHE used to create a permanent impervious watertight bond between the casing and the undisturbed formation surrounding the casing or between two or more strings of casing.
- K. **Grout Tremie Pipe or Grout Pipe**: A steel or galvanized steel pipe or similar pipe having equivalent structural soundness that is used to conduct pumped grout to a point of selected emplacement during the grouting of a well casing or plugging of an abandoned well or test hole.
- L. **Heat Pump Hole**: A hole drilled in installed piping for an earth coupled water source heat pump system, also known as a vertical closed loop system.
- M. **Household Purpose**: Water used for drinking, culinary and ablutionary purposes.
- N. **Inactive Status**: A water well that is not presently operating but is maintained in such a way that

it can be put back in operation with a minimum of effort.

- O. **Lawn and Garden well:** A well are a well supply used for outdoor watering only for gardens, lawns, trees, shrubs, plants, parks, golf courses, playing fields, swimming pools or other recreational areas, or the washing of motor vehicles, boats, trailers or the exterior of any building or structure only allowed on a tract that does not exceed 2 acres.
- P. **Pitless Well Adaptor or Unit:** An assembly of parts installed below frost line which may permit pumped groundwater to pass through the wall of the casing or extension thereof and prevent entrance of contaminants.
- Q. **Potable Water:** Water free from impurities in amounts sufficient to cause disease or harmful physiological effects in humans and conforming to the most recent KDHE primary drinking water standards.
- R. **Private Water Supply:** A water well supply used for domestic purposes, excluding public water supplies, semi-public water supplies and water supplies used for the watering of livestock on lands exceeding ten acres. Wells used for watering livestock less than 10.0acres will be commonly referred to as small livestock wells.
- S. **Public Water Supply:** A water supply that is used for domestic purposes by ten (10) or more users or serves an average of twenty-five (25) individuals daily at least sixty (60) days out of the year.
- T. **Pump Pit:** A watertight structure constructed at least two (2) feet away from the water well and below ground level to prevent freezing or pumped groundwater and which houses the pump or pressure tank, distribution lines, electrical controls, or other appurtenances.
- U. **Reconstruct:** The repair, replacement, or alteration of an existing water well. Minor repairs, replacements and alterations of above ground components are excluded from the term "Reconstruct".
- V. **Sanitary Well Seal:** A manufactured seal installed at the top of the well casing which, when installed, creates an air and watertight seal to prevent contaminated or polluted water from gaining access to the groundwater supply.
- W. **Semi-Public Water Supply:** A water supply used for domestic purposes serving three (3) to nine (9) residential units (rental or under separate ownership) on a piped system.
- X. **Small Livestock wells:** Wells that are on properties less than 10.0acres and are intended to water livestock.
- Y. **Static Water Level:** The highest point below or above ground level which the groundwater in the well reaches naturally.
- Z. **Test Hole:** Any excavation constructed for the purposes of determining the geologic, hydrologic and water quality characteristics of underground formations.
- AA. **Treatment:** The stimulation of production of groundwater from a water well, through the use of Hydrochloric Acid, Muriatic Acid, Sulfamic Acid, Calcium or Sodium Hypochlorite, polyphosphates or other chemicals and mechanical means, for the purpose of reducing or removing Iron and Manganese Hydroxide and oxide deposits, Calcium and magnesium carbonate deposits and slime deposits associated with iron or manganese bacterial growths which inhibit the movement of groundwater into the well.\
- BB. **Uncased Test Hole:** Any test hole in which casing has been removed or in which casing has not been installed.
- CC. **Unconfined Aquifer:** An aquifer containing groundwater at atmospheric pressure. The upper surface of the groundwater in an unconfined aquifer is the water table.
- DD. **Water District:** Any special district authorized and empowered by state statutes to plan, construct and/or operate a public water supply system.
- EE. **Water Well:** Any excavation that is drilled, cored, bored, washed, driven, dug jetted, or otherwise

constructed, when the intended use of such excavation is for the location, diversion, artificial recharge, or acquisition of groundwater.

- FF. Water Well Contractor or Contractor:** Any individual, firm, partnership, association, or corporation who constructs or treats a water well. The term shall not include: A) an individual constructing, reconstructing or treating a water well located on land owned by the individual, when the well is used by the individual for farming, ranching, or agricultural purposes or for domestic purposes at the individual's place of abode; or B) an individual who performs labor or services for a licensed water well contractor at the contractor's direction and under the contractor's supervision.

Article 2: General Rules

Section I. Rules of Application – The requirements established by Chapter 3 of the Reno County Sanitation Code shall apply and be applicable to all private and semi-public water wells now or hereafter installed, used, or operated upon any property located within Reno County, Kansas subject to the provisions of this Code.

- A. General Rule** – Unless otherwise provided or accepted in accordance with this Section, from and after the effective date of the Code, no person shall construct, reconstruct, or modify, nor cause or allow the construction, reconstruction, or modification of any private or semi-public well as permitted under and which complies with the established requirements of this Code. No public water supply wells shall be permitted by this code.
- B. Existing Water Wells** – Any private or semi- public water well existing prior to the date of this code may remain in use if, and as long as, it continues to operate in accordance with the original design and location, does not experience any system failure, and does not present any hazard to the public health, safety or welfare; however, any replacement, alteration, enlargement, repair, removal, conversion, improvement or demolition shall comply with the requirements of this Code or any later amendments, revisions or versions.
- C.** Staff may consult with KDHE in unusual circumstances and follow KDHE interpretations during the permit process.

Section II. Use Limitations and Prohibited Practices

- A.** No permit for drilling a water well for private water supply purposes shall be issued to any person when in the discretion of the RCPWD the property can be served at a reasonable cost by a public water supply, or when the water supply to be accessed constitutes a significant, quantified health risk.
- B.** No use of surface water (lakes, ponds, or streams) as a source of water for a private water supply shall be permitted.
- C.** No person shall sell, lease, or rent any real estate upon which is located a private or semi-public water supply which fails to comply with the provisions of this Code after written notice of the defective condition has been given to the owner or responsible person by the Agency.

Section III. Approval of Plans and Specifications

- A. Private and Semi- Public Water wells** – Plans and specifications for all water wells systems shall be submitted to and approved by the RCPWD prior to starting any construction of such systems. Water well shall meet the minimum design standards of the publications of KDHE Article 30 and Article 12. Setbacks are listed below and in Appendix 2.

Article 3: Private and Semi-Public Water Supplies

Section I. Permit and plans – No person shall construct or reconstruct any private water supply on any premises subject to the regulations of this code until a permit has been obtained from the Agency. See below and Appendix 2.

Private and Semi-Public Well Setbacks

Minimum Setbacks for water wells	Required
Property line or public right of way	25' (road right of way may not be included)
*Contamination Source	50'
Watertight sewer line	10'
Surface water	50'
Pump pit	2'

*Contamination sources include sewer lines, pressure sewer lines, septic tank, laterals, pit privy, seepage pits, fertilizer storage, pesticide storage, feed lots or barn yard, and other wastewater systems. Any other distances not listed are subject to KDHE interpretation and KDHE Article 12 and 30 an amendment thereafter.

Section II. Criteria for Plan Approval

- A. Plans shall include setbacks, site restrictions, any use of easements if applicable, and reflect meeting the minimum design criteria for the above publications and any additional site criteria listed on the well inspection form. If a floodplain or floodway is present on the property, additional criteria may be listed in the permit or on plans. Use of staff aerial, existing diagrams may be used as part of plan submitted, if applicable. Plans can be amended during the final inspection by the contractor/owner to reflect the true installation. Plan amendments in all circumstances are to be initialed and dated. If a proposed well location is within 1.0 mile of known ground water contamination site, staff shall consult with KDHE.
- B. Use of easements shall be considered by the RCPWD and approved by the county counselor.
- C. In unique circumstances of same ownership of multiple homes and buildings on one parcel, the structures may be connected to one water well. If a structure or land is divided for new ownership and a common well is not to be shared, then a new water well shall be required that meets the Code’s standards. Plans must reflect when a future division occurs, the land division for each home and the proposed future well location.
- D. No permit for a private or semi-public water well intended for human consumption shall be constructed within a water district. RCPWD shall notify water districts of permitting any lawn and garden and small livestock wells. If the applicant proves to RCPWD that a hardship exists such that connection to such a water system is not feasible and domestic water well system meeting the requirements of this Code, can be constructed on the property RCPWD may grant a hardship permit for such a well.
- E. **Final Inspections of Construction** – Staff shall use permitted plans as a guide to conduct a final inspection. Multiple final inspections may be conducted, as needed and violations encountered. Staff may use photos, collect measurements, and GIS to document inspection findings. Photo corrections by the contractor/owner is allowed in some circumstances. The contractor/owner may need to call make arrangements for a final well inspection. Staff shall send wellhead final construction criteria to contractor/owner. Photo submission is allowed as part of the arrangement upon staff approval.

Article 4: Semi-Public Water Supplies

Section I. Requirements for Semi-Public Water Supplies – No person shall operate or maintain a semi-public water supply system that has been:

- A. Constructed or reconstructed after January 1, 1988, until it has been inspected and a permit issued by the Agency.
- B. Temporarily or permanently enjoined as a public health nuisance by a court of competent jurisdiction.
- C. Found by the RCPWD not to comply with the provisions of this code and written notice thereof has been given to the owner or his agent.

Section II. Conditions of Use – In addition to the requirements of Article 3 of this Chapter, which pertain to semi-public water wells, the following shall be done and reviewed by the RCPWD prior to the issuance of a permit, to assure water quality for the public:

- A. An initial test for all contaminants for which primary drinking water standards have been established by the KDHE.
- B. An initial and at least annual bacterial and nitrate analysis.
- C. A partial chemical analysis is to be done initially and every three (3) years thereafter. And should include at a minimum analysis for chloride, hardness, iron, manganese, sodium, sulfate, and total hardness.
- D. Other tests such as a screen for pesticides, volatile organic chemicals, and heavy metals may be required, at the direction of the Agency, to protect the public's health. The water samples shall be collected by the Owner/Operator and sent to a KDHE lab-certified lab for analysis. The fee for the analysis is the responsibility of the owner of the water supply or his representative.

Article 5: Well Status and Maintenance

Section I. Plugging of Abandoned Wells, Cased and Uncased Test Holes, Inactive Status – All abandoned water wells shall be plugged per KDHE and Groundwater management. Water wells not being used shall be put on inactive status or plugged depending on the future potential use Per KDHE and Groundwater management.

Section II. Private and Semi-Public Operation and Maintenance – All private and semi-public wells shall be maintained in good working condition, as permitted. Whenever the RCPWD finds any private or semi-public wellhead that is in violation of the code, the owner and/or user shall correct the condition within thirty (30) working days and subsequent inspections will occur as needed.

Chapter Four PUBLIC WATER SUPPLY PROTECTION

Article 1: General Provisions

Section I. Purpose and Intent – The provisions of this chapter are adopted for the purpose of protecting the sources of water for public water supplies through the regulation and control of practices contributing to non-point source pollution within wellhead protection zones that have been approved by the governing body of the public water supply and the Reno County Board of County Commissioners.

Section II. Definitions – In addition to the definitions provided in Chapters 1,2 and 3 of this code, the words, terms, and phrases listed below, for purposes of this Chapter are defined as follows:

- A. **Animal Unit**: Means a unit of measurement calculated by using the most current formula described by K.S.A. 65-171d and any future amendments thereof. See Appendix 2.
- B. **Confined Animal Feeding Operation**: Means any lot, pen, pool, or pond, which is:
 - 1. Used for the confined feeding of animals or fowl for food, fur or pleasure purposes.
 - 2. Not normally used for raising crops; and
 - 3. Not used for growing vegetation for animal food.
- C. **Publicly Owned Treatment Works**: Means any wastewater treatment facility licensed by the Kansas Department of Health and Environment which is operated, owned, or licensed to a benefit district, township, city, county, or state unit of government.
- D. **Wellhead Protection Zone**: Means a groundwater sensitive area identified by the public water supplier as being within the zone of capture, withdrawal, or other accepted method of delineating a public water supply well. Also referred to as source water protection zone or groundwater protection zone.

Article 2: Prohibited Practices

Section I. Confined Animal Feeding Operation – No person shall operate a confined animal feeding operation within a wellhead protection zone that has been constructed after the effective date of this Code that:

- A. Contains more than 1,000 animal units; or
- B. Contains any number of animal units within 300 feet of a public water supply well.

Section II. Unlined Pit Privies – No person shall sell, use, lease or rent any unlined pit privy within a wellhead protection zone.

Section III. Commercial Storage Tanks – Owners of commercial storage tanks located within a wellhead protection zone shall report to the public water supplier for their respective wellhead protection zone any release or unaccounted loss of inventory within 24 hours.

Section IV. Publicly Owned Treatment Works Sludge – Within a wellhead protection zone, publicly owned treatment works sludge shall not be applied on or below the ground.

Chapter Five PUBLIC HEALTH NUISANCES

Article 1: Public Health Nuisances

Section I. Purpose and Intent – The purpose and intent of this article is to outline those conditions which constitute a public nuisance and are deemed hazardous to public health.

- A. **General** – The RCPWD shall have the authority and power to examine all nuisances, sources of filth and causes of sickness that in its opinion may be injurious to the health of the inhabitants within the county. Whenever any such nuisance, source of filth or cause of sickness shall be found to exist on any private property or upon any watercourse in this county, the

RCPWD shall have the power and authority to order, in writing, the owner or occupant thereof at his own expense to remove the nuisance, source of filth, or cause of sickness within 24 hours, or within such reasonable time thereafter as the RCPWD may order. Public nuisances shall include but shall not be restricted to the following:

1. Any privy, privy vault, or other place used for the deposit of human excreta which permits animals or insects access to the excreta; which produces foul or objectionable odors; or is located so as to make pollution of any water supply probable.
2. The collection or accumulation of any organic materials such as swill, meat scraps, dead fish, shells, bones, decaying vegetables, tree waste, dead carcasses, human or animal excrements, or any kind of offal that may decompose and create an attraction or breeding place for insects or rodents.
3. Any animal pen that pollutes a water supply, underground water-bearing formation, or stream in a manner that is hazardous to human health or is maintained in a manner that creates an attraction or insect breeding place or is a rodent harborage or breeding place.
4. Solid waste, which is stored, collected, transported, processed, treated, or disposed of contrary to the rules and regulations, standards, or orders of the RCPWD, or in such a manner as to create a public nuisance.

Section II. Inspections Required – Physical site inspections shall be authorized and performed for all activities under this code.

Section III. Inspection Reports – A written inspection report shall be made for all inspections conducted under the authority of this Code, stating the name of the inspector, the date and time of the inspection, the type of inspection and the property inspected. The report shall enumerate all findings made during the inspection. Staff may use photographs and GIS to document inspection findings whenever possible. Time frames of corrections will be based on the severity of the public health nuisance. Multiple inspections may occur. A copy of the completed report shall be issued to the owner of the premises. Final versions of County forms are public records available upon request. Drafts and County staff documents such as notes, and electronic communications are not public record.

Section IV. Inspection Scheduling and Re-inspections – Whenever inspections are required under this Code to be scheduled for any correction of any violation or other non-conforming condition, it shall be the duty of the property owner to notify the RCPWD and schedule the time and date for the inspection.

Chapter Six

ENVIRONMENTAL HEALTH ASSESSMENTS

Article 1: Environmental Health Assessments

Section I General Provisions – RCPWD coordinates with the Planning and Zoning Department in the evaluation of land development to ensure proposals can meet the sanitation code.

Section II. Scope – Proposed Zoning permits and cases may be reviewed by environmental Staff to ensure the proposal does not interfere with the existing wastewater system or well, nor should the proposal have impeded future wastewater and well placement or replacement.

Section III. Definitions – Unless the context requires or specifies otherwise, the following words, terms, or phrases, as used in the Code, shall be given the meaning defined in this section.

- A. Interoffice Communication:** A notification from the Planning and Zoning office to the Environmental Health Section requesting an evaluation of a proposal.
- B. Environmental Health Well Assessment:** Either an office review or a site evaluation review of the proposal in regard to the existing or possible future well placements or replacements. Review may contain notices of violations or agreements if discovered.
- C. Environmental Health Wastewater Assessment:** Either an office review or a site evaluation review of the proposal in regard to the existing or possible future wastewater system placements or replacements. Review may contain notices of violations or agreements if discovered.
- D. Site Evaluations:** An onsite inspection that is not associated with a permit process, to determine if a proposal shall meet code compliance requirements.

Section IV. Rules of Application – The requirements established by Chapter 6 of the Reno County Sanitation Code shall apply and be applicable to any and all private and semi-public wastewater systems and wells now or hereafter installed, used or operated upon any property located within Reno County, Kansas subject to the provisions of this Code.

Section V. Reviews, Site Evaluations, and Reporting – Staff shall review proposals that have been sent from the Planning and Zoning office via interoffice communication or requested from individuals. Environmental Well and Wastewater Assessments forms shall be completed per proposal.

- A. Requests and Fees** – All requests and fees shall be paid prior to any site evaluation.
- B. Site Plans** – Site plans shall be submitted with each request.
- C. Office Reviews** – Office reviews shall be completed by staff for all proposals, excluding subdivision reviews. Unique circumstances may arise, and a site evaluation may be required.
- D. Site Evaluations** – Site evaluations shall be completed for all proposals as needed by owner/applicant or as needed by staff.
- E. Subdivision Reviews** – Subdivision reviews shall include a site evaluation per lot that includes a soil profile to determine adequate space for well and wastewater. A test well shall be required to determine if water is present. Water well shall be tested for at least bacteria and nitrates. Staff may also review water geology with the Groundwater Management Districts. Each lot shall be identified prior to staff arrival. Soil profile shall be required per lot and to be conducted by staff or qualified persons. Other agencies may be consulted as needed. Applications for subdivision review and fees shall be submitted prior to any evaluation.
- F. Reporting** – Staff shall complete the necessary inspection forms, including photos, GIS, soil profile forms, as needed for a determination of code compliance. Final reports can include supportive documents and possible notice of violations. Multiple inspections can occur if necessary. All documentation shall be shared with the Planning and Zoning office, or other agencies as needed.
- G. Non-Approval** – Non-approval of proposals will be in written format to owner/developer, and the Planning and Zoning office.

- H. **Public Hearings** – Staff can attend public hearings for the Reno County Sanitation Commission, Board of Zoning Appeals as requested from Planning and Zoning staff or applicant.

Chapter Seven CODE ENFORCEMENT

Article 1: Unlawful Conduct

Section I. General Provisions – For the purpose of enforcing the regulations, conditions, requirements, and prohibitions established by this Code the following acts shall be unlawful:

- A. **Obstruction of the Agency** – No person shall willfully impede or obstruct a representative of the RCPWD in the discharge of his official duties under the provision of this Code.
- B. **Operation without a Permit or License** – No person shall do any act or engage in any activity for which a permit or license is required by this Code unless first obtaining such permit or license. The existence of emergency conditions may be a defense to this provision.
- C. **Failure to Comply with Emergency Order** – No person shall fail or refuse to comply with an emergency order of the RCPWD issued under Section A of this chapter.
- D. **Failure to Comply with Permit or License** – No person shall fail to comply with the specified terms or conditions of any permit or license issued under this Code nor do any act or engage in any activity of conduct regulated by this Code without a valid permit or license, nor continue activities or conduct subject to any permit or license which has expired, been suspended or been revoked under this Code.
- E. **Failure to Comply with Regulations** – No person shall do any act or engage in any activity which is regulated by any Section or Chapter of this Code except as authorized and permitted under the Code, and no person shall knowingly operate any activity regulated by this Code in any manner which does not comply with the requirements of the conditions and regulation specified in this Code.
- F. **Falsification and Misrepresentation** – No person shall falsify nor misrepresent any fact, information, produce, or data provided, required or submitted for any application, permit, license, inspection, examination, investigation, report, record, test or other determination required under this code.
- G. **Failure to Repair or Correct** – No person shall fail or refuse to repair or to correct any defect, deficiency, or other condition, whether natural or otherwise, in any private or semi-public wastewater system which has caused, or which the RCPWD determines is likely to cause, within reasonable certainty, any improper discharge or other health hazard, unsanitary condition, or unlawful pollution.
- H. **Prohibited Practices** – No person shall permit, or allow to permit, any prohibited practice as established by this Code.

Article 2: Enforcement Proceedings

Section I. Emergency Orders – The RCPWD or other authorized code enforcement office or representative of the Agency, may issue such orders or directives as he deems necessary upon a determination that such action is required to prevent, contain, or eliminate an obvious violation of this Code or an imminent threat to the health or safety of the public.

- A. **Health Risk** – Whenever the RCPWD finds that an emergency exists which requires immediate

action to protect the public health he may without notice or hearing, issue an order reciting the existence of such an emergency and require that such action be taken as he may deem necessary to meet the emergency, including the suspension of the permit or license. Notwithstanding any other provisions of this Code, such order shall be effective immediately and shall be enforceable in Reno County District Court.

- B. Work Stoppage** – Whenever any work is being performed on a private sewage disposal system contrary to the provisions of this Code, the RCPWD representative may order the work stopped immediately by issuing an emergency order and serving it on any persons engaged in the doing or causing such work to be done, and any such person shall forthwith stop such work until authorized by the RCPWD to proceed with the work.
- C. Compliance** – Any person, to whom an emergency order is directed, shall comply therewith immediately, but upon written request filed within five (5) days of issuance, shall be afforded a hearing before a Reno County Sanitation Commission as soon as possible. A hearing shall be held within ten (10) days of the issuance of such emergency order.

Section II. Suspension of Permit or License – The RCPWD may suspend any permit or license that it issues if the holder thereof does not comply with the requirements of this Code. The suspension shall become effective ten (10) days after the holder of the license or permit, or the premises subject to the permit, receives written notice of such suspension.

The holder or other aggrieved party may request a hearing in accordance with Article 4, Section I of this Chapter. After a hearing, the hearing officer may uphold the suspension as originally ordered or modify it as he sees fit, but in no event shall he enter an order of suspension for a period longer than that set out in the original order. Both the original order and any order entered after an appeal may condition the length of suspension upon correction of the conditions upon which the suspension is based.

Section III. Revocation of License – The RCPWD may revoke a license for serious or repeated violations of any of the requirements of this Code or for interference with the RCPWD in the performance of its duties. Prior to revocation, the RCPWD shall notify, in writing, the holder of the license, of the specific reason (s) for which the license is to be revoked and that the license shall be revoked at the end of the ten days following service of such notice unless a written request for hearing is filed with the regulatory authority by the holder of the license within the 10-day period. If no request for hearing is filed within the 10-day period, the revocation of the license becomes final.

Whenever a revocation of a license has become final, the holder of the revoked license may make a written application for a new license and pay the fee required.

Article 3: Penalties and Prosecution

Section I. Penalties – Any violation of any provision or requirement of this Code or the commission of any unlawful act or conduct specified in this Chapter shall be deemed to be a Class C misdemeanor punishable upon conviction by a fine of not less than \$100.00 and not more than \$500.00. Each day's violation shall constitute a separate offense.

Section II. Prosecution – The RCPWD is hereby authorized to apply to the District Court for enforcement of this Code, unless a municipality adopting this Code provides otherwise for the prosecution of violations arising within its municipal jurisdiction. In that event, the City Attorney of the municipality adopting this Code may prosecute violations of this Code in the name of the city in the municipal court of that city.

Article 4: Appeals

Section I. Appeal for Hearing – Except as otherwise provided in Section V or this Chapter, any person aggrieved by any notice, final order, or non-approval of a permit or license by the RCPWD files with the RCPWD within ten (10) days after the date of issuance of the notice, order, or non-approval a written request for a hearing setting forth the grounds on which the request is made. The filing of the request for hearing shall operate as a stay of any notice or order except an emergency order.

Section II. Hearings – Appeals shall be heard by the Reno County Sanitation Commission at a regular or special meeting of that Board, which shall operate as the Hearing officers for appeals.

Section III. Conduct of Hearing – Upon receipt of the appeal request, The Reno County Sanitation Commission shall set a time and place for a hearing and shall give the petitioner written notice thereof. The hearing shall commence not later than ten (10) days after the date on which the request for hearing was filed; provided that upon request of the aggrieved party, the hearing may be postponed for a reasonable time beyond such ten-day period.

A record shall be made at the hearing, and the aggrieved party may be represented by counsel or another authorized person. The RCPWD shall have the burden to sustain any notice, final order, or other decision subject to the appeal.

Section IV. Decision – Within ten (10) days after the conclusion of the appeal hearing, The Reno County Sanitation Commission shall issue a written decision to the petitioning party. That decision may sustain, modify or overturn the decision of the Agency.

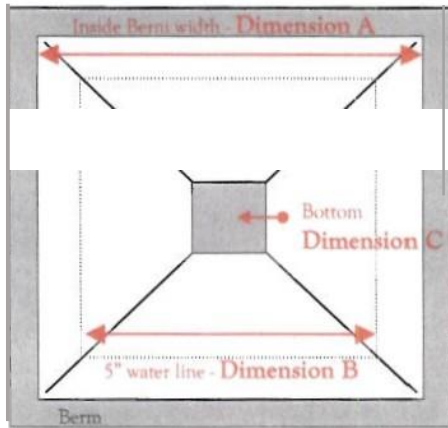
Section V. Proceedings of Hearings – A summary of all proceedings of hearing, including the findings and appeal decisions of The Reno County Sanitation Commission, together with a copy of every notice and order related thereto, shall be filed with RCPWD.

Section VI. Application of State Law Procedures – The appeal of any final decision action of the RCPWD which is taken under the authority of a state administrative RCPWD in application of the Laws of the State of Kansas shall be subject to and conducted in accordance with the Kansas Administrative Procedures Act, K.S.A. 77-501, et Seq., and the provisions of that Act shall supersede any and all time limitations and procedures otherwise specified in this Code.

The Kansas Administrative Procedures Act shall not apply to any proceeding arising out of an appeal from any decision or action taken solely under the authority of the Board of County Commissioners or the governing body of any city.

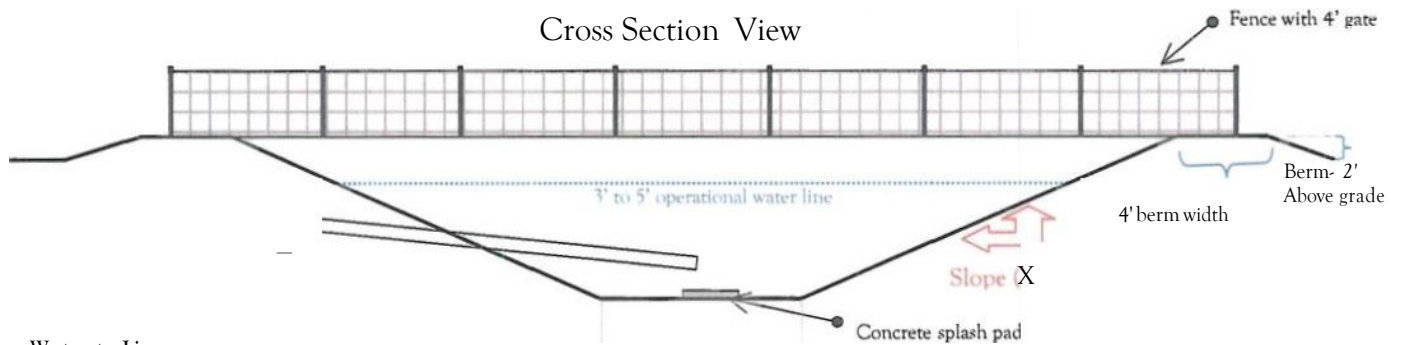
APPENDIX 1: Lagoon Construction Diagram

Top View



Lagoon Size	A	B	C	X (Slope)
M-35	47'X47'	35'x35'	5'X5'	3:1
M-40	52'X52'	40'x40'	10'X10'	3:1
M-45	59'X59'	45'X45'	10'X10'	3.5:1
M-50	64'X64'	50'x50'	15'X15'	3.5:1

Cross Section View



Wastewater Line

- Cleanouts at every turn and no greater than 100' apart.
- Installed at grade of 0.125 • 0.25" drop **I** foot.

Fencing Requirements:

- Mesh size opening no larger than 2" by 4".
- Minimum fence height of 4 feet.
- Minimum gate width of 4 feet.
- Fence on outside of berm if livestock are present.
- Fence may be on top of berm if no livestock are present.

References: KDHE Environmental Health Handbook, Kansas State University

APPENDIX 2: Setbacks

Table 1. Wastewater Setbacks

Minimum Setbacks for wastewater systems	
Setback	Required
Septic tank/Aerobic unit/Retro Fit to foundation of a house or other building	10'
Soil Absorption system to a dwelling foundation	20'
Any part of the wastewater system to:	
Public potable water line	25'
Private potable water line	10'
Property line	10' (road right of way may not be included)
Public water supply well or suction line	100'
Private water supply well or suction line	50'
Surface watercourse	50'
Wastewater Lagoons (Lagoon 5' water level) to:	
Property line	50' (road right of way may not be included)
Dwelling foundation	50'

Any other distances not listed are subject to KDHE interpretation and KDHE Bulletin 4-2, and amendments thereafter. Any setbacks not identified in the above table refer to KDHE Environmental health handbook or other KDHE publications or interpretations.

Table 2: Water well setbacks

Minimum Setbacks for water wells	Required
Property line or public right of way	25' (road right of way may not be included)
*Contamination Source	50'
Watertight sewer line	10'
Surface water	50'
Pump pit	2'

Contamination sources include sewer lines, pressure sewer lines, septic tank, laterals, pit privy, seepage pits, fertilizer storage, pesticide storage, feed lots or barn yard, and other wastewater systems. Any other distances not listed are subject to KDHE interpretation and KDHE Article 12 and 30 an amendment thereafter.

Table 3: Animal Units Definition

Animal	Animal Unit Value
Horses	2.0
Mature Dairy Cattle	1.4
Beef Cattle over 700pounds	1.0
Cattle over 700pounds	.5
Swine over 55pounds	.4
Ducks	.2
Swine less than 55 pounds	.1
Sheep or lambs	.1
Laying hens or Broilers with a liquid manure system	.033
Turkeys	.018
Laying Hens or Broilers with continuous overflow watering	.01

Total Animal Units = (# Animals) x (Corresponding Animal Unit Value) *Reference: K.A.R. 28-16-56C (O) 1-10*

APPENDIX 3: Wastewater Treatment Manual Charts

EPA Onsite Wastewater Treatment Manual Charts Pgs. 3-4, 3-5, 3-6

Table 3-4. Typical wastewater flow rates from commercial sources^{a,b}

Facility	Unit	Flow, gallons/unit/day		Flow, liters/unit/day		
		Range	Typical	Range	Typical	
Airport	Passenger	2-4	3	8-15	11	
Apartment house	Person	40-80	50	150-300	190	
Automobile service station ^c	Vehicle served	8-15	12	30-57	45	
	Employee	9-15	13	34-57	49	
Bar	Customer	1-5	3	4-19	11	
	Employee	10-16	13	38-61	49	
Boarding house	Person	25-60	40	95-230	150	
Department store	Toilet room	400-600	500	1,500-2,300	1,900	
	Employee	8-15	10	30-57	38	
Hotel	Guest	40-60	50	150-230	190	
	Employee	8-13	10	30-49	38	
Industrial building (sanitary waste only)	Employee	7-16	13	26-61	49	
Laundry (self-service)	Machine	450-650	550	1,700-2,500	2,100	
	Wash	45-55	50	170-210	190	
Office	Employee	7-16	13	26-61	49	
Public lavatory	User	3-6	5	11-23	19	
Restaurant (with toilet)	Meal	2-4	3	8-15	11	
	Conventional	Customer	8-10	9	30-38	34
	Short order	Customer	3-8	6	11-30	23
	Bar/cocktail lounge	Customer	2-4	3	8-15	11
Shopping center	Employee	7-13	10	26-49	38	
	Parking space	1-3	2	4-11	8	
Theater	Seat	2-4	3	8-15	11	

^a Some systems serving more than 20 people might be regulated under USEPA's Class V Underground Injection Control (UIC) Program. See <http://www.epa.gov/safewater/uic.html> for more information.

^b These data incorporate the effect of fixtures complying with the U.S. Energy Policy Act (EPACT) of 1994.

^c Disposal of automotive wastes via subsurface wastewater infiltration systems is banned by Class V UIC regulations to protect ground water. See <http://www.epa.gov/safewater/uic.html> for more information.

Source: Crites and Tchobanoglous, 1998.

Chapter 3: Establishing Treatment System Performance Requirements

Table 3-5. Typical wastewater flow rates from institutional sources^a

Facility	Unit	Flow, gallons/unit/day		Flow, liters/unit/day		
		Range	Typical	Range	Typical	
Assembly hall	Seat	2-4	3	8-15	11	
Hospital, medical	Bed	125-240	165	470-910	630	
	Employee	5-15	10	19-57	38	
Hospital, mental	Bed	75-140	100	280-530	380	
	Employee	5-15	10	19-57	38	
Prison	Inmate	80-150	120	300-570	450	
	Employee	5-15	10	19-57	38	
Rest home	Resident	50-120	90	190-450	340	
	Employee	5-15	10	19-57	38	
School, day-only:	With cafeteria, gym, showers	Student	15-30	25	57-110	95
	With cafeteria only	Student	10-20	15	38-76	57
	Without cafeteria, gym, or showers	Student	5-17	11	19-64	42
School, boarding	Student	50-100	75	190-380	280	

^a Systems serving more than 20 people might be regulated under USEPA's Class V UIC Program. See <http://www.epa.gov/safewater/uic.html> for more information.

Source: Crites and Tchobanoglous, 1998.

Table 3-6. Typical wastewater flow rates from recreational facilities*

Facility	Unit	Flow, gallons/unit/day		Flow, liters/unit/day	
		Range	Typical	Range	Typical
Apartment, resort	Person	50-70	60	190-260	230
Bowling alley	Alley	150-250	200	570-950	760
Cabin, resort	Person	8-50	40	30-190	150
Cafeteria	Customer	1-3	2	4-11	8
	Employee	8-12	10	30-45	38
Camps:					
Pioneer type	Person	15-30	25	57-110	95
Children's, with central toilet/bath	Person	35-50	45	130-190	170
Day, with meals	Person	10-20	15	38-76	57
Day, without meals	Person	10-15	13	38-57	49
Luxury, private bath	Person	75-100	90	280-380	340
Trailer camp	Trailer	75-150	125	280-570	470
Campground-developed	Person	20-40	30	76-150	110
Cocktail lounge	Seat	12-25	20	45-95	76
Coffee Shop	Customer	4-8	6	15-30	23
	Employee	8-12	10	30-45	38
Country club	Guests onsite	60-130	100	230-490	380
	Employee	10-15	13	38-57	49
Dining hall	Meal served	4-10	7	15-38	26
Dormitory/bunkhouse	Person	20-50	40	76-190	150
Fairground	Visitor	1-2	2	4-8	8
Hotel, resort	Person	40-60	50	150-230	190
Picnic park, flush toilets	Visitor	5-10	8	19-38	30
Store, resort	Customer	1-4	3	4-15	11
	Employee	8-12	10	30-45	38
Swimming pool	Customer	5-12	10	19-45	38
	Employee	8-12	10	30-45	38
Theater	Seat	2-4	3	8-15	11
Visitor center	Visitor	4-8	5	15-30	19

* Some systems serving more than 20 people might be regulated under USEPA's Class V UIC Program.

Source: Crites and Tchobanoglous, 1998.

APPENDIX 4: Lagoon Gal./Day

KSU Wastewater and Pond Design and Construction Handout

Table 1. Recommended sizes of square and round wastewater ponds.

	Side Length or Diameter (ft)		Area (sq ft)	Volume (1,000s gal)	
	square	round		pond ^a	per mo ^b
Western					
<i>Small</i>	35	40	1,225	18	4
<i>Medium</i>	40	45	1,600	26	5.5
<i>Large</i>	45	51	2,025	32	7
East Central					
<i>Small</i>	40	45	1,600	26	4
<i>Medium</i>	45	51	2,025	32	5
<i>Large</i>	50	56	2,500	43	6
Eastern					
<i>Small</i>	45	51	2,025	32	3
<i>Medium</i>	50	56	2,500	43	4
<i>Large</i>	55	62	3,025	56	5

Small = 3 or fewer people; Medium = 3 to 5; Large = 6 or more
^aContents at 5 foot depth ^bMinimum flow to maintain 3 foot depth

G. Morgan Powell

Extension Natural Resource Engineer

Barbara Dallemund

Extension Assistant Specialist, On-Site Wastewater

Ann Mayo

Director of Environmental Health,

Lyon County Health Department

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World Wide Web at: <http://www.oznet.ksu.edu>

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G. Morgan Powell et. al, *Wastewater Pond Design and Construction*, MF-1044, Kansas State University, October 1997.



AGENDA ITEM

AGENDA ITEM #9.A

AGENDA DATE: September 27, 2023

PRESENTED BY: Randy Partington, County Administrator

AGENDA TOPIC:
Monthly Department Reports

SUMMARY & BACKGROUND OF TOPIC:

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

Dear Randy Partington, County Administrator:

RE: Monthly report ending August 31, 2023

Staffing Vacancies:

Current replacement vacancies include an Environmental Health Specialist, and a PRN Nurse.

Program Updates:

Admin/Finance/Health Information Management (HIM). Staff are completing the orientation of two replacement employees.

Child Care Licensing (CCL). Staff attended the Kansas Department of Health and Environment (KDHE) regulation review training, attended Reno and Harvey County's Task Force committee meetings, conducted a monthly orientation class (3 attended), 5 initial home surveys, 1 center initial survey, 5 home annual surveys, 1 school age program annual survey, 3 compliance home surveys, 1 center amendment survey, 1 group home complaint, 1 illegal care survey, and attempted 2 surveys (no shows).

Clinical – Basic Health Services (BHS), Maternal Child Health (MCH), Family Planning (FP), Older Adult Services (OAS), and Epidemiology. August is National Immunization Awareness Month. Vaccines are among the most successful and cost-effective public health tools available for preventing disease and death. Vaccines help protect both individuals and communities by preventing and reducing the spread of infectious diseases.

Epidemiology and COVID-19 Update. For the month, staff conducted 24 infectious disease investigations and 1 animal bit investigation. As of 07/26/23, the percentage of COVID-19 emergency department (ED) visits continued to stay around 1% of all visits this past week after being at 0% at the beginning of July. There were 2 COVID-19 admissions the week of 8/19. As of August 30th, there were 1 patient hospitalized with COVID-19.

Environmental Health (EH). Staff continue to assist in the building of the GovBuilt software. Both Planning and Zoning, and Environmental Health staff continue to offer joint meetings for new homeowners; this month, they met with 2 property owners. Permits issued for well and wastewater to date: 63. Staff have participated in multiple work sessions with Health Department Administration, County Administration, and the County Counselor to work on a draft, updated Sanitation Code for Reno County. We hosted a joint meeting with wastewater contractors, well drillers, and interested public members to review a draft Sanitation Code on August 10th, with a follow up meeting on August 31st.

Health Education – Chronic Disease and Risk Reduction (CDRR), National Association of County & City Health Officials (NACCHO) Reducing Overdose through Community Approaches (ROCA) Mentorship, Opioid Overdose to Action (OD2A), Pathways to a Healthy



Kansas, Food Policy Advisory Committee, and Community Education. CDRR-Meetings are set up for the beginning of the 23-24 school year with each district for Resist Chapters. Resist chapters are locally established youth tobacco coalitions that work on peer-to-peer education, awareness, and policies that prevent tobacco use. NACCHO-Staff are attending monthly meetings with Monroe County. OD2A-The billboard is up for Recovery is Possible campaign, and we hosted the Chamber luncheon event on August 16th on Substance Use in the Workplace. Pathways-Buhler is working on a trail map. The Community Health Improvement Plan (CHIP) is complete; it can be found on our website and at <https://renocountycha-reno.hub.arcgis.com/>. Our Substance Misuse Health Educator was asked to participate in a panel discussion with Dr. Duwve, Kansas State Health Officer, at the Kansas Pharmacists Association Conference on “Pharmacists as Critical Community Partners in Response to the Opioid Epidemic.”

Preparedness (PHEP). Staff submitted a grant to reinvigorate our Medical Reserve Corps (MRC), worked with community partners to schedule a Local Emergency Planning Committees (LEPC) meeting, and is planning for Preparedness Day at the State Fair on Monday, September 11th.

WIC – Women, Infant & Children. We have 1165 active clients (have used at least 1 item on food benefits) out of 1317 participating (received benefits). August is Breastfeeding Awareness month. Breastfeeding Peer Counselors held 2 events with 16 participants.

Becoming a High(er) Performing Organization. Staff participated in the County’s Employee Engagement Activity with the DA’s Office.

Sincerely,

Karla Nichols,
Director of Public Health





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

Board of Commissioners - Department Update
Human Resources – August 2023
Helen Foster – Human Resources Director

Employment Activity for July

During the month of August, we had 10 (ten) new hires and 11 (eleven) separations from employment. For the month of August, we received a total of 121 applications through August 30th. This is more than double the number of applications we have received in a month for the past couple of years. The new ATS can reach more search engines and job platforms which could be some of the cause of increase in job applications.

Applicant Tracking Software (ATS)

We are still working on some minor glitches with functionality of the ATS software, but it has increased the flow of applicants. The ease of the application process could be a part of the increase as well as the ability to utilize more job sites through our new ATS. We are still working with departments and trying to adjust based on the feedback of the users. As we move through the rest of this year, we should have it fine tuned for supervisors to have a system that makes the hiring process easier to navigate.

Open Enrollment

We have completed the first phase of open enrollment. The period has lapsed for changes and our next phase will begin. Reporting will be submitted by Benefits Direct to Human Resources within the next week. From there, we will be inputting the changes and complete reporting for payroll.

The wellness portal will be closing, and IT will begin working on the reporting to open the portal back up for the new plan year. Once the reporting is compiled, we will begin working on getting letter out to employees that indicate the plan level they are placed on based on the successful completion of the wellness plan requirements. Employees should receive their letters by the middle of September.

Unemployment Fraud

We have not had any fraudulent claims this month.

Community Involvement

Reno County did participate in the United Way Community Workday. The project assigned to Reno County was to paint a house in Hutchinson. This was a huge project and with more than 25 volunteers, we were able to complete this in 7 hours. It was a long day, but we all enjoyed the chance to give back to our community.

Department Budget

Human Resources has used 60% of its overall 2023 department budget as of August 30th. In the next month, we will be preparing for service awards and planning the awards ceremony date.



Maintenance & Purchasing Monthly Report 8/26/2023

Harlen Depew, Director

Staffing: At this time, custodial staffing is full except for one PT position. We also still have one FT maintenance position open. Several qualified applicants have declined due to the starting wage.

Budget YTD summary

As of the end of July we've spent 53% of our operating budget for the year.

Projects/Issues/Challenges/Concerns

Courthouse Roofing

Wray and Son's Roofing recently completed replacement of the south roofing section over the front entryway and both of the fifth floor areas. We've received several significant rains since then with no leaks. This project also added significant amounts of tapered insulation to the upper roofs which allows for better drainage and will increase energy efficiency for years to come.

Courthouse Remodel

Considering some delays due to options the county wished to explore, and some delayed KSHS review and approval for some changes to the project, Ward Davis Builders has worked hard to keep the project on schedule and moving forward. Plans are in place to begin moving first floor staff back into their renovated offices over the next few weeks. The IT Dept. is scheduled to move to the north mezzanine the second week of September, freeing up space for other departments to utilize their former basement offices for temporary purposes while renovations are being completed on the fourth and fifth floors.

Courthouse Landscaping

Maintenance staff has been busy cleaning out old landscape beds on the east and south sides of the courthouse. All of the old, overgrown shrubs and their root balls have been removed as well as two trees that were too close to the building and had outlived their useful lifespan. During the Month of September, we will be reconfiguring the beds, installing new drip irrigation, and placing new plants to somewhat mirror the plantings at the Courthouse Annex.

After two years of dead grass and construction fencing and equipment in the "lawn", it's been a pleasant change to see greenery on this side of the building!



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

August, 2023 Monthly Report

Asphalt Crew is overlaying on Hodge Road.

Mowing/Sign is mowing over 1,100 miles of County right-of-way for the third time.

Dirt Crew is now cleaning ditches and replacing entrance culverts and at this time is replacing a low water crossing.

Bridge Crew Has started replacing the Olcott Road Bridge 2.55, 3.5 miles south of Sun City Road.

Planning & Zoning Planning & Zoning Commission is in the final stages of creating solar regulations.

Utilities Both SD201-202 and Yoder WD101 projects are all in design and we are now applying for grants.

Contracted Project

Construction on the Sylvia Road Bridge over the North Fork of the Ninnescah River will be completed in the second week of September.

Woody Seat Bridge deck rehab will start the first week after the State Fair has been completed.

Construction of the 69th Road bridge located .7 miles East of Yaggy Road is ahead of schedule.

The Willowbrook Bridge construction will start in October instead of the scheduled time of December.

Challenges

Training for the new Office Manager and Project Manager is going very well.



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

Solid Waste Monthly Update August 2023
Prepared by Megan Davidson, Director

Staffing: We currently have a 2 General Laborer Positions and an Equipment Operator II Position open at the landfill.

Projects/Issues/Challenges/Concerns: We have been working on the other 2 berms of out at the gun range. We are scheduled to start the gas collection update project the first full week of September. Filling positions has been an issue of getting applicants to apply.

On August 19, 2023 there was a landfill fire in Cell 8 where the trash is brought in to. Landfill staff worked well in to the early morning to get the fire under control. We were able to be open regular hours on the 19th and placing trash. The fire is unknown what caused it but more than likely a lithium type of battery.

Mowing is wrapping up for the season and now fence repairs and maintenance around the landfill are taking place.

In them month of September the landfill will be hosting an open house on September 21st. Everyone is welcome!! Flyer will be coming out soon!

A couple of employees will be attending training in the month of September for Household Hazardous Waste Certifications.

We also will be assisting with State Fair Trash in September opening for Stutzman Refuse to bring in trash from the fair the day before we open at 8am.

Budget: We have spent 32% of our total budget on the 008 Fund.



RENO COUNTY TREASURER
125 West First Ave.
Hutchinson, Kansas 67501-5245
620-694-2938
Fax: 620-694-2776
TDD: Kansas Relay Center 1-800-766-3777

August 28, 2023

MONTHLY REPORT

STAFFING CHANGES OR ISSUES:

One of our last hires has already quit for more money. I thought she wanted to come back but it didn't work out as she never returned calls. We will open the position yet this month.

BUDGET YTD SUMMARY:

As of this day, we are running around 67% of our budget in the largest expenses we have (payroll). We are a little over halfway through the year and our overall expenses are still at 55%. We do have some areas that have not reached the time frame in which items will be charged against that fund. Delinquent taxes will be printed in the paper this month and should run around \$8100.00 compared to \$1600-\$3000 in 2021 and approximately \$12,000 last year. Historically, Tax statements/receipts do not hit us until close to the end of the year. I would like to say our 55% Y-T-D figure is due to being savvy, but I know too many larger expenses are yet to come.

PROJECTS/ISSUES/CHALLENGES/CONCERNS:

My department's major projects for the month of August include reviewing and collecting properties that are published in the paper for being delinquent, following up on the tax sale, responding to outside auditors in the county. We are also fielding a fair number of budget figures and audit verifications for towns and school districts. There is the usual processing titles, renewals and refunds of motor vehicle tags. We are also still working accounts that are delinquent for the 2022 tax year. We are still in the hiring phase. We currently need another front line individual. We are trying to present a happier, customer friendly environment. It seems harder and harder to keep up the pleasant moral attitude.

Hopefully, we can hire another person and get them trained before tax season begins.



RENO COUNTY YOUTH SERVICES

219 West Second Ave.
Hutchinson, Kansas 67501
(620) 694-2500
Fax: (620) 694-2504

JUVENILE DETENTION CENTER
JUVENILE INTAKE & ASSESSMENT
BOB JOHNSON YOUTH SHELTER

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

Youth Services Monthly Report

August 2023

Staffing changes or issues (if any)

We're currently seeking to fill the stand-by Youth Care Specialist/Juvenile Detention Officers, a 40-hour cook. We are currently in the hiring process for our on-call Juvenile Intake and Assessment Officers. All positions, except standby and on-call positions, offer insurance benefits and KPERs. Those interested in the open positions can apply online at Renogov.org.

The employee of the month for Aug. is Tammy Cline. She's an Intake and Assessment Officer and has worked for us since Sept. 2017. However, it needs to be noted, Tammy worked for us for several years in the past as well. Tammy works with Reno County families who are brought to Intake and Assessment due to having contact with law enforcement. Tammy completes her work efficiently and accurately. Tammy has wonderful mediation skills and is helpful during her many interventions with families. Tammy has also been flexible in her hours and has helped cover open on call hours. Congratulations Tammy.

Budget YTD Summary

As of 8/31/2023, we have spent 44% of our Shelter budget (Dept.90). The total shelter budget is \$933,553. We have spent 60% of our detention budget (Dept.91). The total detention budget is \$1,109,483.

Projects/Issues/Challenges/Concerns

No projects or concerns for this month.

Our new staff are progressing well in training and adjusting to their schedule and routine.

Our youth are doing well attending USD 308, currently all shelter youth are attending at our local schools. Detention youth are participating in-house with USD 308 teachers.



AGENDA ITEM

AGENDA ITEM #9.B

AGENDA DATE: September 27, 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.

2023 YTD BUDGET REPORT

As of 8/31/2023

	Amended Budget	Amt Received / Expended	% Recd / Used
001 General Fund			
00 Unclassified			
Revenue			
Interest	306,000.00	2,522,816.24	824%
Taxes	17,351,225.00	15,884,155.73	92%
Licenses, Permits, and Fees	229,450.00	193,855.60	84%
Reimbursements	707,500.00	715,171.37	101%
Transfers In from Other Funds	25,000.00	76,386.00	306%
Other Revenue	0.00	23,196.75	
Revenue Total	18,619,175.00	19,415,581.69	104%
Expenses			
Other Expense & Reimbursements	0.00	(3,643.23)	
Expenses Total	0.00	(3,643.23)	
01 County Commission			
Expenses			
Personnel Services	54,000.00	34,988.78	65%
Contractual Services	4,350.00	3,884.26	89%
Commodities	2,500.00	344.80	14%
Expenses Total	60,850.00	39,217.84	64%
02 County Clerk			
Revenue			
Reimbursements	20,000.00	566.05	3%
Revenue Total	20,000.00	566.05	3%
Expenses			
Personnel Services	284,207.00	184,158.65	65%
Contractual Services	27,170.00	27,525.65	101%
Commodities	4,600.00	1,123.82	24%
Expenses Total	315,977.00	212,808.12	67%
03 County Treasurer			
Revenue			
Reimbursements	0.00	127.00	
Revenue Total	0.00	127.00	
Expenses			
Personnel Services	208,938.00	133,804.54	64%
Contractual Services	40,275.00	11,629.91	29%
Commodities	31,450.00	4,820.60	15%
Expenses Total	280,663.00	150,255.05	54%

2023 YTD BUDGET REPORT

	Amended Budget	Amt Received / Expended	% Recd / Used
04 District Attorney			
Revenue			
Licenses, Permits, and Fees	80,000.00	99,939.13	125%
Reimbursements	0.00	7,112.47	
Revenue Total	80,000.00	107,051.60	134%
Expenses			
Personnel Services	1,190,954.00	754,231.90	63%
Contractual Services	356,400.00	119,099.45	33%
Commodities	49,000.00	24,012.14	49%
Expenses Total	1,596,354.00	897,343.49	56%
05 Register of Deeds			
Revenue			
Licenses, Permits, and Fees	375,000.00	280,846.25	75%
Revenue Total	375,000.00	280,846.25	75%
Expenses			
Personnel Services	160,663.00	104,374.53	65%
Contractual Services	9,455.00	5,196.45	55%
Commodities	5,750.00	1,981.84	34%
Expenses Total	175,868.00	111,552.82	63%
06 Sheriff			
Revenue			
Licenses, Permits, and Fees	32,300.00	23,985.00	74%
Reimbursements	10,500.00	12,452.26	119%
Grant Revenues	12,000.00	12,894.91	107%
Revenue Total	54,800.00	49,332.17	90%
Expenses			
Personnel Services	3,298,628.00	2,025,181.41	61%
Contractual Services	382,938.00	280,424.24	73%
Commodities	455,123.00	208,948.94	46%
Capital Improvement & Outlay	85,682.00	12,153.94	14%
Other Expense & Reimbursements	2,000.00	822.02	41%
Expenses Total	4,224,371.00	2,527,530.55	60%
07 County Administration			
Expenses			
Personnel Services	501,934.00	336,345.12	67%
Contractual Services	55,550.00	13,788.41	25%
Commodities	3,000.00	1,379.17	46%
Expenses Total	560,484.00	351,512.70	63%

2023 YTD BUDGET REPORT

	Amended Budget	Amt Received / Expended	% Recd / Used
08 District Court			
Revenue			
Reimbursements	10,000.00	1,333.45	13%
Grant Revenues	0.00	4,300.00	
Revenue Total	10,000.00	5,633.45	56%
Expenses			
Contractual Services	561,040.00	337,512.79	60%
Commodities	55,100.00	23,940.80	43%
Expenses Total	616,140.00	361,453.59	59%
09 Courthouse General			
Revenue			
Reimbursements	11,000.00	8,938.60	81%
Revenue Total	11,000.00	8,938.60	81%
Expenses			
Personnel Services	87,749.00	56,374.84	64%
Contractual Services	351,000.00	202,180.95	58%
Commodities	2,000.00	0.00	0%
Capital Improvement & Outlay	900,000.00	45,297.54	5%
Other Expense & Reimbursements	0.00	0.00	
Expenses Total	1,340,749.00	303,853.33	23%
10 County General			
Expenses			
Contractual Services	893,500.00	789,492.11	88%
Commodities	1,000.00	6,326.09	633%
Other Expense & Reimbursements	15,000.00	1,226.15	8%
Outside Agencies Appropriation	604,000.00	521,250.00	86%
Ambulance Services	1,816,889.00	591,857.15	33%
Emergency Communications	850,000.00	458,941.86	54%
Economic Development Projects	400,000.00	0.00	0%
Transfers Out to Other Funds	912,340.00	28,644.41	3%
Commission Discretionary	20,000.00	792.62	4%
Expenses Total	5,512,729.00	2,398,530.39	44%
11 Maintenance			
Revenue			
Reimbursements	30,000.00	32,625.63	109%
Revenue Total	30,000.00	32,625.63	109%
Expenses			
Personnel Services	887,421.00	479,179.03	54%
Contractual Services	86,110.00	45,287.53	53%
Commodities	77,951.00	36,968.95	47%
Expenses Total	1,051,482.00	561,435.51	53%

2023 YTD BUDGET REPORT

	Amended Budget	Amt Received / Expended	% Recd / Used
12 Planning & Zoning			
Revenue			
Reimbursements	0.00	1,880.00	
Revenue Total	0.00	1,880.00	
Expenses			
Personnel Services	88,964.00	57,245.72	64%
Contractual Services	17,700.00	2,031.88	11%
Commodities	700.00	419.13	60%
Expenses Total	107,364.00	59,696.73	56%
13 Emergency Management			
Revenue			
Reimbursements	100,000.00	144.66	0%
Revenue Total	100,000.00	144.66	0%
Expenses			
Personnel Services	305,391.00	197,807.39	65%
Contractual Services	47,575.00	19,279.59	41%
Commodities	35,200.00	15,266.57	43%
Other Expense & Reimbursements	0.00	593.42	
Expenses Total	388,166.00	232,946.97	60%
14 Sheriff - Jail			
Revenue			
Reimbursements	40,000.00	56,810.48	142%
Other Revenue	5,000.00	0.00	0%
Revenue Total	45,000.00	56,810.48	126%
Expenses			
Personnel Services	2,502,889.00	1,590,303.95	64%
Contractual Services	920,320.00	580,333.57	63%
Commodities	215,000.00	143,303.96	67%
Expenses Total	3,638,209.00	2,313,941.48	64%
15 Human Resources			
Revenue			
Reimbursements	0.00	396.00	
Revenue Total	0.00	396.00	
Expenses			
Personnel Services	190,733.00	120,142.22	63%
Contractual Services	52,950.00	31,086.39	59%
Commodities	16,000.00	3,850.04	24%
Expenses Total	259,683.00	155,078.65	60%

2023 YTD BUDGET REPORT

	Amended Budget	Amt Received / Expended	% Recd / Used
16 Appraiser			
Revenue			
Reimbursements	3,000.00	5,091.50	170%
Revenue Total	3,000.00	5,091.50	170%
Expenses			
Personnel Services	676,347.00	420,288.06	62%
Contractual Services	71,300.00	36,163.33	51%
Commodities	24,500.00	9,531.05	39%
Expenses Total	772,147.00	465,982.44	60%
17 County Clerk - Election			
Revenue			
Reimbursements	500.00	496.32	99%
Revenue Total	500.00	496.32	99%
Expenses			
Personnel Services	130,107.00	80,207.22	62%
Contractual Services	181,810.00	112,433.39	62%
Commodities	18,800.00	5,399.01	29%
Other Expense & Reimbursements	0.00	250.00	
Transfers Out to Other Funds	58,161.00	9,366.00	16%
Expenses Total	388,878.00	207,655.62	53%
18 Information Technology			
Revenue			
Reimbursements	28,000.00	35,150.65	126%
Revenue Total	28,000.00	35,150.65	126%
Expenses			
Personnel Services	548,285.00	364,154.96	66%
Contractual Services	418,075.00	415,270.57	99%
Commodities	9,500.00	3,506.42	37%
Expenses Total	975,860.00	782,931.95	80%

2023 YTD BUDGET REPORT

	Amended Budget	Amt Received / Expended	% Recd / Used
24 Auto Center			
Revenue			
Reimbursements	20,000.00	19,481.50	97%
Revenue Total	20,000.00	19,481.50	97%
Expenses			
Personnel Services	170,223.00	111,218.47	65%
Contractual Services	14,880.00	10,418.72	70%
Commodities	15,380.00	5,188.65	34%
Capital Improvement & Outlay	0.00	800.00	
Expenses Total	200,483.00	127,625.84	
REVENUE TOTALS	19,396,475.00	20,020,153.55	103%
EXPENSE TOTALS	22,466,457.00	12,257,709.84	55%
Fund 001 General Fund	(3,069,982.00)	7,762,443.71	
Beginning Fund Balance:		13,483,335.22	
Ending Fund Balance:		21,245,778.93	
Cash Balance Forward (Budgeted Resource):		8,974,125.00	
Reserve for Cash Carryover & Contingencies:		5,550,000.00	

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
002 Aging & Transit Fund				
Revenue				
Taxes	205,999.00	181,341.43	88%	
Licenses, Permits, and Fees	100.00	0.00	0%	
Reimbursements	6,125.00	10,332.30	169%	
Grant Revenues	1,171,923.00	668,551.95	57%	
Transfers In from Other Funds	437,340.00	0.00	0%	
Other Revenue	257,076.00	42,968.00	17%	
Revenue Total	2,078,563.00	903,193.68	43%	
Expenses				
Personnel Services	1,355,740.00	734,447.53	54%	
Contractual Services	594,451.00	262,176.67	44%	
Commodities	286,150.00	88,771.20	31%	
Capital Improvement & Outlay	266,292.00	94,582.00	36%	
Other Expense & Reimbursements	425.00	0.00	0%	
Expenses Total	2,503,058.00	1,179,977.40	47%	
	REVENUE TOTALS	2,078,563.00	903,193.68	43%
	EXPENSE TOTALS	2,503,058.00	1,179,977.40	47%
Fund 002-Aging & Transit Totals	(424,495.00)	(276,783.72)		
	Beginning Fund Balance:	933,802.29		
	Ending Fund Balance:	657,018.57		
	Cash Balance Forward (Budgeted Resource):	489,751.00		
	Reserve for Cash Carryover & Contingencies:	60,000.00		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
003 Public Health Fund				
Revenue				
Taxes	673,691.00	595,991.79	88%	
Licenses, Permits, and Fees	10,500.00	22,558.72	215%	
Reimbursements	566,000.00	302,377.85	53%	
Grant Revenues	1,240,500.00	1,416,157.52	114%	
Other Revenue	500.00	4,486.77	897%	
Revenue Total	2,491,191.00	2,341,572.65	94%	
Expenses				
Personnel Services	2,625,375.00	1,443,662.46	55%	
Contractual Services	648,870.00	352,398.55	54%	
Commodities	249,150.00	100,120.89	40%	
Expenses Total	3,523,395.00	1,896,181.90	54%	
	REVENUE TOTALS	2,491,191.00	2,341,572.65	94%
	EXPENSE TOTALS	3,523,395.00	1,896,181.90	54%
Fund 003-Public Health Totals	(1,032,204.00)	445,390.75		
	Beginning Fund Balance:	2,429,407.11		
	Ending Fund Balance:	2,874,797.86		
	Cash Balance Forward (Budgeted Resource):	1,401,406.00		
	Reserve for Cash Carryover & Contingencies:	352,000.00		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
004 Noxious Weed Fund				
Revenue				
Taxes	128,076.00	114,451.86	89%	
Other Revenue	12,000.00	18,169.10	151%	
Revenue Total	140,076.00	132,620.96	95%	
Expenses				
Personnel Services	85,221.00	54,511.12	64%	
Contractual Services	4,650.00	1,252.30	27%	
Commodities	51,150.00	45,407.41	89%	
Transfers Out to Other Funds	10,000.00	0.00	0%	
Expenses Total	151,021.00	101,170.83	67%	
	REVENUE TOTALS	140,076.00	132,620.96	95%
	EXPENSE TOTALS	151,021.00	101,170.83	67%
Fund 004-Noxious Weed Totals	(10,945.00)	31,450.13		
	Beginning Fund Balance:	24,004.42		
	Ending Fund Balance:	55,454.55		
	Cash Balance Forward (Budgeted Resource):	14,375.00		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
006 Special Bridge Fund				
Revenue				
Taxes	276,294.00	210,948.90	76%	
Reimbursements	300,000.00	308,473.28	103%	
Revenue Total	576,294.00	519,422.18	90%	
Expenses				
Contractual Services	2,400,000.00	829,668.68	35%	
Commodities	350,000.00	0.00	0%	
Other Expense & Reimbursements	0.00	(106,912.69)		
Expenses Total	2,750,000.00	722,755.99	26%	
	REVENUE TOTALS	576,294.00	519,422.18	90%
	EXPENSE TOTALS	2,750,000.00	722,755.99	26%
Fund 006-Special Bridge Totals	(2,173,706.00)	(203,333.81)		
	Beginning Fund Balance:	4,148,444.61		
	Ending Fund Balance:	3,945,110.80		
	Cash Balance Forward (Budgeted Resource):	2,178,454.00		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
007 Road & Bridge Fund				
Revenue				
Taxes	5,262,162.00	4,758,691.56	90%	
Reimbursements	0.00	68,530.32		
Other Revenue	1,536,438.00	979,722.08	64%	
Grant Revenues	0.00	200,000.00		
Revenue Total	6,798,600.00	6,006,943.96	88%	
Expenses				
Personnel Services	2,327,125.00	1,295,721.70	56%	
Contractual Services	299,600.00	147,804.36	49%	
Commodities	3,682,000.00	2,280,552.16	62%	
Capital Improvement & Outlay	466,500.00	242,990.01	52%	
Transfers Out to Other Funds	400,000.00	0.00	0%	
Expenses Total	7,175,225.00	3,967,068.23	55%	
	REVENUE TOTALS	6,798,600.00	6,006,943.96	88%
	EXPENSE TOTALS	7,175,225.00	3,967,068.23	55%
Fund 007-Road & Bridge Totals	(376,625.00)	2,039,875.73		
	Beginning Fund Balance:	1,346,089.12		
	Ending Fund Balance:	3,385,964.85		
	Cash Balance Forward (Budgeted Resource):	519,367.00		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
008 Solid Waste Fund				
Revenue				
Licenses, Permits, and Fees	5,090,000.00	5,084,271.37	100%	
Reimbursements	55,000.00	78,253.89	142%	
Other Revenue	5,000.00	35,990.20	720%	
Revenue Total	5,150,000.00	5,198,515.46	101%	
Expenses				
Personnel Services	1,683,838.00	892,856.54	53%	
Contractual Services	1,216,950.00	505,588.35	42%	
Commodities	609,500.00	224,335.97	37%	
Capital Improvement & Outlay	2,050,000.00	1,313,575.05	64%	
Transfers Out to Other Funds	650,950.00	250,950.00	39%	
Expenses Total	6,211,238.00	3,187,305.91	51%	
	REVENUE TOTALS	5,150,000.00	5,198,515.46	101%
	EXPENSE TOTALS	6,211,238.00	3,187,305.91	51%
Fund 008-Solid Waste Totals	(1,061,238.00)	2,011,209.55		
	Beginning Fund Balance:	6,422,083.53		
	Ending Fund Balance:	8,433,293.08		
	Cash Balance Forward (Budgeted Resource):	5,095,008.00		
	Reserve for Cash Carryover & Contingencies:	4,033,770.00		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
009 Youth Services Fund				
Revenue				
Reimbursements	1,329,595.00	832,559.07	63%	
Grant Revenues	0.00	15,742.47		
Transfers In from Other Funds	400,000.00	0.00	0%	
Revenue Total	1,729,595.00	848,301.54	49%	
Expenses				
Personnel Services	1,753,909.00	1,117,458.23	64%	
Contractual Services	113,745.00	75,084.98	66%	
Commodities	56,300.00	19,009.25	34%	
Other Expense & Reimbursements	126,082.00	53,035.62	42%	
Expenses Total	2,050,036.00	1,264,588.08	62%	
	REVENUE TOTALS	1,729,595.00	848,301.54	49%
	EXPENSE TOTALS	2,050,036.00	1,264,588.08	62%
Fund 009-Youth Services Totals	(320,441.00)	(416,286.54)		
	Beginning Fund Balance:	896,861.45		
	Ending Fund Balance:	480,574.91		
	Cash Balance Forward (Budgeted Resource):	752,619.00		
	Reserve for Cash Carryover & Contingencies:	432,178.00		

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%	
Revenue Total	400,000.00	0.00	0%	
Expenses				
Contractual Services	330,000.00	88,410.27	27%	
Capital Improvement & Outlay	6,132,913.00	0.00	0%	
Expenses Total	6,462,913.00	88,410.27	1%	
	REVENUE TOTALS	400,000.00	0.00	0%
	EXPENSE TOTALS	6,462,913.00	88,410.27	1%
Fund 013-Solid Waste Post-Closure Totals	(6,062,913.00)	(88,410.27)		
	Beginning Fund Balance:	6,942,945.86		
	Ending Fund Balance:	6,854,535.59		
	Cash Balance Forward (Budgeted Resource):	6,062,913.00		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
015 Employee Benefits Fund				
Revenue				
Taxes	5,454,357.00	4,841,761.69	89%	
Reimbursements	1,314,000.00	873,021.60	66%	
Revenue Total	6,768,357.00	5,714,783.29	84%	
Expenses				
Personnel Services	4,400,321.00	2,847,736.57	65%	
Contractual Services	5,000.00	3,984.50	80%	
Other Expense & Reimbursements	4,000.00	0.00	0%	
Transfers Out to Other Funds	4,800,000.00	2,618,885.50	55%	
Expenses Total	9,209,321.00	5,470,606.57	59%	
	REVENUE TOTALS	6,768,357.00	5,714,783.29	84%
	EXPENSE TOTALS	9,209,321.00	5,470,606.57	59%
Fund 015-Employee Benefits Totals	(2,440,964.00)	244,176.72		
	Beginning Fund Balance:	4,967,541.03		
	Ending Fund Balance:	5,211,717.75		
	Cash Balance Forward (Budgeted Resource):	4,082,534.00		
	Reserve for Cash Carryover & Contingencies:	1,500,000.00		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
017 TECH Center Fund				
Revenue				
Taxes	500,400.00	449,290.80	90%	
Revenue Total	500,400.00	449,290.80	90%	
Expenses				
Contractual Services	510,000.00	469,000.00	92%	
Expenses Total	510,000.00	469,000.00	92%	
	REVENUE TOTALS	500,400.00	449,290.80	90%
	EXPENSE TOTALS	510,000.00	469,000.00	92%
Fund 017-TECH Center Totals	(9,600.00)	(19,709.20)		
	Beginning Fund Balance:	24,975.17		
	Ending Fund Balance:	5,265.97		
	Cash Balance Forward (Budgeted Resource):	22,937.00		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
018 Mental Health Fund				
Revenue				
Taxes	444,884.00	398,905.40	90%	
Revenue Total	444,884.00	398,905.40	90%	
Expenses				
Contractual Services	452,025.00	417,025.00	92%	
Expenses Total	452,025.00	417,025.00	92%	
	REVENUE TOTALS	444,884.00	398,905.40	90%
	EXPENSE TOTALS	452,025.00	417,025.00	92%
Fund 018-Mental Health Totals	(7,141.00)	(18,119.60)		
	Beginning Fund Balance:	20,584.21		
	Ending Fund Balance:	2,464.61		
	Cash Balance Forward (Budgeted Resource):	18,999.00		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
029 Special Parks & Recreation Fund				
Revenue				
Taxes	18,965.00	8,549.84	45%	
Revenue Total	18,965.00	8,549.84	45%	
Expenses				
Contractual Services	10,000.00	10,000.00	100%	
Expenses Total	10,000.00	10,000.00	100%	
	REVENUE TOTALS	18,965.00	8,549.84	45%
	EXPENSE TOTALS	10,000.00	10,000.00	100%
Fund 029 Special Parks & Recreation Totals	8,965.00	(1,450.16)		
	Beginning Fund Balance:	13,571.88		
	Ending Fund Balance:	12,121.72		
	Cash Balance Forward (Budgeted Resource):	8,291.00		
	Reserve for Cash Carryover & Contingencies:	17,256.00		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
030 Special Alcohol & Drug Fund				
Revenue				
Taxes	18,965.00	9,930.60	52%	
Revenue Total	18,965.00	9,930.60	52%	
Expenses				
Contractual Services	10,000.00	10,000.00	100%	
Expenses Total	10,000.00	10,000.00	100%	
	REVENUE TOTALS	18,965.00	9,930.60	52%
	EXPENSE TOTALS	10,000.00	10,000.00	100%
Fund 030 Special Alcohol & Drug Totals	8,965.00	(69.40)		
	Beginning Fund Balance:	38,524.51		
	Ending Fund Balance:	38,455.11		
	Cash Balance Forward (Budgeted Resource):	30,271.00		
	Reserve for Cash Carryover & Contingencies:	39,236.00		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
083 Bond & Interest Fund				
Revenue				
Taxes	948,964.00	838,052.97	88%	
Transfers In from Other Funds	250,950.00	402,143.76	160%	
Other Revenue	52,314.00	51,287.73	98%	
Revenue Total	1,252,228.00	1,291,484.46	103%	
Expenses				
Contractual Services	1,749,701.00	218,000.00	12%	
Expenses Total	1,749,701.00	218,000.00	12%	
	REVENUE TOTALS	1,252,228.00	1,291,484.46	103%
	EXPENSE TOTALS	1,749,701.00	218,000.00	12%
Fund 083 Bond & Interest Totals	(497,473.00)	1,073,484.46		
	Beginning Fund Balance:	550,701.51		
	Ending Fund Balance:	1,624,185.97		
	Cash Balance Forward (Budgeted Resource):	672,256.00		
	Reserve for Cash Carryover & Contingencies:	150,000.00		

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%
Revenue Total	10,000.00	0.00	0%
REVENUE TOTALS	10,000.00	0.00	0%
EXPENSE TOTALS	0.00	0.00	
Fund 085 Noxious Weed Capital Outlay Totals	10,000.00	0.00	
Beginning Fund Balance:		104,276.58	
Ending Fund Balance:		104,276.58	
Cash Balance Forward (Budgeted Resource):		89,776.00	
Reserve for Cash Carryover & Contingencies:		99,776.00	

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used
086 Public Health Capital Outlay Fd			
Expenses			
Capital Improvement & Outlay	25,000.00	0.00	0%
Expenses Total	25,000.00	0.00	0%
REVENUE TOTALS	0.00	0.00	
EXPENSE TOTALS	25,000.00	0.00	0%
Fund 086 Public Health Capital Outlay Totals	(25,000.00)	0.00	
Beginning Fund Balance:		413,200.50	
Ending Fund Balance:		413,200.50	
Cash Balance Forward (Budgeted Resource):		433,480.00	
Reserve for Cash Carryover & Contingencies:		408,480.00	

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used
087 Historical Museum Fund			
Revenue			
Taxes	181,654.00	163,053.28	90%
Revenue Total	181,654.00	163,053.28	90%
Expenses			
Contractual Services	185,000.00	168,000.00	91%
Expenses Total	185,000.00	168,000.00	91%
REVENUE TOTALS	181,654.00	163,053.28	90%
EXPENSE TOTALS	185,000.00	168,000.00	91%
Fund 087 Historical Museum Totals	(3,346.00)	(4,946.72)	
Beginning Fund Balance:		8,629.79	
Ending Fund Balance:		3,683.07	
Cash Balance Forward (Budgeted Resource):		8,184.00	

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
093 Special Equipment Fund				
Revenue				
Taxes	523,537.00	473,320.41	90%	
Reimbursements	130,288.00	143,642.83	110%	
Revenue Total	653,825.00	616,963.24	94%	
Expenses				
Contractual Services	131,300.00	78,395.33	60%	
Capital Improvement & Outlay	581,109.00	240,848.47	41%	
Commodities	5,600.00	0.00	0%	
Expenses Total	718,009.00	319,243.80		
	REVENUE TOTALS	653,825.00	616,963.24	94%
	EXPENSE TOTALS	718,009.00	319,243.80	44%
Fund 093 Special Equipment Fund Totals	(64,184.00)	297,719.44		
	Beginning Fund Balance:	332,387.02		
	Ending Fund Balance:	630,106.46		
	Cash Balance Forward (Budgeted Resource):	228,517.00		
	Reserve for Cash Carryover & Contingencies:	150,000.00		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used	
094 Special Road Fund				
Revenue				
Taxes	8,976.00	9,421.14	105%	
Grant Revenues	0.00	42,475.97		
Revenue Total	8,976.00	51,897.11	578%	
Expenses				
Contractual Services	0.00	53,910.18		
Capital Improvement & Outlay	755,000.00	0.00	0%	
Expenses Total	755,000.00	53,910.18	7%	
	REVENUE TOTALS	8,976.00	51,897.11	578%
	EXPENSE TOTALS	755,000.00	53,910.18	7%
Fund 094 Special Road Fund Totals	(746,024.00)	(2,013.07)		
	Beginning Fund Balance:	1,214,745.57		
	Ending Fund Balance:	1,212,732.50		
	Cash Balance Forward (Budgeted Resource):	782,489.00		
	Reserve for Cash Carryover & Contingencies:	36,465.00		

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used
098 CIP Fund			
Revenue			
Taxes	255,476.00	217,742.53	85%
Reimbursements	0.00	8,811.00	
Revenue Total	255,476.00	226,553.53	
Expenses			
Capital Improvement & Outlay	457,000.00	293,582.36	64%
Expenses Total	457,000.00	293,582.36	64%
REVENUE TOTALS	255,476.00	226,553.53	89%
EXPENSE TOTALS	457,000.00	293,582.36	64%
Fund 098 CIP Totals	(201,524.00)	(67,028.83)	
Beginning Fund Balance:		367,679.89	
Ending Fund Balance:		300,651.06	
Cash Balance Forward (Budgeted Resource):		307,429.00	
Reserve for Cash Carryover & Contingencies:		100,000.00	

Fund	Amended Budget	Amt Received / Expended	% Rec'd / Used
180 Internal Services Fund			
Revenue			
Reimbursements	515,000.00	324,105.38	63%
Revenue Total	515,000.00	324,105.38	63%
Expenses			
Commodities	590,846.00	287,794.10	49%
Expenses Total	590,846.00	287,794.10	49%
REVENUE TOTALS	515,000.00	324,105.38	63%
EXPENSE TOTALS	590,846.00	287,794.10	49%
Fund 180 Internal Services Totals	(75,846.00)	36,311.28	
Beginning Fund Balance:		117,012.87	
Ending Fund Balance:		153,324.15	
Cash Balance Forward (Budgeted Resource):		75,846.00	