



COUNTY COMMISSION REGULAR AGENDA

Finney County, dedicated to its citizens, serving its taxpayers

COUNTY ADMINISTRATIVE CENTER

April 3, 2017

8:30 AM

CALL TO ORDER

**CHAIRMAN LON
PISHNY**

8:30 AM

Pledge of Allegiance to the Flag and Invocation

Chair Person Comments

Proclamation (8:30 am)

Consent Agenda

Approval of Accounts Payable : Payroll of 03/24/2017 \$272,292.26, A/P of 04/03/2017
&146,818.11

2017 Sealing Bids

2017 Bituminous Surfacing Project

Board Appointment

Public Comment

Executive Session - Attorney Client (9 am)

Executive Session Permitted by K.S.A. 75-4319 (b.2)
15 Minutes

Lake Road Bridges Update

John Ellermann

Update of the progress of the Lake Rd. Bridge Project.

Auction - Road & Bridge Equipment

Roger Calkins

Old Equipment

Board Governance

Legislative Activity

Finney County Board Goals and Priorities Discussion

County Administrator Report

County Administrator Updates

County Commissioner Reports

- Commissioner Clifford
- Commissioner Drees
- Commissioner Larry Jones
- Commissioner Dave Jones

- Chairman Pishny

Adjournment

Next Commission Meetings - Monday, 4/17/2017 and Monday, 5/1/2017



MEMORANDUM

TO: County Commission
THRU: Randy Partington, County Administrator
FROM:
DATE: April 3, 2017
RE: Proclamation (8:30 am)

DISCUSSION:

The Finney County Commissioners take great pleasure in expressing the appreciation of the County Commission and all citizens of this county on this achievement and hereby proclaim the week of April 3rd - 9th, 2017 as Holcomb High School Boys Basketball Championship Week.

RECOMMENDATION:

N/A

ATTACHMENTS:

Description
Proclamation

PROCLAMATION

WHEREAS, The Holcomb High School Boys Basketball Team won the Kansas State Basketball 4A - 2 State Championship. This is the 4th basketball Championship win in Holcomb High School history; and

WHEREAS, The 2017 State Champions of Class 4A - 2 consisted of: Michael Roth, Brandon Stegman, Steven Crain, Devin Mader, Garrett Williams, Trey Gilbert, Carter Blackburn, Caleb Clumsky, Zeke Leyva, Conner Vancleave, Damon Kepley and Kobe Dickson; and

WHEREAS, The Holcomb Basketball Team includes a dedicated staff of: Head Coach Chad Novack, Assistant Coaches Trevor Stapp, Aaron Miller and Trenton Specht.

NOW, THEREFORE, The Finney County Commissioners take great pleasure in expressing the appreciation of the County Commission and all citizens of this county on this achievement and hereby proclaim the week of April 3rd – 9th, 2017 as

**HOLCOMB HIGH SCHOOL BOYS BASKETBALL
CHAMPIONSHIP WEEK**

And call upon all citizens of our county to encourage our youth in their endeavors towards excellence in life.

DONE this 3rd day of **April, 2017**.

Lon E. Pishny, Chair

Bill Clifford, MD, Commissioner

Dave Jones, Commissioner

Duane Drees, Commissioner

Larry Jones, Commissioner

Attest:

Anita Garcia, County Clerk



MEMORANDUM

TO: County Commission
THRU: Randy Partington, County Administrator
FROM:
DATE: April 3, 2017
RE: Approval of Accounts Payable : Payroll of 03/24/2017 \$272,292.26, A/P of 04/03/2017 &146,818.11

DISCUSSION:

Approval of Accounts Payable: Payroll of 03/24/2017 \$272,292.26, A/P of 04/03/2017 \$146,818.11

RECOMMENDATION:

Approve Accounts Payable

MEMORANDUM

TO: County Commission
THRU: Randy Partington, County Administrator
FROM: John Ellermann, County Engineer
DATE: April 3, 2017
RE: 2017 Sealing Bids

DISCUSSION:

Discussion and approval of the street sealing bids for 2017. The project is to seal approximately 36 miles of within the county.

BACKGROUND:

Roads are sealed to help prolong the life of the pavement. Bids are requested annually to seal roads and streets in the county. Approximately 40 - 50 miles of roads chosen on a 5 year rotation. This years project consists of 36 miles, less than usual since some of the roads are included in the 2017 Bituminous Surfacing project.

Bids were received from two contractors.

B&H Paving	\$391,597.38
APAC	\$517,117.42
Engineer Estimate	\$605,513.60

The project specifications require the contractor to supply traffic control, pavement preparation, purchasing and applying the oil and applying the cover material. Road & Bridge will supply the cover material and any sweeping of excess material after the project is completed. June 1st is the early start date and must be completed by August 31, 2017.

The project has been approved with approval of the 2017 CIP and the 2017 Road & Bridge budget.

ALTERNATIVES:

The alternatives presented to the Board are to approve the bids as they are or not approve any portion or all of the bid.

RECOMMENDATION:

Staff recommends the approval of the bid from B&H Paving for \$391,597.38.

FISCAL And/Or POLICY IMPACT:

The project will impact the Other Contractual line item in the Road & Bridge budget.

MEMORANDUM

TO: County Commission
THRU: Randy Partington, County Administrator
FROM: Joh Ellermann, County Engineer
DATE: April 3, 2017
RE: 2017 Bituminous Surfacing Project

DISCUSSION:

Board approval of the 2017 Bituminous Surfacing Bids.

BACKGROUND:

Since 2009 we have been doing an asphalt over lay project. We try to group roads as close together as possible and stay within an 8 - 12 miles. Project costs have been split equally with the R&B Budget and the BRMP funds.

This year's project consists of only 5.63 miles of 1" milling and 2" overlay of the Pole Line Rd. and Towns Rd. and a 2" overlay of Old Post Rd., Rolling Hills Rd. and Weldon Rd. The project originally included the streets in the Towns Riverview and Towns Riverview South subdivisions and were removed from the list since they are in good condition. They will be sealed when they come up again.

Bids were received by the following contractors:

APAC	\$788,199.94
Klotz Sand	\$938,067.40
Engineers Estimate	\$987,110.30

ALTERNATIVES:

Alternatives include accepting the low bid from APAC, throwing out all bids and rebidding with more or less road miles, or elimination of the project altogether.

RECOMMENDATION:

Staff recommends that the Board accept the bid of \$788,199.94 from APAC Kansas Inc., Shears Division.

FISCAL And/Or POLICY IMPACT:

The project will have a 50/50 impact with the R&B Budget and the BRMP Fund.



Finney County Committee on Aging

"To Enrich, Educate, and Serve"

907 North Tenth • Garden City, Kansas 67846 • (620) 272-3620

March 29, 2017

Finney County Commissioners
311 N. Ninth St.
PO Box M
Garden City, KS 67846

Dear Mr. Commissioners:

On March 21st 2017, in a regular FCCA, our board voted to approve Rosa Esquivel as a new board member. Rosa will be replacing Richard de la Rosa due to his resignation for personal reasons. We ask that you please appoint Ms. Esquivel as she has been a very successful member of the community, and we feel she will be an asset to the Finney County Committee on Aging.

Thank you for your consideration,

Hilary Whiteley

Director

Senior Center of Finney County



MEMORANDUM

TO: County Commission
THRU: Randy Partington, County Administrator
FROM:
DATE: April 3, 2017
RE: Executive Session - Attorney Client (9 am)

DISCUSSION:

Non-Elected Personnel Discussion in Executive Session

RECOMMENDATION:

N/A

MEMORANDUM

TO: County Commission
THRU: Randy Partington, County Administrator
FROM: Joh Ellermann, County Engineer
DATE: April 3, 2017
RE: Lake Road Bridges Update

DISCUSSION:

Discussion of the progress being made on the project and what is left to complete.

BACKGROUND:

The Lake Rd Bridge Project bids were opened June 30, 2016 with Reece Construction being the low bid of \$606,931.29. The notice to proceed was issued in October of 2016 and work actually started November 11, 2016. Bridges were completed February 1, 2017 and as the bridges crews moved out the dirt contractor moved in. The dirt contractor ran into an old trash pit while grading the ditch line on the north side. The trash pit had to be removed and good dirt brought in to keep from having problems later. That work was extra work and expense to the project. With the dirt work completed and the guard rail installed all that remains is the seeding and erosion control installed. The project is substantially complete and the seeding should only be a few more days.

Staff is currently working with fence builders to build the fence on the north side. Fencing is not part of the contract, but extra work agreed on with the purchase of the r/w.

ALTERNATIVES:

There are not alternatives to consider.

RECOMMENDATION:

There are no recommendations to offer.

FISCAL And/Or POLICY IMPACT:

Costs of the project was split 3 ways with the R&B Budget, BRMP Fund, and Special Highway Fund.



MEMORANDUM

TO: County Commission
THRU: Randy Partington, County Administrator
FROM: Road and Bridge
DATE: April 3, 2017
RE: Auction - Road & Bridge Equipment

DISCUSSION:

Finney County has 3 motors (2) Detroit's and a Caterpillar. The Detroit's are a 471 (300hp) and a 671 (400hp). The Cat is a 3406 with 400hp. We also have a 2004 with 255135 miles. This semi-truck that has not been used since November of last year. These items need to be moved before they lose all value.

BACKGROUND:

These motors have not been used since we lost water at the Bruno. All are in good shape.

The truck uses 2 gallons of oil a day. The cost for a remanufactured motor is \$28,000 through a local vendor. The County is in need of a truck to replace this one but repairing this one would be throwing good money after bad.

I would like to auction these items off through Purple wave utilizing their platform for reaching all possible interested bidders with 0% commission.

ALTERNATIVES:

Local auctioneer.

RECOMMENDATION:

Use Purple Wave and benefit from their extended reach and 0% commission.

FISCAL And/Or POLICY IMPACT:

Money will go into Special Equipment , ear marked toward a new/used truck.



MEMORANDUM

TO: County Commission
THRU: Randy Partington, County Administrator
FROM:
DATE: April 3, 2017
RE: Legislative Activity

DISCUSSION:

Updates and discussion by commissioners of the legislative activity at the State of Kansas.

RECOMMENDATION:

Discussion



MEMORANDUM

TO: County Commission
THRU: Randy Partington, County Administrator
FROM: Commission
DATE: April 3, 2017
RE: Finney County Board Goals and Priorities Discussion

DISCUSSION:

Discuss progress since the last update on commission approved goals and priorities.

BACKGROUND:

Items with blue font are actions that were discussed during a January commission meeting. The red font items have been added since that meeting for an updated document.

RECOMMENDATION:

Discussion items

ATTACHMENTS:

Description

Objectives Update

Finney County Government

Mission

Finney County, dedicated to its citizens, serving its taxpayers

Vision

Finney County seeks to provide essential and relevant services that promote a growing community for residents, businesses and visitors. The county government shall be a convener and assist other government entities and businesses in efforts to enhance the quality of life, providing opportunities for all of its citizens.

Values

Integrity – Be honest and trustworthy. Be transparent to citizens and put the county's interests above personal gain.

Stewardship – Make decisions that are in the best interests of the taxpayers' financial investment.

Customer Service – Provide good customer service to the public and peers.

Collaboration – Understand and practice good teamwork internally and with external partners.

Resourcefulness – Provide services in an efficient manner and adjust to changing needs.

Goals

Analyze the relevancy of county services to align the available revenues, while maximizing efficiency and responsiveness in the delivery of services.

ACTION:

Staff is working on the final stages of the Priority Based Budgeting's Program Inventory. With the PBB, staff will be able to analyze the necessity, cost, list of mandated programs, change in service expectations and availability of service alternatives. Using this tool, the county commissioners can give direction on what services they feel are most important to the county citizens based on available resources.

Plan for capital improvements that support local commerce, maintain county facilities and public safety.

ACTION:

IN 2016, Finney County Commissioners adopted the Capital Improvements Program (CIP) policy to validate the CIP process that has been followed for the last eight years. The CIP is a 5-year capital budgeting plan that is approved annually prior to the presentation of operating budget requests. In the CIP, departments make requests that coincide with county roads, building, equipment and machinery needs to support the above-mentioned goal.

Improve communication with citizens about county services and initiatives, in an effort to expand citizen engagement.

ACTION:

Staff uses Facebook sites to inform the public and is looking into other methods to get information out to the public.

Expand partnerships with area governmental entities, state agencies and other public/private entities to leverage resources, eliminate service redundancies and maximize influence in state and federal decision making.

ACTION:

The county commission and staff work with regional partnerships in an ongoing effort. Examples are with legislative policies, Commissioner Pishny is on the Chamber of Commerce Government Affairs Committee and KAC legislative committee. The county administrator and city manager discuss on a regular basis areas of service provided by both entities to analyze possible consolidations and/or shared resources.

Be a positive contributor, particularly as convener when deemed appropriate, to community problem solving and quality of life issues.

ACTION:

In 2016, Commissioner Clifford worked with the county engineer to apply for a transportation grant to begin the attempt and conversation of adding walking/biking paths in the unincorporated areas of Finney County.

Governing Body Objectives

PRIORITIES

1. Assure the county administrator continually analyzes all county services and prioritizes core and non-core services.
2. Seek community feedback on prioritizing services.
3. With the Finney County Economic Development Corporation, sustain and strengthen the local economy.
4. Provide for on-going communication with state government about local impacts of reduced funding for state-mandated services.
5. Expand relationships with the governing bodies of both local and regional entities, providing for an agenda that engages leaders in joint problem solving and consideration of cooperative service delivery options.
6. Set board meeting agendas with regard to routine business items, staff reports and long-term policy issues.

OTHER

- Continue to effectively use the county's growing sales tax revenues.
- Pursue opportunities for expanding use of non-property tax revenue sources.
- Work with community partners to promote Finney County as a destination of choice.
- Analyze the feasibility of partnerships with regional entities and businesses (i.e. a sports authority).
- Contribute to development of a shared legislative agenda with local governments in the county and region, as well as with chambers of commerce.
- Assist the Finney County Economic Development Corporation regarding purchase options for land that represents prime site(s) for new business locations.
- Convene and collaborate with other local governments and state entities to promote water conservation, improve water quality and identify new water sources for the Western Kansas region.
- Convene and collaborate with partners to address the county's affordable housing needs.
- On a quarterly basis, conduct board governance self-evaluation.

Appointed and Elected Employee Action Plan

- Reduce or eliminate services which are ineffective or burdensome.
- Maximize use of new technologies to increase administrative efficiencies.
 - Finney County HR/Payroll has completed an extensive GL project to assist with the breaking out some departments into multiple divisions as a move toward program budgets that will assist with Priority Based Budgeting. Additionally, employees now have the ability to access via the web their timecard, payroll advices and W-2's. This web based access allows employees to enroll online for benefits and access payroll information.
 - The HR/Payroll web based system will lessen the use of paper which will reduce overall costs of paper supplies.
- Initiate a priority based budgeting process
 - Staff is finalizing the first phase of the Priority Based Budgeting, which is the Program Inventory phase. This phase is mentioned above in the Goals section.
 - Staff is working on getting the 2017 budget numbers and personnel into the completed phase of PBB. At that time, the commission will have the opportunity to view the current results.
- Maintain an inventory of needed facility improvements and adopt a long-term County Facilities Plan (CFP) that estimates costs of individual facility improvements and prioritizes projects for the 5-year Capital Improvement Program (CIP) and beyond.
 - With a new CIP coordinator at the Public Works department, we are looking at creating a facilities plan that works in conjunction with the CIP.
- Continually update the CIP for investments in infrastructure, facilities and major equipment.
 - Staff along with the CIP committee analyzes CIP requests on an annual basis and makes recommendations for the commission to adopt in the 5-year CIP budget.
- Identify additional opportunities for increasing user fees.
 - EMS discussed with the commission and have increased rates charged for ambulance care.
- Frequently update the county web site and social media to keep citizens informed about county decision-making and initiatives in an effort to solicit feedback.
- Create additional avenues to enhance citizen engagement.
- Increase internal communication to all county employees.
 - The county administrator informs department heads of issues on a monthly basis during department head meetings. The directors then pass the information on to their employees. Also, when overall county information needs to be sent, the county administrator sends county all emails.
 - The county administrator has started having individual director meetings on a monthly basis with the appointed directors. The meetings are beginning to also include staff and other levels of supervisors. Communication is better with these meetings.
- Enhance the commission meeting experience for citizens with use of technology and other appropriate means.
 - The IT department placed large TV's for the audience to view of commission agendas and background materials during the meetings. The audio system was also upgraded to allow

for the audience to hear what is being said by both the commission and visitors. In 2017, additional enhancements such as an audio enhanced podium for visitors to use is in the plans. The county administrator and county clerk have switched the agenda process to NovusAgenda, which places the agenda packets in a more convenient location on the county's website.

- With the Finney County Economic Development Corporation, sustain and strengthen the local economy.
 - The county administrator is in constant communication with the corporation about efforts to develop in the unincorporated areas of Finney County. The county administrator also had contact with Sunflower and Wheatland Electric about developing housing in the unincorporated areas. This meeting led to an additional meeting with the City of Holcomb to see what kind of economic development growth would work for them.
- Assist the Finney County Economic Development Corporation regarding purchase options for land that represents prime site(s) for new business locations (i.e. research probability of making unproductive properties productive).
- Prioritize community safety through effective law enforcement, prosecution, corrections and court services.
 - We have open communication with law enforcement both GCPD and FICO Sheriff's office. At any given time GCPD will be in our building helping with any legal or safety issues the clients present.
 - Meetings are held monthly with Finney County Attorney, Court Services staff, and Community Corrections staff both juvenile and adult. This keeps the lines of communication open along with discussing any legislative updates that affect us and our clients and how we will implement any changes.
 - Intake and Assessment staff and Stephanie meet with the FICO Attorney's office representative on a regular basis (sometimes weekly) to discuss intakes
 - Katrina has spoken to a group of lawyers about the changes in juvenile law so we are all on the same page. This group meets quarterly and have invited her twice in the last 8 months.
 - Corrections staff, Katrina, Beth, Stephanie and any others who have a need to know, attend Multi-Disciplinary Team (MDT) meetings in the other 5 counties.
 - Finney County just created a MDT team which consists of our staff, Court Services, County Attorney, representative from Compass, School (high school or middle school), representative from Sheriff's and GCPD, the family of the client and anyone else who has an interest in the matter. These positions are appointed by Judge Wurst and meetings are monthly or whenever called by the court.
- Collaborate with area partners in addressing the county's affordable housing needs.
- Contribute to the appearance and aesthetics of the community by maintaining attractive county facilities and strongly enforcing building and environmental codes.
- Improve "connectedness" of all communities in Finney County through improvements in roads, pedestrian and bike access, and sidewalks.
- In collaboration with the community college and other workforce development resources, expand opportunities and incentives for employee professional and career development.

- HR Director is working closely with GCCC and their newly formed relationship with National American University to allow employees to complete their degree or specific certificates at a reduced cost to anyone living in Finney County.
 - There are several departments that subscribe to online learning (paid subscription) through the State of Kansas to allow employees personal development opportunities.
- Facilitate formation of a Western Kansas consortium to identify best practices and cooperative approaches to workforce recruitment and development
 - Finney County's HR Director is already a VP for the Southwest Society for Human Resource Managers where human resource and personnel directors throughout the western region meet monthly to discuss various challenges regarding recruitment and retention. Additionally, the HR Director sits on the KS State Council of Society for Human Resource Managers representing the Western Region. This board is comprised of businesses across the state who is engaged with personnel.
 - There is an ongoing local group of Workforce Connection members that meet various times throughout the month to address workforce recruitment and development.
 - Plans for 2017 is for Finney County to work with the GC High School Government Class regarding career opportunities for the public sector.
- Evaluate the use of a flexible employee benefit package to enhance employee recruitment and increase job satisfaction.
 - HR Director works closely with IMA (Benefits Consultants) to establish flexible benefits to enhance employee recruitment.
 - 2017 A goal for the Benefits Group will be to discuss "flexible hours" and how departments might achieve this without disrupting services for citizens.
- Evaluate the need for a compensation policy that rewards high performance and expands use of non-financial employee recognition practices.
 - The HR Director has been researching this topic. Currently, there is a compensation policy in place that was approved in 20114 when there was a wage study conducted.
 - Annually, Finney County participates in KAC's service awards recognition program
- Research, and propose to county commissioners, policy changes or clarifications regarding spending limits for the county administrator and department directors.
- Review and provide any policy recommendations regarding change orders in contracts.
- Prepare for the impact to jail population, adult and juvenile corrections, if there are changes at the state level, including other counties if deemed necessary.

Approved by the Finney County Board of Commissioners on JULY 5, 2016
Mission Statement amended and approved by Board on March 6, 2017

IMPORTANT MEETINGS/EVENTS

March

GCCC Rodeo	March 31st – April 2nd	Fairgrounds
County Commission Meeting	Monday, April 3rd at 8:30 AM	County Admin.
GCCC Endowment Auction	Friday, April 7th at 6:00 PM	FC Exhibition Bldg.
Legislative Coffee	Saturday, April 15th at 10:00 AM	Heartland Cancer Center
County Commission Meeting	Monday, April 17th at 8:30 AM	County Admin.
Finney County Library Board	Monday, April 17th at 5:00 PM	Library
Aging Board Meeting	Tuesday, April 18th at 9:00 AM	Senior Center
Chamber Breakfast	Wednesday, April 19th at 7:10 AM	Clarion Inn
Finney County CVB	Wednesday, April 19th at 2:30 PM	Best Western Plus
Business to Business (b2b)	Thursday, April 20th, 2017 at 7:30 AM	FC Community Services Bldg.
Western Kansas Delegation to Washington, D.C.	April 22nd – April 25th Meetings all day on Monday, April 24th	Washington, DC
FCEDC Meeting	Wednesday, April 26th at 7:30 AM	City Admin.
GCHS Career & Job Fair http://www.gardencitychamber.net/events/details/gchs-career-job-fair-2685	Thursday, April 27th 10:00 AM	GCHS

Upcoming Meetings in Future Months

Legislative Coffee	Saturday, May 20th at 10:00 AM	St. Catherine's
Beef Empire Days Rodeo	Thursday, May 25th	Fairgrounds
Beef Empire Days begins	Friday, June 2nd	Fairgrounds



MEMORANDUM

TO: County Commission
THRU: Randy Partington, County Administrator
FROM:
DATE: April 3, 2017
RE: Next Commission Meetings - Monday, 4/17/2017 and Monday, 5/1/2017

DISCUSSION:

The meetings in April are the 1st Monday and 3rd Monday. For 2018 budget presentations by outside agencies, the meetings will be the first 3 Mondays of May. ***May 1st, 8th and 15th***

County departments and District Court will be scheduled for budget presentations on 1 of the first 3 Mondays in June. ***June 5th, 12th and 19th***

RECOMMENDATION:

For Your Information