

**BUTLER COUNTY BOARD OF COMMISSIONERS**  
**Tuesday, January 15, 2008**

**CALL TO ORDER**

Commission Chairman Dan Woydziak called the Butler County Board of Commissioners to order at 9:00 a.m. Present were Commissioner Will Carpenter, Commissioner Jeff Masterson, Commissioner Mike Wheeler, Commissioner Randy Waldorf, Administrator Will Johnson, Jr., and Clerk Recorder Paula Stoskopf.

**ITEM #1 – CONSIDER APPROVING THE REPLACEMENT OF A BAD COMPRESSOR IN RTU #4 AT THE BUTLER COUNTY JAIL**

Dan Ingalls, Buildings & Grounds Director, came before the Board for approval of the replacement of a bad compressor in RTU #4 at the Butler County Jail. The compressor needs to be replaced prior to spring in order to properly cool the building during warm weather. Three bids were requested from companies that provide service for large units. The following proposals were received:

Johnson Controls:	\$6,990.00
Five Star Mechanical, Inc.:	\$6,165.00
Don Vaughn, Inc.:	\$7,350.00

*Commissioner Masterson motioned to approve the proposal from Five Star Mechanical, Wichita, Ks., to replace a bad compressor in RTU #4 at the Butler County Jail at a cost not to exceed \$6,165.00 based upon bids received for the proposed work. Commissioner Waldorf seconded the motion. Motion carried 5-0.*

Mr. Ingalls took the opportunity to introduce to the Board the new HVAC Maintenance Tech for Buildings & Grounds, Josh Humig. The Board requested Mr. Humig to put together a required maintenance checklist for the County's heating & air system. Mr. Ingalls stated that this overview could be done, but he requested some time for Mr. Humig to develop this list. When it is complete, he will bring it to the Board. The Board concurred.

**ITEM #2 – CONSIDER APPROVAL TO ALLOW THE EMS DEPARTMENT TO SEEK BIDS TO REPLACE EIGHT NEW ECG MONITOR/DEFIBRILLATOR UNITS WITH BIDS TO BE RETURNED AND OPENED ON FEBRUARY 5, 2008**

Grant Helferich, Director, Butler County EMS & Brandon Russell, Major, Butler County EMS, came before the Board to review and approve the request for ECG/Defibrillator bids submitted by the EMS Department. The current units in use by BCEMS are between 10 to 15 years old. They not only represent vastly outdated technology, but also are beginning to have frequent age-associated maintenance and operation problems. Furthermore, the manufacturer has notified BCEMS that parts and service on these units will no longer be available after November 2008. The ability to provide quality patient care during cardiac related emergencies may become jeopardized should these units continue to be utilized. The request is for eight (8) units. Based on current pricing, the cost of these units will be between \$28,000 and \$30,000 each before any volume discount.

*Commissioner Masterson motioned to approve the EMS Department to seek bids to replace eight (8) new ECG monitor/Defibrillator units with bids to be returned and opened on February 5, 2008. Commissioner Carpenter seconded the motion. Motion carried 5-0.*

**ITEM #3 – CONSIDER APPROVAL TO ALLOW EMS TO PURCHASE AN OSAGE 2008 TYPE III MODULAR AMBULANCE IN THE AMOUNT OF \$129,272.00**

Grant Helferich, Director of EMS, came before the Board for approval to purchase an Osage ambulance to replace an older ambulance in the fleet. Currently the EMS Department has (9) ambulances in the fleet and some of the units are getting close to 190,000 miles and starting to show their wear and tear. There is money available in the EMS Reserve Funds to purchase another EMS Unit.

*Commissioner Waldorf motioned to approve the EMS to purchase an Osage 2008 Type III modular ambulance in the amount of \$129,272.00 to be funded by the EMS Reserve Funds. Commissioner Masterson seconded the motion. Motion carried 5-0.*

**ITEM #4 – REVIEW AND CONSIDER ADOPTING THE STANDARD OPERATING POLICIES FOR THE BUTLER COUNTY EMS DEPARTMENT**

Grant Helferich, Director of EMS, came before the Board to receive, review, and adopt the Standard Operating Policies for the Butler County EMS Department. The EMS Department is unique in that the Staff works 24/7, including holidays, and that it must also follow local, state, and federal statutes, regulations and mandates in the course of their job. The Standard Operating Policies will give new and current employees a guideline to use in the performance of their job. The manual will be reviewed and updated as needed to reflect changes in policies, local, state, and federal laws. An effort was made to ensure that these policies do not conflict with the current policies in place by Butler County. Administrator Johnson stated that he felt this was a necessary document for this department. After much discussion, the Board agreed to approve this manual.

*Commissioner Masterson motioned to approve the adoption of the Butler County EMS Standard Operating Policy manual. Commissioner Carpenter seconded the motion. Motion carried 5-0.*

Commissioner Woydziak asked Mr. Helferich to contact Crystal Noles, Dept. on Aging Director, to check into the possibility of placing defibrillators in the (9) Senior Centers across Butler County. Mr. Helferich stated that he would look into this matter and bring it back to the Board.

**APPROVAL OF ADDS AND ABATES**

*Commissioner Carpenter motioned to approve Adds & Abates #2332 dated January 15, 2008. Adds in the amount of \$6,490.58 and Abates in the amount of \$22,022.56. Commissioner Waldorf seconded the motion. Motion carried 5-0.*

**OTHER ITEMS OF BUSINESS TO COME BEFORE THE BOARD OF COUNTY COMMISSIONERS**

Commissioner Wheeler reported that he and Commissioner Carpenter attended the El Dorado Chamber dinner last night. Coach Bill Snyder was the guest speaker.

Commissioner Carpenter inquired about the Whitewater cell tower situation. He stated that he wanted to keep the pressure on this issue. Administrator Johnson stated that David Alfaro would

be updating on this issue next week. Mr. Alfaro's agenda items were tabled yesterday due to illness.

Commissioner Woydziak commented that the lunch and the people at the Towanda Senior Center were very enjoyable. He noted that you get a lot out of that type of meeting.

Administrator Johnson presented to the Board a 2007 GMC Canyon from John K. Fisher for the Appraiser's Department. The matter of needing replacement vehicles for the County Appraiser's Office was presented to the Board on January 8<sup>th</sup>.

***Commissioner Wheeler motioned to accept the recommendations of bids and allow for the purchase of the 2007 GMC Canyon from John K. Fisher for \$17,970. Commissioner Waldorf seconded the motion. Motion carried 5-0.***

Administrator Johnson presented to the Board a report of the 2007 Fund Balances.

Administrator Johnson visited with the Board regarding the e-mail Commissioner Wheeler received from John Grange regarding the automatic annual tax increase. The Board requested Mr. Johnson to respond to this e-mail along with the information regarding the Percentage Change of Butler County Expenditures from 2004 – 2008 and State General Fund Balances from 1994 - 2008.

Administrator Johnson answered the questions the Board had regarding the vouchers. Commissioner Woydziak stated that he would like to discuss the use of the Sam's card before the next renewal date. He felt that the use of this card is no longer necessary and noted the need to shop locally especially at today's gas prices. He asked that those departments using this card be notified.

Administrator Johnson requested an Executive Session with the Board.

***Commissioner Wheeler motioned to recess the Board to Executive Session at 10:25 a.m. for 10 minutes, with the public session resuming at 10:35 a.m., to discuss personnel matters of non-elected personnel to protect the privacy of the individual/employee who is non-elected. Commissioner Carpenter seconded the motion. Motion carried 5-0. Those in attendance were Commissioners Carpenter, Masterson, Waldorf, Wheeler, Woydziak, and Administrator Johnson.***

## **RECONVENE**

Commissioner Woydziak reconvened the Board meeting at 10:36 a.m.

No action was taken as a result of Executive Session.

Administrator Johnson announced that he would be meeting with Chuck Alderson from Senator Brownback's Office about appropriations Wednesday morning.

## **ADJOURNMENT**

***Commissioner Masterson motioned to adjourn the meeting of the Board at 10:37 a.m. Commissioner Wheeler seconded the motion. Motion carried 5-0.***