

## The Board of County Commissioners Of Riley County, Kansas

The Regular meeting of the Board of County Commissioners met at the Riley County Plaza East Building March 10, 2011 with the following members present: Karen McCulloh, Chair; Alvan Johnson, Vice Chair; Dave Lewis, Member; and Rich Vargo, County Clerk.

### **8:30 Public Comment & Business Meeting**

Johnette Shepek, Budget and Finance Officer; Gary Rosewicz, Assistant County Engineer; Shelly Williams, Community Corrections Director; Leon Hobson, Public Works Director/County Engineer; Amy King, Deeds Supervisor/Deputy Register of Deeds; and Cindy Volanti, Human Resource Manager, attended.

Volanti presented a shared leave request.

Johnson moved to approve a shared leave request. Lewis seconded.

Carried 3-0.

Williams stated she and her peers in the building met and believe for safety it would not be in Riley County's best interest for the State parole position to be placed in the CPE Building.

Johnson said Karen Boyer called about a concern on Dial Road.

Hobson stated he will call her and look at Dial Road.

McCulloh discussed a conference call held on the interlocal agreement for fixed routes between KSU, Riley County, and Manhattan. McCulloh stated a Ta Bus should not be a participating member in the agreement as they are the service provider.

The Board of County Commissioners signed Riley County Personnel Action Forms for the following:

- Larry Morgan, a rehire, as a Seasonal Laborer, in the Parks Department, at a grade A step 2, at \$10.65 per hour.
- Gautama Dandu, a rehire, as a Seasonal Laborer, in the Parks Department, at a grade A step 1, at \$10.29 per hour.
- Brian Caswell, a rehire, as a Seasonal Laborer, in the Parks Department, at a grade A step 1, at \$10.29 per hour.
- Terry Alan Zimmerman, a new hire, as an On-Call Juvenile Intake, in the Community Corrections Department, at \$12.30 per hour (addition to on-call schedule, \$30 per day, \$60 per weekend days plus hourly rate).

Johnson moved to approve a Riley County 911 Maintenance Agreement 2011 with Ka-Comm, Inc. Lewis seconded. Carried 3-0.

Johnson moved to approve the payroll vouchers in the amount of \$206,203.59 and the following warrant vouchers for March 11, 2011:

**2011 Budget**

County General	\$491,741.70
Teen Court Collected Fund	1,055.98
Riley Co Juvenile Service	6,824.41
Motor Vehicle Operations	4,775.68
21 <sup>st</sup> Jud Dist Teen Court	911.59
Riley Co Adult Services	7,589.59
Capital Improvements Fund	94,831.92
Emergency 911	8,547.02
Solid Waste	3,074.98
Road & Bridge Cap Project	44,285.15
RCPD Levy/Op	11,601.62
Resourceful KS Energy Grt	3,729.71
Riley Co Fire Dist #1	6,877.52
Riley Co Fire Dist CapOut	677.46
University Park W&S	2,133.38
Hunters Island Water Dist	44.85
Deep Creek Sewer	75.00
Valleywood Operations	61.60
Terra Heights Sinking	390.35

Konza Water Operations 199.62

**TOTAL . . . . . \$689,429.13**

Lewis seconded. Carried 3-0.

Johnson moved to approve a Renewal of Online Access Agreement with Central National Bank for the Register of Deeds' Office. Lewis seconded. Carried 3-0.

Johnson moved to approve a Renewal of Online Access Agreement with HWS Consulting Group, Inc. for the Register of Deeds' Office. Lewis seconded. Carried 3-0.

Johnson moved to approve the minutes of March 7, 2011 as amended. Lewis seconded. Carried 3-0.

**9:00 John Pagen, Manhattan Area Chamber of Commerce**

Johnette Shepek, Budget and Finance Officer; Leon Hobson, Public Works Director/County Engineer; Lindsey Elliott, Channel 49; Yvonne Rameriz, KMAN; Monty Wedel, Planning/Special Projects Director; Brad Dornes, Manhattan Mercury; and Clancy Holeman, Counselor/Director of Administrative Services, attended.

Pagen presented the 2011-2014 Riley County Economic Development Strategic Plan to be submitted to the State Department of Commerce. Pagen stated the City of Manhattan and City of Ogden have approved the plan.

The Board, by consensus, agreed to approve the 2011-2014 Riley County Economic Development Strategic Plan to be submitted to the State Department of Commerce.

**9:10 John Pagen, Manhattan Area Chamber of Commerce**

Johnette Shepek, Budget and Finance Officer; Leon Hobson, Public Works Director/County Engineer; Lindsey Elliott, Channel 49; Yvonne Rameriz, KMAN; Monty Wedel, Planning/Special Projects Director; Brad Dornes, Manhattan Mercury; and Clancy Holeman, Counselor/Director of Administrative Services, attended.

Pagen reported Riley County's unemployment rate is 5.2% which is the 3<sup>rd</sup> lowest in the State with 36,924 people employed.

Pagen stated KSU has added a Cyber Security Engineer position, which will tie in greatly with NBAF.

Pagen discussed the significance of the City of Manhattan census population exceeding 50,000 economically in applying for grants. Pagen said in U.S.A. Today it states Manhattan Kansas was the most affluent city in Kansas in 2010 when in 2000 they were the least affluent.

Wedel stated the preliminary census counts will be submitted to local entities to review and challenge if necessary. Wedel said it will be important to work closely with the City of Manhattan on the census count numbers.

**9:30 Eileen King, Treasurer**

Shilo Heger, Tax & Accounting Supervisor/Deputy Treasurer; Johnette Shepek, Budget and Finance Officer; Yvonne Rameriz, KMAN; Brad Dornes, Manhattan Mercury; and Clancy Holeman, Counselor/Director of Administrative Services, attended.

King presented monthly financial reports.

King stated last year the Board approved a \$20,000.00 transfer to CIP for office furniture. King stated Mid America Office bid \$13,524.84 and an out of town company for the same items is \$12,402.91.

McCulloh said departments run into that difficult decision, but we always go with the low bid.

The Board of County Commissioners asked King to compare the bids based on overtime.

**9:45 Clancy Holeman, Counselor/Director of Administrative Services**

• **Administrative Work Session**

Johnette Shepek, Budget and Finance Officer; Yvonne Rameriz, KMAN; and Brad Dornes, Manhattan Mercury, attended.

Holeman discussed the local transit interlocal agreement meeting.

Holeman stated he asked our local delegation to restore the Local Environmental Protection Program (LEPP) funding.

Holeman said next Tuesday morning there will be a hearing on HB2294 regarding annexation.

Lewis asked about the Brenner zoning issue.

Holeman stated Cox is working on the Brenner zoning matter.

**10:20 Johnette Shepek, Budget and Finance Officer**

Paul Foltz; Leon Hobson, Public Works Director/County Engineer; Dennis Peterson, Noxious Weed Director; Yvonne Rameriz, KMAN; Brad Dornes, Manhattan Mercury; Clancy Holeman, Counselor/Director of Administrative Services; and Kathy Carpenter, Officer Manager, attended.

Shepek presented the unaudited 2010 General fund variance in ending cash balance of \$451,123.00.

Foltz suggested Riley County leave the ending balances at their current level or increase them in case the military leaves as it did in 1991.

Shepek presented the 2010 department budget analysis.

Peterson said for those departments who contract with entities labor reimbursements come back into the personnel line items, but are spent out of the contractual, capital and commodities which make it appear as an over expenditure.

**10:44 Monty Wedel, Planning/Special Projects Director**

Paul Foltz; Leon Hobson, Public Works Director/County Engineer; Yvonne Rameriz, KMAN; Brad Dornes, Manhattan Mercury; Clancy Holeman, Counselor/Director of Administrative Services; Tim Keane; Jim Coffman; and Kevin Fately, attended.

Wedel asked the Board to approve a budget of \$1,500.00 for the County Strategic Planning Retreat.

Johnson moved to authorize a budget of \$1,500.00 for the 2011 Strategic Planning Retreat to be paid from General Services. Lewis seconded. Carried 3-0.

Fately said residents along Wildcat Creek have asked the City of Manhattan to sponsor the Wildcat Creek watershed project. Fately stated the watershed needs to be formed to apply for grants to study the Wildcat Creek watershed. Fately stated they would like a letter from Riley County supporting the formation of the Wildcat Creek Watershed Council.

Keane said the Wildcat Creek watershed project will take 2-years. Keane stated they need a letter stating Riley County will be a partner and support the project.

Coffman said there are issues with habitats, erosion, and flooding.

Wedel stated Riley County's staff is available to assist with the committee.

Johnson moved to authorize the Chair to sign a letter of support and partnership with the Wildcat Creek Watershed Council. Lewis seconded. Carried 3-0.

**11:10 Robert Nall, Information Technology Director**

Cory Meyer, Network Administrator; Dawn Shoffner, Assistant Director of Technology; Johnette Shepek, Budget and Finance Officer; Clancy Holeman, Counselor/Director of Administrative Services; Yvonne Rameriz, KMAN; Julie Winter, Office Manager; Lanna Nichols, Court Administrator; Becky Brooks, Administrative Assistant II; and Monty Wedel, Planning/Special Projects Director, attended.

Nall said over the past few years, the Information Technology department has been preparing to update the existing phone system to provide for new technology, increased function, and overall cost savings for the County. Riley County's IT staff has diligently worked to ensure that the new voice technology would be a matured solution to best serve the County. A lot of research has been performed by staff to determine the type of voice technology that would provide the best fit for Riley County now, ten years from now, and into the future. Based on this research, it was determined that a VoIP (Voice over Internet Protocol) solution was the best path for Riley County.

**CURRENT PHONE SYSTEM:**

Our current phone solution, utilizes the AT&T Centrex/Plexar phone system which is centrally hosted by AT&T. We do not have a traditional PBX located within Riley County.

Some disadvantages of the current Plexar phone system are:

- Administration is cumbersome

- Moving phones is delayed due to not having direct control over the phone system
- Two different types of wiring infrastructures have to be maintained within each building for computers and phones
- Additional monthly fees for features and conferencing capabilities
- No auto attendant capabilities
- No interaction with 3rd party applications
- No reporting capabilities
- Voicemail system is end of life and needs to be replaced

#### NEW PHONE SYSTEM:

The proposed telephone system is a VoIP system manufactured by CISCO Systems. This system has been widely deployed in many Cities, Counties, Special Districts, and State Agencies as well as many private sector companies successfully. In fact, currently AOS and Cisco are partnered with the State of Kansas deploying the statewide VoIP solution.

The Voice over Internet Protocol (VoIP) solution is comprised of three main components or areas:

1. VoIP equipment consisting mainly of phones, call manager server, voice mail server, and other optional business applications.
2. An IP based network infrastructure that uses networking switches with integrated power over Ethernet. (Network Switches for PCs/Servers/etc.)
3. Connections to and from the PSTN (Public Switched Telephone Network) via voice line trunks.

Some key advantages of a VoIP phone system:

- The elimination of separate wiring infrastructure requirements



- A major reduction in the cost of system support such as installing, moving, adding, and managing the telephone handsets
- The elimination of monthly cost for extra features
- A reduction of more than 40% in our total monthly bill
- Interaction with outlook, voicemail delivered to the inbox
- Auto attendants and Interactive Voice Response (IVR)
- Call presence
- Expanded options with conference calling and meet me type conferencing
- Phone number masking
- Reporting
- And many more options

The new VoIP system takes advantage of current technology that has been widely adopted and tested.

#### CURRENT SWITCHING:

Our current switching environment is beyond end of life and is now into end of support as of May 2011. This VoIP proposal includes replacement all network switches that are no longer under warranty or support. On top of that, our annual Cisco SMARTnet contract will be reduced per switch nearly 50% on average of what we were paying for the older equipment. Some switches will have built in limited life time warranty on hardware, so there could be areas of 100% reduction in equivalent SMARTnet costs. So essentially, the VoIP project will not only save money over time, it will immediately remove the need to spend other future budget and CIP dollars down the line.

Nall stated we can explore two options for paying for the VoIP solution.

1. Payment from CIP to pay the full amount of 218,686.01.

or

2. Utilize Cisco's capital financing option of a lease with 0% interest for 5 years with a final payment of 1 dollar buyout at the end of the 5th year. The lease option would be subject to BOCC approval and also credit approval from the lender.

Shepek stated \$250,000.00 is budgeted in CIP for the Voice over IP project.

McCulloh suggested utilizing Cisco's offer of 0% interest financing for 5-years.

Lewis asked, what is the life of the system?

Nall stated 10-years based on the servers warranty.

Nichols said a year ago the Courts asked for this type of system.

Holeman asked, what happens when a server fails?

Nall stated there is a redundant server backup.

Johnson moved to approve the Purchase Authorization and activate the CIP project for Cisco Voice over Internet Protocol Solution to replace current phone/voice mail systems in the amount of \$218,686.01 to be funded by the CIP fund for the Information Technology Department and to apply for the 0% interest agreement for 5-years. Lewis seconded. Carried 3-0.

**11:34** Johnson moved to adjourn. Lewis seconded. Carried 3-0.