

BOARD OF COUNTY COMMISSIONERS

In Commission Chambers at
707 SE Quincy



Members

Commissioner Bill Riphahn
Commissioner Kevin Cook
Commissioner Aaron Mays

AGENDA

November 16, 2023 9:00 AM

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I. PRESENTATIONS

- A. Presentation of Special Alcohol and Drug Committee funding Recommendations, and consider approval of **Resolution No. 2023-79** allocating 2024 Special Alcohol-Drug Program Funds.

II. UNFINISHED BUSINESS

III. CONSENT AGENDA

- A. Consider approval of a request to authorize a payment of \$350.00 for the final expenses of Allen Hansford — Coroner.
- B. Consider approval of a request to authorize a payment of \$350.00 for the final expenses of Philip Laughlin — Coroner.
- C. Consider approval of the request to amend the contract C336-2023 to clarify the qualifications for the installing technicians for the project. - Department of Corrections
- D. Acknowledge receipt or correspondence from Sheriff Hill regarding the renewal of the annual software maintenance agreement (**Contract C346-2023**) with Tyler Technologies for New World. This maintenance period will be from December 1, 2023 to November 30, 2024 at a cost of \$284,008.23. Per agreement, this cost is split between the Sheriff's Office, DOC, Topeka Police and Topeka Fire. The Topeka Police & Topeka Fire Dept's portion is approximately 45% of the cost. The Sheriff's Office and DOC will be responsible for the balance and that payment will be allocated accordingly.
- E. Acknowledge receipt of correspondence from the Sheriff's Office with the purchase of two; 2023 Dodge RAM, 4 Wheel Drive, Special Service Vehicles. These vehicles have become available from an area dealership and are on state contract. The purchase price of \$86,200.00 will be from budgeted funds.
- F. Acknowledge correspondence from Sheriff Hill, with the promotion of Sgt. Adams to Lieutenant. Lt. Adams law enforcement career, education, training, and professional experience make her exceptionally qualified for this position. Based on her exceptional qualifications, I am requesting a wage scale placement at Range 410, Step 5.
- G. Consider authorization & execution of Amendment No. 2 (**Contract C347-2023**) to Contract C8-2020 for "on-call" real estate and land acquisition services. Fees will be paid for using project fund accounts or the 2024, 2025 & 2026 Public Works Operating Budgets — Public Works.

- H. Acknowledge receipt of correspondence from Cox Communications regarding a rate increase for services effective 12/6/23. — County Clerk
- I. Consider approval of **Resolution No 2023-72** authorizing the issuance of a Shawnee County credit card for official business to Cheryl Buchanan, Office Assistant for Facilities Management, with a credit limit of \$1,500.00 — Facilities Management
- J. Consider authorization and execution of **Contract C353-2023** with the Kansas Department of Transportation (Project 70-89 KA1266-04, Tr 29) for the acquisition of real estate from the County to be part of the new Polk/Quincy viaduct and part of a new frontage road — County Counselor
- K. Consider authorization and execution of **Contract C354-2023**, an amendment to Contract C330-2023 with Rueschhoff Locksmiths & Security, for Shawnee County to self-monitor the panic alarms at 707 SE Quincy – Information Technology
- L. Request approval of line item adjustments to the FY2024-FY2025 Reinvestment Grant from the Kansas Department of Corrections to Community Corrections, pursuant to grant management guidelines to make management of the fund more efficient, with no changes to the use of the funds. — Department of Corrections.
- M. Consider approval of request to renew subscription with PluralSight, LLC, **Contract C371- 2023**, for one year for access to online training courses for 10 staff members on software development at a cost of \$7,891.00 with funding from the 2023 departmental budget— Information Technology.
- N. Consider authorization and execution of **Contract C356-2023** with Topeka Swim Association (TSA) for the lease of facility space at the Blaisdell Family Aquatic Center located in Gage Park and the Shawnee North Family Aquatic Facility. — Parks + Recreation
- O. Consider authorization and execution of **Contract C357-2023**, Independent Contractor Agreement for Services with instructor Kristina Bryant to teach cooking classes and programs. — Parks + Recreation
- P. Consider authorization and execution of **Contract C358-2023**, Independent Contractor Agreement for Services with instructor Tina Greeve to teach cooking classes and programs. — Parks + Recreation
- Q. Consider authorization and execution of **Contract C359-2023**, Independent Contractor Agreement for Services with instructor Barbara Mellott to teach cooking classes and programs. — Parks + Recreation
- R. Consider authorization and execution of **Contract C360-2023**, Amendment #2 to increase contractor compensation to Contract C433-2019 with instructor Georgia Clark for fitness classes is requested. — Parks + Recreation
- S. 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 August 2023 and AMR will be penalized in the amount of \$3,890.00 for long responses in the four different zones as outlined in the contract. — Emergency Management
- T. Acknowledge receipt of Public Notice from KDHE regarding a Kansas Water Pollution Control Permit for Shawnee County Soldier Township Road Department Maintenance.

- U. Consider execution of Indemnification Agreements with vendors in response to KORA request (**C364-2023** Brightly Software, Inc., **C365-2023** Civos, Inc. and **C366-2023** Opengov. Inv.)— County Counselor
- V. Consider authorization and execution of **Contract C367-2023**, the renewal of an agreement with Synk, Inc. for software vulnerability scanning software services at a cost of \$3,500.00 with funding from the 2023 Information Technology budget. — Information Technology
- W. Consider out-of-state travel for three employees to attend the Central Square Engage 2024 Conference at an approximate cost of \$2,500.00 per employee with the registration, travel, lodging, and other miscellaneous expenses paid from the general fund. — Information Technology.

IV. NEW BUSINESS

A. COUNTY CLERK – Cynthia Beck

- 1. Consider all voucher payments.
- 2. Consider correction orders.
- 3. Consider **Resolution No. 2023-71** authorizing a 2024 Cereal Malt Beverage license to John's Food Center located at 5812 SW Topeka Boulevard, Topeka, Kansas.
- 4. Consider **Resolution No. 2023-76** authorizing a 2024 cereal malt beverage license to Viking Express located at 4700 NW Hunters Ridge Circle, Topeka, Kansas; **Resolution No. 2023-77** authorizing a 2024 cereal malt beverage license to TJ's Express located at 5305 SW Topeka Boulevard, Topeka, Kansas and **Resolution No. 2023-78** authorizing a 2024 cereal malt beverage license to Seaman 66 located at 4206 N Topeka Boulevard, Topeka, Kansas.

B. PLANNING DEPARTMENT - Joni Thadani

- 1. Consider approval to offer a candidate the position of Zoning & Floodplain Manager at Range 18, Step 10. The annual salary and benefits will be \$98,333.04 and will be paid from the 2024 Planning budget.
- 2. Public Hearing and consider approval of **Resolution No. 2023-80**, a Petition for Vacation of a Platted Road pursuant to K.S.A. 58-2613, et seq. The Petitioners seek to vacate an undeveloped portion of a platted subdivision road lying between Lots 8 and 14 in the Patterson Subdivision in Tecumseh Township.

C. PUBLIC WORKS - Curt Niehaus

- 1. Consider awarding a bid to The Havens Construction Co., Inc. of Liberty, MO for the Sherwood Sanitary Sewer Collection System Rehabilitation project, and authorization & execution of **Contract C348-2023** for the project's construction. Funding will come from a \$200,000.00 bond company settlement related to the first letting in 2022, with the remainder coming from a \$7,000,000.00 KDHE loan. The loan will be repaid using the Sherwood Regional Wastewater account, which is 100% funded from connection and user fees.

D. INFORMATION TECHNOLOGY - Marc Price

1. Consider authorization and execution of **Contract C350-2023**, renewal of a 1 year agreement with KnowBe4 for Security Awareness Training services at a cost of \$16,396.38 with funding from the Information Technology 2023 budget.
2. Consider authorization and execution of **Contract C368-2023**, the purchase of Cloudflare through CDW-G at a total cost of \$19,310.00 with funding from the 2023 Information Technology budget.

E. COURT ADMINISTRATION - Lea Dawn Welch

1. Consider the authorization and execution of two Memorandums of Understanding between the Third Judicial District and Valeo (**C351-2023**), and the Third Judicial District and New Dawn Wellness & Recovery Center (**C352-2023**) for treatment services for individuals in the Drug Treatment Court and the Veterans Treatment Court.

F. PARKS + RECREATION - Tim Laurent

1. Consider authorization and execution of **Contract C361-2023**, a five-year agreement with Wildcat Landscape for the maintenance of parklands listed in “packages C, E, and F” per RFQ #043-23 with funding from the department's operating budget.
2. Consider authorization and execution of **Contract C362-2023**, a five-year agreement with Greencare Lawn & Landscape for the maintenance of parklands listed in “packages A and B” per RFQ #043-23 with funding from the department's operating budget.
3. Consider authorization and execution of **Contract C363-2023**, a five-year agreement with Supreme Green Landworks, LLC for the maintenance of parklands listed in “package D” per RFQ #043-23 with funding from the department's operating budget.
4. Consider approval of request to award the bid and negotiate an agreement with Bartlett & West for the creation of a Gage Park Masterplan in response to Q#035-23, to be paid from the Gage Park Improvement Authority Sales Tax.
5. Consider authorization and execution of **Contract C369-2023** with Mammoth Sports Construction to award RFQ #043-23 for turf replacement at the Parrish Family Field with an estimated budget of \$250,000.00 utilizing American Rescue Plan Act funds.
6. Board of County Commissioners consideration and authorization is requested to approve this memo as a Letter of Intent to pay MCP Build for the material cost down payment in the amount of \$349,459.00 to ABCreative for the Family Park project.
7. Board of Commissioners approval is requested by Parks + Recreation to submit and execute a Kansas Department of Wildlife and Parks (KDWP) Recreational Trails 80/20 Grant application for the construction of the Family Park Trail. Pending a successful grant award, the department is further requesting permission to solicit bids for the project.

G. SOLID WASTE - Bill Sutton

1. Consider request to amend the purchase price of one Roll Off Truck through Truck Component Services (TSC) for an additional \$16,717.00 due to a materials surcharge for the vehicle with no tax dollars to be used.

2. Consider approval of request to award bid to Truck Component Services for the purchase of four Automated Side Load Trucks in the amount of \$1,168,396.00, including trade-in allowance, utilizing the Solid Waste Fund.
3. Consider approval of request to award bid to Key Equipment for the purchase of one Roll-Off Truck in the amount of \$82,462, including trade-in allowance, utilizing the Solid Waste Fund.
4. Consider approval of request to award bid to Elliot Equipment Company for the purchase of two Rear Load Trash Trucks in the amount of \$317,522, including trade-in allowance, utilizing the Solid Waste Fund.

H. HEALTH DEPARTMENT - Teresa Fisher

1. Consider authorization and execution of **Contract C355-2023**, Attachment 5 to the Aid-to-Local Universal Contract between the Shawnee County Health Department and the Kansas Department of Health and Environment to remove a final rule clause ensuring that all Family Planning programs are operating under the correct guidance.

I. FACILITIES MANAGEMENT - Nelda Henning

1. Consider for approval a request to close the position of Building Supervisor and create the positions of Maintenance Tech I and Maintenance Tech II.

J. DEPARTMENT OF CORRECTIONS - Brian Cole

1. Request approval to reclassify Account Clerk III position to Office Assistant III with no change to salary or benefits, then post and fill the position.

K. NOXIOUS WEED DEPARTMENT - John Landon

1. Consider approval of request to award a bid to Hyllo Inc. for the purchase of an Agriculture Spray Drone at a cost of \$32,500.00 utilizing the department's 2023 Capital Outlay Fund.
2. Consider approval for Pollution Liability (Herbicide/Pesticide Applicator's) Coverage with Ascot Specialty Company (**Contract C370-2023**) at a cost of \$5,618.00 for 2024.

L. STORMONT VAIL EVENTS CENTER - Kellen Seitz

1. Consider approval of transferring \$23,000.00 from the Stormont Vail Events Center Capital Expenditure Fund to the Weed Department for two John Deere Gator UTV's.
2. Consider a capital expenditure request of an amount not to exceed \$14,000.00 to ROKK Concrete for the repairs of two ADA ramps from the Heritage Hall parking lot, and a large portion of the sidewalk.
3. Consider a capital expenditure request for \$5,375.00 to Lesser Electric for the installation of a new electrical service to power a larger dishwasher for the catering kitchen.
4. Consider a capital expenditure request in the amount of \$10,672.00 for Custom Sheet Metal for the emergency repairs made to the west air handler in Heritage Hall.

M. AUDIT FINANCE - Betty Greiner

1. Consider approval of **Contract C349-2023** with Forensic Medical Management Services, PLC to extend autopsy and coroner services through December 31, 2026.
2. Consider **Resolution No. 2023-74** to establish the Risk Management Reserve Fund.
3. Consider **Resolution No. 2023-75** to close the Health Department Fund and transfer the balance.
4. Financial Report for October 31, 2023

N. COMMISSION

1. Consider approval of **Resolution No. 2023-73** appointing Richard Eckert as County Counselor at a rate of \$6,538.46 per pay period.

V. PUBLIC COMMENT

VI. ADMINISTRATIVE COMMUNICATIONS

VII. EXECUTIVE SESSIONS