



**Board of Riley County
Commissioners
Regular Meeting
Minutes
October 16, 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	Remote	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
Amanda Webb	Planning/Special Projects Director	Present	8:30 AM
Evan McMillan	Assistant County Engineer	Present	8:34 AM
Brian Peete	RCPD Director	Present	8:55 AM
John Ellermann	Public Works Director/County Engineer	Present	9:06 AM
Randy DeWitt	City of Manhattan	Present	9:20 AM
Kaylyn Speth	WIC Supervisor	Present	9:45 AM
Diane Creek	Health Department Director	Present	9:45 AM
Daniel Skucius	Extension Director	Present	10:00 AM

Pledge of Allegiance

Public Comment

Ward reported she removed the apprenticeship presentation as it was more detailed and will be scheduled in the future.

Commission Comments

Ford's Comments:

Going back to last Thursday I attended the October meeting of NACo's Veterans and Military Services committee. After some opening remarks and welcome from Chair Sid Conklin, Presiding Commissioner, Randolph County, Missouri we heard from Kyle Inhofe, Deputy Executive Director, Veterans Crisis, U.S. Department of Veterans Affairs. He discussed the federal agency updates on combating veterans' suicide. The next speaker was Madison Moore, Vice President of Special Projects, Elizabeth Dole Foundation. She discussed community partner updates and the Hidden Heroes Communities as well. Next we had an open discussion and legislative update with Chair Conklin and NACo staff including the upcoming Operation Green Light initiative and an update from Capitol Hill. Lastly we had several members add some additional items of discussion to close out the meeting.

As I think everyone is aware Friday marked the official opening of the Bilbrey Family Arena out at the K-State Edge District. This is a new state of the art facility that will host events, rodeos, and other agriculture and educational events as well. So congratulations on that.

Friday afternoon I met with a concerned group of citizens who wanted to discuss some items of concern including area impacts from the current government shutdown, cost of living, Riley County's high rate of poverty and several other topics as well. Certainly was a dialog and conversation worth having as all these concerns do have legitimacy.

Saturday afternoon I watched K-State get a much-needed win vs. TCU 41-28 in a game that honestly wasn't as close as it may appear.

Sunday morning I took the early-bird flight out of Manhattan to Washington, D.C. to attend the 2025 Association of the United States Army. Once there picked up my credentials and materials for the conference and got settled in for the event.

Also on Sunday I did watch my Jacksonville Jaguars lose to the Seattle Seahawks 20-12 in what I will call a letdown game for sure.

Monday morning was day one of the AUSA Conference at the Walter Washington Convention Center in D.C. I attended the opening ceremony. I heard from current AUSA President, Retired General Robert Brown as well as the new Secretary of the Army Dan Driscoll and stuck around for the individual and chapter award presentations.

Monday afternoon we had a chapter luncheon at Clyde's Gallery of Palace in which we heard from the Chapter President Rich Jankovich as well AUSA Region 5 President Brent Cox. We also heard from and was introduced to our Army Ten-Miler team who took 4th place overall in the team category so congratulations to them.

Also Monday afternoon we met with Steve Hajek and his team from Baker-Donelson on all that they are working on in terms of federal defense on Capitol Hill and its impact to Fort Riley and the State of Kansas. Very interesting times in our nation's capitol indeed.

Tuesday morning a contingency from the Flint Hills area traveled up to Capitol Hill to meet

with current available military staff from Senator Moran's office and Senator Marshall's office as well as Representative Schmidt to discuss our federal priorities and concerns and to get feedback as to how we can move forward on these challenges and projects that need to be addressed.

Tuesday evening we had our Annual Chapter social once again at Clyde's of Gallery of Palace. A lot of different events this year without the presence of the members and soldiers of the 1st Infantry Division but we did make do despite that fact and even had U.S. Senator Jerry Moran join us for the event.

Tuesday evening I was actually able to check an item on my bucket list by attending my first NHL game at the Capital One Center. The home team Washington Capitals beat the Tampa Bay Lightning 3-2 in overtime in what was a fun game to take in.

Wednesday I jumped back on a plane and headed home and arrived in Manhattan early afternoon.

Lastly I want to give a shout out to James Bridgers and Derick Schroller in our IT Department. I had a stubborn issue with my email on Outlook that they took the time to step me through and get corrected while I was in D.C. Of course these things never seem to happen when I'm at home of course but kudos on being patience with me and fixing the issues. Made communication the rest of the trip a lot better.

Focke's Comments:

No comments.

McKinley's Comments:

Tuesday evening was the fire board meeting. No big news from the meeting. Doug Russell updated them on how the closing of the Riley City Fire Department will affect them. Actually, one of the shortest meetings they have had.

Wednesday, was the Juvenile Detention Center meeting. A discussion was had about the interlocal agreement. Dickinson County Sheriff and County Administrator were there. They had questions about how the funding formula was calculated. The details were explained and they seemed to understand it better. Other than a couple of typos, the interlocal agreement was approved. The revised version will be sent out to the counties for approval so the agreement can be signed. They have been ordering a lot of supplies through Amazon. The prices are better, free delivery and they don't have to send staff out to purchase items.

Business Meeting

1. Agreement for Professional Services

Move to approve the Agreement for Professional Services with Schwab-Eaton for interim bridge inspection and analysis.

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

2. Riley County Extension of Contract -Trash Services—Howie's Enterprises, Inc.

Move to approve the Extension on Contract with Howie's Enterprises for Riley County trash services.

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

3. CIP Project Amendment

Move to approve the CIP Project Amendment Form for the Judicial Services Space Needs Study in the amount of \$194,000 for the Public Works-Facilities Department.

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

4. Home in the Heartland Grant Award Contract

Move to approve the chair signing the Home in the Heartland grant award contract.

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

5. Riley County Employee Action Form

Move to approve the requested Employee Action Forms.

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

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

- Brant Floyd, a new hire, as a Utility Technician, in the Public Works Department, at a Range 10, at \$26.08 per hour.
- Diana Chilton, a new hire, as a Legal Secretary, in the County Attorney's

Department, at a Range 8, at \$24.09 per hour.

- Macy Bliss, a new hire, as an Administrative Assistant, in the County Attorney's Department, at a Range 4, at \$20.54 per hour.
- Jonathan Roberts, a new hire, as a Volunteer Firefighter, in the Fire District #1 Department, at a Range TASND.
- Kristen Smith, a new hire, as a Volunteer Firefighter, in the Fire District #1 Department, at a Range TASND.
- Rocio Lopez, a new hire, as a Customer Service Representative I, in the Treasurer's Department, at a Range 4, at \$19.75 per hour.
- Emma LaLond, for a promotion, as an Intensive Supervision Officer/Case Manager I, in the Community Corrections Department, at a Range 11, at \$27.14 per hour.
- Vania Folegatti, a new hire, as an Election Day Worker, in the Clerk/Election Department, at a Range TASND.
- Scott Staggenborg, a new hire, as an Election Day Worker, in the Clerk/Election Department, at a Range TASND.

6. Approve payroll/accounts payables (when completed)

Move to approve the payroll vouchers in the amount of \$736,556.72 and the following warrant vouchers for October 17, 2025:

2025 Budget

County General	\$914,052.84
Disaster Fund	115.04
Health Department	116,860.87
Treasurer Tech Fund	6,552.27
County Auction	648.78
Motor Vehicle Operations	3,853.86
Capital Improvements Fund	85,707.04
Economic Development	17,500.00
Emergency 911	7,379.13
Solid Waste	281,657.04
County Building	10,208.54
Road & Bridge Cap Project	44,683.20
RCPD Levy/Op	39,849.53
Landfill Closure	849.07
Riley Co Fire Dist #1	28,158.13
University Park W&S	7,490.48
Hunters Island Water Dist	110.58
Carson Sewer Benefit Dist	241.89
Deep Creek Sewer	107.24
Deep Creek Capital Replac	11,255.60
Moehlman Bottoms	103.72

Valleywood Operations	244.36
Terra Heights Sewer	300.69
Konza Water Operations	483.07
Lakeside Heights Sewer	1.37
KDOC Adult Services	15,009.16
KDOC Juvenile Services	4,887.60
KDOC Juv Reinvestment	1,192.45
BJA Grant	3,553.29
City Alcohol Funds	230.00
GMCF Grant	75.00

TOTAL..... \$1,603,361.84

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

Review Minutes

7. Board of Riley County Commissioners - Regular Meeting - Oct 9, 2025 8:30 AM

Move to approve the minutes as amended.

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

Review Tentative Agenda

8. Tentative Agenda

Press Conference Topics

- General Election-Rich Vargo

9:00 AM Brian Peete, RCPD Director

9. RCPD Update

Peete presented an update on RCPD activities.

9:15 AM Amanda Webb, Planning/Special Projects Director

10. Stadel Sewer Benefit District - Update

Webb presented an update on the Stadel Sewer Benefit District.

DeWitt discussed the reasons for the delays in the project and easement access.

The Board said it is okay to ask the residents about proceeding but do not want to force it.

9:30 AM Jacob Hansen, County Counselor

11. Administrative Work Session

Hansen discussed the proposed "Special Session" proposed by the legislature to include redistricting and 2023 Women's Bill of Rights Law.

Hansen discussed that a draft of a Civic Use RFP has been completed and will be in front of the Board soon.

9:50 AM Diane Creek, Health Department Director and Kaylyn Speth, WIC Supervisor

12. WIC/government shutdown update

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

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

Speth and Creek discussed WIC funding impacts due to the federal government shutdown.

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

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

10:00 AM Daniel Skucius, Extension Director

13. Staff update

Skucius presented an Extension update.

10:15 AM Brevia Spencer, Maternal and Child Health Supervisor

14. Request to Fill Public Health Nurse/Maternal and Child Health Position

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

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

Creek presented the request to fill the Public Health Nurse/MCH position.

Move to approve the request to fill the Public Health Nurse/MCH position for the Riley County Health Department Maternal and Child Health program.

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

The Board of County Commissioners signed a Riley County Position Action Form for a Public Health Nurse - MCH, in the Health Department, at a Range 18.

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

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

Adjournment

10:21 a.m. Move to adjourn.

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