

BUTLER COUNTY BOARD OF COMMISSIONERS
Tuesday, January 12, 2021

CALL TO ORDER

Commission Chair Marc Murphy called the Butler County Board of Commissioners to order at 9:00 a.m. Present were Commissioner Jeff Masterson, Commissioner Dan Woydziak, Commissioner Mike Wheeler, County Administrator Will Johnson, and Executive Assistant Anna Wealand.

INVOCATION

Reverend Christine Gilson, El Dorado, Kansas, presented the invocation.

(00:01:14)

APPROVAL OF MINUTES

Commissioner Wheeler motioned to approve the minutes from the January 5, 2021, Butler County Commission meeting as presented. Commissioner Masterson seconded the motion. Motion carried 4-0.

(00:01:48)

PUBLIC COMMENTS

Administrator Johnson recognized outgoing Commissioner Myers and thanked him for his diligence in carrying out his appointment. His ethical manner and County-wide approach have been much appreciated and benefitted the County as a whole. Commissioner Myers' dedication to his position has been much appreciated and respected. Administrator Johnson appreciated the sharpening effect Commissioner Myers has had on the Board of County Commissioners, Administrator Johnson, and Butler County as a whole.

Commission Chair Murphy presented Commissioner Myers with a service plaque. Commissioner Myers thanked the Board for the plaque and the honor of serving as on the Board, and thanked Mrs. Myers for her support during his tenure.

(00:08:35)

SWEARING IN CEREMONY FOR NEWLY ELECTED COMMISSIONERS

County Clerk Tatum Stafford swore Commission Chair Marc Murphy in to office for another four year term.

Administrator Johnson stated the ceremony and reception which usually accompanies the swearing in of officials was forgone this year due to the COVID-19 pandemic.

Administrator Johnson stated incoming Commissioner Kelly Herzet has a conflict with the Kansas Public Employees Retirement System (KPERS) and will not be sworn in until February at the advisement of the Kansas Association of Counties (KAC.)

Administrator Johnson informed those in attendance that Sandra Zieman, Butler County Payroll and Benefits Coordinator and Notary, swears in all County employees. County Clerk Tatum Stafford swears in all of the other elected officials.

County Clerk Tatum Stafford was sworn in to office by Sandra Zieman, Butler County Payroll and Benefits Coordinator and Notary.

(00:11:53)

REORGANIZATION OF COMMISSION

(00:11:55)

ITEM #1 – SELECTION OF CHAIRMAN

Annually the Commission selects a Chairman and Vice Chairman for the upcoming year. This is done at the same time as the appointments to office, which occurs after the second Monday in January. Commissioner Murphy has lead the Commission the last two years and has indicated it is time for someone new to fill this roll. Commissioner Masterson has indicated he is willing to be the Chairman of the Board for 2021.

Commissioner Woydziak nominated Commissioner Masterson to the position of Chairman for 2021. Commissioner Wheeler seconded. Motion carried 4-0.

(00:12:08)

ITEM #2 – SELECTION OF VICE CHAIRMAN

Annually the Commission selects a Chairman and Vice Chairman for the upcoming year. This is done at the same time as the appointments to office, which occurs after the second Monday in January. The selected individual will reside over Commission meetings in the absence of the Chairman. Commissioner Wheeler has expressed his willingness to be Vice Chairman of the Board for 2021.

Commissioner Woydziak nominated Commissioner Wheeler to position of Vice Chairman for 2021. Commission Chair Masterson seconded. Motion carried 4-0.

Commissioner Murphy handed the meeting over to Commission Chair Masterson.

The Board and Administrator Johnson discussed updated seating arrangements for the Board for the 2021 year.

Commissioner Woydziak thanked Commissioner Myers and Mrs. Myers and congratulated Commissioner Myers on his retirement from the Board.

(00:13:19)

ITEMS OF BUSINESS

(00:13:19)

ITEM #1 – TYLER TECHNOLOGIES (NEW WORLD) SOFTWARE AND SERVICES RENEWAL

Lew Harter, Information Technology Director, approached the Board for the consideration of approving the renewal of the Tyler Technologies (New World) software and services and the authorization of staff to sign all purchase documents as needed. New World (A Tyler Company) provides the software for Butler County's Computer Aided Dispatch (CAD), Sheriff Records Management, and Jail Records Management. All of this software is integrated, preventing the

need for duplicate entries and providing an efficient means of data sharing. The New World software, particularly the CAD applications, are mission critical to providing public safety. These applications also contain legal documentation and criminal history information that is regulated by law. This renewal will extend maintenance and support of the software for the period from January 1st, 2021 through December 31st, 2021.

The total cost of the renewal is \$89,663.54. The departmental breakdown of the charges is as follows:

- CAD portion 9-1-1 fund 66: \$44,669.96.
- Records Portion Sheriff's Office: \$20,134.30.
- Jail portion: \$24,859.18.

The Sheriff's Office portion and the Jail portion will be paid from Computer Services account 0001-008-6214-000. For comparison, the 2020 cost was \$82,855.00. The addition of a new Web CAD interface increased this year's cost by \$3494.40. The remaining increase of \$3314.14 represents a 4% increase over the previous year.

Commissioner Woydziak inquired as to from which fund the 911 portion is paid; Mr. Harter replied the funds come from the 911 tax fund. Commission Chair Masterson noted the 4% increase in cost and asked if the 4% increase is typical. Mr. Harter replied the increase is typically 3% and plans to discuss the County's package with Tyler technologies and the possibility of removing some items or services the County does not need. Administrator Johnson called the

Commissioner Woydziak motioned to approve the software maintenance renewal to New World in the amount of \$89,663.54, and authorized staff to sign all purchase documents as necessary. Commissioner Murphy seconded. Motion carried 4-0.

(00:16:12)

ITEM #2 – WORK SESSION – COVID-19/VACCINATION UPDATE AND EXTENSION OF EMERGENCY ORDER

Administrator Johnson explained to the Board that today's discussion will be a two part discussion regarding the COVID-19 vaccination process in Butler County and then the Emergency Order extension. Administrator Johnson reminded the Board that the County is at the mercy of the State of Kansas in regards to COVID-19 vaccine distribution. The State is, in turn, at the mercy of the Federal government, which is at the mercy of the vaccine supplier(s.)

Jamie Downs, Butler County Health Department Director, and Keri Korthals, Emergency Management Director, provided an update on vaccination information from the Kansas Department of Health and Environment (KDHE.) Mrs. Downs stated the State is in Phase 1 of distribution and the Butler County Health Department has dispensed all of the vaccine doses they have received thus far. Hospitals are responsible for vaccinating their staff and the Health Department is responsible for vaccinating the remainder of the County's health care workers. The Health Department is currently waiting for more doses to arrive and is uncertain how many doses they will receive and when they may arrive. Mrs. Downs confirmed with Commissioner Woydziak that the County is supposed to receive the correct number of vaccine doses to cover the second dose for those who have received their first dose. Commission Chair Masterson asked if recipients have had any adverse reactions; Mrs. Downs replied only one person so far has had

an immediate mild reaction to the vaccine. There has been some collaboration between the Butler County and Sedgwick County Health Departments, as well as Susan B Allen Memorial Hospital, when Commissioner Woydziak inquired how the list of individuals prioritized for vaccination was developed. Mrs. Downs explained Health Department staff worked diligently to develop the list, identifying those within Butler County who were in greatest need of receiving the vaccine. Commissioner Woydziak asked about the prioritization of vaccination recipients. Mrs. Downs referred Commissioner Woydziak to the guidance information provided to the Board as well as stated medical first responders are part of the first recipients group. Mrs. Downs announced she has developed a Vaccine Advisory Committee consisting of first responders, Administrator Johnson, and, she requested, a member of the Board of County Commissioners. Commissioner Wheeler agreed to be a part of the committee, which will meet before County Commission meetings. Commissioner Wheeler inquired of Frank Williams, Emergency Medical Services Director, if all of his crew has received the vaccine. Mr. Williams responded those of his staff who wanted the vaccine have received the vaccine. Administrator Johnson stated the use of a sign-up list for the COVID-19 vaccine at this time would create confusion due to not knowing which entities will be dispensing vaccinations or when Phase 2 will occur. Mrs. Downs mentioned she has asked the State for information as to which entities in Butler County will be dispensing the vaccine in Phase 2 so as to possibly collaborate with those entities to help streamline the vaccination process. Mrs. Downs expressed her gratitude to area entities and individuals who have reached out to the Health Department offering assistance.

Administrator Johnson stated the County is required to observe vaccine recipients for at least fifteen minutes, and up to thirty minutes, after the administration of the vaccine. Commission Chair Masterson asked if vaccine recipients sign a waiver before receiving the vaccine. Mrs. Downs stated recipients do sign a consent form and explained the COVID-19 vaccine is Emergency Use Authorization (EUA) approved which is supposed to protect the dispenser from lawsuits. The County holds liability insurance policies and ensures each volunteer dispensing the vaccine is covered with liability insurance. The Butler County Health Department has ceased COVID-19 testing due to the workload of vaccinations. The Health Department has received a rapid test machine which is available to first responders but not the public. The Health Department is receiving the Moderna vaccine.

Commissioner Woydziak expressed his appreciation to the Health Department staff and Mrs. Downs for their efforts and is proud of how the Health Department is handling the load. Mrs. Downs remarked the Health Department is struggling to keep their grants going but if staff attention is turned toward the grants, then the COVID-19 response suffers, and vice versa.

The Vaccine Advisory Committee will begin meeting next Tuesday morning at 8:15 AM.

The Butler County Mapping/GIS Department has reached out to the Health Department about producing a vaccine dashboard as for which phase of distribution the County is in, and how many vaccines have been dispensed.

Commissioner Wheeler inquired if vaccines are held back for those who have received the first dose, to ensure a second dose supply. Mrs. Downs stated the Health Department is not allowed to hold back doses and has to dispense all doses they receive. The Health Department is supposed

to receive another shipment in the correct timeframe to supply a second dose to those who received a first dose. Commissioner Masterson asked how long the vaccine is supposed to protect against infection; Mrs. Downs said currently the vaccine is confirmed to protect up to ninety days, with continuing research and study it is hoped that the timeframe will be lengthened. Commissioner Murphy inquired if any private physicians are currently administering the vaccine; Mrs. Downs replied no private physicians are currently administering the vaccine. Commissioner Wheeler asked if all COVID-19 vaccines are two doses. Mrs. Downs confirmed that all COVID-19 vaccines that are currently approved are two dose vaccines; there is currently a one dose vaccine under development but it has not yet been approved for use.

Keri Korthals, Emergency Management Director, approached the Board to provide an update on the County's personal protective equipment (PPE) situation and hospital status. PPE has been more heavily utilized in the recent past. At times in the past few months there have been no Intensive Care Unit (ICU) or COVID-19 beds available in Butler County hospitals. There has been more stress on County hospitals as of late. A County Emergency Declaration assists Butler County with assisting County hospitals with PPE and other items. The County's last declaration ended January 10th and is currently lapsed. Butler County is, as of today, 306 days into the pandemic disaster. A full return to normal operations has not occurred and while the County's reliance on the State has reduced the State's assistance is still needed. Staff recommends extending the declaration to assist with obtaining needed items. The purpose for extending the County's declaration would be only for help obtaining supplies from the State. The Board discussed the County's Emergency Declaration and agreed its dates should match the State's Declaration, which will end January 26th. Administrator Johnson noted the parameter for knowing when the County is no longer in a state of disaster is when the County no longer needs to utilize State resources.

Commissioner Woydziak motioned to approve Resolution 20-09, an extension of the Butler County Emergency Declaration for COVID-19 to January 26, 2021. Commissioner Wheeler seconded. Motion carried 4-0.

(01:08:27)

ITEM #3 – PUBLIC WORKS DEPARTMENT SHIRT ORDER BIDS

Darryl Lutz, Public Works Director, came before the Board for their consideration to receive and open bids for the annual purchase of personal protective equipment (PPE) uniform shirts for the Department of Public Works. The Public Works Department has an approved program for providing clothing or clothing reimbursement for field employees. As part of this policy, the County purchases five (5) summer shirts and five (5) winter shirts for each field employee. Each seasonal type shirt will have the same style and color. The shirts include a County logo on the left chest area and the employee's first name on the right chest area. Also included in the shirt order are safety shirts that comply with current federal safety standards for high visibility safety wear. Shirt bids are solicited from Butler County vendors that either reside in Butler County or have a place of business in Butler County. The Board of County Commissioners authorized the Department of Public Works to solicit sealed bids in December 2020. Bids were requested by two vendors, GCI and Wells Designs Inc. but only Wells Designs Inc. submitted a bid. Mr. Lutz recommended the Board receive and open the sealed bid for PPE uniform shirts from Wells Designs Inc. asked the Commissioners to read the vendor name and address and bid amount if,

available. Clothing and personal protection items are budgeted for each year in the road and bridge fund, the landfill fund and the weed department budget.

Commissioner Murphy opened the Wells Designs Inc. The bid was as follows:

BUTLER COUNTY PUBLIC WORKS									
2021 ANNUAL SHIRT ORDER									
Wells Design El Dorado, KS									
Shirt Size	Number of shirt			Price per shirt			Total Price per Shirt		
	T-Shirt	Long Sleeve Denim	Short Sleeve Denim	T-Shirt	Long Sleeve Denim	Short Sleeve Denim	T-Shirt	Long Sleeve Denim	Short Sleeve Denim
M	9			\$ 10.00			\$ 90.00	\$ -	\$ -
L	20	9	6	\$ 10.00	\$ 27.50	\$ 25.50	\$ 200.00	\$ 247.50	\$ 153.00
XL	34	13	3	\$ 10.00	\$ 27.50	\$ 25.50	\$ 340.00	\$ 357.50	\$ 76.50
XLT	8	16		\$ 12.00	\$ 29.50		\$ 96.00	\$ 472.00	\$ -
2XL	30	13	10	\$ 12.00	\$ 29.50	\$ 27.50	\$ 360.00	\$ 383.50	\$ 275.00
2XLT	3	2		\$ 14.00	\$ 31.50		\$ 42.00	\$ 63.00	\$ -
3XL	9	7	1	\$ 14.00	\$ 31.50	\$ 29.50	\$ 126.00	\$ 220.50	\$ 29.50
3XLT	10			\$ 16.00			\$ 160.00	\$ -	\$ -
4XL	1	4	2	\$ 18.00	\$ 33.50	\$ 31.50	\$ 18.00	\$ 134.00	\$ 63.00
							\$ 1,432.00	\$ 1,878.00	\$ 597.00
									\$ 3,907.00
Shirt Size	Number of shirt			Price per shirt			Total Price per Shirt		
	Chambray Long Sleeve	ANSI II Long Sleeve	ANSI II Short Sleeve	Chambray Long Sleeve	ANSI III Long Sleeve	ANSI II Short Sleeve	Chambray Long Sleeve	ANSI II Long Sleeve	ANSI II Short Sleeve
M	5	4	4	\$ 27.50	\$ 24.00	\$ 24.00	\$ 137.50	\$ -	\$ 96.00
L	4	6	8	\$ 27.50	\$ 28.50	\$ 24.00	\$ 110.00	\$ 171.00	\$ 192.00
XL	6	6	2	\$ 27.50	\$ 28.50	\$ 24.00	\$ 165.00	\$ 171.00	\$ 48.00
XLT	2		1	\$ 29.50		\$ 26.00	\$ 59.00	\$ -	\$ 26.00
2XL	8	18	14	\$ 29.50	\$ 30.50	\$ 26.00	\$ 236.00	\$ 549.00	\$ 364.00
2XLT	7			\$ 31.50			\$ 220.50	\$ -	\$ -
3XL			3			\$ 28.00	\$ -	\$ -	\$ 84.00
4XL		3	3	\$ 34.50	\$ 30.00		\$ -	\$ 103.50	\$ 90.00
							\$ 928.00	\$ 994.50	\$ 900.00
									\$ 2,822.50
Shirt Size	Number of shirt			Price per shirt			Total Price per Shirt		
	ANSI III Sweatshirt Pullover	ANSI III Sweatshirt Zipper		ANSI III Sweatshirt Pullover	ANSI III Sweatshirt Zipper		ANSI III Sweatshirt Pullover	ANSI III Sweatshirt Zipper	
M	1	1		\$ 42.00	\$ 46.50		\$ 42.00	\$ 46.50	
L		6			\$ 46.50		\$ -	\$ 279.00	
XL	1	5		\$ 42.00	\$ 46.50		\$ 42.00	\$ 232.50	
XLT	1			\$ 44.00			\$ 44.00	\$ -	
2XL		6			\$ 49.50		\$ -	\$ 297.00	
2XLT		2			\$ 51.50		\$ -	\$ 103.00	
3XL		2			\$ 51.50		\$ -	\$ 103.00	
3XLT		2			\$ 52.50		\$ -	\$ 105.00	
4XL		1			\$ 52.50		\$ -	\$ 52.50	
4XLT							\$ -	\$ -	
							\$ 128.00	\$ 1,218.50	\$ 1,346.50
									\$ 8,076.00

Commissioner Murphy motioned to accept the bid received for the purchase of PPE uniform shirts for the Department of Public Works and directed staff to tabulate the bid and to return at a later time with a recommendation for action. Commission Chair Masterson seconded. Motion carried 4-0.

Commissioner Woydziak asked Mr. Lutz for an update on the County’s construction projects. Mr. Lutz stated he does not have any updates but crews are currently working on the SW 150th St and SW Butler Rd. roundabout pouring concrete. Mr. Lutz had no update on the Haverhill Bridge project.

Administrator Johnson noted the Kansas Department of Transportation (KDOT) has been milling near Adams Rd. and asked Mr. Lutz if he was aware of what was transpiring. Mr. Lutz was not aware of the work and stated he would make inquiries and notify Administrator Johnson of the answers he receives.

(01:14:04)

VOUCHERS

Commissioner Wheeler inquired asked a question of the vouchers.

Commissioner Wheeler motioned to approve vouchers dated January 12, 2021, in the amount of \$323,769.62. Commissioner Murphy seconded the motion. Motion carried 4-0.

(01:16:05)

ADDS & ABATES.

Commissioner Wheeler motioned to approve the Adds in the amount of \$1,238.74, and the Abates in the amount of \$3,154.28. Commissioner Woydziak seconded the motion. Motion carried 4-0.

(01:16:31)

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

Administrator Johnson stated County projects are going smoothly. Dan Ingalls, Facilities Management Director, stated projects are going well, especially with the nice weather. Crews are returning to the Augusta Emergency Operations Center (EOC) possibly tomorrow to look into pouring concrete. Commission Chair Masterson inquired about a feasible target date for administering vaccines at the new EOC. Mr. Ingalls stated the Community Building's improvements have gone well and the concrete additions have already been a benefit; the large fans will arrive in the next couple of months but electricians are installing the necessary means to be ready for their arrival. Mr. Ingalls responded probably about thirty days. The Judicial Building's front counter project began yesterday.

The Board asked if Extension Office employees are working in their office. Administrator Johnson replied that Extension Office employees are working in their office but due to Kansas State University (K-State) policies public meetings are restricted due to preauthorization requirements for staff to meet with the public. Commissioner Masterson asked if 4-H clubs are meeting. Administrator Johnson stated he is uncertain as to whether the clubs are currently meeting. Commissioner Woydziak commented that all recent meetings with the Wichita Area Metropolitan Planning Organization (WAMPO) and KDOT have been conducted through Zoom. Administrator Johnson expressed concern over K-State's policies and how it is impacting the services Extension Offices are able to extend to communities throughout the state.

Administrator Johnson noted transitions within County departments have gone smoothly and he is looking forward to working with new staff members.

The Legislative Luncheon, held last week, went well. Commissioner Woydziak commented he enjoyed being able to meet with the Legislators before they went up to their session. The Board stated they would like to meet with the Legislators before their session in the future.

Administrator Johnson agreed but also noted it is always good to travel to Topeka and show interest in what is transpiring.

(01:25:54)

ADJOURNMENT

Commissioner Woydziak motioned to adjourn the meeting of the Board at 10:26 a.m.

Commissioner Murphy seconded the motion. Motion carried 4-0.