



**Board of Riley County
Commissioners
Regular Meeting
Minutes
January 11, 2021**

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

Cindy Kabriel
785-565-6200

Commission Chambers

8:30 AM

[District 1 – John Ford, Chair](#)

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

[District 3 – Kathryn Focke, Member](#)

8:30 AM

Call to Order

Attendee Name	Title	Status	Arrived
John Ford	County Commissioner	Present	8:30 AM
Ronald Wells	County Commissioner	Present	8:30 AM
Kathryn Focke	County Commissioner	Present	8:30 AM
Marvin Rodriguez	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
Shilo Heger	Treasurer	Present	8:30 AM
Amy Manges	Deputy Register of Deeds	Present	8:30 AM
Barry Wilkerson	County Attorney	Present	8:30 AM
Kendra Lewison	Judge	Present	8:30 AM
Mary Hobbs	IT	Present	8:30 AM
Michele Reid	Records Assistant II	Present	8:30 AM
Grant Bannister	Judge	Present	8:30 AM
Sam Henningh	KMAN	Present	8:30 AM
Julie Gibbs	Health Department Director	Remote	8:30 AM
John Ellermann	Public Works Director/County Engineer	Remote	8:30 AM
David Adams	EMS/Ambulance Director	Remote	8:30 AM
Elizabeth Ward	Human Resource Manager	Present	8:30 AM
Kevin Bryant		Present	9:00 AM
Susanne Glymour		Present	9:30 AM
Greg McClure	Extension Agent	Present	9:30 AM
Craig Cox	Deputy County Counselor	Present	10:22 AM
Cheryl Collins	Museum Director	Present	10:50 AM
Dawn Munger	Museum	Present	10:50 AM
Allana Parker	Museum	Present	10:50 AM
Linda Glasgow	Museum	Present	10:59 AM
Cindy Kabriel	Administrative Assistant II	Present	8:30 AM

Pledge of Allegiance

Rodriguez thanked everyone for attending the meeting today.

Swear in Riley County elected officials

1. Kendra Lewison, District Court Judge 21st District, Division II

Judge Bannister swore in Kendra Lewison, District Court Judge 21st District, Division II.
2. Greg McKinley, Riley County Commissioner 2nd District

Judge Bannister swore in Greg McKinley, Riley County Commissioner 2nd District.
3. Kathryn Focke, Riley County Commissioner 3rd District

Judge Bannister swore in Kathryn Focke, Riley County Commissioner 3rd District.
4. Rich Vargo, Riley County Clerk

Judge Bannister swore in Rich Vargo, Riley County Clerk.
5. Shilo Heger, Riley County Treasurer

Judge Bannister swore in Shilo Heger, Riley County Treasurer.
6. Barry Wilkerson, Riley County Attorney

Judge Bannister swore in Barry Wilkerson, Riley County Attorney.
7. Amy Manges, Riley County Register of Deeds

Judge Bannister swore in Amy Manges, Riley County Register of Deeds.

Reorganization of the Board of County Commissioners

Move to appoint Ford as Chair and McKinley as Vice Chair.

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

Public Comment

8. Public Comments

Gibbs reported as of Friday there were 5,228 positive cases in Riley County. Gibbs said the positive rate is 14.5%.

Rodriguez wished the new commissioners well. Rodriguez stated he believes they will both serve very well.

Commission Comments

9. Commission Comments

Ford's Comments:

Want to take a moment and congratulate both of our now new commissioners Commissioner Focke and Commissioner McKinley. Glad to have you both on board and I hope you are ready for the challenges that face as a county moving forward.

Friday morning I spent some time with Waste Community Action Team as part of the Food and Farm Council. Discussed a survey for how the new website is working and operating and plans for a comprehensive food waste management program.

Watched quite a bit of the NFL playoff games on Saturday and Sunday and look forward to tonight's National Championship game as well.

McKinley's Comments:

McKinley stated he has been meeting with department heads and ready to get started.

Focke's Comment:

Focke said she has met with some of the department heads and the employees have been very helpful. Focke stated she is excited to get started.

Business Meeting

10. 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 Proclamation.

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

11. Sign Riley County Personnel Action Form(s)

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

- Julie Miller, a new hire, as a Public Health Nurse, in the Health Department, at a grade S step 4.
- Alice Massimi, a new hire, as a Public Information Officer, in the County Clerk's Office, at a grade S.

Review Minutes

12. Board of Riley County Commissioners - Regular Meeting - Jan 7, 2021 8:30 AM

Move to approve the minutes.

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

Review Tentative Agenda

13. Tentative Agenda

Press Conference Topics

14. Discuss Press Conference

9:00 AM**Rich Vargo, County Clerk**

15. Year to date budget and expenditure reports

Vargo presented the year to date budget and expenditure reports.

9:15 AM**Board of County Commissioners**

16. Discuss List of Boards the Commissioners Serve On

The Board discussed the list of boards they serve on.

Commissioner McKinley will serve on the North Central Kansas Regional Juvenile Detention Facility Board.

Commissioner Focke will serve on the Flint Hills ATA Board and the Flint Hills Regional Council Board of Directors.

Move to approve the following List of Boards the Commissioners Serve on:

<u>John Ford</u> (Commission District: 1)
➤ NACo (National Association of Counties)
➤ KAC (Kansas Association of Counties)
➤ Board of Health
➤ Riley County Law Enforcement Agency Board
➤ Mental Health Task Force
➤ RC representative on Chamber Board of Directors (Ex-Officio)
➤ MPO Policy Board
➤ Local Emergency Planning Committee (LEPC)
➤ Pawnee Mental Health Board of Directors
➤ NACo (National Association of Counties) - National Committee on Community Economic and Workforce Development

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| ➤ Riley County Food and Farm Council - Waste Community Action Team |
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Greg McKinley**(Commission District: 2):**

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| ➤ NACO (National Association of Counties) |
| ➤ KAC (Kansas Association of Counties) |
| ➤ Board of Health |
| ➤ RFD#1 Advisory Board |
| ➤ Flint Hills Veterans Coalition |
| ➤ Heartland Works |
| ➤ Military Relations Committee |
| ➤ NBAF Community Liaison Group (CLG) |
| ➤ Resilient Wildcat Creek Watershed Plan Selection Committee for the 2D Flood Model |
| ➤ Resilient Wildcat Creek Citizen Advisory Team |
| ➤ North Central Kansas Regional Juvenile Detention Facility |

Kathryn Focke**(Commission District: 3):**

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| ➤ NACO (National Association of Counties) |
| ➤ KAC (Kansas Association of Counties) |
| ➤ Board of Health |
| ➤ Riley County Law Enforcement Agency Board |
| ➤ Solid Waste Management Committee |
| ➤ Flint Hills Regional Council Board of Directors |
| ➤ Flint Hills ATA Board |
| ➤ K-113 Corridor Study Advisory Committee |

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

9:30 AM**Press Conference**

17. Proclamation for Martin Luther King, Jr. Day - John Ford, Susanne Glymour and Kevin Bryant (3-5 minutes)

Ford presented the Proclamation for Martin Luther King, Jr. Day to Susanne Glymour and Kevin Bryant.

Bryant discussed the formation of the Manhattan Martin Luther King Committee.

Bryant presented and discussed the following Martin Luther King, Jr. Manhattan Community Calendar events:

- Saturday, January 16th MLK Jr. Community Celebration virtually at 4:00 p.m. via Facebook
- Monday, January 18th Prayer Breakfast virtually at 8:00 a.m. via

Facebook

- Monday, February 1st - Monday, February 8th MLK Jr Week of Service - KSU hosting
- Friday, February 5th Laying of the Wreaths virtually and at KSU Ahearn Field House

Glymour discussed the Art and Writing Contest with over 120 entries.

18. “You Inherited the Farm – Now What?” and a Coffee Shop Agronomy meeting - Greg McClure (5 minutes)

McClure said A Knowledge @ Noon series titled “You Inherited the Farm - Now What?” will be offered as a virtual conference starting January 12, 2021. Sessions will be presented via Zoom at 12:00 noon on four Tuesdays from January 12th - February 2nd. Series dates and topics are:

- January 12th - Intro to Farm Ownership - Where do you begin now that you are a farm owner?
- January 19th - Lease Law and Common Leasing Practices
- January 26th - Kansas Fence Law - Who is responsible for fence maintenance?
- February 2nd - Soil Fertility Basics - Understanding soil fertility, fertilizers and crop nutrient needs.

McClure said the Coffee Shop Meetings begin January 14th. The 2021 Coffee Shop Series will be hosted virtually on Zoom. Producers will attend from their home computer, using a link sent to each registrant.

McClure said Coffee Shop Meetings will start at 11:00 a.m. and adjourn by 12:00 (noon) every other Thursday from January 14th - February 11th. Meeting dates and topics are:

- January 14th - Herbicides and Weed Control
- January 28th - Plant Tissue Testing to Fine Tune Fertility Programs
- February 11th - Best Management Practices for Row Crops

9:45 AM Clancy Holeman, Counselor/Director of Administrative Services

- 9:45 AM 19. Executive session to discuss confidential legal advice regarding potential litigation issues

Move the County Commission, including Chairman Ford, Commissioner McKinley, and Commissioner Focke recess into executive session on potential litigation for the purpose of consultation Clancy Holeman, Riley County Counselor, attorney for the

commission, 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 10:05 a.m.

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

10:05 AM

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

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

Move the record to reflect no binding action was taken during the executive session.

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

10:05 AM **Break**

10:10 AM **John Ellermann, Public Works Director/County Engineer**

20. Public Works Project Update

Ellermann presented the Public Works Project update.

10:25 AM **Craig Cox, Deputy County Counselor**

21. Kansas Association of Counties (KAC) presentation

Cox said he is the County Counselor's Representative on the Kansas Association of Counties (KAC) Board. Cox stated the Board can present issues to him to deliver to the KAC Board.

Cox discussed the KAC County Commissioners educational sessions beginning tomorrow.

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

22. Administrative Work Session

23. Pending County Projects County Counselor

Holeman said he would be glad to answer any questions the Board has on the pending projects list.

Holeman stated the Board is the primary client and he will address matters as requested by the Board.

Holeman said he also works on department requests for the benefit of the county.

11:00 AM Cheryl Collins, Museum Director

24. Riley County Historical Museum Staff Update- Introduction of Curatorial Staff

C. Collins introduced the Museum staff.

Glasgow discussed her time on the Riley County Museum staff.

Munger said she has been at the Riley County Museum two and a half years.

Parker stated she has been with the Riley County Museum department since 2012.

C. Collins said the staff is looking forward to work with the commissioners in 2021.

Ford thanked the Museum staff for their work in 2020.

Adjournment

Move to adjourn.

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