

**BUTLER COUNTY BOARD OF COMMISSIONERS**  
**Tuesday, September 13, 2022**

(00:01:13)

**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 Mike Wheeler, Commissioner Marc Murphy, Commissioner Jeff Masterson, Commissioner Dan Woydziak, County Administrator Will Johnson and Clerk Recorder Jennifer Currier.

(00:01:18)

**INVOCATION**

Commissioner Masterson presented the invocation.

(00:02:07)

**APPROVAL OF MINUTES**

*Commissioner Wheeler motioned to approve the minutes from the September 6, 2022 Butler County Commission meeting as presented. Commissioner Murphy seconded the motion. Motion carried 4-0-1. Commission Chair Herzet abstained due to not being present for the meeting.*

(00:02:38)

**PUBLIC COMMENTS**

*There were no public comments.*

(00:02:45)

**ITEM #1 – CONSTITUTION WEEK PROCLAMATION**

Will Johnson, County Administrator, came before the Board for approval to declare September 17, 2022, through September 23, 2022 as Constitution Week. Daughters of the American Revolution (DAR) member Mary Jo Jurey is the Constitution Week Chairman of the Flores del Sol DAR chapter. In 1955 DAR President General Gertrude Carraway desired to promote the observance of the US Constitution; thus Constitution Week was born. Constitution Week was first declared in August of 1956 by President Eisenhower. Ms. Carraway encouraged teachers and DAR members to teach, discuss, and study the American Constitution during Constitution Week. The date of September 17th was chosen to begin Constitution Week to commemorate the creation of the United States' Constitution on September 17, 1787. Bringing awareness to, and of, our nation's founding documents and principles is never a bad idea as it helps those who are aware refresh and maintain their awareness of these foundational principles and documents as well as making some individuals who may not have as much knowledge of the subject matter aware of its existence and perhaps spark interest for learning more about this important subject. Unfortunately, it is not uncommon for American citizens to have a somewhat incomplete understanding of how our nation's government is set up to run. Instituting Constitution Week in Butler County may spark some individuals to learn more about the subject.

Mary Jo Jurey was present for questions and the reading and signing of the Proclamation by Commission Chair Herzet.

*No action was taken.*

(00:03:46)

**ITEM #2 – FFY2023 WOMEN, INFANTS, AND CHILDREN (WIC) AND WIC BREASTFEEDING PEER COUNSELOR (BFPC) LOCAL AGENCY GRANT CONTRACT**

Jamie Downs, Health Department Director, came before the Board for approval of the FFY2023 WIC & BFPC Grant Contract in the amount of \$214,680.00 from the Kansas Department of Health & Environment (KDHE) to the Butler County Health Department for Federal Nutrition Services. The United States Dept. of Agriculture through KDHE offers the Health Department as the local WIC agency federal funding to conduct the Special Supplemental Nutrition Program for WIC and the WIC BFPC. The total grant contract approved amount is \$214,680.00. WIC Administrative funds \$189,279.00 and BFPC funds \$25,401.00 for FFY2023, which is for the period October 1, 2022, through September 30, 2023. The continuation of this program allows the Health Department to provide federal nutrition services and breastfeeding education and guidance to the Butler County citizens who qualify and need the services.

*Commissioner Murphy motioned to approve the WIC/BFPC Contract for FFY2023 for a total of \$214,680.00 between the Butler County Health Dept. and Kansas Department of Health and Environment and allow the Chair to sign. Commissioner Wheeler seconded. Motion carried 5-0.*

(00:12:26)

**ITEM #3 – COMMUNITY HEALTH NEEDS ASSESSMENT (CHNA)**

Jamie Downs, Health Department Director, came before the Board for approval to allow the Health Department to share the cost of the Community Health Needs Assessment with Susan B. Allen Memorial Hospital. Health Departments and hospitals are required to complete a CHNA every three years. The last assessment was completed in 2019. In the past the CHNA has been a collaboration between the local hospital and health department with the hospital covering the entire cost. This year the hospital has requested the Health Department share the cost equally. The Health Department uses the CHNA when writing grants and program planning for the next year. The total cost for the CHNA is \$5300 and the Health Department cost would be \$2,650.

Holly Landon, Susan B. Allen Memorial Hospital, was present for questions.

*Commissioner Wheeler motioned to approve the Butler County Health Department to share the cost of the 2022 Community Health Needs Assessment with Susan B. Allen Memorial Hospital in the amount of \$2,650. Commissioner Murphy seconded. Motion carried 5-0.*

(00:18:17)

**ITEM #4 – FLU VACCINE PURCHASE**

Jamie Downs, Health Department Director, and Broderick Bean, Health Department, came before the Board for approval of the invoice to purchase High Dose Flu and Fluzone QIV vaccine in the amount of \$12,307.53 from Sanofi Pasteur. This year the Health Department pre-ordered 160 High dose, 300 Fluzone, and 30 Flubluk doses.

Remit To:  
SANOPI PASTEUR INC  
12458 Collections Center Dr  
Chicago, IL 60693

Discount Due Date	Customer #	Invoice Number	Invoice Date
11/28/2022	70108461	919110582	08/30/2022
Payment By Discount Due Date	Payment After Discount Due Date		
(\$12,307.59)	(\$12,554.02)		

INVOICE

Amount Paid (\$)

**Billed To: 70108461**

BUTLER COUNTY HEALTH DEPT  
206 N GRIFFITH ST STE B  
EL DORADO KS 67042-2060

**Shipped To: 70108461**

Attn: GL 12-1  
BUTLER COUNTY HEALTH DEPT  
206 N GRIFFITH ST STE B  
EL DORADO KS 67042-2060

PLEASE DETACH AND RETURN THIS PORTION WITH YOUR PAYMENT TO ENSURE PROPER CREDIT

Sanofi Pasteur Inc. For inquiries, please call 1-800-VACCINE (1-800-822-2463) 9:30AM-6PM ET, Mon-Fri or visit us at [www.VaccineShoppe.com](http://www.VaccineShoppe.com)

DELIVERY NUMBER	ORDER NUMBER	SHIPPING METHOD	CARTONS	PAGE
519029942	14832390	1 Day FEDEX PRIORITY 10:30 AM	00001	1 of 1
CUSTOMER NUMBER	CUSTOMER P.O. NUMBER	INVOICE DATE	INVOICE NUMBER	
70108461	14832390	08/30/2022	919110582	

Item Number	Quantity	Unit	Description	Unit Price(\$)			Amount(\$)
				List	This Order*	Allocated*	Qty x This Order
122-65	16	PAC	Fluzone HD QIV 22-23 240 mcg/0.7mL SUS STR 10	606.72	606.72	606.72	9,707.52
			NON-RETURNABLE				
077715AA			Excise Tax Surcharge		7.50		120.00
422-50	15	PAC	Fluzone QIV 22-23 60 mcg/0.5mL SUS STR 10	186.29	182.56	182.56	2,738.46
			NON-RETURNABLE				
077680NA			Excise Tax Surcharge		7.50		112.50
RECEIVED SEP 07 2022							
Total Savings			180.35	Subtotal of Items			12,678.48
VaccineShoppe.com Savings			124.46	Invoice Summary			12,445.98
Quantity/Other Promotion Savings			55.89	Subtotal of Products			124.46
				VaccineShoppe.com Savings			12,321.52
				Net Subject to Prompt Pay Discount			232.50
				Federal Excise Tax Surcharge			12,554.02
				Amount Due On 11/29/2022			246.43
				Prompt Pay Discount			12,307.59
				Amount Due if Paid by 11/28/2022			
				Amount Due			12,554.02

As part of the usual receipting process or otherwise, Purchaser may be required to disclose discounts or rebates pursuant to 42 U.S.C. 1256-26 (b) (5) (ii), 42 C.F.R. 101.90.28 (f), other federal or state laws, or agreements with other payers.  
\*Prices are net of all discounts, except VaccineShoppe.com and prompt pay discounts if any listed in the Invoice Summary. \*\*May be used for reporting and other purposes, as applicable.

Mr. Bean informed the Board the Health Department has 10 flu clinics scheduled this season that are for insured and non-insured clients.

**Commissioner Masterson motioned to approve the flu vaccine invoice from Sanofi Pasteur in the amount of \$12,307.53 for the Butler County Health Department. Commissioner Woydziak seconded. Motion carried 5-0.**

(00:23:45)

**ITEM #5 – EMS AMBULANCE BID OPENING**

Scott Stueven, Emergency Medical Services Deputy Director, came before the Board to open received sealed bids for three new ambulances and to direct EMS staff to review and bring back recommendations to the Board. Three manufacturers manufacturers were provided the approved bid specifications; two bids were returned. EMS staff asked for one to two weeks to compare bids received and to bring back a recommendation. Funding for replacement is scheduled within the CIP and includes purchase of two ambulances in 2022 (delivery estimated in 2024) and one ambulance in 2023 (delivery estimated in 2024).

**Ambulance Bid Tabulation**

<p><b><u>AEV: (TYPE 3 AMBULANCE)</u></b>                  FORD E450- \$249,974.44                  LOAD SYSTEM- \$24,153.72                  COT- \$29,554.60  <b>TOTAL: \$303,682.76</b></p>	<p><b><u>AEV: (TYPE 2 AMBULANCE)</u></b>                  FORD TRANSIT- \$183,011.09                  LOAD SYSTEM- \$24,153.72                  COT- \$29,554.60  <b>TOTAL: \$236,719.41</b></p>
<p><b><u>OSAGE: (TYPE 3 AMBULANCE)</u></b>                  FORD E450                  INCLUDING COT AND LOAD SYSTEM:  <b>\$310,633.94</b></p>	<p><b><u>OSAGE: (TYPE 2 AMBULANCE)</u></b>                  FORD TRANSIT                  INCLUDING COT AND LOAD SYSTEM  <b>\$210,316.94</b></p>

*Commissioner Masterson motioned to approve the sealed bids for a new ambulance and direct staff to review and bring back a recommendation to the Board at a later date. Commission Chair Herzet seconded. Motion carried 5-0.*

(00:31:30)

**ITEM #6 – VESTA ALERT (REVERSE911) ANNUAL PAYMENT**

Jeremy Seglem, Emergency Communications Director, came before the Board for approval of the annual payment for Vesta Alert. Butler County purchased Reverse911 in 2001. The system has been used hundreds of times for incidents ranging from flooding and fire evacuations to finding missing children. Airbus purchased Reverse911 in 2010 and renamed it Vesta Alert. Motorola purchased Vesta Alert in 2018 but retained the name. The annual fee provides for unlimited calls, hosting fees, and annual maintenance of the County's 911 databases and self-registration portal.

*Commissioner Woydziak motioned to approve the payment of \$9,000 for the Reverse911 Maintenance Agreement. Commissioner Masterson seconded. Motion carried 5-0.*

Commissioner Wheeler inquired about staffing in the Emergency Communications Department; Mr. Seglem stated the department had five in training and needs three more to be fully staffed.

(00:37:44)

**ITEM #7 – PROQA ANNUAL SUPPORT PAYMENT**

Jeremy Seglem, Emergency Communications Director, came before the Board for approval to make a payment of \$25,338.00 for annual software maintenance. ProQA is the computerized version of the protocols used on every 9-1-1 call received. These protocols dictate how calls are prioritized and provide the scripted instructions for 9-1-1 callers specific for the emergency they are reporting. These instructions range from general safety tips to step-by-step life support instructions. A sampling of instruction topics include: water rescue; persons trapped in building fires; hazardous materials releases; sinking vehicle/rising flood waters; CPR; childbirth; choking; AED usage; aspirin administration for chest pain; determining pulse and respiration rates; Diagnosing a stroke; active shooter situations; and many others. ProQA is interfaced with CAD, automatically displaying to the dispatcher all of the questions and answers the call taker receives. These protocols are updated several times per year at no additional cost besides this SMA. This maintenance agreement allows Butler County 911 access to technical support 24 hours per day, 365 days per year. The technical support center has proven to be very helpful and knowledgeable to date and has been especially valuable to staff in resolving noncritical issues after hours.

*Commissioner Murphy motioned to approve the payment of \$25,338.00 for the ProQA annual software maintenance. Commissioner Wheeler seconded. Motion carried 5-0.*

(00:41:45)

**ITEM #8 – BID PROCESS FOR A REPLACEMENT UNINTERRUPTIBLE POWER SUPPLY (UPS) FOR THE IT DATA CENTER AND THE 9-1-1 CENTER.**

Lew Harter, Information Technologies (IT) Director, and Kevin Norman, Information Technologies Network Engineer, came before the Board for approval to solicit bids for a replacement UPS for the IT Data Center and the 9-1-1 Center. The new proposed UPS units would power all servers, storage, routers, firewalls, and network equipment that make up the data center and the 9-1-1 center. They would provide central, reliable sources of power with reporting and alerting features. The electrical bypass

would allow the UPSes to be bypassed if maintenance was required, without taking down the data center.

***Commissioner Masterson motioned to approve the request for the IT Department to solicit bids under CIP TC-008006 2021 and CIP EQ-014002 2016 for two UPSes. Commissioner Woydziak seconded. Motion carried 5-0.***

(00:44:01)

**ITEM #9 – AMERICAN RESCUE PLAN ACT (ARPA) PLAN APPROVAL**

Ryan Adkison, Finance Director, came before the Board for approval of the proposed and updated ARPA plan. In early 2021 Butler County was granted \$12,996,677 through the American Rescue Plan Act (ARPA). The County's first payment was received May 23, 2022, and the second payment was received June 9, 2022. To date the County has spent \$2,381,977.02, with the bulk going towards radios and premium pay. The grant has a balance of \$10,614,679.98. Approximately \$240,000 is reserved out of this balance for a September premium payment. The following list is the proposed use of the remaining balance:

- Approximately \$31,000 for PPE reimbursement for EMS and Jail
- Approximately \$343,680 reimbursement for Jail staff time spent responding to COVID-19. ARPA rules allow for the County to consider public health and safety employees to be entirely devoted to responding to COVID-19
- \$10,000,000 for lost revenue reimbursement, which can be claimed using any legitimate public expenditure. BKD is recommending the use of payroll for this reimbursement if possible, which is what staff is proposing. Once the dollars are transferred from the ARPA fund to our General fund, assuming the County has sufficient salary/benefit costs to reimburse, the County will then need to appropriate the \$10,000,000.

***Commissioner Woydziak motioned to approve Butler County's ARPA plan. Commissioner Masterson seconded. Motion carried 5-0.***

(00:54:42)

**ITEM #10 – VOTING DELEGATION KANSAS ASSOCIATION OF COUNTIES (KAC)**

Will Johnson, County Administrator, came before the Board to appoint a voting delegate for the 2000 KAC Conference and two alternates. Each member county is entitled to one vote at the annual conference for the legislative platform and any changes to the bylaws which may be presented to the members. The County is allowed to select one delegate and two alternates. Traditionally the County Commission selects the Commission Chairman as the voting delegate and then the County Administrator as an alternate plus one additional Commissioner or staff member.

***Commissioner Woydziak motioned to appoint Kelly Herzet as the voting delegate for the 2022 KAC Conference and Marc Murphy as the First Alternate and Dan Woydziak as the second alternate. Commissioner Wheeler seconded the motion. Motion carried 5-0.***

(00:57:18)

**ITEM #11 – POSITION CLASSIFICATION CHANGE**

Will Johnson, County Administrator, came before the Board for approval of the job classification and title change for the open Captain position at the Detention Facility from range 103 to range 105 and from Captain to Detention Director Major. With the current resignation of one of the Captains the opportunity exists to modify the structure so there is a definitive Director (Major) and a Captain. Staff has recommended to the Sheriff's Office the possibility of modifying the structure and changing the open Captains position from a Range 103 to Range 105 and calling it a Director. The Sheriff and Undersheriff have agreed with the recommendation and requested the approval from the Board. The department will advertise for the new position if approved and develop a selection committee to help with the hiring of the new Director.

*Commissioner Woydziak motioned to approve the job classification and title change for the open Captain position at the Detention Facility from Range 103 to Range 105 and from Captain to Detention Director Major. Commission Chair Herzet seconded. Motion carried 5-0.*

(01:01:50)

#### **VOUCHERS**

*Commissioner Woydziak motioned to approve vouchers dated September 13, 2022, in the amount of \$360,029.67. Commissioner Masterson seconded the motion. Motion carried 5-0.*

(01:02:07)

#### **ADDS & ABATES**

*Commissioner Woydziak motioned to approve Adds in the amount of \$26.40 and Abates in the amount of \$514.72. Commissioner Masterson seconded. Motion carried 5-0.*

(01:02:27)

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

Commissioner Wheeler inquired if Administrator Johnson had heard from the Service Surface Transportation Board; Administrator Johnson stated he had not heard from them.

Commission Chair Herzet and Commissioner Wheeler will be attending the Butler County Farm Bureau dinner this evening.

Commission Chair Herzet and the Board discussed the borrow pit located at HWY 196 and 30<sup>th</sup>.

Commission Chair Herzet and the Board discussed if there had been any changes with Integrated Plastic Solutions (IPS).

Commissioner Woydziak discussed the 911 Memorial kick-off in Rose Hill, Kansas.

Commissioner Woydziak informed the Board that Superintendent Randal Chickadonz of UDS 394 is retiring.

Administrator Johnson reminded the Board of the dinner Monday, September 19, 2022, at the Cassoday Senior Center.

Administrator Johnson will be out of the office on September 16, 2022, and September 22 – 23, 2022.

Administrator Johnson and the Board discussed the COVID Retention Checks that are being dispersed on Friday, September 16, 2022.

(01:13:47)

**ADJOURNMENT**

*Commissioner Woydziak motioned to adjourn the meeting of the Board at 10:14 a.m. Commissioner Wheeler seconded the motion. Motion carried 5-0.*