

**BUTLER COUNTY BOARD OF COMMISSIONERS**  
**Tuesday, September 19, 2023**

(00:02:44)

**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.

(00:02:50)

**INVOCATION**

Commissioner Masterson presented the invocation.

(00:03:35)

**APPROVAL OF MINUTES**

*Commissioner Murphy motioned to approve the minutes from the September 12, 2023, Butler County Commission meeting as presented. Commissioner Masterson seconded the motion. Motion carried 4-0-1. Commissioner Woydziak abstained due to being absent.*

(00:04:00)

**PUBLIC COMMENTS**

River Horner, 411 S Denver, El Dorado, Kansas, came to say Thank you and presented homemade zucchini muffins to the Board, Sheriff Monty Hughey, Treasurer Donna Farthing, County Clerk Tatum Safford, Register of Deeds Jacque Roberts and County Administrator Will Johnson for purchasing her Katahdin lamb at the 2023 4-H Fair. Ms. Horner has been showing lambs for three years and been in 4-H for five years. Ms. Horner is very active with the El Dorado Boosters 4-H Club.

Pam Dunham, GIS Director, came before the Board to discuss the Butler County GIS Department receipt of the SAG Award at the annual ESRI User Conference. Butler County GIS set a goal to provide a countywide GIS deployment through the utilization of ArcGIS. Needs existed to provide applications that were cost effective, streamline workflows and improve efficiencies within each County Department. The need to provide quick and easily accessible maps and data throughout the organization to eliminate data silos also existed. With Enterprise Sites, GIS is able to provide quick and easy access to all the maps, apps, dashboards and training materials needed for each department. The Appraiser's Office is one of the biggest users, of Enterprise Sites and by creating a live data connection to the Appraiser's Offices' data GIS was able to implement several applications, which automatically update as data changes. One application is focused on sales and when used alongside the neighborhood application, Staff has immediate access to the data, supporting the property valuation process and provides a visual aid during the hearing process. Through the use of filters and symbolization, it has eliminated the need for multiple queries to be manually run to perform valuation analysis. The implementation

of field applications provide an easy way to track progress in the field through the use of widgets. This data is also visible through internal dashboards for administrative staff.

(00:17:50)

**ITEM #1 - FLINTHILLS SERVICES, INC. BOARD OF DIRECTORS APPOINTMENTS**

Kathy Walter, Nicole Hall, and Ryan Wheeler, Flinthills Services Inc., came before the Board to appoint a nominee to the vacant position on the Flinthills Services, Inc. Board of Directors. Greg Buster served in the District 4 position; due to moving out of state a few months ago Mr. Buster is no longer able to serve on the board. Ryan Wheeler has been selected to replace Greg Buster in the District 4 position.

Ryan Wheeler introduced himself to the Board.

*Commissioner Murphy motioned to appoint Ryan Wheeler to the District 4 position of the Flinthills Services, Inc. Board of Directors. Commissioner Masterson seconded the motion. Motion carried 5-0.*

Ms. Walter and Commissioner Woydziak discussed Rose Hill's Dump Day, which is a fundraiser for the Special Olympics.

Ms. Walter informed the Board of the upcoming 8<sup>th</sup> Annual Burgers and Brew; this fundraising event is October 20<sup>th</sup> from 10:00 a.m. to 2:00 p.m. at STC Sporting Clays.

(00:22:28)

**ITEM #2 - RENEWAL OF THE CIVICPLUS HOSTING AND SUPPORT AGREEMENT**

Lew Harter, Information Technology (IT) Director, came before the Board for approval of the annual renewal of the CivicPlus hosting and support agreement. CivicPlus hosts and supports the County's public facing website. This renewal continues the County's hosting and support with Civicplus for another year. IT would like to continue with CivicPlus in order to provide the www.bucoks.com website for interaction and communication with the citizens of Butler County. The total renewal purchase price is \$11,598.91. This is an increase of \$809.09 over last year's price of \$10,789.82.

*Commissioner Woydziak motioned to approve the annual renewal of the CivicPlus hosting and support agreement in the amount of \$11,598.91 and authorize Staff to sign all purchase documents as needed. Commissioner Jackson seconded the motion. Motion carried 5-0.*

(00:23:48)

**ITEM #3 - ESRI ANNUAL MAINTENANCE**

Pam Dunham, GIS Director, came before the Board for approval to enter into an ESRI Small Government Enterprise Agreement for annual software maintenance with ESRI in the amount not to exceed \$112,500. Web traffic has increased to the capacity that the County is maxing out the GIS Servers; web data is utilized by the City of El Dorado, City of Andover, City of Rose Hill and City of Augusta. To add an Image Server license to help alleviate this bottleneck, with the County's current maintenance, the cost is \$22,000 upfront and an additional \$5,500 annually; with Enterprise Agreement, the Image Server license would be included at no additional cost

annually. To increase the County's current core license computing power would cost an additional \$5,000 annually. Currently, the Appraiser's Office is working under public editing data; adding the Appraiser's nine editor licenses for field staff would add an additional \$3,465 annually to current maintenance costs. GIS is currently working under an a la carte type maintenance with additional costs for each software and additional annual maintenance. The new agreement would be a flat fee annual software license agreement for countywide GIS deployment to include all needed editors, the majority of any software that GIS might need for future expansion, server license and computing power.

***Commissioner Woydziak motioned to approve Butler County to enter into an ESRI Small Government Enterprise Agreement for yearly software maintenance with ESRI in the amount not to exceed \$112,500. Commissioner Masterson seconded the motion. Motion carried 5-0.***

(00:30:04)

**ITEM #4 - GRANT MANAGEMENT SOFTWARE**

Ryan Adkison, Assistant County Administrator/Finance Director, came before the Board for approval to purchase grant management software. The County typically spends over \$1 million annually in federal and state grant dollars. In the past three years, this has sometimes been over \$15 million due to COVID-19 related grants. Federal dollars, even if passed through the state, have robust reporting requirements that can take large amounts of staff time and energy to set up and manage. Additionally, the annual Schedule of Expenditures of Federal Awards (SEFA) requires the County to track detailed financial information at the grant/fund level, which the financial system is not always efficient at extracting, necessitating detailed and somewhat cumbersome spreadsheets. Grant management software is designed to help streamline not only the financial management and reporting of grants, but the entire lifecycle of grants including researching grants, applying for grants, workflow approvals and compliance reporting. County Staff researched and interviewed several different grant management software as a service (SaaS) options and settled on Amplifund as the best and most cost effective option. Community Corrections currently uses AmpliFund in their reporting to the Kansas Department of Corrections (KDOC). Entering into a contract with Amplifund will cost \$27,000 in year one and then \$15,000 in years two through four.

Jamie Downs, Health Department Director, and Crystal Noles, Department on Aging Director, were present and will utilize the grant management software.

***Commissioner Murphy motioned to approve the agreement with AmpliFund and authorize the Chair to sign. Commissioner Jackson seconded the motion. Motion carried 5-0.***

(00:35:03)

**ITEM #5 - EMS AND BUTLER COMMUNITY COLLEGE MEMORANDUM OF UNDERSTANDING (MOU)**

Frank Williams, Emergency Medical Services (EMS), came before the Board for approval of the Memorandum of Understanding (MOU) with Butler Community College (BCC). BCC and EMS have a long-standing relationship of training and education. Since the 1970s the local Community College and Butler County EMS have mutually benefited from preparing and maintaining the EMS workforce by providing initial certification courses and continuing

education courses that meet or exceed National and State standards. Recently, there was a request from the Augusta Department of Public Safety (ADPS) to have an Emergency Medical Technician (EMT) course locally. EMS desires to support this need by providing space and adjunct personnel during the course. EMS needs more access to certified EMT's locally to enrich the workforce. The Butler County community relies on First Response agencies to supplement our 911 call for EMS help. With ADPS now part of the Emergency Medical Service Technician (EMST) response, it is beneficial for ADPS and the surrounding EMST agencies to have this EMT training. This MOU will allow BCC to conduct a Kansas Board of EMS approved EMT course at the Augusta EMS/ADPS/Emergency Management building, including the training room and other spaces within the facility. This course begins on September 18, 2023, and concludes on December 15, 2023. On-duty EMS personnel will assist, as available, with providing the course.

*Commissioner Jackson motioned to approve the Memorandum of Understanding with Butler Community College as presented and direct the Chairman to sign. Commissioner Masterson seconded the motion. Motion carried 5-0.*

Mr. Williams will be attending the Kansas Association of Counties (KAC) Legislative Policy Meeting on September 27<sup>th</sup>.

Mr. Williams informed the Board the Augusta remodel project was completed on September 13<sup>th</sup> and the Andover project is progressing on schedule and within budget.

Mr. Williams stated one of the ordered ambulances in assembly and hopes to have the van, which was ordered around the end of the year.

(00:46:43)

#### **ITEM #6 - APPOINTMENTS TO BUTLER COUNTY SOLID WASTE MANAGEMENT COMMITTEE**

Will Johnson, County Administrator, came before the Board for approval to appoint members to fill the vacancies on the Butler County Solid Waste Management Planning Committee. The Solid Waste Management Planning Committee is a 15-member committee with representatives appointed by the Board and by the Mayors of the cities represented on the committee. Members on the committee are appointed to serve for three-year terms that are staggered. Two of the County Commission appointed positions are currently vacant and need to be filled. One of the positions is the Recycle/Environmental Coordinator position and the other position is the Private Industry position. The Recycle/Environmental Coordinator position was previously filled by an employee who retired and a new employee has now been hired. The Private Industry Position was previously held by a representative from HF Sinclair who has relocated. Staff has reached out to HF Sinclair for a person to fill the Private Industry Position on the committee. It was recommended that the Recycle/Environmental Coordinator position on the committee be filled by Satina Goodwin, Recycle/Environmental Coordinator, to fill an unexpired term that ends in December 2023 and to appoint Reagan Wilson, HF Sinclair, to fill an unexpired term that ends in December 2024 for the Private Industry position.

*Commissioner Masterson motioned to approve the following appointments to fill two vacancies on the Butler County Solid Waste Management Planning Committee: Satina Goodwin to fill the Recycle/Environmental Coordinator position that expires in December 2023 and Reagan Wilson, HF Sinclair, to fill the Private Industry position that expires December 2024. Commissioner Murphy seconded the motion. Motion carried 5-0.*

(00:48:58)

**ITEM #7 - FLATBED PURCHASE FOR CAB AND CHASSIS PICKUPS**

Will Johnson, County Administrator, came before the Board for approval to purchase and install of two flatbeds for two new cab and chassis pickups for the Butler County Department of Public Works. In September 2022, the Board approved the purchase of two new Dodge Ram 3/4 ton cab and chassis pickups. The pickups are just now being delivered and need to have a flatbed installed on each. Staff is in the process of obtaining bids from truck bed vendors to build and install the required flat beds. The bids are as follows:

BUTLER COUNTY DEPARTMENT OF PUBLIC WORKS	
BID TABULATIONS	
Quotes for 2 Truck Flat Beds to fit 2023 Ram 2500 4WD September 18, 2023	
Company Location	TOTAL for 2 Trucks
Economy Mfg. Wichita, KS	\$ 9,920.00
Midwest Truck Equipment Wichita, KS	\$ 17,950.00

*Commissioner Murphy motioned to approve the award of purchase of two flatbeds installed on two new cab and chassis pickups from Economy Manufacturing, Wichita, Kansas, in the total amount of \$9,920. Commission Chair Herzet seconded the motion. Motion carried 5-0.*

(00:50:09)

**ITEM #8 - APPLICATION FOR FENCE VIEWING**

Will Johnson, County Administrator, came before the Board for appointment of two Commissioners for fence viewing at the request of the Ronald and Cheryl Alvarez Living Trust pursuant to K.S.A. 29-201 for fence separating properties located one-half mile south of SE 20<sup>th</sup> and Bluestem Road, southeast of El Dorado, Kansas. On September 11, 2023, the Petitioner Ronald and Cheryl Alvarez Living Trust submitted an application for fence viewing to the County Commission in conformance to K.S.A. 29-201 through their attorney. According to statute, the Board of County Commissioners in each county shall be fence viewers in each township of such county, any two of whom shall be authorized and empowered to act under the provision of the act to settle controversies that arise about the rights of respective owners in maintenance of fences, should the parties not agree among themselves. Either party may apply for viewing of the fence should resolution between the two parties not occur. The viewers are required to view the disputed fence in accordance to K.S.A. 29-304 and make a

determination and assign to each party in writing, his equal share or part of such fence to be kept up and made in good repair. The assignment of responsibility shall be filed in the Register of Deeds and shall be final, conclusive and binding upon the parties and upon all succeeding owners of the land, and they shall be obligated thereafter to maintain their respective portions of the fence. Failure to comply with the mandate of the viewers can then be disputed in District Court. K.S.A. 29-105 stipulates the requirements for a legal fence in which the landowners are prescribed to maintain to be in conformance with a legal fence as required by the State of Kansas.

*Commissioner Woydziak motioned to approve the application for fence viewing, appoint Commission Chair Herzet and Commissioner Masterson to serve as fence viewers, and direct that a viewing be held on the fence described by the legal description in the application on the day of October 17, 2023 at 8:00 a.m. and that said viewing will be held at the mid point of the fence so referenced. Commissioner Jackson seconded the motion. Motion carried 5-0.*

(01:00:14)

#### **VOUCHERS**

*Commissioner Masterson motioned to approve vouchers dated September 19, 2023, in the amount of \$320,314.10. Commissioner Murphy seconded the motion. Motion carried 5-0.*

(01:00:35)

#### **ADDS AND ABATES**

*Commissioner Woydziak motioned to approve Adds in the amount of \$00.00 and Abates in the amount of \$1,034.50. Commissioner Jackson seconded the motion. Motion carried 4-0.*

(01:00:53)

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

Commissioner Jackson presented the Board with a letter inviting the Board to the Butler County Water District Banquet.

Commissioner Woydziak inquired about a voucher for the Sedgwick County Detention Facility; Administrator Johnson stated the charge is for housing a Butler County inmate.

Administrator Johnson informed the Board two interviews for the Community Development Director position are being held tomorrow.

Next Tuesday is the Rose Hill Senior Center luncheon following the Commission Meeting.

David Alfaro's Retirement Party is September 27, 2023, from 2:00 - 4:00 p.m. on the fourth floor in the Commission Meeting room; Mr. Alfaro is the current Community Development Director.

The morning of Tuesday, September 26<sup>th</sup>, Administrator Johnson will be out of the office.

Administrator Johnson and Mr. Adkison will be out of the office on October 3<sup>rd</sup>.

The Board and Administrator Johnson discussed Benton Township's request to have SW 50<sup>th</sup> St chip sealed or paved as part of a zoning change. This Zoning case is on next week's agenda.

(01:06:45)

**ADJOURNMENT**

*Commissioner Woydziak motioned to adjourn the meeting of the Board at 10:06 a.m.*

*Commissioner Masterson seconded the motion. Motion carried 5-0.*