

BUTLER COUNTY BOARD OF COMMISSIONERS
Tuesday, July 18, 2023

(00:00:00)

CALL TO ORDER

Commission Chair Kelly Herzet called the Butler County Board of Commissioners meeting to order at 9:00 a.m. Present were Commissioner Jeff Masterson, Commissioner Marc Murphy, Commissioner Darren Jackson, Commissioner Dan Woydziak, Administrator Will Johnson, County Counselor Terry Huelskamp and Clerk Recorder Jennifer Currier

(00:00:10)

INVOCATION

Pastor Wade Graber presented the invocation.

(00:01:23)

APPROVAL OF MINUTES

Commissioner Murphy motioned to approve the minutes from the July 11, 2023, Butler County Commission meeting as presented. Commissioner Jackson seconded the motion. Motion carried 4-0-1. Commissioner Masterson abstained due to not being in attendance.

(00:01:53)

PUBLIC COMMENTS

There were no public comments.

(00:02:01)

ITEM #1 - BID AWARD - NORTH BRANCH HICKORY CREEK BRIDGE ON SE FLINTHILLS RD

Darryl Lutz, Public Works Director, came before the Board for approval of the award of bid for a construction project to replace the North Branch Hickory Creek Bridge on SE Flinthills Rd in Hickory Township located four point eight miles north and one mile east of Latham, Kansas. The project is partially funded with \$200,000 of state funding under the Kansas Department of Transportation's (KDOT) Local Bridge Improvement Program. Project engineering work and construction plans are completed and right-of-way in progress. The Board approved advertising the project for bids on June 13, 2023, and sealed bids for the project were received and opened by the Board on July 11, 2023. Bids were received from six bridge contractors. A copy of the bid tabulations was present to the Board. The lowest bid received was from Reece Construction Co., Inc., Salina, Kansas, in the amount of \$322,772.98, which is below the Engineer's estimate of \$451,600. Staff recommends the bid be awarded to Reece Construction Company and a Notice of Award be approved.

Commissioner Jackson motioned to approve the award of bid for Project No. BR 14E2-28-7(23), the proposed bridge replacement project for the North Branch Hickory Creek Bridge on SE Flinthills Rd located four point eight miles north and one mile east of Latham, Kansas, to Reece Construction Co., Inc, Salina, Kansas, in the lowest and best bid amount of \$322,772.97

and to authorize the Chair to sign the Notice of Award. Commissioner Woydziak seconded. Motion carried 5-0.

Mr. Lutz made a correction on the amount of the best bid, it should be \$322,772.97.

(00:05:04)

ITEM #2 - BID OPENING – ANNUAL TIRE PURCHASES

Darryl Lutz, Public Works Director, came before the Board for approval to receive and open bids for the annual purchase of tires for the Public Works Department. Each year Public Works solicits bids for the purchase and delivery of tires, among other items, needed for its fleet of equipment. In January 2023, the Board authorized Public Works to solicit bids for several annual commodity purchases including tire purchases. Bids were requested from tire vendors with a business location in Butler County. Mr. Lutz requested the bids be opened and the name of the vendor and location represented in each bid be read aloud and placed on record. Staff will prepare a detailed tabulation of the bids received and return at a later date with a recommendation. Bids were received from the following vendors:

- Steve and Son’s Tire Inc.– Eldorado, Kansas
- Firestone – Andover, Kansas
- Cannady Collision Center – Augusta, Kansas
- Patton Automotive – El Dorado, Kansas

Commissioner Masterson motioned to approve the bids received and opened by the Board of County Commissioners for tires and to authorize the Department of Public Works to tabulate the bids and to return at a later time with recommendations for action regarding the purchases. Commissioner Murphy seconded. Motion carried 5-0.

(00:07:00)

ITEM #3 - DETOUR SIGNAGE – HICKORY CREEK BRIDGE REPLACEMENT ON SE COLE CREEK RD

Darryl Lutz, Public Works Director, came before the Board for approval of a detour signage quote related to the Hickory Creek Bridge replacement project on SE Cole Creek Rd south of Leon, Kansas. The County proposed a formal detour route for truck traffic and for non-local traffic during the closure. Traffic will be routed to US-77 Highway via SW 170th St and via US 54/400 highway. A considerable amount of detour route signage is required and the Department has opted to contract the signage work. The County will be providing a separate unsigned detour route for local traffic during the project. Public Works staff requested a price quotation from three local traffic control contactors to provide, install and maintain the required detour signs. The quotes are as follows:

- RoadSafe Traffic Systems - \$27,300/ \$24,950- County will remove and acquire all signs from the detour once the project is complete
- Will Cillessen & Sons - \$30,080
- Traffic Control Services - \$27,500.

The lowest proposed cost based upon 180 days is \$24,950 offered by RoadSafe Traffic Systems. The cost is very high compared to prior project detour cost proposals, but is the lowest cost proposal of the three proposals received. It is recommended that the Board approve the cost proposal.

Commissioner Murphy motioned to approve the price quote from RoadSafe Traffic Systems in the lowest cost amount of \$27,300 to provide, install and maintain detour route traffic signs for the Hickory Creek Bridge replacement project on SE Cole Creek Rd south of Leon, Kansas. Commissioner Masterson seconded. Motion carried 5-0.

Commissioner Jackson informed Mr. Lutz of an email he received from a resident of Butler County giving praise for the good work Public Works has done on the roads in the County; Commissioner Jackson stated he would forward the email to Mr. Lutz.

(00:10:56)

ITEM #4 - LANDFILL COMPACTOR - BID OPENING

Darryl Lutz, Public Works Director, came before the Board for approval to receive and open sealed bids for the purchase of a new landfill compactor for the Landfill Division of the Department of Public Works. Public Works develops and maintains an equipment replacement plan for all of its divisions. This plan is used as a tool to help budget for equipment replacement and is incorporated into the County’s current CIP and adopted budgets. Equipment, however, is operated until it is ready to be replaced. Staff developed preferred specifications for the equipment and has solicited bids from equipment vendors that serve the Wichita market. Sealed bids were originally due to be submitted to Butler County prior to the County Commission meeting on July 11, 2023; Staff made revisions to the bid specifications and requested the bid opening to be delayed to July 18, 2023. It was proposed that the name and location of each vendor be read along with the bid price and the equipment make and model being bid. Staff recommended all bids received and accepted by the Board be tabulated and evaluated by Staff and recommendation for purchase be returned at a later date. The bids are as follows:

BUTLER COUNTY DEPARTMENT OF PUBLIC WORKS BID TABULATIONS 1 Landfill Compactor			
<small>Bid opening: Tuesday, July 18, 2023.</small>			
Company	Berry Tractor	Aljon	Foley Equipment
Location	Wichita, KS	Ottumwa, IA	Wichita, KS
Year	2024	2023	2023
Make	Bomag	Aljon	Cat
Model	BC773RB-5	ADV500	826K
Net cash price	\$ 1,077,460.00	\$ 821,630.00	\$ 1,108,419.00
Extended Warranty Price		\$ 139,976.62	
TOTAL PRICE with Warranty	\$ 1,077,460.00	\$ 961,606.62	\$ 1,108,419.00

Commissioner Woydziak motioned to approve the bids received and opened for a landfill compactor for the Landfill Division of the Public Works Department and to direct staff to

tabulate the bids, to evaluate the equipment offered and to return at a later date with a recommendation for purchase. Commissioner Masterson seconded. Motion carried 5-0.

(00:15:40)

ITEM #5 - STATE REHABILITATION TAX CREDIT PROGRAM

Ryan Adkison, Assistant County Administrator/Director, came before the Board for approval and authorization for the chair to sign the agreement with Union State Bank and as well as the Kansas Historic Rehabilitation Tax Credits Transfer Notification Form. On April 26, 2002, the Butler County Courthouse was placed on the National Register of Historic Places. This designation qualifies work done on the Butler County Courthouse for the Kansas State Tax Credit, which is equal to 30 percent of qualifying expenses incurred during a qualified project on a qualified building. The Board approved Facilities Management to solicit bids to update the Butler County Courthouse plumbing on January 26, 2021. The Board approved the application for the State Historic Rehabilitation Tax Credit on March 30, 2021, for the Historic Courthouse plumbing project and authorized all necessary signatures. On October 10, 2022, the Kansas State Historical Society approved the State Historic Rehabilitation Tax Credit for the Historic Courthouse plumbing project. The Board accepted the bids received as part of the State Rehabilitation Tax Credit Program on May 23, 2023, and directed the Finance Department to review the prices quoted and return at a later time with a sales/transfer agreement for the Commission Chair signature. Staff negotiated with the highest bidder, Fallbrook Financial, but could not reach an agreement due to sales agreement provisions. Staff has reached an agreement with the second highest bidder, Union State Bank, which was presented to the Board.

Commission Chair Herzet motioned to approve the sales agreement with Union State Bank and authorize chair to sign the Kansas Historic Rehabilitation Tax Credits Transfer Notification Form. Commissioner Murphy seconded. Motion carried 5-0.

(00:18:10)

ITEM #6 - 2024 BUDGET WORKSHOP

Department Heads came before the Board to review the 2024 proposed budget. Each year the Commission holds several workshops to review both internal and external budget requests before holding a public hearing and adopting the budget. The adopted budget funds both the County's operations for the forthcoming year and the CIP in subsequent years. The schedule of workshops is as follows:

	Monday, July 17, 2023	Tuesday, July 18, 2023	Wednesday, July 19, 2023	Thursday, July 20, 2023
9:00 AM	Budget Overview	Butler County Commission Meeting	Emergency Communications	No meeting
9:15 AM			Clerk/Elections	No meeting
9:30 AM	Register of Deeds	Dept. on Aging	GIS/Mapping	No meeting
9:45 AM	Sheriff/Jail	Emergency Mgmt.	Community Development	No meeting
10:00 AM		District Court	Appraiser	No meeting
10:15 AM	Extension Office	Community Corrections	Leadership Butler	No meeting
10:30 AM	Noxious Weeds	Health	BBBS	No meeting
10:45 AM	Facilities Management	Information Technology	CDDO	No meeting
11:00 AM	Public Works/Landfill	Treasurer/Motor Vehicle	Soil Conservation	No meeting
11:15 AM		EMS/Rescue Squad	Butler County Fair Association	No meeting
11:30 AM			CASA	No meeting
11:45 AM		County Attorney	Administration	South Central Mental Health
12:00 PM	1) Budget Review	Fire districts	Historical Societies	No meeting
12:15 PM	2) Notify Co. Clerk with intent to exceed RNR			No meeting
12:30 PM		SCARF		
12:45 PM	3) Set RNR/Pub. Hearing Date/Max Mill			
1:00 PM				

Tuesday, July 25, 2023	: Workshop - Budget Review as needed
Tuesday, August 1, 2023	: Workshop - Budget Review as needed
Tuesday, August 8, 2023	: Workshop - Budget Review as needed
Tuesday, August 15, 2023	: Workshop - Budget Review as needed
Tuesday, August 22, 2023	: 1) Hold tax rate hearing
	: 2) Hold budget hearing (must be between 08-20 & 09-20)
	: 3) adopt resolution to exceed RNR,
	: 4) adopt budget

Budget Timeline

- **June 15th**: Assessed property valuations from county clerks – will include RNR
- **July 20th**: Last day to notify county clerk of intent to levy above RNR (provide proposed tax rate and hearing information)
- **August 20th – September 20th**: Hold RNR hearing *prior to or in conjunction with* budget hearing
 - Each hearing must be published and in each case must be done at least 10 days prior to the hearing date.
- **August 25th**: Subdivisions not exceeding RNR will submit budget to county clerk
- **August 20th- October 1st**: Governing body formally adopts budget
- **August 30th – October 1st**: Governing body certifies budget to county clerk
- **By December 31st**: County Clerk provides budget to Municipal Services

(01:42:13)

RECESS

Commission Chair Herzet recessed the Commission meeting at 10:42 a.m. for 8 minutes.

(01:42:16)

RECONVENE

Commission Chair Herzet reconvened the Commission meeting at 10:50 a.m.

No action was taken.

(02:04:51)

VOUCHERS

Commissioner Masterson motioned to approve vouchers dated July 18, 2023, in the amount of \$696,450.76. Commissioner Murphy seconded the motion. Motion carried 5-0.

(02:05:13)

ADDS AND ABATES

Commissioner Woydziak motioned to approve Adds in the amount of \$00.00 and Abates in the amount of \$174.50. Commission Chair Herzet seconded the motion. Motion carried 5-0.

(02:05:30)

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

Commissioner Masterson will not be in attendance for next week's meeting.

Commissioner Jackson is recruiting people for the Butler County 4-H Celebrity Goat Milking Contest that takes place on Sunday, July 23, 2023.

Administrator Johnson is meeting with USI this afternoon. Administrator Johnson and the Board discussed the change in insurance carriers for the County employees from Simple Pay to provider network with Allied as the TPA, which goes into effect on November 1, 2023.

Administrator Johnson informed the Board of a few of the events that are taking place during the Butler County 4-H Fair.

(02:12:41)

RECESS

Commission Chair Herzet recessed the Commission meeting at 11:20 a.m. to reconvene at 9:00.m. Wednesday, July 19, 2023.

(00:00:02)

RECONVENE

Commission Chair Herzet reconvened the Commission meeting at 9:00 a.m. Wednesday, July 19, 2023.

(00:00:05)

ITEM #1 – 2024 BUDGET WORKSHOP

The 2024 budget workshops with Department heads and other outside agencies were continued.

(01:11:36)

RECESS

Commission Chair Herzet recessed the Commission meeting at 10:12 a.m. for 6 minutes.

(01:11:52)

RECONVENE

Commission Chair Herzet reconvened the Commission meeting at 10:18 a.m.

No action was taken.

(02:29:20)

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

Administrator Johnson presented a few pictures of the plans for the proposed Event Center in Butler County. Gravity Works Architecture made a few changes to the design and layout of the Event Center after meeting with the Event Center Committee.

Administrator Johnson informed the Board of the 4-H Fair Sale on Monday, July 24, 2023; the Board all agreed on an amount to be spent for the purchase of an animal.

(02:40:38)

ADJOURNMENT

Commissioner Woydziak motioned to adjourn the meeting of the Board at 11:47 a.m. Commission Chair Herzet seconded the motion. Motion carried 5-0.