



**Board of Riley County
Commissioners
Regular Meeting
Minutes
October 9, 2025**

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

Cindy Kabriel
785-565-6200

Family Child and Resource Center RM #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	Absent	
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
Evan McMillan	Assistant County Engineer	Present	8:30 AM
Amanda Webb	Planning/Special Projects Director	Present	8:30 AM
David Adams	EMS/Ambulance Director	Present	8:30 AM
Jared Tremblay	MPO Director	Present	8:30 AM
Elizabeth Ward	Human Resources Director	Present	8:32 AM
Russel Stukey	Emergency Management Director/Fire Chief	Present	8:32 AM
Rob Voelker		Present	8:35 AM
Emma Loura	Manhattan Mercury	Present	8:45 AM
Shilo Heger	Treasurer	Present	9:19 AM
Daryn Soldan	Manhattan Area Chamber of Commerce	Present	9:37 AM
Christian Bishop	Manhattan Area Chamber of Commerce	Present	9:37 AM
Allison Muth	Manhattan Area Chamber of Commerce	Present	9:37 AM
Diane Creek	Health Department Director	Present	9:37 AM
Kaylyn Speth	WIC Supervisor	Present	9:37 AM

Brittany Phillips	Budget and Finance Officer	Present	9:59 AM
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Pledge of Allegiance**Public Comment**

Tremblay reported the Connect 2050 transportation meeting in Manhattan will be October 20, 2025 at 7:00 p.m. at the Manhattan Public Library.

Commission Comments

Ford's Comments:

Monday afternoon I had a video conference chat with the nutritionist from Stormont Vail in Topeka. Needing to make some changes in my diet and decided this would be a great place to start. Had a good dialog and got some great ideas to get started with moving forward. Monday evening I watched the Monday Night Football game and what a thriller that was as my Jacksonville Jaguars beat the Kansas City Chiefs 31-28 to move to 4-1 on the young season.

Tuesday spent a very productive day at work, and I'm caught up with everything I needed to get done before being gone all next week so that's good. Tuesday evening was National Night Out over at the Community Center in Ogden. RCPD was there to grill some hot dogs and other goodies, and I wanted to say thanks to Riley County EMS, Fire and Emergency Management, and all the community partners who joined in for this event. This is something that seems to keep growing year after year.

Wednesday afternoon I attended the October meeting of NACo's Community Economic and Workforce Development Committee via Microsoft Teams. Vice Chair and Newton County, Georgia Commissioner Demond Nelson filled in and made some introductions and welcomes. Guest speaker was Shkelqim Kelmendi, CEO Housing Connector. He discussed his program that puts landlord and management companies with available housing in connection with those that need housing and provides the support to connect the entities and streamlines the process of the application processes in various places around the nation. We followed with a legislative update with Jared Grigas, Legislative Director, NACo. Obviously with the federal government in shutdown there was no real activity to discuss. His presentation centered around the shutdown's impact to counties both in the short term and the long term if this continues for a while. We finished the meeting with an open discussion lead by Vice Chair Demond Mason.

Wednesday evening was Business After Hours with the Manhattan Chamber of Commerce at the Manhattan Country Club. This month's host was Cox Communications and it was very well attended.

Focke's Comments:

Absent.

McKinley's Comments:

Tuesday morning was the Flint Hills Veterans Coalition. They had a presentation by DJ Schaefer who has started the KSU MIA program. He is focusing on those from Kansas. He has done some amazing research. The one he told about was a man who was on a bomber plane that went down in China. He has found records of the flight plan and info on when the plane went down. From aerial photos he thinks he knows where the plane went down and it is still a farm field. When they can get there, they hope to find remains. They have more parade entrants at this time than they had last year. There was supposed to be a flyover and the army band participating but with the shut down they may not be available.

In the afternoon we had the kickoff meeting for the EM/Fire renovation. BHS has things lined up and will start installing the construction fence on Monday. The building permit is to be approved next week and they can start to work. The fire department is to do some training Thursday that will do some of the demolition.

Business Meeting

1. Change Order #1 -2025 Asphalt Overlay

Move to approve Change Order Number 1 for the Asphalt Overlay Program with Shilling Construction in the amount of a negative \$112,341.95.

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

2. Riley County Strategic Plan Adoption

Move to approve "Resolution No. 100925-42, A Resolution by the Board of County Commissioners of Riley County, Kansas, adopting the Strategic Plan."

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

3. Transfer of equipment

Move to approve the transfer of surplus property unit #1602 from Riley County EMS inventory to RCFD #1 inventory.

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

4. Riley County Employee Action Form

Move to approve the requested Employee Action Forms.

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

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

- Nicole Bowman, a new hire, as an As Needed Election Day Worker, in the Clerk/Election Department, at a Range TASND.
- Michael Hawthorne, a new hire, as an Assistant County Counselor, in the Counselor's Department, at a Range FF.
- Rita Swenson, a new hire, as an As Needed Election Day Worker, in the Clerk/Election Department, at a Range TASND.
- Stephanie Contreras, a new hire, as an As Needed Child Care Provider, in the Health Department, at a Range TASND, at \$20.00 per hour.

- Discuss Policy Breakfast October 23rd
- Discuss Joint City/County/County Meeting October 16th
- No topics
- Discuss Intergovernmental Luncheon October 27th

Review Minutes

- Board of Riley County Commissioners - Regular Meeting - Oct 6, 2025 8:30 AM

Move to approve the minutes.

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

Review Tentative Agenda

- Tentative Agenda

Press Conference Topics

9:00 AM

Jacob Hansen, County Counselor

- Administrative Work Session

Hansen updated the Board on the Legislative Luncheon to be held on November 20,

2025.

9:20 AM Evan McMillan, Assistant County Engineer

11. KDOT Grant Application—Lasita Bridge Replacement

McMillan presented the KDOT Grant Application for the Lasita Bridge Replacement.

Move to approve the KDOT Project Programming Request form for a grant for the Lasita Road bridge replacement.

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

9:30 AM Shilo Heger, Treasurer

12. September 2025 Revenue Reporting

Heger presented the Treasurer's Office report.

9:45 AM Jason Smith, Manhattan Area Chamber of Commerce

13. Economic Development Update

Soldan presented the economic development update.

Muth discussed the Classrooms to Careers program and MakeMyMove program.

Bishop discussed Fort Riley activities.

10:00 AM Diane Creek, Health Department Director

14. Federal Shut Down and WIC

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

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

Creek discussed the federal shutdown impacts on the WIC Program.

Creek asked to use other Health Department Funding, Workforce Development Funding, and unused line item funding, through October 31, 2025.

Phillips said if we do move forward with funding WIC, the federal government may not reimburse Riley County.

Ford stated the current continuing resolution being considered will only provide funding through November, 21, 2025.

Ward stated other options include furloughing staff, termination or providing funding for staff.

Ward said other options include going down to a skeleton crew and/or having staff fill in other positions which are currently unfilled.

Phillips reported continued funding will use the cash reserves of the Health Department.

Move to support WIC staff by allowing the Health Department to use Workforce Development grant funding and unused line item funding to provide salaries for WIC staff until at least October 31, 2025 to ensure WIC clients can receive nutrition services.

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

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

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

10:30 AM Budget and Planning Committee - Brittany Phillips, Budget and Finance Officer
15. Cash Flows

Phillips presented the cash flow reports.

10:45 AM Russel Stukey, Emergency Management Director/Fire Chief
16. September Staff Update

Stukey presented the Emergency Management and Fire District #1 staff update.

11:00 AM Cory Meyer, IT/GIS Director and Lori Muir, Administrative Services Manager
17. Discuss Commission Chamber Remodel

Meyer and Muir presented the proposed layout and design of the Commission Chambers.

The Board agreed by consensus to get all chairs with arms and desk top color in slate.

Adjournment

11:14 a.m. Move to adjourn.

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

Announcements

Riley County Offices will be closed Monday, October 13th due to Employee Day (training day for staff).

The Board of County Commissioners will not be in session on Monday, October 13th.