

BOARD OF COUNTY COMMISSIONERS

In Commission Chambers at
707 SE Quincy



Members

Commissioner Bill Riphahn
Commissioner Kevin Cook
Commissioner Aaron Mays

AGENDA

December 14, 2023 9:00 AM

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- I. PROCLAMATIONS/PRESENTATIONS
- II. UNFINISHED BUSINESS
- III. CONSENT AGENDA
 - A. Request approval to reclassify a Maintenance Tech I position to a Maintenance Tech II position. This has been discussed with the Human Resources and Audit Finance Departments and the funds used from the previously approved reorganization would cover the costs. - Department of Corrections
 - B. Consider authorization and execution of **Contract C397-2023**, the equipment/preventative maintenance renewal agreement with Sound Products Inc. If approved, it will lock in service rates until December 31, 2026, and provide a standard service rate that is \$20/hr lower than the current rate without an agreement. - Department of Corrections
 - C. Acknowledge receipt and approval of Soldier Township's Treasurer's Bond. - County Clerk
 - D. Consider authorization and execution of **Contract C398-2023**, amendment to C31-2023 with Mid America Painting, Inc. for a one-year extension for Trade Services Painting - Facilities Management
 - E. Consider approval of request to reimburse investigator for out of state travel from the DAO budget account for a total amount of \$382.32 — District Attorney.
 - F. Consider authorization and approval of **Contract C399-2023** for Oracle Software Update License & Support Agreement. This agreement runs for 12-months from February 26, 2024, through February 26, 2025, at a cost of \$8,280.94 with funding from the 2023 Court Administration budget - Court Administration.
 - G. Consider authorization and execution of **Contract C400-2023**, an Independent Contractor Agreement for Services with instructor Kelly Sundbye to teach wellness and fitness programs. - Parks + Recreation
 - H. Consider authorization and execution of **Contract C401-2023**, a slide repair agreement with Safe Slide Restoration for the repair of the Family Ramp Slide at a cost of \$4,650.00 utilizing the department's 2024 3R Funds. - Parks + Recreation
 - I. Acknowledge receipt of correspondence from Sheriff Hill that he will be purchasing \$250,000.00 worth of fuel from Capital City Oil. This will be paid for with 2023 budgeted funds.

- J. Acknowledge that Sheriff Hill would like to transfer \$96,989.50 from his budget into the Courthouse Renovations Job Ledger 31BM000-273100000. These funds are contributing to the renovation and modifications to the security stations for the courthouse renovation project.
- K. Consider authorization and execution of **Contract C402-2023** for the purchase and installation of playground equipment for Westboro Park provided by GameTime c/o Cunningham Rec in the amount of \$79,441.34 including delivery and installation through the Omnia US Communities Cooperative. - Parks + Recreation

IV. NEW BUSINESS

A. COUNTY CLERK – Cynthia Beck

- 1. Consider all voucher payments.
- 2. Consider correction orders.
- 3. Consider authorization and execution of **Contract C403-2023** with Willis of Greater Kansas Inc. for Shawnee County's 2024 insurance coverage.

B. DISTRICT ATTORNEY - Michael Kagay

- 1. Consider approval of the request to allocate the end of year balance remaining in the DAO 2023 budget, to the District Attorneys Office renovation fund.

C. INFORMATION TECHNOLOGY - Marc Price

- 1. Consider authorization and execution of **Contract C404-2023**, a renewal of an annual maintenance contract with Imaging Office Systems, Inc. for the Application Xtender document imaging software application suite at a cost of \$43,075.00.
- 2. Consider authorization and execution of **Contract C405-2023**, renewal of licensing fees with Atlassian, for several cloud based software components at a cost of \$9,787.50 with funding from the 2023 departmental budget.
- 3. Consider authorization and execution of **Contract C406-2023**, the purchase and installation of an Avigilon Security camera at the North Annex at a cost of \$36,757.00.

D. COURT ADMINISTRATION - Lea Dawn Welch

- 1. Consider authorization and execution of **Contract C407-2023** for the purchase of a one-year subscription to CrowdStrike, Endpoint Protection Enterprise System, through CDW-G. CrowdStrike will provide upgraded protection from cyber-threats to all users on Shawnee County District Court computer servers at a cost of \$30,650.00 with funding through the 2023 Court Administration budget.
- 2. Consider request to transfer balance of 2023 Court Administration budget to pre-existing Special Project Fund for costs associated with courthouse renovation projects for the court but not included in the overall project budget.

E. PLANNING DEPARTMENT - Joni Thadani

- 1. Consider approval of a request to transfer the remaining of the unencumbered 2023 Planning Department budget to a Special Project Fund for Planning and Zoning Regulation Updates.

F. HEALTH DEPARTMENT - Teresa Fisher

1. Approval for Shawnee County Health Department (SCHD) to accept the Workforce Development grant through Kansas Department of Health and Environment (KDHE) for years 2023-2027 in the total amount of \$276,470.48.
2. Consider authorization and execution of **Contract C408-2023** between Shawnee County and Erin Locke, MD, MPH to continue serving in the capacity of Health Officer and Medical Director for the Family Planning Program. The contract period is for January 1, 2024 - December 31, 2024.

G. REGISTER OF DEEDS - Rebecca Nioce

1. Consider approval of a request to transfer the remaining of the unencumbered 2023 Register of Deeds budget to a Special Project Fund for renovations and furniture.

H. PARKS + RECREATION - Tim L Laurent

1. Consider authorization and execution of **Contract C409-2023** with Rize Drone Services as the sole source provider for drone application of Procellacor herbicide for the treatment of milfoil at Lake Shawnee.
2. Board of Commissioners acceptance is requested on the attached Schedule of Fees for the use of Shawnee County Park + Recreation (SCP+R) facilities and participation in the department sponsored activities. This document establishes the fees for the participations in SCP+R department activities, as set forth in Shawnee County Resolution No. 2011-170.

I. NOXIOUS WEED DEPARTMENT - John Landon

1. Request approval and signatures for Hyllo Inc. summary of purchase agreement, **C438-2023**, for an unmanned aircraft system.
2. Request approval and signatures for Hyllo Inc, **C439-2023**, to proceed with licensing, certifications, permits, waivers and other authorizations pertaining to the operation of UAS within the USA.
3. Request approval to create and advertise for a full-time Pesticide Applicator.
4. Request approval to restructure the Pesticide Staff.
5. Consider authorization and execution of **Contract C410-2023** with Enterprise Fleet Management for the lease of two 2024 Ford F-350 Trucks and approval to return two 2020 Ford F-350 trucks and apply the capital gains from the sale to the new leases.

J. AUDIT FINANCE - Jennifer Sauer

1. Request approval of 2024 Small Item Capital Outlay Requests totaling \$91,500, utilizing previously approved \$100,000 CIP Project 134.
2. Consider approval of **Resolution No. 2023-88** allocating 2024 Social Services Funds as appropriated by the 2024 Operating Budget — Commissioner Riphahn.
3. Consider authorization and execution of contracts for 2024 Social Service Fund allocations as previously approved by Resolution No. 2023-88 — Audit-Finance:

Contract C411-2023 with Catholic Charities of NE Kansas - Family Support Center for \$7,500.00.

Contract C412-2023 with Community Action - Bilingual Services for \$28,000.00.

Contract C413-2023 with Doorstep - Emergency Assistance for \$20,000.00.

Contract C414-2023 with GT Youth Foundation - First Tee of Shawnee County for \$27,000.00.

Contract C415-2023 with Housing Credit Counseling - Avoid Pay Day Loans & Bankruptcy for \$25,000.00.

Contract C416-2023 with Kansas Legal Services - Social Security Advocacy for \$12,000.00.

Contract C417-2023 with Kansas Legal Services - Protection Order Advocacy for \$14,000.00.

Contract C418-2023 with Let's Help - Emergency Services for \$30,000.00.

Contract C419-2023 with Positive Connection - Medical Case Management for \$12,000.00.

Contract C420-2023 with Positive Connection - Prevention Education & Testing for \$25,000.00.

Contract C421-2023 with Sunflower Inc- STEM Activities for \$2,500.00.

Contract C422-2023 with Sunflower Inc- Tutoring Hours for \$4,000.00.

Contract C423-2023 with YWCA-Center for Safety & Empowerment for \$25,000.00.

4. Consider approval of **Resolution No. 2023-89** allocating 2024 Service Programs for the Elderly Funds as appropriated by the 2024 Operating Budget — Commissioner Riphahn.
5. Consider authorization and execution of contracts for 2024 Service Programs for the Elderly Fund allocations as previously approved by Resolution No. 2023-89 — Audit-Finance:

Contract C424-2023 with Community Action - Elderly Services for \$28,000.00.

Contract C425-2023 with Community Resources Council-SPE/SCACA Administration for \$45,000.00.

Contract C426-2023 with East Topeka Senior Center for \$80,000.00.

Contract C427-2023 with Habitat for Humanity - Aging in Place for \$60,000.00.

Contract C428-2023 with Jayhawk Area Agency on Aging - Administration & Match for \$50,000.00.

Contract C429-2023 with Kansas Legal Services - Jayhawk Legal Services for Seniors for \$60,000.00.

Contract C430-2023 with LULAC Senior Center - Consolidated Senior Center Services for \$105,000.00.

Contract C431-2023 with Meals on Wheels - Home Delivered Meals for \$161,000.00.

Contract C432-2023 with Meals on Wheels - Friendship Meals for \$75,000.00.

Contract C433-2023 with Papan's Landing - Services for the Elderly for \$75,000.00.

Contract C434-2023 with Silver Lake Senior Center - Silver Lake Sr Citizens for \$5,500.00.

6. Consider authorization and execution of **Contract C435-2023** with TARC, Inc. allocating \$1,029,104.00 for the provision of certain specified social services to the residents of Shawnee County in 2024.
7. Consider authorization and execution of **Contract C436-2023** with the Community Resources Council / Administration, allocating \$40,000.00 to provide certain specified social services to the residents of Shawnee County in 2024.

8. Consider authorization and execution of **Contract C437-2023** with Shawnee County Fair Association allocating \$95,000.00 to be used to pay for the costs of conducting the County Fair in 2024.
9. November 2023 Financial Report

K. COMMISSION

1. Acknowledge letter of resignation from Stephen B. Hennessey, Tecumseh Township Trustee, effective December 31, 2023.
2. Consider approval of **Resolution No. 2023-87** appointing Angela K. Lewis, as the Director of Administrative Services at a rate of \$5,159.66 per pay period.

V. PUBLIC COMMENT

VI. ADMINISTRATIVE COMMUNICATIONS

VII. EXECUTIVE SESSIONS