



**Board of Riley County
Commissioners
Regular Meeting
Minutes
September 22, 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
John Ellermann	Public Works Director/County Engineer	Present	8:30 AM
Darrin Hobbs	REACH Committee	Present	8:30 AM
Alvin Perez	Operations and Fleet Manager	Present	8:30 AM
Vivienne Leyva	PIO	Present	8:30 AM
Evan McMillan	Assistant County Engineer	Present	8:30 AM
Bob Isaac	Planner	Present	8:37 AM
Rob Voelker		Present	8:44 AM
Brandon Peoples	KMAN	Present	9:00 AM
Liz Holle	Big Lakes Developmental Center Director	Present	9:16 AM
Amy Manges	Register of Deeds	Present	9:19 AM
Megan Lewis	Community Corrections Director	Present	9:20 AM
Brett Clark	ISO I - Adult	Present	9:20 AM
David Adams	EMS/Ambulance Director	Present	9:20 AM
Cory Meyer	IT/GIS Director	Present	9:20 AM

Pledge of Allegiance

Public Comment

Hobbs presented the Employee of the Month Award to William Bright, Public Works Operator II.

Commission Comments

Ford's Comments:

Not a lot going on over this last weekend, all in all it was rather quiet no meeting or events that I attended. I listened to the Manhattan High game Friday night vs. Hays in which they won 10-8. Saturday I watched a lot a lot of college football and got some stuff done at home as well. Sunday I watched my Jacksonville Jaguars pick up win number two vs. the Texans 17-10. Went through all the materials for today's meeting and got myself prepared for the rest of the week ahead.

Focke's Comments:

Thursday afternoon I attended the Joint City/County/County meeting at Manhattan City Hall. We were joined by the Pottawatomie County Commission. Presentations were made on a 2022 housing study by Stephanie Peterson, the Community Land Trusts by Josh Brewer, and a Manhattan City update by Danielle Dulin. There wasn't much discussion by the entities as the three presentations took up most of the time available.

Friday I took a ride to my vet to get some medications and went through the bypass of the roundabout on highway 24 under construction. The bypass is easy to navigate, but I can see where it could be challenging during higher traffic volume.

Saturday I attended a Democratic meeting and fundraiser at the Wefald Pavilion in Manhattan City Park. Candidates for Governor, Kansas Attorney General, U.S. Senate, and U.S. House of Representatives had presentations. The keynote speaker was the Mayor of Omaha, Nebraska, John Ewing, Jr.

Sunday afternoon I reviewed the agenda and documents for today's meeting and did some housekeeping.

McKinley's Comments:

Thursday we had the Joint City/County/County meeting at City of Manhattan. Manhattan City presented their Housing Market Study which only covered new construction not all available housing. They reviewed two RHID scenarios which justified higher priced housing because the tax pay off is in less years. Josh Brewer then gave a presentation on Community Land Trusts. This has been tried on a small scale and seems to be a better option than RHID. After the meeting I had a long discussion with Josh Brewer about some other projects they are looking at.

Over the weekend I had a few emails with constituents.

Business Meeting

1. 2025 EMPG application

Move to approve signing the 2025 EMPG application.

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

2. Bid Recommendation Transfer Station Tipping Floor

Move to approve the bid submitted by NF Construction of Marion, KS for \$592,140.00.

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

Review Minutes

3. Board of Riley County Commissioners - Regular Meeting - Sept 18, 2025 9:00 AM

Move to approve the minutes.

RESULT:	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

Bob Isaac, Planner

5. Public Hearing for the final plat: Grater Dow Estate

Isaac presented the Grater-Dow Estates plat.

Move to approve "Resolution No. 092225-40, A Resolution approving the Grater-Dow Estates plat and accepting the street rights of way, easements and licenses as shown to be dedicated on said plat."

RESULT:	Passed
MOVER:	Commissioner John Ford

SECONDER:	Commissioner Kathryn Focke
AYES:	Greg McKinley, Kathryn Focke, John Ford
NAYS:	None

9:15 AM Liz Holle, Big Lakes Developmental Center Director

6. Big Lakes Developmental Center Update

Holle presented the Big Lakes Developmental Center update.

9:30 AM Press Conference

7. KAC Certificate Presentation - Greg McKinley (5 minutes)

McKinley presented KAC Years of Service Certificates to the following:

8 years

Ramsey Cubie

Angie Hobbs

Krista Legarreta

24 years

Brett Clark

Amy Manges

32 years

Danny Mathies

8. Riley County Clerk's Elections Division Office will be closed on Wednesday, October 1st from 7:30 a.m. until 2:00 p.m. for staff to provide mandated Election Board Worker Trainings - Rich Vargo (1-2 minutes)

Vargo reported the Riley County Clerk's Elections Division Office will be closed on Wednesday, October 1st from 7:30 a.m. until 2:00 p.m. for staff to provide mandated Election Board Worker Trainings.

9:35 AM David Adams, EMS/Ambulance Director

9. EMS/Ambulance Staff Update

Adams presented the EMS/Ambulance staff update.

9:50 AM John Ellermann, Public Works Director/County Engineer

10. Old EMS Building Remodel

Ellermann presented the EM/Fire remodel project budget.

Move to approve the EM/Fire remodel project, project budget as presented and proceed with the contract amendment with BHS for \$2,824,764.

RESULT: Passed

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

10:00 AM Shilo Heger, Treasurer**11. Request to Fill Customer Service Representative**

Heger requested to fill the Customer Service Representative I position.

Move to approve the request to fill the Customer Service Representative I position in the Riley County Treasurer's office.

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

The Board of County Commissioners signed a Riley County Position Action Form for a Customer Service Representative I, in the Treasurer's Department, at a Range 4.

10:05 AM Jacob Hansen, County Counselor**12. Administrative Work Session****13. Staff Update**

Hansen discussed the nuisance abatement projects.

Hansen said he is working on the contract with the City of Riley for fire services with Riley County Fire District #1.

Hansen stated he will attend the KAC Legislative Policy meeting.

10:25 AM Megan Lewis, Community Corrections Director**14. Staff Update**

Lewis presented the Community Corrections staff update.

Adjournment

10:30 Move to adjourn after the Intergovernmental Luncheon.

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

12:00 PM Intergovernmental Luncheon

15. Intergovernmental Luncheon Agenda

The Board attended the Intergovernmental Luncheon.