Shawnee County Commission
February 8, 2024
Elvera Johnson, observer

All 3 Commissioners present

Corrections:
-Received authorization to renew their contract with Valeo and to share information regarding shared clients.

- Renewed a contract with the Halley Counseling Services to work with clients at the Juvenile Detention Center for the Family Peace Initiative program. They have been working together for 5 years with positive results.

Other business:
- Road repairs and safety improvements
- Noxious weeds department using drones
- Emergency management purchasing a vehicle
- Parks and recreation repairing a leaky gym roof and a parking lot
- Emergency Management announced that a tornado drill will happen on Wednesday, March 6

- A public citizen talked for about 14 minutes about his suggestions not being followed.

No Executive Session was called.

Shawnee County Commission
February 1, 2024
Paul Post, Observer

Commissioners present: Cook, Riphan, and Mayes.
Commissioners absent: None
I. PROCLAMATIONS/PRESENTATIONS: None.
II. UNFINISHED BUSINESS: None.
Ill. CONSENT AGENDA: The following Consent Agenda items were approved 3-0.

IV. NEW BUSINESS
A. COUNTY CLERK - Cynthia Beck
1. Consider all voucher payments. The total was $2,236,837.08, with $709,710.00 for ongoing court house renovations (now 66% complete), and $426,001.00 for employee health insurance premiums. Approved 3-0.
2. Consider correction orders.
3. Consider approval of the following renewals for tax exemption incentives for economic development for year 2024:
   1. Torgeson Electric Company Inc. for a tax exemption-incentive for year 1 of 10 years.
   2. Hill's Pet Nutrition Inc. (Small Paws) for a tax exemption-incentive for year 3 of 10 years.
   3. Fairview Grain LLC for a tax exemption-incentive for year 3 of 10 years.
   4. Fairview Corn LLC for a tax exemption-incentive for year 3 of 10 years.
   5. Global Grain LLC for a tax exemption-incentive for year 4 of 10 years.
   6. Frito-Lay, Inc for a tax exemption-incentive for year 5 of 10 years.
   7. Reser's Fine Foods, Inc. (Baked Plant Project) for a tax exemption-incentive for year 5 of 10 years…

Shawnee County Commission
1-11-2024
Elvera Johnson, observer
All 3 Commissioners present
The meeting began with organizing for 2024:
-Commissioner Cook was elected as chair and Mays as Vice-Chair.
-Commissioners were then assigned to various boards/committees/councils. They had previously discussed this and the 13 assignments were approved in one vote.
-They approved the hours and administrative buildings, time of commission meeting and agenda procedures as basically the same as last year.
They were not able to designate the official County newspaper. They are waiting for a letter from the State, as it is designated by statute.

Human Resources: Authorized a contract to integrate 2 software systems into one.

Parks and Recreation: Authorized combining 2 (vacant) part-time positions into one and increasing the hours. This results in a cost savings.

The item relating to the sheriff’s office was pulled from the agenda.

An item was added and approved regarding a special meeting on Wednesday, January 17, from 10-noon at Great Overland Station. They will meet with the City Council in a work session to discuss homelessness.

The Commission appointed Roy Malloy as Trustee for the Tecumseh Township.

No Public Comment was offered.

Administrative communications: Corrections Director Brian Cole introduced 2 new Deputy Directors: Joe Riley and Steve Willis.

Facilities management: Mentioned delays in the installation of an air handling unit and in placing window coverings.

Emergency Management: Thanked the outside workers who are dealing with the cold weather. He also urged citizens to drive carefully as we are expecting a wintry mix.

Solid waste: Said we can expect some delays in pickup during this weather. He said we can check their Facebook posts or the webpage for changes. No pick up on holidays such as MLK Day.

Parks and Recreation: Director shared an update on information in relation to the change in management companies at the golf course.

There will be no work session on Monday due to the holiday.

No executive session was called.

**Shawnee County Commission**
January 4, 2024
Paul Post, Observer

Commissioners present: Riphan, Cook, and Mayes.
Commissioners absent: None

I. PROCLAMATIONS/PRESENTATIONS: None.

II. UNFINISHED BUSINESS: None.

III. CONSENT AGENDA: The following Consent Agenda items were approved 3-0.

IV. A. Consider authorization and execution of Contract C2-2024 with Tricia Tripe, DBA Decades Garage, for courier services at Parks+Recreation locations at a daily cost of $80.40 or not to exceed $20,100.00 annually. Funding is available in the department's current operating budget.

V. IV. NEW BUSINESS

A. COUNTY CLERK - Cynthia Beck
   1. Consider all voucher payments. The total was $2,606,348.00 which included Facilities Management in the amount of $781,749.00 from American Rescue Plan (ARPA) monies for the ongoing courthouse renovation, which is 61 per cent complete.
   2. Consider correction orders.

B. PARKS+RECREATION - Tim Laurent
   1. Approval requested to create seven full-time positions and four permanent part-time positions for Parks and Recreation. Sufficient funding is available in the department's Golf Revolving Fund to cover these requests. The current arrangement is a private contract with a company known as Lake Shawnee Golf Management. The company has a contract to run the clubhouses, but the county remains responsible for golf course maintenance. The contractor receives an annual payment from the county of $330,000, and makes approximately $470,000 from food and beverage sales and the sales of clothing and other golf related items. The company gave the required 60 days’ notice to the county that it would not be renewing the contract. Tim Laurent, director of Parks+Recreation, proposed a plan where the current employees of the contractor would become county employees. Total payroll and benefits would be $950,000.00, which would result in a profit to the county of approximately $19,000.00. There are no taxpayer monies involved, as the costs of either the contract or taking on the new employees is from golf user fees. Aaron Mayes questioned Mr. Laurent at length, and asked why a request for proposals couldn’t be sent out to advertise for a new contractor. Mr. Laurent explained that most golf course private contractors want to run “the whole thing,” that is, the entire course and not just the club house. Mr. Mayes continued to press the issue. Several members of the public, who were golfers, appeared and provided strong support in favor of the proposed transfer of the
management to the county, as the existing employees would be retained, and members of the golf community were quite happy with their experiences with these employees. Mr. Laurent noted that if there is delay and uncertainty as to what the county intends to do, these employees may well leave for other employment. In the end, the commission voted to approve 3-0 in favor of the proposal.

C. AUDIT FINANCE -Jennifer Sauer
1. Consider approval to hire a candidate with exceptional qualifications for the Deputy Financial Administrator position at Range 70, Step 12. Approved 3-0.
2. Consider authorization and execution of Contract C1-2024 with Helping Hands Humane Society allocating $146,000.00 to shelter, feed and to the extent necessary, dispose of stray dogs, cats and other small animals as well as dangerous animals at large in Shawnee County for the year 2024. Approved 3-0.

D. COMMISSION
1. Commissioner Mays appointing Sherriene Jones-Sontag to the Stormont-Vail Events Center Advisory Board. Approved 3-0.

V. PUBLIC COMMENT: None
VI. ADMINISTRATIVE COMMUNICATIONS: None.
VII. EXECUTIVE SESSIONS: None.

The meeting was adjourned.

Shawnee County Commission
12/28/23

Elvera Johnson, Observer

All 3 Commissioners present

Information Technology: Commissioners authorized a new backup and disaster recovery system, as the old one was worn out.

Corrections: Approved hiring Steve Willis as Deputy Director for Community Corrections at Step 12 range. He is experienced, local and highly recommended by other county officials who have worked with him.
Also renewed the yearly contract for maintenance services for the fingerprint machines at detention centers.

Audit Finance: Approved the transfer of remaining 2023 contingency funds to a building project job ledger.

Election Office: Approved a request to transfer funds from the 2023 budget to a project fund for construction of an interior wall.

Stormont Vail Events Center: Approved capital expenditures for repairs to the fire alarm system and to the fire sprinkler system. These are systems that have been in the building since prior to the renovation and were not included in the renovation project.

Facilities Management: Authorized execution of a change order for the contract for new security booths at the Courthouse.

Sheriff’s Office: Authorized transfer of 2023 budgeted funds for 2 projects. One is a special equipment fund and the other is an LEC building repair and maintenance fund.

Also Authorized the reappointment of at large member David Linderman to the Planning Commission.

Administrative Communications: Betty Greiner thanked everyone for the opportunity to serve the public for the last 11 years. She is retiring and this was her last meeting. Several administrators thanked Ms. Greiner for her services.

The County Treasurer announced that his office would be closed for the rest of the year.

No Executive Session was called.

Shawnee County Commission
December 7, 2023
Paul Post, Observer

Commissioners present: Riphan and Cook appearing in person; Mayes via Zoom.
Commissioners absent: None

I. PROCLAMATIONS/PRESENTATIONS: None.
II. UNFINISHED BUSINESS: None.
III. CONSENT AGENDA: The following Consent Agenda items were approved.
   A. Consider approval of Resolution No. 2023-86 authorizing the transfer of unobligated 2023 Public Works operating funds (not to exceed 25% of the 2023 operating budget) to one or more of the following fund accounts - Special Bridge, Special Machinery and/or Special Road - Public Works.
   B. Acknowledge that Sheriff Hill is renewing the agreement, Contract C383-2023 with Dr. Deborah Smith, to serve as Medical Director for the Tactical Emergency Support Team and NARCAN program from January 1, 2024 to December 31, 2024. A total cost of $5,100.00 will be paid out of budgeted funds.
   C. Consider approval of Contract C384-2023 with Purple Wave, Inc. for the auction of Parks + Recreation vehicles and equipment with the proceeds to be applied to the Parks + Rec Equipment Fund. - Audit Finance.
   D. Acknowledge receipt of correspondence from Sheriff Hill regarding a representative being sent to Webb City, MO to attend FBI-LEEDA Internal Affairs training. All expenses are to be paid out of budgeted funds.
   E. Consider a Claim for reimbursement - Counselor's Office
   F. 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 September 2023 and AMR will be penalized in the amount of $6,730.00 for long responses in the four different zones as outlined in the contract. - Emergency Management.
   G. Consider approval of a request to authorize a payment of $350.00 for the final expenses of John Wilks — Coroner.
   H. Acknowledge that Sheriff Hill is renewing the agreement with Club Carwash for the 2024 calendar year, Contract C385-2023. The annual cost of this renewal will be $14,400.00 and will be paid for out of budgeted funds.
   I. Consider approval of the renewal of an agreement, Contract C386-2023, between the Department of Corrections and the Social Security Administration. This agreement is required by the Social Security Administration to be renewed every five years. – Department of Corrections.
J. Consider authorization and execution of Contract C396-2023 with Foley Power Solutions for generator maintenance and testing. - Facilities Management
K. Acknowledge receipt of correspondence from Cox Communications regarding the correction of a clerical error on a previous notification for increased rates for services.- County Clerk.
L. Consider authorization and execution of Contract C387-2023, amendment to C471-2021 with City Wide Facility Solutions to extend the current park restroom services. - Parks + Recreation.
M. Consider authorization and execution of Contract C388-2023, an Independent Contractor Agreement for Services with performer Matthew Richardson to provide musical performances. - Parks + Recreation.
N. Board of Commissioners approval is requested to allow the department to solicit bids and/or proposals for the purchase of supplies and equipment necessary for the operation of Parks + Recreation programs and facilities in 2024. - Parks + Recreation.
O. Consider authorization and execution of Contract C389-2023, an Elevator Repair Agreement with MEI for the repair of the Bettis Sports Complex elevator for $3,480.00 utilizing Capital Maintenance 3R Funds. - Parks + Recreation.
P. Consider authorization and execution of Contract C390-2023, Amendment #2 to C436-2019 with Mary Lou Gudenkauf for the instruction of painting classes through January 1, 2025. - Parks + Recreation
Q. Consider authorization and execution of Contract C391-2023, amendment to C460-2021 with…

Topeka Sustainability Advisory Board
January 19, 2024
Observer: Dennis Bosley
Michaela Saunders was re-elected chair.
The board discussed preparation of the annual report.
Still needing hazardous waste data.
Discussion of the climate funds provided by the inflation reduction act.
The board is recommending the city complete a tree survey.
They will be hearing about water and storm water issues.
Next meeting is Feb. 2 and March 5.

**Topeka Sustainability Advisory Board**
February 2, 2024
Observer: Vicki Arnett

All board members were present except Kelly Magerkruth.

The board discussed signing up for various roles at Party for the Planet to celebrate Earth Day on April 20.

The board reviewed the status of preparing various parts of the annual report for presentation at the City Council on April 9. They intend to demonstrate their successes as well as areas of continuing need.

**Topeka City Council Meeting**
February 13, 2024
Observer: Vicki Arnett

All members of the council, including the mayor, except council member Miller, were present in chambers.

One item has been moved from the consent agenda to a discussion item next week. The item is about a technical contract to assess disaster recovery and security risks.

There were no public comments and no council comments. There was a need for an executive session to discuss non-elected personnel.

**Topeka City Council Meeting**
February 6, 2024
Observer: Vicki Arnett

All council members, including the mayor, except council member Miller, were present in Chambers or on zoom. Council member Miller did arrive late.
The council heard a presentation regarding the Lead and Copper Rule Improvements Compliance plan. Utilities will begin a survey of residences, businesses and schools in which the water line lead status is unknown. This is the first step in determining the clean up cost and time to eliminate lead in drinking water.

The council heard a presentation from Dusty Nichols regarding the Shawnee County Emergency Operations Plan. Director Nichols mentioned he needs signatures on the agreement; however, he must be invited to be a part of emergency planning with the city. The city has no emergency planner.

The council passed an ordinance to add vegetation to the city code. The council elected Hoeferer to the board of Friends of the Topeka Zoo.

The council approved on a vote of 5-3, adding 500,000 to the fund available to maintain and operate Hotel Topeka. Council members Banks, Ortiz and Valdivia Alcala voted No.

During discussion items, the council discussed the need to relocate the city’s light duty fleet garage due to Polk Quincy reroute. The discussion initially focused on building a new building on property the city owns such as the lot south of the Holiday Building. Council member Duncan expressed the need to include Topeka Transit Authority needs in this planning to include a modern building built to service vehicles of the future such as hybrid and electric. Council member Hiller expressed a need to include the city’s ability to generate power through solar panels. This discussion will continue to be a part of the CIP budget.

Two people spoke during public comments. One about real estate and business planning issues and the other about jobs and Hotel Topeka.

During council announcements Council member Dobler asked the mayor and other council members to confirm to the public that Topeka was not a sanctuary city. Council members expressed concerns for housing growth and utility planning, thanked staff for their work during the boil water advisory, reminder of a community meeting to discuss detours during Oakland community streets mill and overlay, the need to do education about the status of the water lines and Go Chiefs.

There was a need for an executive session to discuss employer/employee relations with one or more unions.
Topeka City Council Meeting
January 16, 2024
Observer: Vicki Arnett

All city council members were present, including the mayor, either in chambers or on zoom. Council member Ortiz missed the roll call but was on zoom.

The council heard a presentation from Sylvia Davis, Utilities Director, regarding the boil water advisory. Of note, she mentioned the difficulty in communication to the public was, in part, related to no city emergency management position.

The public health and safety committee of the council presented an update of their work. The committee is preparing to recommend housing maintenance code violations, including vegetation growth.

The council elected Council member Miller and Kell to the Metropolitan Topeka Planning Organization Policy Board. The council elected Council member Duncan and Banks to the Joint Economic Development Organization (JEDO) board.

The council approved a zoning change at NW U.S. 24 Hwy. and Vail Ave. to allow for the development of an undisclosed light industrial development. The council approved a zoning change at 901 SW Topeka Blvd. to allow for the development of a fast food restaurant with a drive through window. The council approved the Historic Holiday Park Neighborhood Plan update and DREAMS implementation. This will allow for the mil and overlay of 7 streets, 6 curb and gutters and 16 sidewalks.

The council approved the 2024 Consolidated Action Plan and Budget. This will allow for the application for grants to assist low- and middle-income homeowners in maintenance/renovation projects.

Non-action items included how to fund the LMI supplemental grants and possible implementation in stages of a city vegetation ordinance.

During public comments there were two speakers. One speaker spoke about sexual assault by the police and the other spoke about distrust of developers in the community.

Council administrative comments included thanking the police, fire, road and water crews during the cold and boil water advisory, comments regarding the boil water advisory, Sole Reason non-profit regarding athletic shoes for kids, thanking
785 Brewery for brewing water and giving it away, praise for the MLK celebrations and the warming centers.

There was an executive session to discuss employer/employee relations of non-union employees.

**#USD 501 School Board Meeting**  
Feb. 01, 2024  
Observer: Annie Tietze

It was moved and seconded that the Board recess into executive session for 30 minutes. The Superintendent and Executive Staff were invited into executive session.

The Superintendent updates included equity projects, Robinson Middle School Mural, and Black History event.

Donated to State Street Elementary was $300 from Oakland United Methodist Church. This donation will help support books for students at Christmas.

Child Nutrition services received $500 from Nialson Lee to help pay reduced lunches outstanding balances.

Scott Dual Language received $500 for snacks for students from the Fraternal Order of Police Foundation.

Pine Ridge Prep received a donation of $500 from the Lutheran Women’s Missionary League. They stated they would like $250 for student needs and $250 for staff appreciation.

Living the Dream recognition of students, staff, and food drive award recipients were acknowledged.

**#USD 437 School Board Meeting:**  
No report received

**#USD 345 School Board Meeting:**  
No report received
Intergovernmental Cooperation Council:
No report received

Topeka City Planning Commission:
No report received

Shawnee County Planning Commission:
No report received