

BUTLER COUNTY BOARD OF COMMISSIONERS
Tuesday, March 10, 2020

CALL TO ORDER

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

(00:00:28)

INVOCATION

Ryan Adkison, Assistant County Administrator/Finance Director, presented the invocation.

(00:01:33)

APPROVAL OF MINUTES

Commissioner Woydziak motioned to approve the minutes of the Butler County Commission meeting of February 25, 2020, as written. Commissioner Myers seconded the motion. Motion carried 4-0-1. Commissioner Wheeler abstained due his absence during the February 25th meeting.

(00:01:52)

PUBLIC COMMENTS

There were no public comments.

(00:02:00)

ITEM #1 – WORK SESSION – COVID-19 UPDATE

Jamie Downs, Butler County Health Department Director, came before the Board to discuss the COVID-19 virus. The Butler County Board of County Commissioners will be Butler County's Board of Health. April Harter is the Health Department's Preparedness Coordinator. The name of the virus is SARS COV2 which causes a disease called COVID-19. "Novel" just means "new." Other rapidly spreading diseases have taken place throughout history. The Centers for Disease Control (CDC) & Kansas Department of Health and Environment (KDHE) websites good sources of information about the virus. The latest update for state of Kansas indicated eighteen (18) people have been tested for the virus in Kansas with one positive and seventeen negative results. It has been noted COVID-19 seems to affect the adult & not the young. If a Butler County citizen tests positive for the virus the contact investigations the Butler County Health Department will need to do will be extensive and will greatly affect the Health Department's budget due to the amount of overtime that will be required to complete the investigation and contact those who have possibly been exposed. Quarantine regulations come to the Butler County Health Department from the KDHE & the CDC. The best way to avoid infection is to wash hands with soap & water, cover coughs & sneezes, keep hands away from face & mouth, and use hand sanitizer if soap & water are not available.

No action was taken.

(00:12:20)

ITEM #2 – NEW ROOF FOR THE ANDOVER FIRE/EMS STATION

Dan Ingalls, Facilities Management Director, came before the Board to discuss a new roof for the Andover Fire/EMS Station. The current roof has rapidly deteriorated in the past few years. In 2008 about 5,000 square feet of the roof was replaced and work has been needed to repair leaks in the replaced section of roof since the work was done. Those repairs were covered under a ten (10) year warranty but the warranty is now expired. A new roof over the entire building is needed. The City of Andover's cost share is 70%, with the County's share being 30%. County staff plan to divert CIP funds for the El Dorado EMS station to the Andover EMS/Fire station project. Mr. Ingalls reported two (2) companies have given estimates thus far. The City of Andover did not budget appropriately to accommodate their share of the cost for this project. Therefore the City has approached the County for assistance with paying for the City's share of the bill. The City has asked the County to pay \$15,000 of the City's portion and the City will repay loan in the next few years. The County will handle the roofing project. The current roofing style is a ballast type and this type of roof has proven to be an issue. The County will bid out for thermoplastic polyolefin (TPO) roofing which has proven to be reliable and durable. Mr. Ingalls believes the estimates that have been received are high and the project will come in under budget. Funds will be rolled into the CIP during the next few years to replace the El Dorado EMS Station One roof. Commissioner Woydziak inquired about the timeline for receiving bids as the rainy season is quickly approaching. Commissioner Myers expressed concerns as to why the City of Andover's budget is so tight that they cannot afford \$15,000 of their 70% responsibility.

Commissioner Masterson motioned to allow the Facilities Management Director to seek bids for the replacement of the roof on the Andover Fire/EMS Station. Commissioner Woydziak seconded the motion. Motion carried 4-1. Commissioner Myers opposed.

(00:20:16)

ITEM #3 – OHIO STREET ROAD/SW 20TH ST INTERCHANGE STUDY – ENGINEERING AGREEMENT

Darryl Lutz, P.E., Director of Public Works, came before the Board to present the Ohio Street Road/SW 20th St. Interchange Study. Recommendations were developed by WSP from Wichita, Kansas. WSP was selected by selection committee & received a fee proposal. The fee proposal was received and is attached to this agenda item. Mr. Lutz finds the proposal to be reasonable in both fee and scope and comes in at the anticipated cost. The work is anticipated to be completed within a window of approximately four (4) months. Efforts have been made to inform entities such as cities, law enforcement, school districts, and companies that will be affected by the construction. Commissioner Woydziak inquired if the Augusta school district had been included in the notifications. Mr. Lutz indicated the Augusta school districts had not been included in the notifications as the primary influences will be those traveling to the Circle school district in Towanda. Commissioner Myers asked about a notation of changes to the contract to be made before Commission meeting. Mr. Lutz said the changes had been made and were fairly minor as the contract was changed from having Will Johnson's name on signature block to having that of Commission Chairman Murphy. The start date was also changed to list March 11th instead of March 1st.

Commissioner Myers motioned to approve the agreement with WSP to provide requested engineering services to conduct a study and preliminary engineering work for future interchange improvements at SW Ohio Street Rd and SW 20th St. in the lump sum not to

exceed amount of \$52,583.54 and authorized the Chairman to sign. Commissioner Wheeler seconded the motion. Motion carried 5-0.

(00:25:35)

ITEM #4 – APPROVAL TO PURCHASE PUBLIC WORKS DEPARTMENT & SHERIFF DEPARTMENT PICKUPS

Darryl Lutz, P.E., Director of Public Works, came before the Board for approval to purchase two (2) new pickups for the Public Works Department and four (4) new pickups for the Sheriff's Department. This is a follow up on a bid opening that occurred two weeks ago. Three bids were received with the low bid of \$163,392 coming from Parks Motors. Detective Jay Sharp, Butler County Sheriff's Office, stated the Sheriff's office purchased six Dodge ½ tons last year. Sheriff's Office staff reports the trucks are working well and staff like them greatly. The Sheriff's Office trucks have four-door cabs as that department does not need the bed space. The four requested trucks will not be an addition to the Sheriff's Office fleet but will be replacements. The Sheriff's Office would like to sell the Dodge trucks purchased last year to the Public Works Department. Mr. Lutz commented Public Works has been replacing some of their older trucks with retired Sheriff's Office vehicles and the arrangement has worked well for both departments. The Sheriff's Office trucks generally have about 100,000 miles on them when they are sold. The Sheriff's Office is phasing out the remainder of their two-wheel drive vehicles as having four-wheel drive vehicles is beneficial to the officers when responding to calls.

Commissioner Woydziak motioned to approve the award of bid for six (6) new heavy duty half ton four-wheel drive extended cab pickups for the Public Works Department and for the Sheriff's Department to Parks Motors, Augusta, KS, in the total delivered low bid amount of \$163,392. Commissioner Masterson seconded the motion. Motion carried 5-0.

(00:31:18)

ITEM #5 – APPROVAL OF RIGHT OF WAY ACQUISITION – SE FLINTHILLS RD BOX BRIDGE REPLACEMENT PROJECT

Darryl Lutz, P.E., Director of Public Works, came before the Board for approval to purchase and accept dedications of two small tracts of right-of-way related to the box bridge replacement project in Culvert Letting No. 74 located on SE Flinthills Rd north of SE 50th St. Butler County has a project in the CIP and included in Culver Letting No. 74 to replace an existing concrete box bridge on SE Flinthills Rd located approximately 0.3 mile north of SE 50th St. The bridge is on a paved County road and will be wider to meet current minimum roadway width standards. Additional right-of-way is required on each side of the road at the bridge to accommodate the additional structure width and allow for construction of roadway ditches. The adjacent property owners are amenable and have been very cooperative. The County needs to acquire approximately 0.08 acres on the east side of the road and approximately 0.09 acres on the west side of the road. Both property owners have agreed to sign the right-of-way documents. The County will construct new fence of like construction and will pay a nominal amount for damages for both property owners. The right-of-way easement forms are standard form documents. The compensation offered is \$5,000 per acre. Following are the tracts to be acquired: Mr. & Mrs. Douglas Owen – 0.09 Acres for \$450 and Mr. & Mrs. Quentin Moeder – 0.08 acres for \$400.

Commissioner Wheeler motioned to approve the acquisition of right-of-way and to accept the dedication of right-of-way for two (2) tracts for the box bridge replacement project in Culvert

Letting No. 74 located on SE Flinthills Rd approximately 0.3 mile north of SE 50th St. which includes 0.09 Acres from Douglas & Rojean Owen for \$450 and 0.08 Acres from Quentin & Sonya Moeder for \$400 and authorized the Chair to sign the two documents. Commissioner Myers seconded the motion. Motion carried 5-0.

(00:34:00)

ITEM #6 – OLD BOMAG LANDFILL COMPACTOR – ARTICULATION PIVOT JOINT REPAIR

Darryl Lutz, P.E., Director of Public Works, came before the Board for the approval of the cost to repair the articulation pivot joint on the older Bomag Compactor at the landfill. Mr. Lutz reported the lower bearing has stopped taking grease for unknown reasons and is inaccessible. Staff's investigation of the mechanical issue has been inconclusive and are concerned about further damage to the machine should the current issue not be addressed. To prevent major damage to the articulation joint, the machine will need to be split in half and the bearings replaced. This is a major project which involves removing the blade and the cab and will need to be completed in Wichita at one of the large equipment dealer shops. Staff requested a parts estimate from Berry Tractor Co., the Bomag dealer in Wichita and also requested a labor estimate from both Berry Tractor Co and Foley Equipment Company. The parts will be purchased from Berry Tractor since the parts are proprietary to Bomag. Both Berry Tractor and Foley Equipment provided cost estimates for labor and equipment transportation. The total estimate of parts and labor from Berry Tractor is \$31,127.30 and the total repair estimate from Foley Equipment is \$32,792.45. Staff recommends that the repairs be made to prevent structural damage to the articulation pivot point. Berry Tractor has advised that if damage has occurred to the pivot bearing console, that part is an additional \$8,000. Mr. Lutz stated the cost will be covered in the operating budget under equipment repairs. The Commissioners inquired about the age of the machine. Mr. Lutz believes the machine is a 2006 or 2008 model. One section of the Landfill recently replaced the CAT Compactor with the current older Bomag. A new Bomag has replaced the older Bomag in the other section of landfill. A new Bomag costs about \$600,000; the current older Bomag is worth about \$100,000 and Mr. Lutz anticipates using the machine for another five to six years.

Commissioner Masterson motioned to approve the estimated cost of repairing the articulation joint on the older Bomag compactor at the landfill from Berry Tractor in the not to exceed cost of \$40,000 which includes predicted parts and labor of \$31,127.30 and an approximate additional cost of \$8,000 if the pivot bearing console has to be replaced. Commissioner Woydziak seconded the motion. Motion carried 5-0.

(00:39:16)

ITEM #7 – APPROVAL OF SW OHIO STREET SURFACE MAINTENANCE

Darryl Lutz, P.E., Director of Public Works, came before the Board for the approval of a 2" surface recycle project on SW Ohio Street Rd from SW 70th St. to K-254. SW Ohio Street north of Augusta is due for surface maintenance this year. The road received a hot mix overlay several years ago and a chip seal surface with a fog coat about five years ago. Due to the high traffic volume and the surface distress, the County would like to perform a surface recycle project with

Dustrol this spring and apply a thin hot mix overlay with County crews later this summer. The surface recycle project will utilize and rejuvenate the material that is currently in place while eliminating the minor rutting and surface deterioration that is taking place and improve the ride. Dustrol is a local contractor that specializes in heater scarification surface recycling work on asphalt paved roads. Mr. Lutz said Dustrol has offered the County a good price compared to state bid tabulations to perform this work. The County requested the proposal last fall, but, the prices are still good for 2020. With the planned work coming up with the KTA to raise the bridge on SW Ohio Street, Staff would like to proceed with the surface recycle project immediately at the beginning of the season so the work can be completed while the bridge is still open. An early start and completion of the project would allow the surface to cure for a few months prior to putting a thin overlay surface on the top later this summer. The estimated cost for the surface recycle work is \$334,968.79. The Department of Public Works will return at a later date with final cost estimates for planned County surface maintenance overlay work this summer. Mr. Lutz stated the cost of the proposed work is planned for in the operating budget of the Road & Bridge Fund.

Commissioner Myers inquired as to a rough estimate of the total cost of the project including the protective coating to be laid later in the year. Mr. Lutz said the cost of the overlay per mile is about \$80,000, which is about another \$450,000 total as there are about six miles to do. County crews will be utilized to do the overlay. The project will cost about \$800,000 altogether. Commissioner Myers asked if heavy loads due to bridge replacement work on the new road surface pose a possibility of damage to the new road surface or if the road quality near the bridge would be damaged due to the bridge repair work. Mr. Lutz does not believe the bridge work will pose a threat to the road's integrity and quality. Mr. Lutz proposes the use of a hot mix overlay on Ohio Street Rd. The road will not be completely shut down during construction; a pilot car will guide traffic through the construction zone.

Commissioner Woydziak motioned to approve the bid proposal from Dustrol, Inc., Towanda, KS, to construct a 2" surface recycle project on SW Ohio Street Rd from SW 70th St. to K-254 Highway for a cost of \$334,968.79. Commissioner Masterson seconded the motion. Motion carried 5-0.

Commissioner Woydziak inquired about the status of the Santa Fe Lake Rd Bridge. Mr. Lutz reported the Santa Fe Lake Bridge has been reopened and the truck involved has been located. The driver has admitted guilt and Butler County will file a claim with the individual, who will probably go through their insurance company.

(00:55:58)

ITEM #8 – PAY PLAN MODIFICATION

Will Johnson, County Administrator, came before the Board for the approval of recommendations from the Steering Committee for the changes in grade and/or job description for Foster Grandparent Project Coordinator (Aging), RSVP/FGP Project Coordinator (Aging), Computer Network Engineer (IT), Electrical Technician (FM), Maintenance Supervisor (FM), and Maintenance Tech II (FM). In 2004 the County Commission approved a new compensation and classification pay plan for County Employees. In 2018 it was updated as part of the County's

Compensation and Classification study with Austin Peters. As part of the evaluation process for establishing the plan a task force consisting of the County Clerk, GIS Director, Computer Services Director, County Engineer, and Human Resource Coordinator served as a steering committee to review and analyze job descriptions and rank positions. The Committee is now the County Treasurer, GIS Director, County Engineer, EMS Director, and Finance Officer being utilized to analyze new positions or changes in job descriptions to assist in providing an unbiased oversight of requested changes. The steering committee meets semiannually to review requests from Departments or as necessary and recently evaluated four positions requested for review. Each new job description or change was compared to established jobs within the organization and the ranking was evaluated and the skill sets established. The purpose of the evaluation was to create a comparable analysis to comparable positions based on seven key factors. The two Department on Aging positions and the Maintenance Tech II position are modifications to the pay plan and salary review. The Network Engineer position is a modification of an existing job description and the Maintenance Supervisor and Electrical Technician positions are new job descriptions.

The modifications to the Department on Aging, Network Engineer and Maintenance Tech II positions can be accommodated within the existing budgets while the Maintenance Supervisor and Electrical Technician positions will have to be incorporated into future budgets and are not able to be immediately implemented. The only three positions with description changes were the Computer Network Engineer, Electrical Technician, and the Maintenance Supervisor positions. Darryl Lutz, Director of Public Works, stated there was too much of a difference in the descriptions of Maintenance Tech I and II positions.

Commissioner Woydziak motioned to approve the recommendations from the Steering Committee for the changes in grade and/or job description for Foster Grandparent Project Coordinator (Aging), RSVP/FGP Project Coordinator (Aging), Computer Network Engineer (IT), Electrical Technician (FM), Maintenance Supervisor (FM), Maintenance Tech II (FM) as presented by the Steering Committee. Commissioner Masterson seconded. Motion passed 5-0.

(01:10:56)

VOUCHERS

Commissioner Myers asked questions of the vouchers. Administrator Johnson, Commissioner Woydziak and Darryl Lutz (Director of Public Works) assisted in answering Commissioner Myers' questions.

Commissioner Woydziak motioned to approve vouchers for March 10, 2020, in the amount of \$405,124.38. Commissioner Masterson seconded the motion. Motion carried 5-0.

Commissioner Woydziak motioned to approve vouchers for March 03, 2020, in the amount of \$291,485.55. Commissioner Masterson seconded the motion. Motion carried 5-0.

(01:17:13)

ADDS & ABATES

Commissioner Masterson motioned to approve Adds & Abates #2760 dated March 10, 2020; Adds in the amount of \$480.50 & Abates in the amount of \$21,839.10. Commissioner Murphy seconded the motion. Motion carried 5-0.

(01:17:34)

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

Commissioner Wheeler stated he is not sure if he will be able to attend the Farm Bureau dinner tonight. Commissioner Myers indicated he will not be able to attend either due to other commitments.

Commissioner Wheeler received his property valuations in the mail and was very impressed with the flyer inserts about Butler County. The inserts are proving to be a good way to communicate with a large portion of the County and is a great idea and way to reach the public.

Commissioner Myers inquired about an update on the litigation with the rails to trails situation.

Administrator Johnson reported County Counselor Terrence Huelskamp has filed for a judge position in the Butler County District Court.

Administrator Johnson reported a suicide occurred at the Detention Center last week. The event is under investigation by the KBI.

The Leon Senior Center lunch is March 24th.

Administrator Johnson said he would like to take the Commissioners on a tour of the newly remodeled Western Office and the new Community Corrections building on March 17th. Community Corrections staff moved into the new building last weekend and are in the process of cleaning up previous building, which will be transferred to South Central Mental Health.

Commissioner Masterson requested work session about sewers during the March 24th meeting.

Commissioner Masterson reported he was recently in Washington D.C. for the NACo conference where he learned about recycling and China. He also attended a financial session and believes Butler County is doing a good job taking advantage of bulk purchasing and other cost saving measures. Commissioner Masterson stated the highlight of the trip was listening to President Trump in person during a session. Other Kansas counties were present at the NACo conference as well.

Commissioner Woydziak also attended the NACo conference and went to some aging workshops and believes Butler County does a good job with the aging programs being offered.

Commissioner Woydziak said he attended the Employee Appreciation Breakfast last Friday. He also handed out bonus checks at the Detention Center. The Detention Center employees were very appreciative. The Detention Center is currently down to seven openings, with three to four more new employees starting yesterday.

The bid opening for the SW 150th St project is today at 1:30 PM.

Commissioner Woydziak will be attending a WAMPO meeting this afternoon.

Administrator Johnson reported Senate Bill 294, also known as the Utah Bill, will be heard in the House on Monday. Administrator Johnson may provide testimony against the bill in Topeka on Monday. The monetary impact of the bill on Butler County could be \$75,000 to \$100,000.

(01:48:09)

ADJOURNMENT

*Commissioner Masterson motioned to adjourn the meeting of the Board at 10:48 a.m.
Commissioner Woydziak seconded the motion. Motion carried 5-0.*

**The Commissioners attended the Farm Bureau Dinner at 6:00 p.m. at
the El Dorado Civic Center located at 201 E. Central, El Dorado, KS 67042 **