



**Board of Riley County
Commissioners
Regular Meeting
Minutes
August 21, 2025**

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

Cindy Kabriel
785-565-6200

Family & Child Resource Center, Room #124

9:00 AM

[District 1 – John Ford, Member](#)

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

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

9:00 AM

Call to Order

Attendee Name	Title	Status	Arrived
John Ford	County Commissioner	Present	9:00 AM
Kathryn Focke	County Commissioner	Present	9:00 AM
Greg McKinley	County Commissioner	Present	9:00 AM
Rich Vargo	County Clerk	Present	9:00 AM
Jacob Hansen	County Counselor	Present	9:00 AM
Vivienne Leyva	PIO	Present	9:00 AM
Cory Meyer	IT/GIS Director	Present	9:00 AM
Shannon Sterling	REACH Chair	Present	9:00 AM
Darrin Hobbs	Planning Compliance Specialist	Present	9:00 AM
Kris Schneider	Network/Systems Engineer	Present	9:00 AM
Derick Schroller	IT Specialist	Present	9:00 AM
James Bridgers	Network/System Administrator	Present	9:00 AM
Rob Voelker		Present	9:00 AM
Brittany Phillips	Budget and Finance Officer	Present	9:00 AM
Elizabeth Ward	Human Resources Director	Present	9:00 AM
Bob Isaac	Planner	Present	9:15 AM
Russel Stukey	Emergency Management Director/Fire Chief	Present	9:15 AM
Brian Peete	RCPD Director	Present	10:15 AM
Barry Wilkerson	County Attorney	Present	10:40 AM

Pledge of Allegiance

Public Comment

Sterling presented the Employee of the Month Award for September to Jame Bridgers, IT/GIS Department.

Commission Comments

Ford's Comments:

Monday afternoon I caught the National Association of Counties podcast titled "County Experience Can Improve Disaster Response". Kevin Leonard, Executive Director of the North Carolina Association of County Commissioners, and Amanda McKinney, Yakima County, Washington County Commissioner discussed many different and ongoing challenges the nations counties face responding to disasters whether they are of the natural or manmade kind as well as emergency management and resiliency in general. It really was a very informative dialog.

Tuesday I had a dialog with members of the Ogden Township as they had questions on several topics including the recently sent Revenue Neutral Rate mailer, possible speed limit changes out on Roever Road and what that might mean and upcoming city elections here in the fall. I will once again be leading the city Candidate Forum taking place in October, something I always enjoy doing.

Wednesday I spoke to several individual through my network on some dialog I picked up on pertaining to RHIDs and how funding and valuation work with the school districts here in Kansas. Although not officially my lane per say it was good to get some clarification as there were several competing thoughts and analysis on this subject.

Wednesday afternoon I attended the August Policy Board meeting of the Flint Hills Metropolitan Planning Organization via Zoom. Items of discussion included public comment as well as a financial update. We got staff updates from the MPO which included the Connect 2050 Plan and the 2nd Connection Cost Benefit Analysis as well as an update from KDOT. Action items included approval of the June 18th meeting, the Transportation Emission Reduction Strategy project, the Unified Work Program Amendment #2, the Title VI Program, the Limited English Proficiency Plan, and the 2024 Audit Report. Discussion items included the 2nd round of the Transportation Emissions Reduction Strategy 2nd call for project, the money market account, and the planning manager annual review. We will meet again on September 17th.

Thursday morning, I attended the Policy Breakfast hosted by the Manhattan Area Chamber of Commerce at the DoubleTree by Hilton. Guest speakers were Lisa Sederlin Isaacson, Director of Early Childhood and Vern Henricks, President/CEO of the Greater Manhattan Community Foundation and they shared their insights on the newly opened Flint Hills Community Accelerator.

Focke's Comments:

Monday, after our meeting I attended the Law Board meeting in Leonardville. The Chair, John

Matta, was called away on a family emergency, so as the Vice-Chair, I chaired the meeting. It was a long agenda with regular police reports and several executive sessions. Members of the Aggieville Business group were there to continue the discussion on policing in the district that is affecting their businesses. A committee of Craig Beardsley, Law Board member, Brian Peete, and an appointed representative of the Aggieville businesses will work out a solution to the problem and bring it back to the Law Board, possibly in a special meeting prior to the large crowds on game weekends. Several contracts were referred back to counsel and one to the Riley County Commission for review.

Tuesday and Wednesday, I went door to door and handed out a meeting and financial information flyer to each home in the taxing district. The people that were home were very happy to get the information and hopefully, we will have a good turnout next Tuesday at the community center in Keats.

McKinley's Comments:

Monday was the Law Board meeting. There was a long discussion on policing in Aggieville on Friday and Saturday nights. The Riley County Police Department has been blocking off Moro from 11:00 p.m. to 3:00 a.m. The bar owners feel this is hurting business because they make it look like something is going on in Aggieville requiring police. A group with RCPD, Aggieville merchants, and a Law Board representative will meet to discuss the situation. A discussion was also had about the increasing homeless problem. RCPD was cautioned that it is not their mission to resolve the issue.

Wednesday was the North Central Juvenile Detention meeting. They have a new teacher and we had a review of his schedule and how the school will be structured this year. In the facility there are four levels of privileges for the youth. They all start at one when they come in but good behavior moves them up levels. Each level allows more extras and it is working well with the youth.

Business Meeting

1. Riley County Employee Action Form

The Board of County Commissioners signed a Riley County Employee Action Form for Kymberlee Durbin, a Human Resources Clerical Assistant, in the Clerk's Department, for Separation from County Service, effective September 3, 2025.

2. Approve payroll/accounts payables (when completed)

Move to approve the payroll vouchers in the amount of \$753,444.45 and the following warrant vouchers for August 22, 2025:

2023 Budget

County General	\$ 3,156.25
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TOTAL \$ 3,156.25

2025 Budget

County General	\$ 597,259.82
Disaster Fund	136,547.62
Health Department	110,303.29
County Auction	5,048.99
Motor Vehicle Operations	1,840.62
Capital Improvements Fund	88,558.05
Emergency 911	3,094.96
Solid Waste	296,977.61
County Building	20,987.71
RCPD Levy/Op	124,214.80
Landfill Closure	4,033.35
Riley Co Fire Dist #1	34,564.86
University Park W&S	12,273.28
Keats Capital Project	17,753.00
Hunters Island Water Dist	1,312.70
Carson Sewer Benefit Dist	1,414.48
Deep Creek Sewer	1,478.01
Moehlman Bottoms	392.88
Valleywood Operations	648.31
Terra Heights Sewer	3,339.07
Terra Heights Sinking	42,265.96
Konza Water Operations	3,397.28
Univ Park W&S Cap Reserve	1,684.23
Lakeside Heights Sewer	185.00
University Park Lagoon	3,458.56
Peterson Ranch-Ben Dist	373.57
KDOC Adult Services	21,907.83
KDOC Juvenile Services	13,121.10
KDOC Juv Reinvestment	1,152.45
BJA Grant	3,746.04
City Alcohol Funds	1,544.19
RL Salary Appropriations	680.81
Caroline Peine Grant	427.75
GMCF Grant	320.00
Adult Services Carry-Over	90.91
Juvenile Svcs Carry-Over	90.92

TOTAL \$ 1,556,490.01

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

Review Minutes

3. Board of Riley County Commissioners - Regular Meeting - Aug 18, 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

9:30 AM

Bob Isaac, Planner

5. Acknowledge the approved Final Plat of University Park Unit 15, a replat of Lots 270 and 271 University Park (Subdivision) into a single lot.

Isaac presented the University Park Unit 15 Plat.

Move to approve "Resolution No. 082125-35, A Resolution approving the University Park Unit 15 Plat and accepting the street rights of way, easements and licenses as shown to be dedicated on said plat."

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

9:45 AM

Evan McMillan, Assistant County Engineer

6. Bid opening for Riley County Transfer Station tipping floor and chute repair/replacement

The Board of County Commissioners opened the following bids for the Riley County Transfer Station tipping floor and chute repair/replacement.

<u>Company</u>	<u>Alternate 1</u>	<u>Alternate 2</u>	<u># of working days</u>	<u>Proposed starting date</u>
NF Construction 601 West Main St Marion, KS 66861	\$592,140	\$649,580 with AR40 plates	140 calendar days 100 business days	6 weeks from Notice to Proceed

Move to refer the bids to staff for evaluation and recommendation.

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

9:55 AM

Rich Vargo, County Clerk

7. Request to Fill - Human Resources

Vargo presented the request to fill the as-needed Human Resources Clerical Assistant position.

Move to approve the position of as-needed Human Resources Clerical Assistant for Riley County Clerk's office.

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 a part-time Human Resources Clerical Assistant, in the Clerk's Department, at a Range Temporary and As-Needed (TASND).

10:00 AM

Daniel Skucius, Extension Director

8. Fair and Staff Update

Skucius presented the Fair and staff update.

10:15 AM

Brian Peete, RCPD Director

9. RCPD Update

Peete presented a Riley County Police Department update.

10:30 AM

Jacob Hansen, County Counselor

10. Administrative Work Session

Hansen discussed activities in the Counselor's Office.

10:50 AM

Jacob Hansen, County Counselor

11. Executive session for attorney-client consultation

10:52 Move that the County Commissioners, including Chairman McKinley, Vice Chairwoman Focke, and Commissioner Ford, with Jacob Hansen, County Counselor, attorney for the commission, and Barry Wilkerson, County Attorney, recess into

executive session pursuant to the attorney-client consultation, an exception to the Kansas Open Meetings Act, regarding confidential legal advice on contract negotiation, the open meeting to resume in the County Commission Chambers at 11:10 a.m.

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

11:10 Move the Board of County Commissioners come out of executive session.

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

Move the record reflect action shall be taken consistent with the consensus reached in executive session.

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

Adjournment

11:12 Move to adjourn.

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

Announcements

The Policy Breakfast will be held today 7:15 a.m. - 8:30 a.m. at the DoubleTree by Hilton, 530 Richards Drive.