

**MINUTES OF**  
**BOARD OF HARVEY COUNTY COMMISSIONERS**  
**SPECIAL BUDGET WORK SESSION**  
**July 17, 2012**

The Board of Harvey County Commissioners met in a special budget work session on July 17, 2012. All three Commissioners were present. Chairman Roberson called the meeting to order at 8:25 a.m.

Anthony Swartzendruber gave an overview of personnel costs for insurances, KPERS, KPF, and unemployment contributions. The KPERS employer contribution rates for 2013 will increase by .6%, and the KPF employer rates will increase by .72%. The unemployment contribution will decrease by .22%, health insurance rates are budgeted at an 8% increase, dental insurance rates are budgeted at a 2.5% increase, workers compensation is budgeted at a 2% increase, and liability insurance is budgeted at a 2.5% increase. Also included in the budget is the implementation of the compensation plan as recommended by the Austin Peters Group. The projected fund balance in the general fund at the end of 2013 is increased by 16.9%.

Department Heads made several requests that have not been included in the proposed budget. This includes an Assistant Director for Emergency Management, an additional Mule for West Park, making two part-time nurses full time at the Health Department, an additional customer service representative at the Health Department, increased fish stocking at East Lake, increased fish stocking at Camp Hawk, and one detention deputy.

The Commission reviewed a history of KPERS rates, KP&F rates, working after retirement rates, and health insurance rates.

The budget calendar was presented. Following revisions and final decisions today, the notice of budget hearing will be sent to the Newton Kansan to be published on July 26th. The budget hearing will then be held on August 6th.

Included in the budget is a list of statutes regulating county budgets. Randall Allen, Director of the KAC, is in the process of reworking the list to provide a more comprehensive guide for counties to follow.

Revenues for all departments in Harvey County were discussed. The total proposed revenue amount for the 2013 budget is \$10,781,085. Sales tax collections are estimated to be \$25,000 more in 2013 than in 2012.

The personnel summary that is included in the budget projects the total full time equivalent of 167.89 employees for the year 2013.

Discussion was held regarding a mineral rights lease that has been requested by a representative of Petra Energy Services. Counselor Greg Nye will examine the proposed lease and present it to the Commissioners for approval at a future Commission meeting.

The Commission reviewed the list of projects for the five-year Capital Improvement Plan as presented for the general fund by each department.

Anthony reviewed each of the budgets for departments included in the general fund. Budgets reviewed were Commission, Administration, Clerk, Treasurer (including Tax Division, Tag Division, and Driver's License), Attorney, District Court, Indigent Defense, Appraiser (including Real Estate Division, Personal Property Division, and Mapping Division), Register of Deeds, Planning-Zoning-Environmental, Data Processing, District Coroner, Courthouse General, Sheriff (including Administration, Investigation, Patrol, and Correctional Divisions), Communications, Ambulance, Emergency Management, Humane Society, Health Department, Health Ministries, Elderly Service Transportation, Low Income Assistance, Parks (including East Park, West Park, West Park Bait Shop, and Camp Hawk), Historical Society, Free Fair and Saddle Club, Economic Development Council, Economic Development/Logistics Park, Newton City/County Airport, Stabilization Reserve, Elections, Mental Health, CDDO Allocation, and Conservation District.

The budget for the Road and Bridge Department was reviewed. Money is budgeted for the overlay of six miles of Hertzler Road, south of Halstead to the county line. Capital outlay items include a bridge match, dump truck, forklift, snowplow, tilt trailer, and a printer/scanner/copier. The projected ending fund balance is \$135,400. The Commission also reviewed the Five-year Capital Improvement Program for the Road & Bridge Department.

Following the lunch break, the Commission reviewed the proposed budget for the Noxious Weed Department. The Operation Costs budgeted are \$53,929 in comparison to \$59,364 budgeted in 2012. Capital Outlay requests include a spray tank and a computer.

The Solid Waste budget was reviewed and discussed. Also included in the budget is Construction & Demolition, Municipal Solid Waste, Composting Division, Recycling Division, and the Post Closure Costs Division. With the exception of the Composting Division, all divisions have budgeted amounts for debt service. Instead of purchasing a new backhoe in 2013, it has been decided to enter into a lease/purchase agreement with the initial payment being made from the capital improvement budget. The proposed ending fund balance for the department is \$110,782.

The Extension Council budget was reviewed. The requested amount of the budget is \$302,400 compared with a request of \$293,559 in 2012.

The Commission reviewed the budget for the Senior Services including the Coordinator Division and the Retired Senior Volunteer Program. The proposed budget reflects a decrease of \$10,000 in the amount budgeted for the ENLITE Program, and instead increases the amount budgeted for Respite Care by \$10,000. Following a discussion of the issue, the Commissioners directed staff to reverse the proposed change and budget the amounts as they were budgeted for 2012.

Four funds that are now a part of the general fund are contained in the budget for purposes of revenue collection. They are Elections, Mental Health, Intellectual Disability, and Conservation District. No expenditures are budgeted in these separate funds, but are instead budgeted in the general fund.

The Technology Fund budget was reviewed and discussed. The maximum amount allowed, which is \$90,466 in 2013, is budgeted for this fund.

The 911 Combined Fund was created last year in order to combine the 911 Landline Fund and the 911 Wireless Fund. The Combined Fund revenue for 2013 is proposed at \$216,000. A capital improvement request of \$125,000 for machinery and equipment is included in the budget.

The Capital Improvement Fund has budgeted expenditures of \$110,353. The budget includes a projected expenditure of \$30,000 for the lease/purchase of a backhoe for the Solid Waste Department.

The budget for Bond and Interest and debt service was reviewed. Total revenue for the fund is projected at \$1,110,059 and expenditures are projected at \$1,108,374. Debt service on bonds for the Recycling Center and Landfill post closure costs will be completed in 2013.

The Elderly Services Transportation budget was reviewed. Both Federal and State Assistance continue to decline causing a decrease in the projected revenues which are \$155,244 in 2013 compared to \$171,653 in 2012. There are no proposed capital improvements contained in this budget.

The Special Jail Alcohol & Drug Program budget receives revenue from liquor drink taxes. The projected revenues are \$2,849 and the budgeted expenditures are \$3,000.

The Special Parks Alcohol & Drug Program was reviewed. This fund also receives revenue from liquor drink taxes. The projected revenue is \$2,849 and the budgeted expenditures are \$3,200.

The Diversion Fund was reviewed and discussed. Fifty percent of the salary of the diversion officer is budgeted out of this fund. The County Attorney has discretion over the expenditures in this fund. Commissioner Westfall suggested that more revenue could possibly be generated for this fund.

The Road Impact Fee budget was reviewed. The maximum amount allowed is budgeted for expenditures in this fund, which is \$65,000 for 2013.

THE BOARD OF HARVEY COUNTY COMMISSIONERS

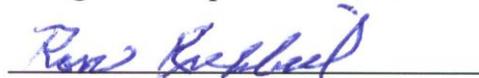


ATTEST:

  
Joyce Truskett, County Clerk

  
Marge Roberson, Chairman

  
George A. "Chip" Westfall, Member

  
Ron Krehbiel, Member