



**Board of Riley County
Commissioners
Regular Meeting
Minutes
October 20, 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	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
Rob Voelker		Present	8:30 AM
Katharine Hensler	Museum Director	Present	9:00 AM
Barry Wilkerson	County Attorney	Present	9:15 AM
Evan McMillan	Assistant County Engineer	Present	9:30 AM
Scott Carmichael	Riley County Conservation District Director	Present	9:30 AM
Brandon Peoples	KMAN	Present	9:30 AM
Cory Meyer	IT/GIS Director	Present	9:45 AM

Pledge of Allegiance

Public Comment

Commission Comments

Ford's Comments:

Thursday I traveled to Kansas City for the Manhattan Area Chamber of Commerce Annual Board Retreat. We started with an opening session by Jason Smith, President/CEO. He discussed the state of the chamber, the organization redesign, and the Growth Design. We followed with lunch and updates from the various chamber committees. Danielle Dulin and

Jason Hilgers from the City of Manhattan gave a presentation on the East Manhattan Gateway Study. We followed with a discussion on priorities for 2026, which also came with a facilitated group discussion to go along with it. Lastly, we ended with a group from the City of Lenexa, who discussed the Lenexa City Center and multi-use development in the community.

Friday morning, I stayed for the Board Retreat and heard from Doug Holman who is a national consultant working with the Chamber currently and he discussed trends from across the country and how to work on updating membership strategies and after that presentation I headed back home.

The rest of the weekend I spent at home catching up on various things, including correspondence and getting everything ready and updated for the upcoming week.

Focke's Comments:

Thursday, after the BOCC meeting, I met with Jacob Hansen and Amanda Webb to go over the outstanding easements needed for Keats. Certified letters were sent to all property owners with an October 10th deadline for returning the paperwork. There are still seventeen temporary and four permanent easements needed. Jacob and I are planning to go to Keats on Monday and Thursday evenings to meet with the owners directly.

Friday I had an appointment downtown and stopped in to see our offices in the CPE building. The Riley County Counselor's office is the last of the window installations and they have moved to temporary offices in the former Emergency Management/Fire District offices. After that I stopped into the GIS office and requested some maps of the Keats Sewer Taxing District. I also picked up Monday's Law Board packet at the RCPD offices for today's meeting.

Saturday I caught up on some household chores, and in the afternoon, I attended the "No Kings" event and protest in Manhattan City Park. There was a large, peaceful crowd of around 1,700 people.

Sunday my bell choir played in church and then I went to lunch with a friend. Later in the afternoon, I reviewed the agenda and documents for today's meeting.

McKinley's Comments:

Working on packing and moving arrangements. Sunday prepping for today's meeting and Law Board.

Business Meeting

Review Minutes

1. Board of Riley County Commissioners - Regular Meeting - Oct 16, 2025 8:30 AM

Move to approve the minutes.

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

Review Tentative Agenda

2. Tentative Agenda

Press Conference Topics

9:00 AM

Katharine Hensler, Museum Director

3. Staff Report - Riley County Historical Museum

Hensler presented the Historical Museum staff report.

9:15 AM

Jacob Hansen, County Counselor

4. Staff Update
5. Executive session to discuss a performance matter of non-elected personnel

9:15 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 non-elected personnel matters exception to the Kansas Open Meetings Act, in order to discuss the performance of an employee, and to protect the privacy of the employee, the open meeting to resume in the County Commission Chambers at 9:30 a.m.

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

9:30 Move the Board of County Commissioners come out of executive session.

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

NAYS:	None
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9:30 AM**Press Conference**

6. Public Notice - Evan McMillan (1-2 minutes)

McMillan said the Peterson Ranch Road Improvement Project on Thomas Wiard Road and Thomas Wiard Circle is scheduled to begin on Monday October 27, 2025. Traffic control will be installed during the project. The project has been allotted 20 working days and is expected to be completed by November 21, 2025, weather permitting.

7. Riley County Conservation District update - Scott Carmichael (15 minutes)

Carmichael stated the federal government shutdown is impacting them. He presented the Conservation District update.

8. City/School General Election - Rich Vargo (2 minutes)

Vargo reported advance voting is open for the City/School General Election, November 4, 2025. He said the hours are Monday-Thursday 7:30 a.m. - 5:00 p.m. and Friday 7:30 a.m. - noon. He said on Saturday, November 1, 2025 advance voting will be open from 8:00 a.m. to noon and closes on Monday, November 3, 2025 at noon.

9:50 AM**Jacob Hansen, County Counselor**

9. Executive session to discuss security measure purposes

9:50 Move that the County Commissioners, including Chairman McKinley, Vice Chairwoman Focke, and Commissioner Ford, with Jacob Hansen, County Counselor, attorney for the Commission; and Cory Meyer, IT/GIS Director, recess into executive session to discuss matters relating to security measures that protect a public body or agency, public building or facility or the information system of a public body or agency, which would be jeopardized if discussed in an open meeting, an exception to the Kansas Open Meetings Act, for the purpose of discussing information technology security measures of the county, the open meeting to resume in the County Commission Chambers at 10:10 a.m.

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

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

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

10:10 AM Jacob Hansen, County Counselor

10. Administrative Work Session
11. Amendment of Conduct Rules for Public Comment

Hansen presented a resolution to amend the rules for Riley County public comment during meetings.

Move to approve “Resolution No. 102025-43, A Home Rule Resolution formally adopting conduct rules for comment during Riley County public meetings and resolution repealing and replacing any resolution in conflict with the provisions of this resolution, including Resolution #060922-24” and posting those rules on the Riley County website.

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

10:20 AM David Adams, EMS/Ambulance Director

12. EMS/Ambulance Staff Update

Adams presented an EMS/Ambulance staff update.

10:30 AM Jacob Hansen, County Counselor

13. Executive session for attorney-client consultation regarding benefit districts

10:30 Move that the County Commissioners, including Chairman McKinley, Vice Chairwoman Focke, and Commissioner Ford, with Jacob Hansen, County Counselor, attorney for the Commission, and Amanda Webb, Planning/Special Projects Director, recess into executive session pursuant to the attorney-client consultation exception to the Kansas Open Meetings Act, regarding confidential legal advice on Sewer Benefit Districts and the open meeting to resume in the County Commission Chambers at 10:50 a.m.

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

10:50 Move the Board of County Commissioners come out of executive session.

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

10:50 AM Diane Creek, Health Department Director and Kaylyn Speth, WIC Supervisor

14. WIC/government shutdown update

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

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

Creek reported WIC will be receiving \$99,550 for October.

Creek stated Fort Riley notified them late last week WIC would have to be moved to the new location this week.

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

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

11:00 AM Heather Germann, Leonardville Nursing Home Administrator

15. Letter of Support for Leonardville Nursing Home

Germann presented the letter of support for the Leonardville Nursing Home to apply for a grant.

Move to approve the Letter of Support for the Leonardville Nursing Home to apply for a grant.

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

11:05 AM Jacob Hansen, County Counselor

16. Executive session to discuss confidential legal advice regarding personnel issues

11:05 Move that the County Commissioners, including Chairman McKinley, Vice Chairwoman Focke, and Commissioner Ford, with Jacob Hansen, County Counselor, attorney for the Commission, recess into executive session pursuant to the attorney-client consultation exception to the Kansas Open Meetings Act, regarding confidential legal advice and the open meeting to resume in the County Commission Chambers at 11:15 a.m.

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

11:15 Move the Board of County Commissioners come out of executive session.

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

12:00 PM Law Enforcement Agency Meeting

17. Law Board Meeting Agenda/Package

Adjournment

11:17 a.m. Move to adjourn.

RESULT:	Passed
MOVER:	Commissioner Kathryn Focke
SECONDER:	Commissioner John Ford

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.