

BOARD OF COUNTY COMMISSIONERS

In Commission Chambers at
707 SE Quincy Street



Members

Commissioner Kevin Cook
Commissioner Aaron Mays
Commissioner Bill Riphahn

AGENDA

December 5, 2024 9:00 AM

Watch LIVE meetings at

<https://www.youtube.com/user/ShawneeCountyKS>

I. PRESENTATIONS

- A. Helping Hands Humane Society Check Presentation - Amanda Monhollon

II. UNFINISHED BUSINESS

III. CONSENT AGENDA

- A. Commissioners' letter of support for GO Topeka's reaccreditation.
- B. Commissioners' letter of support for the Topeka Area Sports Commission's bid to retain the USA Wrestling of Kansas Kids State Championship, 2026-2030.
- C. Consider approval of request to authorize payments of \$350.00 each for the final expenses of Damon Clardy, Chalis Hupp, and Darlene Fidler — Coroner.
- D. Consider authorization and execution of **Contracts C406-2024** and **C407-2024**, Independent Contractor Agreements for Services with Geri Turvey-Silver Winds Flute Ensemble and Judith Emde-Prairie Winds Flute Choir, for live music during the 2024 Holiday Happenings event with funding by the Parks For All Foundation. - Parks + Recreation
- E. Consider authorization and execution of **Contract C409-2024** with instructor Caitlyn Spencer for fitness/wellness, preschool and youth classes. — Parks + Recreation
- F. Authorization and execution is requested on the Kansas Department of Wildlife and Parks (KDWP) Change Form and **Contract C410-2024** which cancels and replaces the current KDWP contract 44493 (C382-2017) with adjustments to rates and pay structure. This agreement is part of the Community Fisheries Assistance Program (CFAP). — Parks + Recreation
- G. Acknowledge receipt of correspondence from Cox Communications regarding contract negotiations with several programmers/broadcasters. — County Clerk
- H. Consider acceptance of the October 2024 bank reconciliation. — Treasurer
- I. Acknowledge receipt of correspondence from Sheriff Hill that due to a location change, the Sheriff's Office will be sending representatives to Decatur, GA, instead of Huntington, WV, for Magnet Forensics AX200 AXIOM Examinations. All expenses will be paid out of budgeted funds.

- J. Acknowledge receipt of correspondence from Sheriff Hill, the purchase of an additional Softcode CivilServe License along with a one year CivilServe License Maintenance agreement (**C418-2024**) from Tyler Technologies. The total cost of this purchase will be \$14,399.00 and will be paid for out of budgeted funds.
- K. Acknowledge that the Sheriff's Office received a change order (**C419-2024**) from Turn-Key Mobile for Phase 3 and Phase 4 of the LPR project. After the start of the project, Turn-Key realized some additional costs. The total cost of the change order is \$10,552.00 and will be paid for out of budgeted funds.
- L. Acknowledge receipt of an out-of-state travel report for two (2) Shawnee County Health Department employees who attended the National Safe Routes to School Conference in Fort Collins, CO October 22-24, 2024. - Health Department
- M. Approval of the Training Affiliation Agreement (**Contract C420-2024**) between Shawnee County Health Department (SCHD) and Stormont-Vail HealthCare, Inc. (Stormont Vail) with a cost of \$500 paid by Aid to Local grant funds. - Health Department
- N. Consider authorization and execution of **Contract C411-2024** with LawCatch, Inc. for the renewal of BriefCatch software for one year from December 15, 2024, through December 15, 2025, at a cost of \$2,160 with funding through the 2024 Court Administration budget- Court Administration.
- O. Consider authorization and execution of **Contract C412-2024**, a change order to Contract C362-2022, approved December 1, 2022, with Cytek Media Systems, Incorporated, in the amount of \$5,538 for courtroom technology changes necessary in Courtroom 409 (4B), with funding through the 2024 Court Administration budget - Court Administration.
- P. Consider authorization and execution of **Contract C413-2024** a change order to Contract C362-2022, approved December 1, 2022, with Cytek Media Systems, Incorporated, in the amount of \$5,538 for courtroom technology changes necessary in Courtroom 407 (4C), with funding through the 2024 Court Administration budget - Court Administration.
- Q. Consider authorization and execution of **Contract C414-2024**, a change order to Contract C362-2022, approved December 1, 2022, with Cytek Media Systems, Incorporated, in the amount of \$1,585.00 for courtroom technology changes necessary in Courtroom 403 (4D), with funding through the 2024 Court Administration budget - Court Administration.
- R. Consider authorization and execution of **Contract C415-2024** with Advantage Software for the annual Anytime Support renewal for one license of EclipseVox Voice Writing Software. This renewal period will provide technical support and software updates and enhancements from December 15, 2024, through December 15, 2025, in the amount of \$759 with funding through the 2024 Court Administration budget - Court Administration.
- S. Consider authorization and execution of **Contract C416-2024** with Oracle America, Inc. for server software update license and support agreement from February 26, 2025, through February 25, 2026, at a cost of \$8,943.41 with funding from the **2025** Court Administration budget - Court Administration.
- T. Acknowledge receipt of report that signifies and certifies that the Shawnee County Ambulance Compliance Officer has found that American Medical Response (AMR) is in compliance with the response parameters and requirements as set forth in Contract C207-2016 for October 2024 and AMR will be penalized in the amount of \$4890.00 for long responses in the four different zones as outlined in the contract. — Emergency Management

- U. Request approval from the County Commission to use \$9,663.00 from Kansas Department of Corrections (KDOC) grant funds to assist with construction costs for Community Corrections' new behavioral health program. Per the Department of Corrections' financial rules and guidelines, any expenditure exceeding \$5,000.00 requires approval from both the Community Corrections Advisory Board and the County Commission (CCAB). The CCAB approved this request during their meeting on November 21, 2024. - Department of Corrections
- V. Requesting approval to send three staff members from the Shawnee County Department of Corrections, Community Corrections to attend the American Probation and Parole Association 2025 Winter Training Institute in Las Vegas, NV January 26-29, 2025. The estimated costs for the conference are approximately \$6,500.00 for the three attendees, which include air fare, room, and transportation to and from the airport, meals, and registration fees. KDOC funds will cover \$2,600.00 of the \$6,500.00, and authorization and execution of **C421-2024, C422-2024 and C423-2024**, Education and Training Expense Agreements, for the same - Department of Corrections

IV. NEW BUSINESS

A. COUNTY CLERK – Cynthia Beck

1. Consider all voucher payments.
2. Consider correction orders.
3. Consider approval of **Resolution No. 2024-79** authorizing a 2025 Cereal Malt Beverage License to Croco Store LLC dba Gas Trip located at 550 SE Croco Road, Topeka, KS, **Resolution No. 2024-80** authorizing a 2025 Cereal Malt Beverage License to John's Food Center located at 5812 SW Topeka Boulevard, Topeka, KS and **Resolution No. 2024-81** authorizing a 2025 Cereal Malt Beverage License to The Shack, Inc. located at 2842 SE 29th Street, Topeka, KS.

B. PUBLIC WORKS - Curt Niehaus

1. Acknowledge Change Order #1 (FINAL) to Contract C141-2024 with Sunflower Paving Inc., reflecting "As Bid" versus "As Constructed" quantities for a pavement replacement project on NW 46th Street near US-75. Although this Change Order provides for a construction cost increase of \$25,010.00, the overall project cost was approximately \$24,150 less than the approved project budget.

C. DEPARTMENT OF CORRECTIONS - Brian Cole

1. Request approval to solicit bids for FY2025 inmates' clothing and supplies purchases to lock in lowest pricing options.
2. Request approval to select the lowest responsive bidder and approve a quote for 47 sets of cell furniture within the Juvenile Detention Center, at a cost of \$87,357.02 to be paid from the FY2024 detention budget.
3. Request permission to transfer FY2024 unexpended funds from the Detention Budget to Detention Facility Projects Job Ledger (80%) and DF Medical Expenses Job Ledger (20%).

4. Requesting permission for the Shawnee County Department of Corrections to accept a proposed award of \$71,000 under the FY2025 Federal Edward J. Byrne Memorial Justice Assistance Grant (JAG) Program. The first step in proceeding with this grant award is obtaining the consent of the Commission to accept the funds. We will continue to coordinate with the Audit-Finance department to ensure proper management of the grant funds.

D. COURT ADMINISTRATION - Lea Dawn Welch

1. Consider authorization and execution of **Contract C417-2024** for 2025 with Court Appointed Special Advocates (CASA) of Shawnee County at an annual rate of \$54,900 with quarterly payments of \$13,725. This is a pass through from Shawnee County to CASA through the 2025 Court Administration budget.
2. Consider and approve the Court's request to increase the amount of supplemental compensation for two (2) District Magistrate Judge positions beginning January 1, 2025. The total amount payable to the Office of Judicial Administration for the increased supplemental compensation plus the cost of benefits for calendar year 2025 is \$48,262. We are requesting funding through the 2024 Court Administration budget.

E. HEALTH DEPARTMENT - Teresa Fisher

1. Approval to offer a candidate the position of Medical Accounts Receivable Manager position in the Shawnee County Health Department (SCHD) at Range 15 Step 2. The annual salary and benefits will be \$61,423.20 and will be paid out of the 2024 departmental budget.

F. INFORMATION TECHNOLOGY - Marc Price

1. Requesting permission to pay Alltech Communication for the installation and termination of fiber for the relocation of the Courthouse Data Center at the cost of \$30,685.00.

G. SHERIFF'S OFFICE - Brian Hill

1. Approve that the Sheriff's Office went out for RFP for a five year ballistic vest contract and because they had the best responsive bid and was most favored by the deputies' votes, we would like to request that Angel Armor be granted the contract for ballistic vests for 2025-2030. We are also requesting to place the 2025 order now. The total cost of the purchase will be \$68,017.73 and will be paid for out of 2025 budgeted funds.

H. COMMISSION

1. Applications are being taken for the Silver Lake Township Clerk.
2. Consider approval of **Resolution No. 2024-82** converting the December 30, 2024 Work Session into an Action Meeting of the Board of County Commissioners.

V. PUBLIC COMMENT

VI. ADMINISTRATIVE COMMUNICATIONS

VII. EXECUTIVE SESSIONS