



**Board of Riley County
Commissioners
Regular Meeting
Minutes
January 19, 2023**

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

Cindy Kabriel
785-565-6200

Commission Chambers

9:00 AM

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

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

[District 1 – John Ford, Vice Chair](#)

9:00 AM

Call to Order

Attendee Name	Title	Status	Arrived
John Ford	County Commissioner	Present	9:00 AM
Kathryn Focke	County Commissioner	Present	9:00 AM
Greg McKinley	County Commissioner	Present	9:00 AM
Rich Vargo	County Clerk	Present	9:00 AM
Craig Cox	Deputy County Counselor	Present	9:00 AM
Anna Burson	County Appraiser	Present	9:00 AM
Amy Manges	Register of Deeds	Present	9:00 AM
Mark Bachamp		Present	9:02 AM
John Ellermann	Public Works Director/County Engineer	Present	9:04 AM
Gary Fike	County Extension Director	Present	9:55 AM
Brian Peete	RCPD Director	Present	10:05 AM
Kurt Moldrup	RCPD Assistant Director	Present	10:05 AM
Julie Gibbs	Health Department Director	Present	10:30 AM
Katharine Hensler	Museum Director	Present	11:14 AM
Shilo Heger	Treasurer	Present	11:45 AM

Pledge of Allegiance

Public Comment

1. Public Comments

Commission Comments

2. Commission Comments

Focke's Comments:

Tuesday, January 10th I attended an officer meeting of the Common Table to discuss strategy and activities of the board going forward. A group is working on strategy, budget, and possible grants to develop a contract with USD 383 school board for the kitchen and dining room at the 9th grade center building.

Later I had a brief meeting with RCPD Director Brian Peete.

That evening I met with the Personnel Support Committee at the church. We have several positions open.

Thursday and Friday, I attended the Chamber of Commerce Regional Leaders Retreat. A variety of speakers discussed economic development, housing, childcare, Fort Riley, KSU, and a variety of other discussions. President Linton and Lt. Governor Toland were featured speakers.

Saturday we held a public meeting to consider the annexation of a 78-acre parcel owned by Midwest Concrete Materials into the City of Manhattan. Presentations were made by representatives of the City of Manhattan, MCM, the City of Ogden, and many homeowners of the Random Woods neighborhood. A resolution was passed that will be presented at today's meeting.

Monday (Martin Luther King, Jr. Day) I went to the prayer breakfast at Douglas Center. It is really well attended. The main speaker was Dr. Rena Johnson, KSU Vice President for Diversity, Equity, Inclusion and Belonging, a new position at the university. Also announced were the winners of the Art and Writing Contest.

After the prayer breakfast, I stopped into the meeting at the library sponsored by a new group "Serve". It is a common good incubator for local government that will mentor and help people wanting to run for local political offices.

Tuesday, I attended the Law Enforcement Board meeting where new members were sworn in and officers elected. It was the last meeting of my two-year term.

After the meeting, I had a brief meeting with Amanda Webb in the planning department and then spent some time in my office to do some organizing for the rest of the week and schedule for the month.

Ford's Comments:

Last Monday I met with Adam Epting from Sanity Solutions for lunch to discuss potential IT solutions for the county and to catch up with our

time at Maximum Performance. Good discussion and there may be more to come moving forward.

Also last Monday afternoon I met via video conference with my nutritionist from Rethink. It appears we have reached the point where we can start summing up these visits. This is wonderful news considering all the work and efforts over the last three plus years.

Finally last Monday I met with Daryn Soldan, Economic Development Director with the Chamber of Commerce to discuss some ideas and work through a dialog on future growth and development and what that will mean for all of Riley County and the benefits to the region as a whole. We spoke for nearly an hour and a half, and it was really a good solid and needed dialog considering what may lay on the horizon.

Last Tuesday morning I joined KMAN for the In Focus morning program. I brought Vivienne Leyva, Riley County Public Information Officer with me to discuss Riley County's 2022 year in review. We had plenty of items to discuss and took up the whole hour very well. We discussed the early challenges with Covid last year, efforts of the Riley County Health Department; several natural disasters including the April wildfires and the efforts of the Riley County Rural Fire District and their work; the June tornado and the work and efforts of Riley County Emergency Management; and what the EOC will look like at the new Public Safety Headquarters. We finished up the program talking about the midterm elections and the work and efforts of everyone at Riley County. Enjoyed doing the program and enjoyed everything Vivienne helped add to the hour as well.

Last Wednesday afternoon I had the afternoon off from work, so I had the chance to meet with Gary Fike, Director Riley County Extension on several items, including rural economic development and facilities/infrastructure for the Riley County Fair, 4-H, Rodeo, and other related events for the future. Enjoyed the dialog and time and I'm sure we will discuss this somewhere down the road again as well.

Also last Wednesday afternoon I spoke with Elizabeth Ward, Riley County Human Resource Manager about several items, including a summary of the process for department head evaluations, staffing and personnel moving forward, succession planning for county departments, and the upcoming United Way Employee Campaign. Discussion went well and I got quite a bit out of it which was good.

Last Thursday and Friday I attended the Flint Hills Regional Leaders Retreat at the Manhattan Conference Center. Over the two days we heard from Dr. Higgins from K-State on the state of the regional economy, Jack Alston for the Pottawatomie County Economic Development. President of K-State Dr. Richard Linton, Jason Smith

from the Manhattan Area Chamber of Commerce, and Lt. Governor of Kansas and the state's Secretary of Commerce David Toland. We also heard an update on regional attraction projects from Karen Hibbard and entrepreneurship strategies from Daryn Soldan. Graham Foust gave an update from the Junction City Chamber of Commerce, and we got an update on Fort Riley from Deputy Commanding General Niave Knell. Friday morning started with a Housing Panel discussion moderated by Stephanie Peterson and included Mike Drippe, Drippe Homes; Alissa Ice, Kansas Housing Resources Corp; Josh Brewer, Manhattan Habitat for Humanity; and Randy Speaker, Kansas Department of Commerce Housing Specialist. We got an update from Brandon Keazer out at Fly MHK. We heard from Melissa Rooker from the Kansas Children's Cabinet. We got an update from Jerry Lonergan at the Flint Hills Regional Council and we heard from Kansas Tourism Department Director, Bridgette Jobe. After lunch there was facilitated open discussion on regional issues and challenges. All in all the two days went very well.

Saturday morning I attended the Special Meeting we had here at the BOCC to work through the city annexation of a piece of property off Skyway Drive owned by MCM Materials. Thought it went very well and we heard from many people including a representative from the City of Ogden, a representative from MCM, and members of the Random Woods Housing Association. After reviewing all applicable information and listening to everyone during the hearing I firmly believe this annexation and subsequent development will be very beneficial to area as a whole for the future.

Saturday evening I watched my Jacksonville Jaguars come back from being 27 points down to kick a game winning FG to beat the Los Angeles Chargers 31-30 in the Wildcard Round of the NFL Playoffs.

This Monday evening I met with Riley County Attorney Barry Wilkerson to discuss several matters related to January's Law Board meeting, RCPD in general, and staffing issues and challenges currently in his office. Always enjoy having the opportunity to chat with Barry and catch up on things throughout Riley County.

Tuesday afternoon I attended the January meeting of the Riley County Law Board. The major items on the agenda were the swearing in of the new law members, the recognition of the law members who came off the board, the reorganization of the board which will have City Commissioner John Matta as Chair, myself as Vice Chair, Barry Wilkerson as Secretary, and Kaleb James as the hearing officer. We also went through the consent agenda, had several board members comment, saw the promotion and pinning of new RCPD Captain Scott Hajek, the VFW Post 1786 Award for Law Enforcement Officer of the Year went to Corporal Jake Wilson, and lastly, we got the 2024 budget

preparation timeline from new Director Brain Peete.

Also Tuesday afternoon, I attended the January Board of Directors Meeting of the Manhattan Area Chamber of Commerce. Among the items that there was an update on were the year-end financials and membership accounts, discussion on all the BAC Committee appointments as well as the newly put together Small Business Council, K-State Foundation amended ask to the Manhattan City Commission, Military Relations Liaison position goals and a position description, and discussion on last week's Leadership Retreat. Lastly, new Chair Mark Knackendoffel had a few comments and lastly several upcoming events were mentioned including the annual meeting in February.

Wednesday afternoon I attended in person at the Manhattan Public Library, the January meeting of the Flint Hills MPO. Among the items that were up for discussion were an update on end of year financials, the hiring of a new employee, an update from KDOT, we elected Junction City Commissioner Ronna Larson as our new Chair moving forward, and we approved several new measures and targets for the local transportation sectors for the 2023 fiscal year.

Thursday morning, I attended the first in-person Good Morning Manhattan at the Four Points by Sheraton. It was good to hear from the new City of Manhattan Mayor, Mark Hatesohl and new Chamber Board President, Chair Mark Knackendoffel. So glad to have this back in person after a 3-year absence.

K-State men's basketball had mixed results over the last two weeks beating Oklahoma State at home 65-57, losing to TCU on the road 82-68 but beat Kansas in an epic thriller in overtime 83-82. Always good to beat the Jayhawks.

McKinley's Comments:

Going back 10-days to start comments means I could end up with several pages of notes, but at this point in time I will try to keep it brief.

Tuesday last week I had the quarterly Fire Board meeting, Leonardville City, and Riley City all at the same time.

I attended the Riley City meeting because they were discussing an item that affected our property. I filled them in on what we have been doing in their area. The mayor resigned because his new house is outside the city. President of the Council, Darci Pottroff, was installed as the new mayor. This left a vacancy on the council and My wife was installed as the new council member.

Wednesday I talked to Katharine Hensler, Museum Director about possible options for the Museum Board of Trustee position. I then talked to John Ellerman about townships not taking care of roads. No good solutions.

Thursday and Friday I attended the Flint Hills Regional Leaders Retreat. It was a chance to meet some new people and hear from speakers on numerous topics. K-State President Linton gave a really good presentation on the plans for the University. Other speakers discussed the local economy, State of Kansas plans, Fort Riley, Housing, childcare, and tourism.

Saturday we had the public hearing on the MCM annex.

Tuesday I met with David Adams about the progress on the Public Safety and North County ambulance buildings.

Wednesday I attended the North Central Kansas Regional Juvenile Detention facility board meeting. There are a few new members because of the elections but there were several conflicts and only the minimum quorum was there. The secretary for the board was one that did not run for reelection. We appointed one of the guys that missed the meeting to be the new secretary. No major items this month.

Tuesday evening I did attend the KSU men's basketball game. It was a packed house loud for the whole game with the correct result.

Business Meeting

3. Highway Use Permit, Cox Communications

Move to approve the Highway Use Permit granting Cox Communications permission to complete the work in the right of way to pull approximately 163' of 48ct fiber through existing conduit at 1315 Knox Lane.

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

4. RESOLUTION MAKING FINDINGS CONCERNING THE CITY OF MANHATTAN'S REQUEST TO ANNEX A 78.73 ACRE TRACT OF LAND

Move to approve "Resolution 011923-02, Resolution making findings concerning the City of Manhattan's request to annex a 78.73 acre tract of land."

RESULT:	ADOPTED [2 TO 1]
MOVER:	John Ford, County Commissioner
SECONDER:	Greg McKinley, County Commissioner
AYES:	Ford, McKinley
NAYS:	Focke

5. Advisory Board appointments, Resolution appointing Riley County representatives to Council/Advisory Boards, and Thank you letter for serving on advisory board

Move to approve and sign a Thank You letter for serving on an advisory board, appointment letters for the following, and "Resolution No. 011923-03, A Resolution appointing Riley County representatives to Council/Advisory Boards".

Erica Blair Comm Dist 3	January 19, 2023- August 31, 2024	Food and Farm Council 3 year
Jan Carlson Comm Dist 1	January 19, 2023- December 31, 2025	Museum Board of Trustees 3 year
Phil Anderson Comm Dist 3	January 19, 2023- December 31, 2025	Museum Board of Trustees 3 year

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

6. 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

Review Minutes

7. Board of Riley County Commissioners - Regular Meeting - Jan 9, 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

8. Board of Riley County Commissioners - Special Meeting - Jan 14, 2023 9:00 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

9:15 AM Amy Manges, Register of Deeds

11. 2022 Year End Revenue

Manges presented the Register of Deeds 2022 Revenue Report.

9:30 AM Craig Cox, Deputy County Counselor

12. Administrative Work Session

13. Resolution Authorizing Real Estate Tax Foreclosure Sale

Cox presented the resolution authorizing the next real estate tax foreclosure sale.

Move to approve “Resolution No. 011923-04, A Resolution authorizing real estate tax foreclosure sale.”

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

9:50 AM

Alvin Perez, Public Works Operations & Fleet Manager

14. Bid opening for corrugated metal pipe (CMP)

The Board of County Commissioners opened the following bids for 2023 corrugated metal pipe and bands:

Company	Total Bid
J & J Drainage Products Co. 110 North Pershing, PO Box 829 Hutchinson, KS 67504-0829	\$38,787.44
Metal Culverts, Inc. 711 Heisinger Road, PO Box 330 Jefferson City, MO 65102	\$51,247.22
Welborn Sales, Inc. S. Industrial Area, Box 1666 Salina, KS 67402-1666	\$34,020.50

Move to refer the bids to staff for evaluation and recommendation.

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

10:00 AM

Gary Fike, County Extension Director

15. Rural Revitalization Conference and VITA Update

Fike presented the Extension staff report.

10:15 AM Brian Peete, RCPD Director

16. RCPD update

Moldrup introduced RCPD Director Brian Peete.

Peete thanked the community for allowing him the opportunity of RCPD Director. Peete said he will be getting out to understand the community priorities.

10:30 AM Julie Gibbs, Health Department Director

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

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

17. Riley County Health Department Update

Gibbs presented the Health Department monthly update.

18. Riley County Health Department 2023 Provider Contracts

Gibbs presented the 2023 Provider Contracts.

Move to approve the renewal of the Agreement for Medical Director Consultation and Services with Dr. Cary Herl until December 31, 2023 and the Agreement for OB-GYN Medical Consultation and Services with Dr. Rebeka Weber until December 31, 2023.

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

19. Riley County Health Department 2023 Konza Rental Agreement

Gibbs presented the Konza Agreement.

Move to approve the Riley County, Kansas Temporary and Limited

Real Property License Agreement with Konza Prairie Community Health Center for 2023.

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

20. Riley County Health Department Out of State Travel Request

Gibbs presented the Out of State Travel Requests.

Move to approve the Out of State Travel Requests for Shanika Rose and Tasha Drake to attend the Health Promotion Conference in Colorado Springs March 29th - 31st to be funded by the ELC supplemental Covid funds.

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

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

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

11:00 AM

David Adams, EMS Director

21. Staff Update

Adams presented the EMS/Ambulance staff report.

The Board asked for comparative cost of the batt insulation compared to spray foam insulation and 2" x 6" walls.

The Board agreed by consensus for the poured in place safe room walls over the block walls due to time constraints.

22. Request to Fill Vacant Paramedic Position

Adams presented the request to fill the Paramedic or the hiring of an Advanced EMT if necessary.

Move to approve the advertisement and hiring of the vacant Paramedic position or the hiring of an Advanced EMT if necessary.

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 a Paramedic, in the EMS/Ambulance Department, at a grade Paramedic.

11:30 AM Katharine Hensler, Museum Director

23. Riley County Historical Museum Staff Report

Hensler presented the Museum staff report.

11:45 AM Shilo Heger, Treasurer

24. December 2022 Revenue Reporting - Riley County Treasurer

Heger presented the December Treasurer's Report.

11:53 AM Adjournment

Move to adjourn.

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