

BUTLER COUNTY BOARD OF COMMISSIONERS
Tuesday, September 6, 2022

(00:00:04)

CALL TO ORDER

Commission Vice Chair Marc Murphy called the Butler County Board of Commissioners meeting to order at 9:00 a.m. Present were Commissioner Mike Wheeler, Commissioner Jeff Masterson, Commissioner Dan Woydziak, County Administrator Will Johnson and Clerk Recorder Jennifer Currier. Commission Chair Kelly Herzet was not in attendance.

(00:00:10)

INVOCATION

Commissioner Masterson presented the invocation.

(00:01:16)

APPROVAL OF MINUTES

Commissioner Wheeler motioned to approve the minutes from the August 30, 2022 Butler County Commission meeting as amended on page nine for a typing error. Commissioner Masterson seconded the motion. Motion carried 4-0.

(00:02:50)

PUBLIC COMMENTS

Tatum Stafford, County Clerk, presented 18 provisional ballots for the USD 394 Special Election to the Canvas Board consisting of Commissioner Wheeler, Commissioner Murphy, Commissioner Masterson, Commissioner Woydziak, and County Administrator Will Johnson for canvassing.

(00:06:49)

ITEM #1 – WORK SESSION - HEALTH INSURANCE PROGRAM

Aaron Wells, USI, and Will Johnson, County Administrator, came before the Board to receive and discuss suggestions from staff on recommended changes to the County's Health Insurance Premium program and modifications to rate structures. The County started a health insurance incentive program in 2007 with Vitality and has been self-insured since about 2013. Staff is recommending minor modifications to the program. Mr. Wells presented the last year's claims data and proposed changes to the County's program. Staff is recommending adding an additional low premium high deductible plan and a reduction in tiers to the Wellness Program, premium incentives to the HRA program, and modifications to the Out of Pocket maximum to the PPO plan. The self-insurance program costs approximately \$4,500,000 annually and is the highest cost driver to the budget after payroll.

No action was taken.

(00:45:30)

ITEM #2 – PUBLIC WORKS DEPARTMENT EQUIPMENT - PURCHASE APPROVAL

Darryl Lutz, Public Works Director, came before the Board for approval for the purchase of one new rubber track mini excavator for the Landfill Division of the Department of Public Works. Bids were received, opened and accepted from three vendors for one rubber track mini-excavator

without trade. The lowest and best bid received for equipment meeting the County's specifications was from White Star Machinery for a 2022/23 Bobcat E88 mini-excavator in the amount of \$118,365.93. White Star Machinery offered an extended warranty of five years or 2,000 hours for the entire machine including parts and labor for an additional \$2,400. Staff is recommending the purchase of the extended warranty bringing the net purchase price to \$120,765.93.

Commissioner Wheeler motioned to approve the purchase of a rubber track mini-excavator based upon lowest and best bid from White Star Machinery Co., Wichita, Kansas for a new Bobcat E88 at a delivered price of \$120,765.93 including the extended warranty. Commissioner Masterson seconded. Motion carried 4-0.

(00:50:38)

ITEM #3 – STOCKPILE USE AGREEMENT

Darryl Lutz, Public Works Director, came before the Board for approval of an agreement with SEMA to utilize a County materials stockpile area for materials processing and storage related to the BNSF double track project southwest of Augusta, Kansas. SEMA approached the County to inquire if they could use the new four acre site to store and process materials that will be used on the BNSF project. Staff is working with SEMA to finalize details of a proposed agreement to use a four acre tract owned by the County. SEMA is proposing to use the site for up to 15 months. In lieu of cash compensation paid to the County, the County has requested and SEMA agreed to clear the site of all debris and to dispose of the material, remove and stockpile all topsoil, place and compact a permanent rock subgrade on the site that will remain and to comply with any and all state or local requirements for use of the site. The County would forgo the use of the site for 15 months. The cost savings to the County for not having to clear and improve the site is fairly significant and more than offsets any cost to the County to delay use. Staff intends to have an agreement either in draft or final form for the Board to review and consider.

Commissioner Woydziak motioned to approve an agreement between SEMA and Butler County pending legal approval to allow SEMA to utilize a four acre tract owned by the County located on the north side of SW 150th St on the east side of the BNSF railroad for a period of up to 15 months and to authorize the Vice Chair to sign. Commissioner Masterson seconded. Motion carried 4-0.

Commissioner Woydziak and Mr. Lutz discussed road damage that has occurred in the area where SEMA is working.

(00:57:11)

ITEM #4 – SW BUTLER RD PROJECT FROM K-254 NORTH TO PARALLEL - CONSTRUCTION ENGINEERING AGREEMENT

Darryl Lutz, Public Works Director, came before the Board for approval of an agreement with the Kansas Department of Transportation (KDOT) for the County to provide construction engineering services related to the SW Butler Rd Improvement Project from K-254 north to Parallel which is a federal aid project funded through KDOT. KDOT has approved the County's proposal to provide construction engineering service. KDOT has prepared and forwarded to the

County an agreement for the work as proposed. The agreement is a standard form agreement and reflects the scope of work expected by the County.

Commissioner Wheeler motioned to approve the agreement with KDOT for the County to provide construction engineering services for KDOT Project No. 8 C-4935-01, the SW Butler Rd improvement project from K-254 to Parallel and to authorize the Vice Chair to sign the agreement. Commissioner Masterson seconded. Motion carried 4-0.

(00:59:54)

ITEM #5 – EIGHTMILE CREEK BRIDGE ON SW PRAIRIE CREEK RD AND PRAIRIE CREEK BRIDGE ON NW BUTLER RD – ENGINEERING SERVICES

Darryl Lutz, Public Works Director, came before the Board for approval for Public Works to proceed with obtaining agreements for engineering services for two proposed bridge replacement projects for the Eightmile Creek Bridge on SW Prairie Creek Rd east of Rose Hill and for the Prairie Creek Bridge on NW Butler Rd one and a half miles north of Parallel. The County maintains 433 bridge sized structures throughout the County in addition to over 2,000 culvert sized structures. Public Works has identified several bridges on County and township roads that are in need of major repair work or replacement. Two unplanned priority projects have been proposed for funding through the Kansas Department of Transportation (KDOT). Staff is requesting to proceed with the design phase to hopefully expedite getting the projects to construction once funding has been identified and approved. The projects are not in the current adopted CIP, however, staff will propose an update to project priorities in the CIP once funding has been identified. The County has utilized the firm of Finney & Turnipseed, Topeka, Kansas, for many years as its primary bridge design firm. The firm has a very strong background in bridge design work and has consistently provided cost effective bridge designs for the County. Staff is requesting permission to proceed with soliciting and negotiating for required bridge design services with Finney & Turnipseed for the two proposed bridge projects. Mr. Lutz will present the engineering service agreements to the County Commission for consideration at a later date.

Commissioner Woydziak motioned to approve the Director of Public Works to work with Finney & Turnipseed Consulting Engineers, Transportation & Civil Engineering, LLC, Topeka, Kansas, to negotiate project scopes and design service fees for project design work to replace the Eightmile Creek Bridge on SW Prairie Creek Rd east of Rose Hill and the Prairie Creek Bridge on NW Butler Rd one and a half miles north of Parallel and to return at a later date with agreements for consideration. Commissioner Masterson seconded. Motion carried 4-0.

(01:04:02)

ITEM #6 – EMPLOYMENT BACKGROUND SCREENING POLICY

Sherry Hoelker, Human Resources Director, came before the Board for approval of the Background Check Policy and Procedures AR22-02 and approval of the service agreement with Vadility Screening Solutions. Administration has discussed the need for conducting employment background screening as a way to protect the County. A major reason for conducting background and reference checks is to avoid harm or legal liability of various types to an employer. This includes harm to other employees by sexual harassment or workplace violence. In discussion with Travelers Risk Control during the County's annual renewal, they expressed the need for the County to conduct background checks for all employees and volunteers that have the potential to work with vulnerable populations including children and senior citizens. This would better the County's position for insuring the County for events such as the EMS Kids Camp if certain risk management controls were in place. In order for Butler County to start a new process of this

scale staff will need to work with a third party administrator that specializes in employment background screening. In researching various vendors along with recommendations from other counties, Ms. Hoelker recommended patterning with Vadility Screening Solutions out of Overland Park, Kansas; Vadility was recommended by Harvey County. Vadility Screening Solutions best fits the County's needs in administering the program and are the most economical choice.

Commissioner Wheeler motioned to approve the Background Check Policy and Procedures AR22-02 and approval of the Service Agreement with Vadility Screening Solutions. Commissioner Woydziak seconded. Motion carried 4-0.

(01:10:34)

ITEM #7 – VEHICLE BID SOLICITATION DEPARTMENT ON AGING

Will Johnson, County Administrator, came before the Board for approval to allow the Butler County Department on Aging to solicit bids for replacement of a passenger vehicle. The County typically will bid for used vehicles that are one year old or less and have less than 30,000 miles on them. This has provided the County with substantial savings on passenger vehicles over the years since beginning this process. The Department will be replacing its four door passenger vehicle with a crossover type vehicle. The Department has \$30,000 budgeted for replacement of a vehicle in the CIP. The County will solicit bids for a one year old or newer vehicles with less than 30,000 miles on them. This allows all dealerships in the County to submit on new vehicles as well. Bids will be compared to the retail price in the NADA guides to determine the lowest and best bid.

Commissioner Masterson motioned to approve the Department on Aging to solicit bids for replacement of a passenger vehicle. Commissioner Wheeler seconded. Motion carried 4-0.

(01:13:38)

VOUCHERS

Commissioner Masterson motioned to approve vouchers dated September 6, 2022, in the amount of \$763,061.06. Commissioner Wheeler seconded the motion. Motion carried 4-0.

(01:14:00)

ADDS & ABATES

Commissioner Woydziak motioned to approve Adds in the amount of \$00.00 and Abates in the amount of \$107.76. Commissioner Masterson seconded. Motion carried 4-0.

(01:14:15)

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

Administrator Johnson reminded the Board of the Quad County meeting September 12, 2022 in Wichita, Kansas, and the Cassoday Senior Center dinner on September 19, 2022 at 6:30 p.m.

Administrator Johnson will be out of office the afternoon of September 8th and all day on the 9th; he will be attending the Kansas State Fair.

Commissioner Woydziak informed the Board of the 911 Memorial Ceremony in Rose Hill on Sunday, September 11, 2022 at 1 p.m.

(01:19:09)

ADJOURNMENT

*Commissioner Woydziak motioned to adjourn the meeting of the Board at 10:22 a.m.
Commissioner Wheeler seconded the motion. Motion carried 4-0.*