



**Board of Riley County
Commissioners
Regular Meeting
Minutes
January 20, 2022**

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

Cindy Kabriel
785-565-6200

Commission Chambers

9:00 AM

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

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

[District 1 – John Ford, Member](#)

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
Clancy Holeman	Counselor/Director of Administrative Services	Present	9:00 AM
Christian Bright	Manhattan Mercury	Present	9:00 AM
Evan McMillan	Assistant County Engineer	Present	9:00 AM
Tami Robison	Budget and Finance Officer	Present	9:04 AM
Elizabeth Ward	Human Resource Manager	Present	9:08 AM
Barry Wilkerson	County Attorney	Present	9:15 AM
Gary Fike	County Extension Director	Present	9:17 AM
Cindy Kabriel	Administrative Assistant II	Present	9:18 AM
Shilo Heger	Treasurer	Present	9:24 AM
Bob Isaac	Planner	Present	9:50 AM
Sam Hennigh	KMAN	Present	9:30 AM
John Ellermann	Public Works Director/County Engineer	Present	9:50 AM
Megan Dougherty	County Extension Agent	Present	10:00 AM
Ron Fehr	City of Manhattan	Present	10:42 AM
David Adams	EMS/Ambulance Director	Present	11:37 AM
Doug Russell	Deputy Fire Chief	Present	11:42 AM

Pledge of Allegiance

Public Comment

1. Public Comments

Commission Comments

2. Commission Comments

McKinley's Comments:

Last Thursday after our meeting I met with Rich Vargo to discuss some items regarding the RFP's received for the new Ambulance/Emergency Management building.

Later I met with Russel Stuckey regarding the Rural Fire Advisory Board that I had missed earlier in the week. Cleared up some things from the meeting and discussed several items regarding the fire department.

Friday I met with John Ellermann. I had some questions regarding the RFP and architect selection process. John explained how the system worked and some general items about the proposal we have received.

Saturday was the initial day a citizen had called a meeting regarding the ambulance needs in north county. He had called it off early Saturday, because of weather. However, I got a call saying there were people waiting to talk to me so I went up. There were eighteen people attending. I discussed what is needed to have an ambulance and the paramedic option that David Adams had proposed. I explained why KOMA prevented all the commissioners from attending the meeting. I told them we would be scheduling an evening commission meeting in either Leonardville or Randolph specifically to hear residents' concerns about an ambulance in north county.

I have spent time since the meeting looking into the reasoning for a north county ambulance.

Wednesday morning I attended the North Central Regional Juvenile Detention Facility meeting. Reviewed the year-end audit. The director said he has reduced our billings by 10% the last two years, but will not be able to do that this year. He has had to raise wages to keep the necessary employees.

After the meeting I discussed North Central Regional Planning Commission with two counties that are currently in it. They were very satisfied with the work North Central has done.

Because so many had missed the Saturday meeting, they rescheduled for Wednesday night. There were about forty people this time. I went over most of the same things we had discussed Saturday. There are a

large group of people anxious to discuss a north county ambulance with the commissioners.

Focke's Comments:

Thursday, January 13th I cooked for 70 at the Common Table meal First Lutheran Church

Friday January 13th, I met with Amanda Webb in planning to discuss a waste disposal issue that they have been working on with a homeowner in the Lakewood area.

Met with Julie Gibbs at the Health Department in the afternoon. I plan on meeting with her on a weekly basis, plus attend the department's leadership meeting in February.

Monday, January 17th I attended several events via zoom for the Martin Luther King, Jr. Day. My internet kept fading in and out, so had problems with the Prayer Breakfast.

Tuesday I attended the Law Board Meeting at City Hall. It was a long meeting that included promotions, discussion on insurance increases, and three executive sessions. The meeting was longer than normal, lasting over 3 hours.

Tuesday evening I started "puppy kindergarten" classes sponsored by the Kennel Club that will last for seven weeks.

Wednesday I caught up on some office matters, met with the County Attorney on various county issues, and reviewed information for Thursday's commission meeting. Attended a zoom meeting that evening.

Thursday morning I'll attend the Good Morning Manhattan meeting via zoom in the Riley County Commission Chambers.

Ford's Comments:

Thursday morning post meeting I met with Amanda Webb and Perry Piper in the Riley County Planning Development to discuss some issues and concerns with a rural property.

Thursday afternoon I had the Manhattan Area Recovery Task Force Zoom call to discuss the ongoing challenges with the Covid-19 Pandemic. Got updates from the Riley County Health Department, Ascension Via Christi, USD 383, Fort Riley and K-State, also heard from some of the other local entities including ABA, DMI, CVB, RCPD and what they doing during this latest surge. We are also

working on a lessons learned draft and a final summary from the entire task force that once agreed upon will fill the duties and responsibilities that established this task force back in April 2020.

Saturday I meet with the Riley County Republicans at their monthly coffee talk at Vista Drive-In. Local officials including myself and USD 383 gave some updates on items locally, State Representative Mike Dodson (67th District) gave an update from the State, and U.S. Senator Jerry Moran gave an update on what is going on in Washington, D.C. It was very well attended and lots of great dialog and discussion was had on a cold snowy morning.

Monday afternoon I had my bi-weekly Community Leaders Zoom call with K-State, Ascension Via Christi, Lafene Health Center, City of Manhattan and RCHD to discuss our ongoing efforts of the Covid-19 front. Testing and childcare/daycare/workforce challenges and issues were the two big topics. Proper information, the university students coming back, and constraints with local and regional social services were also discussed. We will meet again here in early February.

Tuesday afternoon I attended the January meeting of the RCPD Law Board. Among the items we discussed were thirteen promotion announcements. I want to take a moment and congratulate each and every one of them. Got an update for online crime reporting, salary survey that has been conducted, the 2023 budget preparation timeline, a hazardous duty stipend, and ARPA funding. We also voted on several items including the 2022 Impaired Driving Deterrence Program, elimination of recruit pay, and ended with a very extensive executive session.

Tuesday afternoon I also attended the monthly Board of Directors meeting via Zoom with the Manhattan Area Chamber of Commerce. We got a December financial update as well as membership accounts, an update on some changes and movement of some board appointments, an update on state legislative items including the agenda from METL and other local issues, and heard some updates and events from staff.

Wednesday afternoon we had our monthly meeting via Zoom with the Flint Hills Metropolitan Planning Organization. I was elected to chair the board once again for 2022. We approved an amendment to our Transportation Improvement Plan, made a few changes to our Operations Manual, and put together a new employment contract with Stephanie Peterson.

Also Wednesday afternoon we had another Zoom call to discuss a potential RCPD Substation and entrepreneurial center in the new

parking garage in Aggieville. Good dialog once again, we are still discussing potential funding mechanisms that will allow the project to move forward.

Happy to see K-State pick up a couple of wins verses ranked team this last week as well.

Business Meeting

3. Highway Use Permit, Blanton Realty & Reid Plumbing

Move to approve the Highway Use Permit with Blanton Realty who is requesting permission to have Reid Plumbing work in the right of way to bore under Deibler Place to add water lines from 717 and 719 Deibler Place to the main water line.

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

4. Amend CIP Projects for Tandem Axle Truck-21-21-PW009

Move to approve the CIP Project Amendment Form for additional funds for the 2nd Tandem Axle Truck (21-21PW009) as presented to and approved by the Commission on December 30, 2021. Tandem Axle Truck amendment for 21-21PW010 was approved on 1/10/2022.

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

5. Sign Tax Roll Corrections

Move to approve the Tax Roll Corrections.

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

6. Sign Riley County Personnel Action Form(s)

The Board of County Commissioners signed Riley County Personnel

Action Forms for the following:

- Julio Torres, an EMT, in the EMS/Ambulance Department, for Separation from County Service, effective January 23, 2022.
- Teresa Wright, a Custodian I, in the Public Works Department, for Separation from County Service, effective January 17, 2022.
- Rylee Rodvelt, a Volunteer Firefighter, in the Fire District #1 Department, for Separation from County Service, effective January 13, 2022.

Review Minutes

7. Board of Riley County Commissioners - Regular Meeting - Jan 13, 2022
8:30 AM

Move to approve the minutes.

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

Review Tentative Agenda

8. Tentative Agenda

Press Conference Topics

9. Discuss Press Conference

9:15 AM

Barry Wilkerson, County Attorney

10. Request to Fill County Attorney Office Assistant II

Wilkerson presented the request to fill the Office Assistant II position.

Move to approve to fill the Office Assistant II position for the County Attorney's office.

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

The Board of County Commissioners signed a Riley County Position Action Form for an Office Assistant II, in the Attorney's Department, at a grade E.

9:20 AM Board of County Commissioners

11. Discuss Rural Economic Development Advisory Board appointments and terms

The Board discussed the Rural Economic Development Advisory Board.

The Board agreed by consensus and moved to approve to amend the resolution with two members each for one year, two year, and three year terms.

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

9:30 AM Shilo Heger, Treasurer

12. December 2021 Revenue Reporting - Riley County Treasurer

Heger presented the December Treasurer's report.

9:50 AM Bob Isaac, Planner

13. Public Hearing to plat a tract of land into one (1) residential lot.

Isaac presented the Crowl Addition Unit Two.

Move to approve "Resolution No. 012022-03, A Resolution approving the Crowl Addition, Unit Two and accepting the street rights-of-way or licenses, easements and licenses as shown to be dedicated on the said

plat.”

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

10:00 AM Megan Dougherty, County Extension Agent

14. Update on Kitchen Restore and Medicare Open Enrollment

Dougherty presented an update on the Kitchen Restore and Medicare Open Enrollment.

10:15 AM John Ellermann, Public Works Director/County Engineer

15. Request to fill an open Custodial Worker I Position

Ellermann presented the request to refill the Custodial Worker I position.

Move to approve the Public Works Department advertise to hire the open Custodial Worker I position.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kathryn Focke, 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 Custodian I, in the Public Works Department, at a grade D.

10:30 AM Budget and Planning Committee - Tami Robison, Budget and Finance Officer

16. Monthly Cash Flow Reports for December 2021

Robison presented the monthly cash flow reports.

10:50 AM Ron Fehr, Manhattan City Manager

17. Manhattan City general update

Fehr presented the Manhattan City general update.

11:20 AM Clancy Holeman, Counselor/Director of Administrative Services

18. Administrative Work Session

19. Discuss HCR 5022--Work Session

Holeman discussed the HCR 5022, Kansas Constitution concerning county sheriffs, legislation and hearing.

The Board discussed HCR 5022.

11:35 AM John Ellermann, Public Works Director/County Engineer

20. CIP Fund Project Amendment

Ellermann presented the CIP amendment.

21. University Park Sewer Benefit District - Request for Qualifications

Ellermann presented the Request for Qualifications.

Move to approve advertising for the Request for Qualifications for the University Park Benefit District Treatment Plant facility plan.

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

11:55 AM Board of County Commissioners

22. Special Meeting in Randolph

McKinley suggested holding a special board meeting in the Leonardville or Randolph City buildings to discuss a north county ambulance station.

The Board discussed scheduling a special Board meeting in Leonardville or Randolph City buildings to discuss a north county ambulance station.

Ford said he gets the indication it is an ambulance station or nothing.

McKinley said right.

Ford stated his biggest concern is he is not in favor a facility.

Ford expressed concern with staffing a facility.

Ford said he does want to do something.

Adams stated 5% of the calls are to north county.

Focke stated she does not believe in preconceived ideas. Focke said she does want to listen to the residents.

The Board agreed by consensus to hold a Special BOCC meeting to discuss a north county ambulance facility at the Leonardville Community Building on Thursday, February 10, 2022 from 7:00 p.m.- 8:30 p.m.

Adjournment

Move to adjourn.

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