

BUTLER COUNTY BOARD OF COMMISSIONERS
Tuesday, April 7, 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 Clerk Recorder Chelsea Noel.

INVOCATION

Commissioner Masterson presented the invocation.

APPROVAL OF MINUTES

Commissioner Woydziak motioned to approve the minutes of the March 31, 2020, Butler County Commission meeting as written. Commissioner Wheeler seconded the motion. Motion carried 5-0.

(00:01:50)

PUBLIC COMMENTS

Tatum Stafford, Butler County Clerk, came before the Board to discuss sending an election mailer to registered voters to urge more people to vote by mail due to the COVID-19 pandemic. Mrs. Stafford contacted BroadStroke for an estimated cost to send the mailer; the estimate was \$18,806, including postage. She noted the cost of her office sending out the mailer would be \$14,000. Mrs. Stafford stated most of her poll workers are elderly and should limit their risk of exposure by avoiding crowds as much as possible. The mailer will include two applications, one for an advanced ballot for the primary election and one for the general election. Mrs. Stafford stated voters have until June 1, 2020, at noon to affiliate with a party if they wish to vote in the Primary election. Mrs. Stafford stated she would like to send out the mailer as soon as possible. Commissioner Woydziak stated he appreciated that Mrs. Stafford is being proactive and thinking ahead about sending out a mailer. Commissioner Woydziak asked Mrs. Stafford to bring this item back to the Board next week as an action item with final numbers. No action was taken.

(00:12:03)

ITEM #1 – WORK SESSION – COVID-19 UPDATE

Jamie Downs, Butler County Health Department Director, came before the Board to give an update on the COVID-19 virus. Mrs. Downs stated that as of yesterday, there are 845 cases of COVID-19 in Kansas, 53 Counties with cases, 25 deaths, and the age ranges affected are now 0 to 97 years of age. Butler County has eight cases and three out of the eight cases have now recovered. Mrs. Downs stated Butler County is set to receive \$21,211.00 in COVID-19 disbursements funds to help with overtime expenses. Mrs. Downs stated she currently has forty hours of overtime between two staff members in the last two weeks due to COVID-19. Commissioner Myers inquired about the recovery process from COVID-19. Mrs. Downs stated the isolation period is to be seven days or 72 hours fever free or feeling better with a significant improvement in symptoms in order to be released from isolation. Mrs. Downs also stated the antibody test does not tell whether a person has the virus.

Keri Korthals, Emergency Management Director, came before the Board and discussed a recent disbursement of personal protective equipment (PPE) from the State. Over the weekend, Butler County received a small amount of PPE from the State and must make it last until further notice. Ms. Korthals stated her staff has been working diligently to get organized and has reached out to entities that are dependent on Emergency Management to see what people need. Ms. Korthals stated it is highly concerning that there is not enough equipment to go around. Ms. Korthals also stated Butler County is on the list to receive federal assistance when it becomes available. Administrator Johnson stated Kansas has done a good job of social distancing so far but there will continue to be an increase in cases until Kansas hits its peak. Ms. Korthals stated we are still on an upward trend with the virus and she has not received any information about another “Stay at Home” extension from the Governor’s office.

Frank Williams, EMS Director, came before the Board to give an update. Mr. Williams stated EMS’s call volume is down 5% locally and statewide. Butler County has had one case per day of a suspected/screened COVID-19 patient since March 1, and Mr. Williams has been working side by side with Ms. Korthals and Mrs. Downs to make sure his staff is equipped with enough PPE. Butler County has around thirty days’ worth of PPE available right now. Mr. Williams stated Dr. Dodson, Butler County Medical Director, has been very helpful to him during this time and has been crucial to their operations. Mr. Williams stated EMS is keeping track of all expenditures and has money available in reserves. Mr. Williams noted firefighters are responding to everything except minor non-emergent calls at this time.

(00:37:50)

ITEM #2 – WORK SESSION – SHETLER IN PLACE (SIP) PLAN FOR 9-1-1

Chris Davis, 9-1-1 Director, came before the Board to present recommendations for a SIP plan for 9-1-1 staff. Community spread of the COVID-19 has resulted in health care systems being overwhelmed, emergency response and 9-1-1 personnel being dramatically impacted by losing staff to quarantine. Federal and State guidance to the public on social distancing have been well received and are having a positive influence on the spread but the actual work of responding to this crisis falls squarely on local authorities. To date measures taken include suspending requests for vacation, stringent cleaning measures, and restricting entrance into the PSAP to non 9-1-1 staff along with other changes made by county-wide policy. The SIP plan provides support for those volunteers by having coworkers (not able to SIP) a place to work that is physically separated. The plan allows for up to eight volunteers, four each for twelve-hour shifts, to shelter in place, sleep in office and training spaces, and have meals delivered to them. Mr. Davis stated approval of the plan is required so that 9-1-1 staff can be presented with the details before being asked to volunteer when and if the appropriate time arrives. Mr. Davis stated 9-1-1 has to be prepared at work and feels that volunteers deserve an incentive of some kind, whether it be a bonus every week or getting paid overtime. Mr. Davis also stated there are some 9-1-1 centers that are already utilizing “hazard pay” to their employees. Commissioner Masterson stated he would like more information on what triggers a SIP plan and at this time, he does not feel dispatchers are in any greater danger than anyone else. Commissioner Myers stated he is not in favor of implementing a bonus plan at this time. Mr. Davis stated he will come back with more reasonable recommendations next week. No action was taken.

(01:13:26)

RECESS

Commission Chairman Murphy recessed the meeting of the Board at 10:13 a.m. for six minutes.

Commission Chairman Murphy reconvened the meeting at 10:19 a.m.

(01:13:58)

ITEM #4 – VACATION LEAVE ACCRUAL ADJUSTMENT FOR ESSENTIAL PUBLIC SAFETY STAFF

Will Johnson, County Administrator, came before the Board for approval of a waiver to adjust maximum leave accrual for essential Public Safety staff. Due to cancellation of all public safety essential staff vacations during this crisis many employees are in a use or lose status on vacation based on the County's current policy. Regular full-time employees may accrue up to 200 hours of vacation, at which time accrual will stop until the accrued amount falls below 200 hours. Sheriff employees may accrue up to 212.5 hours of vacation, at which time accrual will stop until the accrued amount fall below 212.5 hours. Emergency Medical Service employees may accrue up to 281 hours of vacation, at which time accrual will stop until the accrued amount fall below 281 hours. Administrator Johnson recommended adding four additional accrual periods through June 1, 2020, for all Public Safety essential employees. Administrator Johnson stated this would add at a maximum 24.6 hours to those employees who are 40-hour employees and at the maximum accrual amount. Administrator Johnson noted there are currently twenty-three employees who will be impacted and this policy waiver will benefit.

Commissioner Wheeler motioned to approve the waiver of policy 10.4.3 Vacation Leave Maximum Accrual to allow for an additional four (4) pay periods of vacation leave for Public Safety Essential employees who are at their maximum vacation accrual rate. Commissioner Masterson seconded the motion. Motion carried 5-0.

(01:16:43)

ITEM #3 – FAMILIES FIRST CORONAVIRUS RESPONSE ACT (FFCRA) POLICY

Sherry Hoelker, Butler County HR Director, came before the Board for approval of the temporary new FFCRA policy for Butler County, which will expire December 31, 2020. The Families First Coronavirus Response Act was signed into law on March 18, 2020, which requires employers to provide employees two weeks of paid sick leave, paid at the employee's regular rate, to quarantine or seek a diagnosis or preventive care for coronavirus; or paid at two-thirds the employee's regular rate to care for a family member for such purposes or to care for a child whose school has closed, or child care provider is unavailable, due to the coronavirus. There are three policy options for the County Commission to consider:

- 1) Employees requesting leave for lack of childcare, depending on the dependents ages, the County will exhaust all possible accommodations at the workplace. The employee will receive 80 hours of Emergency Sick Leave as defined by law, then for the next ten weeks be paid 67% of weekly pay, and allowed to utilize sick leave or vacation leave for the remaining 33% of their weekly, or go without pay for the remaining 33%.
- 2.) Allow employees to be fully compensated once their existing leave is exhausted.
- 3.) Allow employees to be fully compensated without utilizing accrued leave.

Commissioner Wheeler motioned to approve the FFCRA Policy for Butler County, which will expire December 31, 2020, and will allow employees requesting leave for lack of childcare, depending on the dependents ages, the County will exhaust all possible accommodations at the workplace. The employee will receive 80 hours of Emergency Sick Leave as defined by law,

then for the next 10 weeks be paid 67% of weekly pay, and allowed to utilize sick leave or vacation leave for the remaining 33% of their weekly, or go without pay for the remaining 33%. Commission Chairman Murphy seconded the motion. Motion carried 5-0.

(01:23:00)

ITEM #5 – DETOUR SIGNAGE – LITTLE WALNUT RIVER BRIDGE REPLACEMENT ON SW HAVERHILL ROAD

Darryl Lutz, Public Works Director, came before the Board for approval of a detour signage quote related to the Little Walnut River Bridge Replacement Project on SW Haverhill Rd south of US 54/400. A considerable amount of detour route signage is required and the County has opted to contract the signage work. Butler County will be providing a separate unsigned detour route for local traffic during the project. Department of Public Works staff has requested a price quotation from RoadSafe Traffic Systems to provide, install and maintain the required detour signs. The proposed cost based upon 230 days is \$10,645.

Commissioner Woydziak motioned to approve the price quote from RoadSafe Traffic Systems in the amount of \$10,645 to provide, install and maintain detour route traffic signs for the Little Walnut River Bridge replacement project on SW Haverhill Rd south of US 54/400. Commissioner Masterson seconded the motion. Motion carried 5-0.

(01:29:12)

ITEM #6 – SW 150TH ST. MILL & OVERLAY EAST OF SW BUTLER ROAD

Darryl Lutz, Public Works Director, came before the Board for approval of a County constructed mill and HMA overlay project on SW 150th Street, east of SW Butler Road. Mr. Lutz stated this section was identified as part of the County's maintenance program due to surface deterioration caused by heavy truck traffic. The County's proposed work includes milling the existing asphalt surface and constructing a 2" hot mix surface with 10% RAP. The total estimated cost including the purchase of hot mix asphalt from APAC, laydown machine and roller rental with operators and milling work performed by Dustrol is \$439,000. The County plans to perform the work with its road crew, but, will purchase the hot mix from APAC, will rent a laydown machine and rollers with operators from APAC and will hire Dustrol to profile mill the surface. Butler County will provide traffic control and striping work. The cost to Dustrol for milling will be \$31,378.40. The cost to rent the laydown machine, rollers and operators from APAC is estimated to be \$42,000 based upon seven days at a cost of \$6,000 per day. The estimated cost for Butler County's hot-mix is \$365,625 based upon 8,125 tons at \$45 per ton. The work is expected to begin in late April if possible.

Commissioner Woydziak motioned to authorize the Department of Public Works to construct a milling and 2" HMA overlay project on SW 150th St from SW Santa Fe Lake Rd to SW Butler Rd with APAC providing the HMA material and equipment rental and Dustrol providing the milling work with the County's estimate portion of cost not-to-exceed \$439,000. Commissioner Masterson seconded the motion. Motion carried 5-0.

Mr. Lutz updated the Board on road and bridge projects currently going on in Butler County. Mr. Lutz stated Ohio Street Road will be closed beginning on Monday, April 13, and will be closed for three months. The detour route will be on Haverhill Road.

Commissioner Wheeler stated he received a call from the City of El Dorado about changing the Landfill hours to open earlier. Commissioner Wheeler informed the City that the Board has been discussing the matter and is supportive of changing the hours to open up at 7:30 a.m. in the coming weeks.

(01:43:41)

VOUCHERS

Commissioner Woydziak motioned to approve vouchers for April 7, 2020, in the amount of \$1,074,884.35. Commissioner Masterson seconded the motion. Motion carried 5-0.

(01:45:27)

ADDS & ABATES

There were no Adds & Abates.

(01:45:31)

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

Commissioner Wheeler inquired about a plan for the impact in the decrease in revenue for Butler County due to COVID-19. Administrator Johnson stated the County is in a good place financially and as of right now, we have not been negatively impacted.

Administrator Johnson stated the county has spent \$32,000 on furloughed employees thus far.

The State has not asked Counties to institute burn bans at this time.

(02:05:15)

ADJOURNMENT

Commissioner Woydziak motioned to adjourn the meeting of the Board at 11:11 a.m. Commissioner Wheeler seconded the motion. Motion carried 5-0.