



**Board of Riley County
Commissioners
Regular Meeting
Minutes
January 09, 2023**

115 North 4th Street
Manhattan, KS 66502
www.rileycountyks.gov

Cindy Kabriel
785-565-6200

Commission Chambers

8:30 AM

[District 2 – Greg McKinley, Chair](#)

[District 3 – Kathryn Focke, Vice Chair](#)

[District 1 – John Ford, Member](#)

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
Clancy Holeman	Counselor/Director of Administrative Services	Present	8:30 AM
Grant Bannister	District Court Judge 21st District, Division III	Present	8:30 AM
John Bosch	District Court Judge 21st District, Division I	Present	8:30 AM
Danny Williams	Assistant County Appraiser	Present	8:30 AM
Dalanna Nichols	Court Administrator	Present	8:30 AM
Vivienne Leyva	PIO	Present	8:30 AM
Rhonda Zellweger	KMAN	Present	9:15 AM
Anna Burson	County Appraiser	Present	9:15 AM
Gregg Eyestone	Extension Agent	Present	9:30 AM
Greg McClure	Extension Agent	Present	9:30 AM
John Ellermann	Public Works Director/County Engineer	Present	9:30 AM
Elizabeth Ward	Human Resource Manager	Present	9:30 AM
Darell Edie	Budget & Finance Officer	Present	9:30 AM
Amanda Webb	Planning/Special Projects Director	Present	9:50 AM
Darrin Hobbs	Planning Compliance Specialist	Present	9:50 AM
David Adams	EMS/Ambulance Director	Present	10:23 AM
Craig Cox	Deputy County Counselor	Present	10:36 AM
Brad Jager	RCPD	Present	11:00 AM
Kile Morrison	Archimages	Remote	11:00 AM

Pledge of Allegiance

Swear in Riley County elected officials

1. John Ford, Riley County Commissioner 1st District

Vargo swore in John Ford, Riley County Commissioner 1st District.

2. John Bosch, District Court Judge 21st District, Division I

Vargo swore in John Bosch, District Court Judge 21st District, Division I.

3. Grant Bannister, District Court Judge 21st District, Division III

Vargo swore in Grant Bannister, District Court Judge 21st District, Division III.

Reorganization of the Board of County Commissioners

Move to nominate Kathryn Focke as Chair of the Riley County Commission.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	John Ford, County Commissioner
SECONDER:	Greg McKinley, County Commissioner
AYES:	Ford, Focke, McKinley

Move to nominate John Ford as Vice-Chair of the Riley County Commission.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Greg McKinley, County Commissioner
SECONDER:	Kathryn Focke, County Commissioner
AYES:	Ford, Focke, McKinley

Public Comment

1. Public Comments

Holeman asked to add an executive session to his administrative time today.

Move to add an executive session to the County Counselor's administrative time today.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	John Ford, County Commissioner
SECONDER:	Kathryn Focke, County Commissioner
AYES:	Ford, Focke, McKinley

Commission Comments

2. Commission Comments

McKinley's Comments:

After our meeting Thursday, I met with Russel Stuke. We went over some things going on with the Fire Department.

Saturday we went to Kansas City for the third Saturday in a row. A granddaughter had a gymnastics meet at the old Kemper Arena.

I watched some of the K-State basketball during breaks, another exciting one.

Focke's Comments:

Thursday after our meeting I did some additional work on the Keats lagoon project.

That evening I attended the Riley County Democrats special meeting to appoint a replacement for State Senator Hawk. Usha Reddi was selected and will be sworn in on Wednesday. I plan to get with her on our county issues soon.

Friday I did some paperwork that had been collecting and took my dog to the Vet for his annual shots and check-up. Later, I met with Rich Vargo on upcoming agenda items and other issues.

The weekend was spent cleaning the house, working on some projects, and attending church and a budget hearing afterwards. I also took a drive to the Random Woods neighborhood out by the airport.

Ford's Comments:

Thursday afternoon I met with Shelly Williams, Riley County Community Corrections Director to discuss a few items including some logistical challenges and state funding efforts that hopefully can be hashed out in this current legislative session. I appreciate Shelly's

willingness to discuss these items and hope we can work through them moving forward.

Thursday afternoon I attended the January meeting of the Flint Hills Mental Health Task Force. Among the items of discussion were an updated CSU Report with new data and numbers from CSU Director Brynne Haverkamp, a short update on activity at Ascension Via Christi, and what Certified Community Behavioral Health Clinics are, what they do, and what it means moving forward to the Flint Hills region. Lastly, we got an update from Pawnee Mental Health Director Robbin Cole on what is going on with the agency and what the 2023 legislative agenda from the association will be. We will meet again in early March.

Saturday afternoon I watched the K-State men's basketball hit the road to play Baylor in Waco and win 97-95 in overtime in another thriller to put the Wildcats at 14-1 and 3-0 in Big 12 play. This start by the team matches the best one in 64 years of play.

Also Saturday night I watched my Jacksonville Jaguars take down the Tennessee Titans 20-16 to win the AFC South Title and clinch their first playoff berth in 6 years. They will be at home this upcoming Saturday night vs. the Los Angeles Chargers in the Wildcard round.

Business Meeting

3. Proclamation for Dr. Martin Luther King, Jr. Community Celebration and Day of Service

Move to approve the Proclamation for Dr. Martin Luther King, Jr. Community Celebration and Day of Service.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	John Ford, County Commissioner
SECONDER:	Greg McKinley, County Commissioner
AYES:	Ford, Focke, McKinley

4. Sign Tax Roll Corrections

Move to approve the Tax Roll Corrections.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Greg McKinley, County Commissioner
SECONDER:	John Ford, County Commissioner
AYES:	Ford, Focke, McKinley

5. Discuss Joint City/County/County Meeting

No topics.

6. Discuss Intergovernmental Luncheon

No topics.

7. Approve payroll/accounts payables (when completed)

Move to approve the payroll vouchers in the amount of \$679,612.95 and the following warrant vouchers for January 13, 2023:

2022 Budget

County General	\$121,475.93
Capital Improvements Fund	83,051.19
Emergency 911	11,730.64
Solid Waste	12,061.27
County Building	3,349.55
Riley Co. Fire Dist. #1	158.56
University Park W&S	552.04
Hunters Island Water Dist	10.07
Moehlman Bottoms	4.82
Konza Water Operations	28.91
TOTAL.	\$232,422.98

2023 Budget

County General	\$ 924,151.47
Health Department	101,342.19
Community Corrections	11,775.31
Economic Development	31,899.20
County Building	9,910.63
RCPD Levy/Op	1,342,541.36
TOTAL.	\$2,421,620.16

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	John Ford, County Commissioner
SECONDER:	Greg McKinley, County Commissioner
AYES:	Ford, Focke, McKinley

Review Minutes

8. Board of Riley County Commissioners - Regular Meeting - Jan 5, 2023
8:30 AM

Move to approve the minutes.

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	John Ford, County Commissioner
SECONDER:	Greg McKinley, County Commissioner
AYES:	Ford, Focke, McKinley

Review Tentative Agenda

9. Tentative Agenda

Press Conference Topics

10. Discuss Press Conference

9:00 AM Rich Vargo, County Clerk

11. Year to date budget and expenditure reports

Vargo presented the year to date budget and expenditure reports.

9:15 AM Russel Stukey, Emergency Management Director

12. Staff Time Report for the month of December 2022 and Year end statistics for 2022

Stukey presented the EM/Fire staff report.

9:30 AM Press Conference

13. Dr. Martin Luther King, Jr. Community Celebration and Day of Service Proclamation - Kathryn Focke and Kevin Bryant (2-3 minutes)

Focke presented the Dr. Martin Luther King Jr. Community Celebration and Day of Service Proclamation to Kevin Bryant.

Bryant thanked the County Commission for the Proclamation.

Bryant discussed the Dr. Martin Luther King Jr. Day activities.

14. 2023 Property Valuation, thing to know - Anna Burson (5 minutes)

Burson said the Riley County Appraiser's Office has completed analysis for 2023 property valuation. The annual Change of Value Notices (CVNs) should be completed and mailed to property owners by the end of February. The CVNs reflect changes in property values due to fluctuations in the local real estate market and/or changes made to individual properties, such as additions or improvements. The median home price in Riley County is currently \$215,000, while last year it was \$204,900.

Burson said the market indicates an overall inflationary trend of 13.31% with the index ranging from 10-17% on average for residential property. The commercial trend ranges from 0-5%.

Burson said the index represents the value increase we are typically seeing. Burson said property owners could see smaller or larger increases depending on the market area they are in.

15. Coffee Shop Meetings (first one is January 12) and RCLA Annual Meeting (January 30) - Greg McClure (5 minutes)

McClure said Farm Succession Planning will be the topic on January 12, 2023 at the first session in this year's Coffee Shop series of educational meetings, organized by the Riley County Extension Service. Ashlee Westerhold, Director of K-State's Office of Farm and Ranch Transition, will be the featured speaker.

McClure said Coffee Shop meetings will be held at The Farmhouse in Riley, starting at 10:30 a.m. and adjourning by 12:00 noon every other Thursday from January 12th - February 9th, and on Friday, February 24th.

Meeting dates, topics, and speakers are:

1. January 12 - Farm Succession Planning - Ashlee Westerhold
2. January 26 - Cowherd Nutrition and Management - Jason Warner, K-

State Research & Extension Cow-Calf Specialist

3. February 9 - Pond Management for Big Fish and Good Livestock Water - Joe Gerken, K-State Research & Extension Fisheries and Aquaculture Specialist
4. February 24 - Wildlife Management & Wildlife Damage Control - Drew Ricketts, K-State Research & Extension Wildlife Specialist

McClure said the Riley County Livestock Association will hold its Annual Meeting and Banquet at 6:30 p.m. on Monday, January 30, 2023 at Pottorf Hall in Manhattan.

16. Healthy Living Through Gardening program - Gregg Eyestone (2-3 minutes)

Eyestone said the public is invited to a program on personal benefits of gardening on Saturday, January 14th beginning at 10:00 a.m. at Blueville Nursery, 4539 Anderson Avenue.

9:40 AM

Budget and Planning Committee - Darell Edie, Budget and Finance Officer

17. Monthly Cash Flow Report for November 2022

Edie presented the monthly cash flow reports.

9:55 AM

Amanda Webb, Planning/Special Projects Director and Darrin Hobbs, Planning Compliance Specialist

18. Authorize Chairman to sign Community Rating System (CRS) recertification letter.

Webb presented the Community Recertification for the Community Rating System (CRS).

Webb reported the final numbers are not complete at this time and the Board does not need to approve the form at this time.

10:10 AM

John Ellermann, Public Works Director/County Engineer

19. Public Works Project Update

Ellermann presented the Public Works projects update.

10:25 AM Anna Burson, Appraiser

20. Request to refill the Commercial Appraiser II Position

Burson presented the request to fill the Commercial Appraiser II position.

Move to approve the recommendation to post and refill the position of an Appraiser I or II depending on qualifications, at the earliest opportunity.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Greg McKinley, County Commissioner
SECONDER:	John Ford, County Commissioner
AYES:	Ford, Focke, McKinley

The Board of County Commissioners signed a Riley County Position Action Form for an Appraiser II-Commercial, in the Appraiser's Office, at a Range 10.

10:40 AM Clancy Holeman, Counselor/Director of Administrative Services

10:40 AM 21. Administrative Work Session

Move the County Commission, including Chair Focke, Vice Chair Ford, and Commissioner McKinley, recess into executive session on potential litigation for the purpose of consultation with Clancy Holeman, Riley County Counselor, and Craig Cox, Deputy County Counselor, attorneys for the commission, a matter which would be deemed privileged in the attorney-client relationship, an exception to the Kansas Open Meetings Act, the open meeting to resume in the County Commission Chambers at 11:00 a.m.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	John Ford, County Commissioner
SECONDER:	Greg McKinley, County Commissioner
AYES:	Ford, Focke, McKinley

11:00 AM Move the Board of County Commissioners come out of executive session.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	John Ford, County Commissioner
SECONDER:	Greg McKinley, County Commissioner
AYES:	Ford, Focke, McKinley

Move the record reflect action shall be taken consistent with the consensus reached in executive session.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	John Ford, County Commissioner
SECONDER:	Greg McKinley, County Commissioner
AYES:	Ford, Focke, McKinley

22. Pending County Projects County Counselor

11:00 AM David Adams, EMS/Ambulance Director

23. Construction Project Update

Adams presented an update on the North County EMS/Ambulance station.

The Board discussed the design of the building.

McKinley suggested checking on the price for 2x4 construction with spray foam insulation to fill voids better.

McKinley asked to check on the price difference for filled block for the medicine room.

Adams presented an update on the Riley County Public Safety Headquarters.

Morrison reviewed the two options presented.

Morrison asked the Board which look they preferred for the exterior design.

The Board agreed by consensus with the flat roof design of the facility.

McKinley stated he would like to know the cost of the third floor.

Ford asked if the third floor is built, what would go in it?

Morrison stated BHS can get preliminary costs for the third floor.

The Board asked staff to check into the costs to hold quarterly BOCC meetings in the small incorporated cities.

The Board discussed holding quarterly County Officials Luncheons.

Ford discussed taking some of the larger items off the CIP list.

The Board discussed CIP and the third floor of the new facility.

Ford discussed finding funds for our County Parks.

11:53 AM

Adjournment

Move to adjourn.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	John Ford, County Commissioner
SECONDER:	Greg McKinley, County Commissioner
AYES:	Ford, Focke, McKinley