



**Board of Riley County
Commissioners
Regular Meeting
Minutes
October 30, 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
Brittany Phillips	Budget and Finance Officer	Present	8:30 AM
Anna Burson	Appraiser	Present	8:30 AM
Michael Hawthorne	Assistant County Counselor	Present	8:30 AM
Derick Schroller	IT Specialist	Present	8:30 AM
Elizabeth Ward	Human Resources Director	Present	8:34 AM
Rob Voelker		Present	8:40 AM
Bob Isaac	Planner	Present	9:00 AM
Cory Meyer	IT/GIS Director	Present	9:15 AM
Diane Creek	Health Department Director	Present	9:50 AM
Kaylyn Speth	WIC Supervisor	Present	9:50 AM
David Umanzor	MATC Outreach Coordinator	Present	10:06 AM

Pledge of Allegiance

Public Comment

Commission Comments

Ford's Comments:

Monday afternoon I attended the October Intergovernmental Luncheon at Rockin K's up in the K-State Edge District. After some opening welcomes and introductions we got an update and discussion on the Heartland Certified Public Managers Program we are endorsing here at Riley County. Then we had a Cultural Assets at K-State update with the Office of External Engagement Team which included Todd Holmberg, Executive Director, McCain Auditorium, and Kent Smith, Director, Marianna Kistler Beach Museum of Art, lastly an update of events going on at the K-State Gardens was provided as well. We concluded the lunch with updates from the various organizations and agencies in attendance.

Tuesday afternoon I attended the October Board of Directors meeting with Pawnee Mental Health. Had our usual Finance Oversight Committee meeting pre the regular meeting to get updated on the agency financials through September. General meeting items included some welcomes and introductions as well as approval of the September meeting minutes. Had a finance update from Chief Finance Officer, Lindsay Miller then we had a Finance Oversight Committee report to review the September finances, a short Chief Officers report from Mike Rezkalla, followed by an executive session for matters of non-elected personnel.

Spent the rest of the week at work helping everyone get ready and prepared for the upcoming annual inventory which will be taking place today and tomorrow.

Focke's Comments:

Monday afternoon I attended the Intergovernmental Luncheon meeting at Rockin K's. The meeting was well attended with several presentations.

Tuesday I had an eye checkup and later updated the Keats infrastructure map with property owners names. It will be easier to answer questions on properties with the names on the poster.

Wednesday I had a physical therapy session and then came to the office to go over today's meeting agenda and documents. I checked with the Riley County Counselor's office on whether any easement documents had come in this week. Wednesday evening I attended the community meal at Keats and talked with many constituents. Several wanted updates on how our time schedule is proceeding on the lagoon project.

McKinley's Comments:

Monday after our meeting we had the Intergovernmental Luncheon. Elizabeth Ward gave information on the Certified Public Manager program we are trying to host. We are hoping to get managers from other branches sign people up. The speakers were Todd Holmberg from McCain Auditorium and Kent Smith from the Beach Museum. They gave a brief history of their facilities and reviewed all the programs available.

Tuesday was the Flint Hills Veterans Coalition meeting. They were reviewing final plans for the Veterans Day parade and the indoor ceremony. The Riley County Police Department had originally said they would be handling all traffic including setting up barricades but later said

they would not set up barricades. They have now said they will not have any traffic control for the parade. The veterans are now working on what will be needed for traffic control.

Business Meeting

1. Tax Roll Corrections

Move to approve the Tax Roll Corrections.

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

2. Advisory Board appointment

Move to sign a letter and approve "Resolution 103025-44, A Resolution appointing a representative (Tiffany Oppelt) to the Food and Farm Council."

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

3. Certification of Voting Delegate for KAC 50th Annual Conference & Exhibition

Move to appoint McKinley, as the voting delegate for the KAC 50th Annual Conference & Exhibition; Ford, as 1st Alternate; and Focke, as 2nd Alternate.

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

4. Approve payroll/accounts payables (when completed)

Move to approve the payroll vouchers in the amount of \$799,969.58 and the following warrant vouchers for October 31, 2025:

2025 Budget

County General	\$1,470,499.00
Disaster Fund	21,180.00
Health Department	71,345.72
Motor Vehicle Operations	189.32
Capital Improvements Fund	6,996.75
Solid Waste	3,142.65
County Building	4,728.66

Road & Bridge Cap Project	18,051.00
RCPD Levy/Op	4,557.05
Landfill Closure	655.89
Riley Co Fire Dist #1	4,462.71
University Park W&S	4,003.21
Hunters Island Water Dist	3,213.17
Carson Sewer Benefit Dist	584.56
Deep Creek Sewer	338.96
Moehlman Bottoms	1,299.36
Valleywood Operations	82.84
Terra Heights Sewer	879.13
Konza Water Operations	7,757.39
Konza Water Cap Reserve	52.87
Lakeside Heights Sewer	62.89
KDOC Adult Services	2,191.36
KDOC Juvenile Services	1,642.56
KDOC Juv Reinvestment	277.92
BJA Grant	548.29
City Alcohol Funds	365.52
RL Salary Appropriations	160.44

TOTAL..... \$1,629,269.22

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

Review Minutes

5. Board of Riley County Commissioners - Regular Meeting - Oct 27, 2025 8:30 AM

Move to approve the minutes.

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

Review Tentative Agenda

6. Tentative Agenda

Press Conference Topics

9:00 AM

Jacob Hansen, County Counselor

7. Administrative Work Session

Hansen discussed the Riley County Legislative Meeting.

8. Lease Renewal Agreement - RCPD Aggieville Substation

Hansen presented the lease renewal agreement for the RCPD Aggieville Substation.

Move to approve the Lease Renewal Agreement with GJL Real Estate Limited Partnership for the RCPD Aggieville Substation.

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

9. Approval of Agreement for North Central Kansas Regional Juvenile Detention Facility

Hansen presented the resolution authorizing the Board to enter into an interlocal agreement for the North Central Kansas Regional Juvenile Detention Facility.

Move to approve "Resolution No. 103025-45, A Resolution authorizing the Board of Commissioners of Riley County, Kansas to enter into an Interlocal Cooperation Agreement providing for participation in the North Central Kansas Regional Juvenile Detention Facility pursuant to K.S.A 12-2904."

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

9:20 AM**Bob Isaac, Planner**

10. Final Plat - Lakeside Heights Unit Eight

Isaac presented the final plat for Lakeside Heights Unit Eight.

Move to approve "Resolution No. 103025-46, A Resolution approving the Lakeside Heights Unit Eight 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

9:35 AM**Jacob Hansen, County Counselor**

11. Executive session to discuss confidential legal advice regarding pending litigation issues

Move that the County Commissioners, including Chairman McKinley, Vice Chairwoman Focke, and Commissioner Ford, with Jacob Hansen, County Counselor, and Michael Hawthorne, Assistant County Counselor, attorneys for the commission, recess into executive session for the pursuant to the attorney-client consultation exception to the Kansas Open Meetings Act, regarding confidential legal advice on pending litigation and the open meeting to resume in the County Commission Chambers at 9:55 a.m.

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

9:55 a.m. 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

9:55 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:	Commissioner John Ford
AYES:	Greg McKinley, Kathryn Focke, John Ford
NAYS:	None

Speth reported no update on federal funding of WIC.

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

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

10:00 AM Cory Meyer, IT/GIS Director

13. Staff Update

Meyer presented an IT/GIS staff update.

**10:20 AM Elizabeth Ward, Human Resources Director and David Umanzor, Outreach Coordinator
MATC**

14. Regional Certification Proposal

Ward and Umanzor discussed the Regional Skilled Labor Certification Proposal through MATC.

The Board spoke in favor of considering the program.

The Board agreed by consensus to participate in developing the Regional Certification Proposal.

Adjournment

10:40 a.m. Move to adjourn.

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