



**Board of Riley County
Commissioners
Regular Meeting
Minutes
August 11, 2025**

2101 Claflin Road
Manhattan, KS 66502
www.rileycountyks.gov

Cindy Kabriel
785-565-6200

Family & Child Resource Center, Room #124

8:30 AM

[District 1 – John Ford, Member](#)

[District 2 – Greg McKinley, Chair](#)

[District 3 – Kathryn Focke, Vice-Chair](#)

8:30 AM

Call to Order

Attendee Name	Title	Status	Arrived
John Ford	County Commissioner	Present	8:30 AM
Kathryn Focke	County Commissioner	Present	8:30 AM
Greg McKinley	County Commissioner	Present	8:30 AM
Rich Vargo	County Clerk	Present	8:30 AM
Jacob Hansen	County Counselor	Present	8:30 AM
Vivienne Leyva	PIO	Present	8:30 AM
Elizabeth Ward	Human Resources Director	Present	8:30 AM
Brittany Phillips	Budget and Finance Officer	Present	8:30 AM
Katharine Hensler	Museum Director	Present	8:40 AM
David Adams	EMS/Ambulance Director	Present	8:50 AM
Diane Creek	Health Department Director	Present	9:51 AM
Cory Meyer	IT/GIS Director	Present	9:55 AM
Russel Stukey	Emergency Management Director/Fire Chief	Present	9:56 AM
Breva Spencer	Maternal and Child Health Supervisor	Present	10:02 AM

Pledge of Allegiance

Public Comment

Commission Comments

Ford's Comments:

Thursday post meeting I met with Jacob Hansen, Riley County Counselor and Barry Wilkerson, Riley County Attorney to discuss a few items of relevant interest and to dialog

about how to work on finding applicable and legal solutions to them. All in all, I thought the conversation went well.

Thursday afternoon I attended the August meeting of the Flint Hills Mental Health Task Force via Zoom. I was having a hard time hearing bits and parts of the meeting but went through some Task Force Community Partner Data which included walk-in, mobile crisis, ER and jail assessments, adult and juvenile referrals, CSU admissions, voluntary and involuntary hospital visits, and overall crisis. Other items included continue work on mobile crisis, onboarding with the 988-line, and the work Pawnee keeps doing with the transition to the CCBHC model. Dialog was also had on the upcoming Town Hall with Pawnee Mental Health in partnership with the Association of Community Mental Health Center taking place in Clay Center Thursday and the upcoming Mental Health Summit taking place in Hays with a Zoom cohort as well August 26th-27th.

Friday morning I met with Ben Ledo and Peter Lazarz from MakeMyMove as well as Daryn Soldan and Allison Muth from the Chamber to discuss some details, ask some questions, and to have some concerns addressed. Looks like an announcement on those grant funds may be coming as early as the end of the week from the state treasury. There will be a draft MOU coming from MakeMyMove that could be used and a kickoff meeting in the works as well.

Friday night I attended the Flint Hills Volunteer Center Annual Banquet at Pottorf Hall. It was a very well attended event once again with entertainment provided by Jeff Davidson and dinner catered by Texas Roadhouse which was delicious and there were a lot of amazing door prizes provided as well.

Spent the weekend watching quite a bit of NFL Preseason, including my Jacksonville Jaguars Saturday night, catching up, and getting ready for the upcoming week.

Focke's Comments:

Thursday afternoon I had a meeting with Dennis Cook of the Aggieville Business Association to discuss a Law Board issue. The Aggieville merchants have not been happy with the RCPD putting up barriers with lights every weekend at the discretion of the officer in charge. They are concerned with upcoming game weekends and other large events in the district. I told him that I would get the issue before the Law Board at our next meeting. In the afternoon, I had a physical therapy session. My therapist sent a progress report to my neurosurgeon for my appointment on Friday.

Later that day, I took my dog for a walk at Wildcat Creek Park. There are several big trees down on the trail and the park is in need of a good mowing.

Friday I had an appointment with Dr. Wills and he told me to keep up the physical therapy, stay active, and come back in six months. No surgery for now!

That afternoon I attended the pre-Law Board meeting at the Riley County Police Department. We went over the proposed agenda and added several issues, including Aggieville policing. The next meeting of the board will be in Leonardville on August 18th.

The weekend was pretty quiet, catching up on paperwork, going over the agenda and documents for today's meeting and household chores. I received 2" of rain on Sunday - early morning.

McKinley's Comments:

Thursday afternoon, I received a phone call from someone who had just opened their RNR statement. Most of her complaints were about Manhattan and USD 383. I explained to her that even though you write the check to Riley County, we only keep 25% of it. She complained about the county being off a half day Friday. I tried to explain they worked longer hours during the week but she did not like it. She really went off on school teachers making too much money and said they only work four days a week. I had no answer to that. Overall, one of the most unpleasant phone calls I have received.

Business Meeting

1. Ashland Township Trustee Appointment

Move to accept Laurence Clement's resignation and appoint Emma Leuthold as Ashland Township Clerk.

RESULT:	Adopted Passed
MOVER:	Commissioner John Ford
SECONDER:	Commissioner Kathryn Focke
AYES:	Greg McKinley, Kathryn Focke, John Ford
NAYS:	None

2. Riley County Employee Action Form

The Board of County Commissioners signed Riley County Employee Action Forms for the following:

- James Bridgers, for a promotion, as a Network/System Administrator, in the IT/GIS Department, at a Range 16.
- Robin Imeau, a new hire, as an Intern, in the Museum Department, at a Range TASND.
- Maggie Howland, a new hire, as an Intern, in the Museum Department, at a Range TASND.
- Shalondra Booker, an On Call Juvenile Intensive Supervision Officer, in the Community Corrections Department, for Separation from County Service, effective July 1, 2025.
- Henry Rottinghaus, a Seasonal Laborer, in the Public Works/Parks Department, for Separation from County Service, effective August 6, 2025.
- Kyle Musil, a new hire, as a Facility and Grounds Technician I, in the Public Works Department, at a Range 4, at \$20.54 per hour.
- Wyatt Voth, a new hire, as a Paramedic, in the EMS/Ambulance Department, at a Range Paramedic, at \$23.67 per hour.

Review Minutes

3. Board of Riley County Commissioners - Regular Meeting - Aug 7, 2025 8:30 AM

Move to approve the minutes.

RESULT:	Adopted Passed
MOVER:	Commissioner John Ford
SECONDER:	Commissioner Kathryn Focke
AYES:	Greg McKinley, Kathryn Focke, John Ford
NAYS:	None

Review Tentative Agenda

4. Tentative Agenda

Press Conference Topics

9:00 AM Rich Vargo, County Clerk

5. Year to Date Budget and Expenditure Reports

Vargo presented the year to date budget and expenditure reports.

9:15 AM Katharine Hensler, Museum Director

6. Staff Update from the Riley County Historical Museum

Hensler presented the Historical Museum staff update.

9:30 AM Press Conference

7. Public Notice - John Ellermann (1-2 minutes)

Ellermann said the asphalt overlay project on Rosencutter Road, Henton Road, Moehlman Road, South Manhattan Avenue, Stagg Hill Road, Skyway Drive is scheduled to begin Monday, August 25, 2025. Traffic Control will be installed during the project. The project has been allotted 25 working days, and is expected to be completed by September 29, 2025, weather permitting.

9:35 AM David Adams, EMS/Ambulance Director

8. Request to Fill Open Position

Adams presented the request to fill the EMT/AEMT position.

Move to approve to fill the position.

RESULT:	Adopted Passed
MOVER:	Commissioner Kathryn Focke
SECONDER:	Commissioner John Ford
AYES:	Greg McKinley, Kathryn Focke, John Ford
NAYS:	None

The Board of County Commissioners signed a Riley County Position Action Form for an EMT/AEMT, in the EMS/Ambulance Department, at a Range AEMT.

9:40 AM Brittany Phillips, Budget and Finance Officer

9. Request to Publish Notice of Hearing

Phillips presented the request to publish the Notice of Budget Hearing.

Move to approve publishing the 2026 Notice of Budget Hearing in the Manhattan Mercury.

RESULT:	Adopted Passed
MOVER:	Commissioner Kathryn Focke
SECONDER:	Commissioner John Ford
AYES:	Greg McKinley, Kathryn Focke, John Ford
NAYS:	None

9:45 AM Jacob Hansen, County Counselor

10. Administrative Work Session

11. Staff Update from the Riley County Counselor's Office

Hansen presented the Commission Projects list.

12. Amendment to Chief Elected Officials' Agreement

Hansen presented the Amendment to the Chief Elected Officials' Agreement.

Move to approve the Local Workforce Development Area I Chief Elected Official Board Agreement.

RESULT:	Adopted Passed
MOVER:	Commissioner Kathryn Focke
SECONDER:	Commissioner John Ford
AYES:	Greg McKinley, Kathryn Focke, John Ford
NAYS:	None

10:05 AM Breva Spencer, Maternal and Child Health Supervisor

13. Memorial Hospital Association Grant

Move to recess as the Board of County Commissioners and convene as the Board of Health.

RESULT:	Adopted Passed
MOVER:	Commissioner John Ford
SECONDER:	Commissioner Kathryn Focke
AYES:	Greg McKinley, Kathryn Focke, John Ford

NAYS:	None
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Spencer presented the Memorial Hospital Association Grant.

Move to approve the request to apply for grant funds, totaling \$30,000 from the Memorial Hospital Association.

RESULT:	Adopted Passed
MOVER:	Commissioner John Ford
SECONDER:	Commissioner Kathryn Focke
AYES:	Greg McKinley, Kathryn Focke, John Ford
NAYS:	None

Move to recess as the Board of Health and reconvene as the Board of County Commissioners.

RESULT:	Adopted Passed
MOVER:	Commissioner John Ford
SECONDER:	Commissioner Kathryn Focke
AYES:	Greg McKinley, Kathryn Focke, John Ford
NAYS:	None

10:10 AM John Ellermann, Public Works Director/County Engineer

14. Project Update

Ellermann presented the Public Works project update.

Ellermann asked for direction on the Commission Chambers renovation. He estimated a base cost of \$250,000 for the renovation.

The Board discussed options for the renovation.

10:25 AM Russel Stukey, Emergency Management Director/Fire Chief

15. Staff update

Stukey presented the Emergency Management staff update.

16. Evergy lease Drake Tower Amendment

Stukey presented the amendment to the Evergy Drake Tower Lease Agreement.

Move to approve the First Amendment to Antenna Lease with Evergy Kansas Central, Inc. for the Drake tower site at 778 Deep Creek Road.

RESULT:	Adopted Passed
MOVER:	Commissioner Kathryn Focke
SECONDER:	Commissioner John Ford
AYES:	Greg McKinley, Kathryn Focke, John Ford

NAYS:	None
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Adjournment

10:54 AM Move to adjourn.

RESULT:	Adopted Passed
MOVER:	Commissioner John Ford
SECONDER:	Commissioner Kathryn Focke
AYES:	Greg McKinley, Kathryn Focke, John Ford
NAYS:	None

Announcements

Riley County Planning Board/Board of Zoning Appeals meeting will be held tonight at 7:00 p.m. in Room #124 at the Family & Child Resource Center, 2101 Claflin.