

# Sedgwick County

525 North Main Street 3rd Floor  
Wichita, KS 67203



*Sedgwick County...  
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## Meeting Minutes

Wednesday, February 6, 2019

9:00 AM

BOCC Meeting Room

### **Governing Body of Fire District 1**

*Pursuant to Resolution #007-2016, adopted by the Board of County Commissioners on January 20, 2016, members of the public are allowed to address the County Commission for a period of time limited to not more than five minutes or such time limits as may become necessary.*

*Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of Sedgwick County, should contact Crissy Magee, Sedgwick County ADA Coordinator, 510 N. Main, Suite 306, Wichita, Kansas 67203. Phone: 316-660-7056, TDD: Kansas Relay at 711 or 800-766-3777*

*Email: [Crissy.Magee@sedgwick.gov](mailto:Crissy.Magee@sedgwick.gov), as soon as possible but no later than 48 hours before the scheduled event. Please include the name, location, date and time of the service or program, contact information and the type of aid, service, or policy modification needed.*

**ORDER OF BUSINESS****CALL MEETING TO ORDER**

*The Regular Meeting of the Board of the County Commissioners of Sedgwick County, Kansas, was called to order at 9:07 a.m. on February 6, 2019 in the County Commission Meeting Room in the Courthouse in Wichita, Kansas, by Chairman David T. Dennis, with the following present: Chair Pro-Tem Commissioner Peter F. Meitzner; Commissioner Michael B. O'Donnell II; Commissioner Lacey D. Cruse; Commissioner James M. Howell; Mr. Thomas Stolz, Interim County Manager; Mr. Michael D. Pepoon, Interim County Counselor; Mr. Jim Weber, Deputy Director, Public Works; Ms. Valerie Kaster, Manager, Project Services; Mr. Rusty Leeds, Assistant County Manager, Public Safety; Mr. Rick Durham, Deputy Chief Executive Officer; Ms. Kate Flavin, Public Information Officer; Ms. Lynda Baker, Deputy County Clerk.*

**ROLL CALL**

*The Clerk reported, after calling roll, that all Commissioners were present.*

*Chairman Dennis said, "Next item, please."*

**PUBLIC AGENDA**

*Chairman Dennis said, "Does anyone in the audience wish to speak on the Public Agenda today for Fire District No. 1? Seeing no one, next item, please."*

**CONSIDERATION OF MINUTES****A     [19-093](#)****FIRE MEETING MINUTES OF JANUARY 9, 2019.**

All Commissioners were Present.

*Chairman Dennis said, "Commissioners, everyone has had a chance to review the minutes from February [January] the 9th."*

**MOTION**

*Commissioner Dennis moved to approve the meeting minutes of January 9, 2019.*

*Commissioner O'Donnell seconded the motion.*

*There was no discussion on the motion, the vote was called.*

**VOTE**

Commissioner O'Donnell II	Aye
Commissioner Cruse	Aye
Commissioner Howell	Aye
Commissioner Meitzner	Aye
Chairman Dennis	Aye

*Chairman Dennis said, "Next item, please."*

Approved

## **NEW BUSINESS**

### **B     [19-110](#)**

REQUEST FOR FUND TRANSFER FOR REPLACEMENT OF FIRE STATION 31 (ANDALE).

Presented by: Valerie Kaster, Project Services Manager and Rusty Leeds, Assistant County Manager Public Safety.

RECOMMENDED ACTION: Approve the fund transfer.

#### **VISUAL PRESENTATION**

*Ms. Valerie Kaster, Manager, Project Services, greeted the Commissioners and said, "I'm here this morning to discuss the request for a fund transfer for the replacement of Fire Station 31. \$1.75 million has been assigned to the 2019 Fire District 1 contingency in contemplation of a possible capital project. This project has undergone the regular CIP (Capital Improvement Project) amendment approval process, and was reviewed and approved unanimously by the CIP committee, and then approved by the Interim County Manager. Rusty Leeds, the Assistant County Manager for Public Safety, is now going to discuss with you the response area of Fire Station 31 and the current facility conditions at Fire Station 31."*

*Mr. Rusty Leeds, Assistant County Manager, Public Safety, greeted the Commissioners and said, "This morning, we're going to discuss Fire Station 31. Fire Station 31, located in Andale, provides medical rescue and fire first response for a 36-square-mile area. Thirty-one's primary response area covers Sherman Township, including Andale Proper and parts of Garden Plain, Eagle and Union Townships. Mr. Leeds continued, "Built in 1998, the current station has served our basic needs for 20 years. The purpose of this project is to enhance capacity and improve the work environment for crews assigned to Station 31. A contemporary facility, similar to other fire district facilities, will allow greater flexibility and improve truck apparatus and equipment storage. Our 24-hour crews will appreciate a better office and living environment. Sleep and restroom accommodations will better support male and female firefighters in a mixed crew. Vented personal equipment storage will reduce crew exposure to carcinogens and extend the useful life of that personal equipment."*

*"In the current station, the equipment is stuffed into a locker that is closed to prevent sun rays from getting on it. It doesn't vent, and it's in the bay where the firetruck is, which is a very tight, confined area. So looking at the health and the well-being of our crews, a new facility will help facilitate some of those modern conveniences and amenities. This is a cash-funded project, and a new fire station built with both quality and economy in mind using a similar type construction that we did at Post 15 recently for EMS (Emergency Medical Services). It will serve the needs of the Fire District, fire crews and the citizens for several decades to come. With that, Ms. Valerie Kaster will provide additional project services details on this project, and then we can stand for questions at the end if you'd like."*

*Ms. Kaster said, "So, this is a typical layout of our four-bay fire station, which we've been doing more of. It's approximately 10,000 square feet and typically sits on a two-acre site. For comparison, the current Fire Station 31 is now 2,500 square feet. The four-bay station covers our basic team's needs, such as sleeping quarters, a kitchen and dining area, day room, fitness room, turnout gear storage, which is*

separated from the apparatus floor, office work space, a storm shelter and just additional storage. This slide shows our estimated total project cost with line items showing our typical first station budget breakdowns. First we have \$1,620,550 as an estimated place holder for land acquisition, construction of a pre-fabricated metal building, interior walls, trade installations, finishes, exterior work permits, etc.

"Secondly, is the design. Necessary drawings to organize the project at \$87,109, and then the owner's items, which is the furniture, fixtures and equipment at \$38,618 for a total estimated cost at \$1,746,277. There are a lot of contingencies in this next slide, but it does provide a fair overall view of the timeline. We've put in four months for land purchase to allow time to explore different site options and allow discussion. Five months have been allotted for design, nine for construction, and that puts our move-in date on or around August 2020. Again, this is all completely contingent on how quickly we decide where we're going to build. The funding source for this project would be a transfer of cash from the Fire District General Fund to the Fire District Special Equipment Fund in the amount of \$1,750,000. I will now stand for any questions, and I do recommend for the fund transfer for this capital project."

Chairman Dennis said, "Thank you. Do we have any questions at all? Commissioner Howell."

Commissioner Howell said, "Well thank you, Mr. Chairman. I appreciate the presentation, and you did a great job putting this together and meeting with Commissioners to help us understand this. I just have a couple questions. I want to be reminded of a couple things. What is the funding for this? Where is it being transferred from which budget to, I guess, CIP? Can you please explain where the money is coming from?"

Ms. Kaster said, "I'm going to transfer that to Rick."

Commissioner Howell said, "Then while you're talking about the transfer, go ahead and tell me what the balance is there. I'd like to know. Thank you."

Chairman Dennis said, "Good morning, Rick."

Mr. Rick Durham, Deputy Chief Financial Officer, greeted the Commissioners and said, "So to address your question, Commissioner Howell, the transfer is coming from the Fire District General Fund, and then we're transferring that to the Equipment Reserve. Sorry, I was going to say something different, but it's the Equipment Reserve. That's where the transfer goes to, so it's within the Fire District."

Commissioner Howell said, "So the general fund has the most uses. You can use it for operations and salaries or whatever else you need. Is that correct?"

Mr. Durham said, "That's correct. Then your second question was, you want to know what those fund balances were?"

Commissioner Howell said, "If you can remind me. If you don't know the answer right now..."

Mr. Durham said, "So on a budgetary basis, the fund balance as of January 1st of '19 is \$7,045,974, and that represents 41 percent of operating expenses."

Commissioner Howell said, "That does not include the question of getting the land in the Public Works area, you now, the culvert that's needed and the sewage line that's

*needing to have some 1,200 feet added to that. This estimate today does not include that \$400,000 or the land acquisition where the station will be placed. In other words, there's another cost, I guess..."*

*Ms. Tania Cole, Director of Facilities Maintenance and Project Services, greeted the Commissioners and said, "To address your question, the \$1.75 [million] includes a budgetary line item for land acquisition. It does not include what we have for some considerations on the Andale Yard, which includes the approach ramp, the bridge to go over the ditch there, as well as what it'll cost to add sewer line to that site."*  
*Commissioner Howell said, "Okay. You might be able to answer this question. If we approve this transfer today, are we approving the concept, I mean, is there any other votes to happen between now and essentially..."*

*Ms. Cole said, "Yes, there will be. We will come back to you, we will go out for proposals on design, and so that will come through the Board of Bids and Contracts for design approval, and then construction approval, too. We'll go out for bid, and that will come through the Board of Bids and Contracts, and so that will come to you for approval as well."*

*Commissioner Howell said, "Okay, and this might be another question for Rick. I don't know, but I haven't seen lately a projection of the Fire District forecast. Do you have that available?"*

*Mr. Durham said, "So, with any forecast, it's obviously evolving, because there's all kinds of factors, internal and external. They're going to do that, but we're going to talk about that at a workshop in the spring."*

*Commissioner Howell said, "Okay."*

*Mr. Durham said, "But right now, none of the forecasts for the Fire District show insolvency, if that's where you were going with that. So obviously, there are a lot of factors that are going into the Fire District right now, but again, we're going to have that at a workshop where we can really delve into that."*

*Commissioner Howell said, "Very good. Well, just, I guess, a stated concern. I am concerned about the Fire District forecast. I know it's been a problem in the past, and we seem to have solved a little bit of that, but that is also the basis for a lot of discussion about consolidation. We're continuing to have those discussions on the side. So with that in mind, I am still very concerned about the long-term forecast of the Fire District. The reasons for that, obviously, is their tax base continues to shrink, the cost, of course, to operate the district are continuing to increase in terms of salaries, and the responsibility is not getting smaller. So these are converging lines, and at some point, they do converge, whether we see it in the next four or five years, or it will be after that. It is a concern. So I have some concerns about this; however, I believe this is a necessary expenditure today."*

*"The compelling reasons that Valerie has already presented, I think, are very compelling. The building there is woefully inadequate. I certainly want to be supportive of doing something new out there. It needs to happen. So I want to be supportive of that, so I'll support the motion today, if there is one, but I just wanted to say, I am concerned that we want to be, you know, I guess, frugal as we move forward, if there's anything we can do to reduce costs."*

*Commissioner Howell continue, "Those dollars that we transfer out of that general fund*

*could be used for salaries or anything else that's needed in the Fire District. So I want to make sure we don't do things that will hurt us down the road and maybe make those lines converge a little bit quicker than we would like. So with that in mind, if there's a motion, I'll be glad to support that this morning. Thank you, Chairman."*

*Chairman Dennis said, "Thank you. Well this is in my district, and it's something that I've been watching ever since I've been elected. I've been out to this fire station several times and seen the conditions that our firefighters are living in every single day out in that area. In addition, I think in the future, you're going to see the requirements grow on what we're going to have to support out of this fire station. What we're looking at now is a project that's going to take us through the next 50 years that's going to support our Fire Department. Regardless of whether or not we have consolidation or not, the fact is, that we're still going to have, someone is going to have fire support out there, whether it's consolidated Fire District or whether it remains as Fire District No. 1. So I am very pleased that we have gone this far. I appreciate the efforts of Facilities and Public Works and our Finance folks and our Fire Department in coming up with this project."*

#### MOTION

*Commissioner Dennis moved to approve the fund transfer.*

*Commissioner O'Donnell seconded the motion.*

*Chairman Dennis said, "We have a motion and a second. Any further discussion?"*

*Mr. Michael Pepoon, Interim County Counselor, greeted the Commissioners and said, "Our office drafted a resolution, which is required by statute. It also should be in your back-up and part of this recommended action. So we'd ask that you approve the fund transfer and adopt the resolution that's in proper form approving such transfer."*

#### AMENDED MOTION

*Commissioner Dennis moved to approve the funds transfer and adopt the resolution.*

*Commissioner O'Donnell seconded the motion.*

*There was no discussion on the motion, the vote was called.*

#### VOTE

<i>Commissioner O'Donnell II</i>	<i>Aye</i>
<i>Commissioner Cruse</i>	<i>Aye</i>
<i>Commissioner Howell</i>	<i>Aye</i>
<i>Commissioner Meitzner</i>	<i>Aye</i>
<i>Chairman Dennis</i>	<i>Aye</i>

*Clerk's Office has assigned Resolution No. 902-2019*

*Chairman Dennis said, "With that, thank you all very much. I appreciate all the hard work that's gone into this."*

**Approved**

**ADJOURNMENT**

*There being no other business to come before the Board, the Meeting was adjourned at 9:20 a.m.*