

BOARD OF COUNTY COMMISSIONERS

In Commission Chambers at
707 SE Quincy Street



Members

Commissioner Kevin Cook
Commissioner Aaron Mays
Commissioner Bill Riphahn

AGENDA

December 30, 2024 9:00 AM

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- I. PRESENTATIONS
- II. UNFINISHED BUSINESS
- III. CONSENT AGENDA
 - A. Request approval to send one employee to National Rifle Association Handgun and Shotgun Instructor training in Garden Plain, Kansas on May 19-23, 2025 for certification at the cost of \$1,750.00 to be paid from the detention training budget, and authorization and execution of **C495-2024**, Education and Training Expense Agreement, for the same. — Department of Corrections
 - B. Request approval to send two employees to National Rifle Association Handgun and Shotgun Instructor training in Salina, Kansas on January 6-10, 2025 for certification at the cost of \$3,400.00 to be paid from the detention training budget, and authorization and execution of **C496-2024** and **C497-2024**, Education and Training Expense Agreements, for the same. — Department of Corrections
 - C. Request approval to send two employees to PepperBall System Instructor and Armorer training in Kingston, Missouri on February 18-19, 2025 for certification at the cost of \$2,000.00 to be paid from the detention training budget, and authorization and execution of **C498-2024** and **C499-2024**, Education and Training Expense Agreements, for the same. — Department of Corrections
 - D. Consider authorization and execution of **Contract C494-2024**, Amendment #2 to C25-2021 with Campspot for an increase in standard prices from \$0.00 to \$1.00 per offline booking to provide a campground management and reservation system for the Lake Shawnee Campground and CardConnect to process the corresponding credit card transactions. This service is funded through the Campground Revenue Revolving Fund. Campground reservation rates cover this increase. — Parks + Recreation
 - E. Consider authorization and execution of **Contract C459-2024** with the City of Topeka for use of their fitness center which includes a \$20.00 enrollment fee and a minimum quarterly fee of \$200.00 for the enrollment of up to 20 employees, and an additional \$15.00 quarterly fee per employee in excess of 20. — Human Resources
 - F. Acknowledge receipt of the Stormont Vail Events Center Advisory Board meeting agendas and minutes from October 9, 2024, November 13, 2024, and December 11, 2024.
 - G. Acknowledge receipt and consider approval of the following Treasurer's Bonds: Dover Township, Shawnee County Fire District #3, Grove Township, Soldier Township, and Silver Lake Drainage District. — County Clerk

- H. Acknowledgment of a Memorandum of Understanding between the Shawnee County District Attorney's Office and the Shawnee County Health Department for collaboration and implementation of classes as part of the Tobacco Cessation Youth Diversion Program for 2025. — Health Department

IV. NEW BUSINESS

A. COUNTY CLERK – Cynthia Beck

1. Consider all voucher payments.
2. Consider correction orders.
3. Consider approval of the following resolutions authorizing 2025 Cereal Malt Beverage Licenses: **Resolution No. 2024-87**, Dillons Store #37 located at 6829 SW 29th Street, Topeka, **Resolution No. 2024-88**, Fuel Expresso #51 located at 3603 NW 46th Street, Topeka, and **Resolution No. 2024-89**, Glory Days Pizza located at 4745 NW Hunters Ridge Circle, Topeka.
4. Consider authorization and execution of **Contract C458-2024** with Alliant Insurance Services, Inc. for Shawnee County's 2025 insurance coverage.

B. BOND COUNSEL - Bob Perry

1. Public Hearing and consider approval of **Resolution No. 2024-94** expressing the intent to issue Shawnee County, Kansas Taxable Industrial Revenue Bonds in the estimated principal amount of \$2,000,000.00 and execution of all related documents for the Cillessen & Sons Inc. Project.
2. Public Hearing and consider approval of **Resolution No. 2024-95** expressing the intent to issue Shawnee County, Kansas Taxable Industrial Revenue Bonds in the estimated principal amount of \$65,000,000.00 and execution of all related documents for the Union Development Holdings, LLC Project.

C. DEPARTMENT OF CORRECTIONS - Brian Cole

1. Request approval to compensate our newest Intensive Supervision Probation Officer at an hourly rate of \$24.10, resulting in a total annual salary and benefits package of \$70,335.63. This request aligns with our previous hiring practices and reflects discussions held during pre-employment. This position is funded 60% grant funds and 40% county funds.

D. PARKS + RECREATION - Tim Laurent

1. Approval to award bid and subsequent execution of **Contract C451-2024** with Heartland Coca-Cola Bottling Company to be the exclusive beverage company for Shawnee County Parks + Recreation. The agreement will begin January 2025 and carry through the end of December 2027. Proceeds in the form of rebates and support will be deposited into the SCP+R Building Maintenance Fund.
2. Consider authorization and execution of **Contract C457-2024**, an amendment to the Westport Pools - Shawnee County Contract C264-2024 to extend the contract to March 20, 2025 for slide installation and necessary equipment.

E. SHERIFF'S OFFICE - Brian Hill

1. Acknowledge that since the Drug Buy Fund is running low, Sheriff Hill is requesting to transfer \$10,000.00 from 2024 budgeted funds into the Drug Buy Fund.
2. Due to some structural integrity issues with the LEC flooring, the Sheriff's office is requesting to transfer \$25,000.00 from 2024 budgeted funds into the LEC Building Maintenance and Repair Fund.
3. Acknowledge the request from Sheriff Hill to transfer \$190,000.00 from a portion the remaining 2024 budgeted funds into the Law Enforcement Special Equipment and Technology Fund. Some additional expenses have been identified that will need to be addressed in 2025.
4. Acknowledge receipt of correspondence from Sheriff Hill that the Sheriff's Office will be entering into individual Service Agreements with Bryon Endsley (**C501-2024**), Richard Mergen (**C502-2024**) and Ricky Mills (**C503-2024**) to provide pre-employment background investigations. All expenses will be paid out of budgeted funds.
5. Acknowledge that Sheriff Hill is requesting to fill the vacant Shift Supervisor position in the Communications Division of the Shawnee County Sheriff's Office, with a qualified candidate at range 15 step 5. The candidate is highly qualified with more than 15 years of experience in emergency communications. The Sheriff's budget has sufficient funding to accommodate this salary.

F. PUBLIC WORKS - Curt Niehaus

1. Consider awarding the bid letting to King Construction Co., Inc. of Hesston, KS for a bridge replacement project on NW 35th Street over a tributary to Soldier Creek at a cost of \$765,913.42, and authorization and execution of construction **Contract C460-2024** with the same entity. The construction will be paid for using the County Bridges portion of the 1/2 cent, 2017-2031 Retailers' Sales Tax program.

G. AUDIT FINANCE - Jennifer Sauer

1. Consider authorization and execution of **Contract C461-2024** with the Community Resources Council - Administration, allocating \$40,000.00 to provide certain specified social services to the residents of Shawnee County in 2025.
2. Consider approval of **Resolution No. 2024-92** allocating 2025 Social Services Funds as appropriated by the 2025 Operating Budget - Commissioner Cook
3. Consider authorization and execution of contracts for the 2025 Social Service Fund allocations as previously approved by Resolution No. 2024-92.

Contract C462-2024 with Be Filled of South Topeka for \$15,000

Contract C463-2024 with Catholic Charities of NE Kansas for \$7,500_

Contract C464-2024 with Community Action, Inc - Bilingual Servies for \$28,000

Contract C465-2024 with Doorstep, Inc - Emergency Assistance - for \$20,000

Contract C466-2024 with GT Youth Foundation - First Tee Life Skills Program for \$20,000

Contract C467-2024 with Housing & Credit Counseling for \$20,000

Contract C468-2024 with Hearts, Inc for \$15,000

Contract C469-2024 with Kansas Legal Services - Protection Order Advocacy for \$14,000

Contract C470-2024 with Kansas Legal Services - SSA for \$12,000
Contract C471-2024 with Let's Help Inc - Emergency Services for \$10,000
Contract C472-2024 with Midland Care - Education Dept for \$25,000
Contract C473-2024 with Positive Connections Inc - Medical HIV Case Management for \$12,000
Contract C474-2024 with Positive Connections Inc - Prevention & Testing for \$25,000
Contract C475-2024 with Sunflower, Inc - STEM activities for \$3,500
Contract C476-2024 with Sunflower, Inc - Tutoring Hours for \$6,500
Contract C477-2024 with YWCA/Center for Safety and Empowerment for \$25,000

4. Consider approval of **Resolution No. 2024-93** allocating 2025 Services Programs for the Elderly Funds as appropriated by the 2025 Operating Budget - Commissioner Cook
5. Consider authorization and execution of contracts for the 2025 Service Programs for the Elderly Fund allocations as previously approved by Resolution No. 2024-93.

Contract C478-2024 with Community Action - Elderly Services for \$29,000.
Contract C479-2024 with Community Resources Council - SPE/SCACA Administration for \$45,000.
Contract C480-2024 with East Topeka Senior Center for \$80,000.
Contract C481-2024 with Habitat for Humanity - Senior Housing for \$70,000.
Contract C482-2024 with Jayhawk Area Agency on Aging - Administration for \$50,000.
Contract C483-2024 with Kansas Legal Services - Services for Seniors for \$60,000.
Contract C484-2024 with Topeka LULAC - Multipurpose Senior Center for \$110,000.
Contract C485-2024 with Meals on Wheels - Home Delivered Meals for \$161,000.
Contract C486-2024 with Meals on Wheels - Friendship Meals for \$75,000.
Contract C487-2024 with Papan's Landing - Services for the Elderly for \$80,000.
Contract C488-2024 with Rossville Senior Center for \$7,000
Contract C489-2024 with Silver Lake Senior Center for \$6,764.

6. Consider authorization and execution of **Contract C490-2024** with Shawnee County Fair Association allocating \$108,000.00 to be used to pay for the costs of conducting the County Fair in 2025.
7. Request transfer of remaining 2024 contingency funds to the Courthouse Owner's Contingency Job Ledger.

H. PLANNING DEPARTMENT - Joni Thadani

1. Consider approval of a request to create and fill a second Planning & Development Coordinator position, at an annual salary, including benefits, of no less than \$66,132.84.

I. COUNTY COUNSELOR - Rich Eckert

1. Consider approval of **Resolution No. 2024-90** providing property tax relief for Laura K. Greening pursuant to Shawnee County Resolution No. 2023-32 on her property located at 7310 NW Rochester Rd. which was destroyed by fire.
2. Consider approval of **Resolution No. 2024-91** providing property tax relief for Roberta L. Travis pursuant to Shawnee County Resolution No. 2023-32 on her property located at 5000 NW Kendall Dr. which was destroyed by fire.

J. INFORMATION TECHNOLOGY - Marc Price

1. Consider authorization and execution of **Contract C492-2024** with Optiv for the renewal of the Infinity Program to provide a cyber-security architecture for multiple county systems, to include upgrades to the covered software and hardware products and support for all covered software and hardware, utilizing \$187,459.20 with funding from the 2024 Information Technology budget and the IT Job Ledger for Professional Services.
2. Consider out-of-state travel for an Information Technology employee to attend a Cybersecurity Incident Response and Management class, with expenses covered by DHS and FEMA.

K. FACILITIES MANAGEMENT - Nelda Henning

1. Consider authorization and execution of **Contract C493-2024** with SenneCompany for Change Order 009 in the amount of \$73,163.00, bringing the project total to \$15,172,917.00.

L. HEALTH DEPARTMENT - Teresa Fisher

1. Consider authorization and execution of **Contract C500-2024**, a Memorandum of Understanding with the United Way of Kaw Valley to provide funding up to \$20,000.00 annually towards the LiveWell Shawnee County (LWSC) Director position.

M. COMMISSION

1. Consider the appointment of Bruce Thomas as the Silver Lake Township Clerk after January 1, 2025.

V. PUBLIC COMMENT

VI. ADMINISTRATIVE COMMUNICATIONS

VII. EXECUTIVE SESSIONS