



**Board of Riley County
Commissioners
Regular Meeting
Minutes
January 24, 2022**

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
Craig Cox	Deputy County Counselor	Present	8:30 AM
Julie Gibbs	Health Department Director	Remote	8:30 AM
Vivienne Uccello	PIO	Present	8:33 AM
Michele Reid	Payroll & Benefits Spec & HR Associate	Present	8:36 AM
Rebecca Gould		Present	8:30 AM
Megan Hartford		Present	8:30 AM
David Adams	EMS/Ambulance Director	Present	8:47 AM
Tami Robison	Budget and Finance Officer	Present	8:57 AM
Sam Hennigh	KMAN	Present	9:00 AM
Lori Feldkamp	Big Lakes Developmental Center Director	Present	9:08 AM
Dr. Tom Taul		Present	9:18 AM
John Ellermann	Public Works Director/County Engineer	Remote	9:15 AM
Bob Isaac	Planner	Present	9:30 AM
Lisa Daily	Administrative Assistant II	Present	9:30 AM
Amanda Webb	Planning/Special Projects Director	Present	9:30 AM
Perry Piper	Environmental Health Specialist	Present	9:50 AM
Brent Bowman	BBN Architects	Present	10:55 AM
Patrick Schuab	BBN Architects	Present	10:57 AM
Dennis Butler	RCPD Director	Present	10:57 AM
Dan Patrick	BBN Architects	Present	11:05 AM
Russel Stukey	Emergency Management Director	Present	11:25 AM

Pledge of Allegiance

Public Comment

1. Public Comments

Gibbs reported 636 new positives. Gibbs stated we expect to peak this week and hopefully start improving.

Gibbs discussed testing and vaccination clinics.

Gibbs stated home test are becoming more popular.

Gould, member of Coalition for Equal Justice, presented ask for selection of the Law Board members.

Hartford, Vice-Chair of the Coalition for Equal Justice, spoke on why they have presented the ask for the Law Board appointments.

Commission Comments

2. Commission Comments

McKinley's Comments:

After our meeting Thursday, I met with a couple of residents who had questions about their appraisals. I have not been able catch Greg McHenry, County Appraiser to discuss their questions, but I will this afternoon.

Later Thursday I attended the NBAF Community Liaison Group Zoom meeting. These are quarterly meetings and they hope to meet in person next time, but they obviously have very strict Covid rules. Eighty-five percent of the operational staff has been hired. They are mostly working virtual, but are starting a phased move into the facility. Visitors from Plum Island have been here to coordinate the transition. They broke ground in 2015 with an original completion date of May 2021. Now the completion will be July 2022. The contractor is working on some minor punch list items and installation of equipment.

I came into the office on Friday missed connections to talk to a few staff members so I just worked on cleaning out old stuff left in the office.

Saturday evening I attended the County Fire Department awards banquet. They had an axe throwing set up before the dinner. I had never done that, but it was a lot of fun and not as easy as you would think. The meal was great and they handed out awards for 2020 and

2021, because they could not have the banquet last year.

A big sports weekend. I watched the men's game with KU and was very frustrated with the ending. Sunday I attended the women's game with Oklahoma and saw the most amazing performance I have ever seen. Playing against the #14 ranked team Ayoka Lee absolutely dominated the game and set a NCAA record with 61 points. I watched all of the Chief's game and some of the other three NFL games. All very close and exciting games.

Focke's Comments:

Friday I met with a contractor on a residential project. Went to various suppliers in town to pick out and order some materials.

Had several scheduled meetings canceled, so spent time in the afternoon catching up on e-mails, paper work, and scheduled meetings for next week.

Saturday I watched most of the KSU/KU basketball and various football games over the weekend, including the Chiefs game on Sunday.

Sunday I went to church and then to Strong City for lunch at the Ad Astra restaurant.

Ford's Comments:

Thursday afternoon I did take some time to get on YouTube and watch the hearing on HCR-5022 in the Kansas House Federal and State Affairs Committee. A big thank you goes out to RCPD Director, Dennis Butler; State Representative, Mike Dodson; and Clancy Holeman, County Counselor, for giving testimony on behalf of Riley County on this matter. We will just have to wait and see what transpires with this bill through the legislative process.

Saturday evening I attended the Riley County Fire District #1 Annual Ceremony and Banquet at Pottorf Hall. This year was a combination of two years as they didn't have a ceremony in 2020. Dinner from Vathauer Catering was wonderful and awards were presented for years of service, dedication, training and response hours, and rookie of year for both 2020 and 2021. Several special awards including the "Roasted Radio" and two Harold Bellman Outstanding Service Awards were also presented, and a special award and gift was presented to former EM/Fire Chief Pat Collins.

K-State let us down again on Saturday verses KU, losing once again at the end. Congratulations to Ayoka Lee and the K-State girls basketball team for scoring and NCAA record 61 points and beating #14 Oklahoma at home 94-65. Lastly, what about those Chiefs winning an epic game last night at Arrowhead verses the Buffalo Bills.

Business Meeting

3. 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

4. Sign Riley County Personnel Action Form(s)

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

- Teresa Garcia, a new hire, as a Clinic Coordinator, in the Health Department, at a grade N step 3 at \$1,916.43 biweekly.
- Maria Garcia Baquero, for a promotion, as a Bilingual Navigator, in the Health Department, at a grade Q step 7, at \$2,501.86 biweekly.
- Jinny Thompson, a new hire, as a Medical Clerk, in the Health Department, at a grade G step 1, at \$15.89 per hour.

5. Shared Leave Donation Form(s)

Move to approve the Shared Leave Donation Forms.

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

Review Minutes

6. Board of Riley County Commissioners - Regular Meeting - Jan 20, 2022
9:00 AM

Move to approve the minutes.

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

Review Tentative Agenda

7. Tentative Agenda

Press Conference Topics

8. Discuss Press Conference

9:00 AM David Adams, EMS/Ambulance Director

9. Staff Update

Adams presented the EMS/Ambulance staff update.

10. CIP Amendment Request

Adams presented the CIP Amendment to purchase equipment to put on SUV's.

Move to approve the use of CIP funds so that the equipment can be ordered.

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

9:15 AM Lori Feldkamp, Big Lakes Developmental Center Director

11. Big Lakes Developmental Center update

Feldkamp presented the Big Lakes Developmental Center update.

9:30 AM**Press Conference**

12. Presentation of plaque to Dr. Tom Taul in recognition of serving 20 years on the RCPB/BOZA - Greg McKinley and Amanda Smeller (3-5 minutes)

Webb presented a plaque to Dr. Tom Taul in recognition of serving 30 years on the Riley County Planning Board/Board of Zoning.

Daily stated it has been a real pleasure working with Taul the last 13 years and said he will be missed.

Isaac said what he really liked about Taul is he can be a leader and a follower and observe during meetings.

Taul thanked the Board for the opportunity to serve the community. Taul stated Dr. Frey, previous county commissioner, had asked him to serve on the committee.

13. Local Residential Real Estate Market - Allen Todd (3 minutes)

Todd presented an update on the local residential real estate market.

Todd said there is lots of sales activity, sale prices are up, demand is strong, and the office sales ratio is very low. Most segments of the County market are seeing some kind of increase. As we are currently setting values and those values should represent what you could sell your home for, and therefore most homeowners will see an increase in their valuation for 2022.

9:50 AM**David Adams, EMS/Ambulance Director**

14. Request To Fill Open Position

Adams presented the request to fill open positions.

Move to approve the request to fill these positions and advertise externally.

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

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

- an EMT/AEMT--PRN, in the EMS/Ambulance Department.
- a PRN Paramedic, in the EMS/Ambulance Department, at a grade Paramedic.

10:00 AM Craig Cox, Deputy County Counselor

15. Administrative Work Session

Cox requested an executive session during his time.

Move to add an executive session to Cox's administrative time.

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

10:01 AM

Executive session to discuss confidential legal advice regarding potential litigation issues

Move the County Commission, including Chairman McKinley, Commissioner Focke, and Commissioner Ford, recess into executive session for the purpose of consultation with Craig Cox, Deputy County Counselor, attorney for the commission, on potential litigation, on a matter which is 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 10:20 a.m. Amanda Webb, Planning/Special Projects Director and Perry Piper, Environmental Health Specialist, will be present at some point in the session to provide factual information.

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

10:20 AM

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

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

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

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

16. Pending County Projects County Counselor

10:20 AM

Amanda Webb, Planning and Development Director

17. Review City of Randolph contract for enforcement of City Ordinance 896 (placement and storage of inoperable vehicles)

Webb presented the City of Randolph code enforcement contract.

Webb expressed concerns with expanding the contract.

Cox said the City of Randolph thought Riley County could enforce the City of Randolph code. Cox stated Riley County does not have the authority to enforce the City of Randolph code.

Cox stated for the City of Randolph to enforce their code they need to establish a municipal court.

Move to terminate Randolph's inoperable vehicle enforcement contract dated November 22, 2010; and move to deny Randolph's request for Planning and Development to enforce its Property Maintenance Code.

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

10:50 AM Elizabeth Ward, Human Resource Manager**18. 2022 Konza United Way Campaign Proposal**

Ward presented a partnership with Konza United Way for a campaign through payroll deduction.

Ward stated any non-profit is allowed to request funding from the United Way.

Ford said he met with Tara Claussen in 2020 about a United Way campaign.

Ford discussed the proposed campaign and stated he was going to kick-off the campaign by donating \$1,000.

Ford stated he was in favor of a friendly competition without incentives.

Ward said her thoughts were a small item like a candy bar or other small items.

Ward asked if the Board would like to set a goal for the Riley County United Way Campaign.

Ford suggested 25% participation from employees.

Move to approve the Konza United Way Campaign proposal.

- A 2 week campaign from February 14th through the 25th
- Email and poster announcements starting February 10th to generate interest and share the value of United Way donations
- Make a proclamation and have Tara present at the BOCC about the campaign and the value of the partnership
- Tara would also speak to the employees in an open session on February 14th
- Pledge forms will be available in HR, on the W drive, attached to the emails
- We are proposing a participation goal for Riley County -potentially 10% to 25%
- Commissioner Ford has agreed to kick off the campaign with a personal donation

- I have asked the department heads to support a friendly competition between the departments
- We have also discussed participation incentives which can be purchased items or “free” incentive such as passes for long lunches, extra jeans days at work, designated parking space, etc.

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

11:10 AM Dennis Butler, RCPD Director

19. RCPD update

Butler stated this would be his last visit with the Board as the RCPD Director.

Butler said the north county officer has been replaced by Sargent Doehling.

Butler thanked the Board for their support.

Butler discussed his experience at RCPD and credited staff for the work of the agency. Butler spoke very favorable of the consolidated law enforcement in the community.

The Board members thanked Butler for his service to the community.

11:25 AM John Ellermann, Public Works Director/County Engineer

20. EMS Headquarter Station Consultant Selection

Ellermann reviewed the EMS Headquarters Station architects selection process.

Ellermann said the consultant selection committee, consisting of David Adams, Josh Gering, Russel Stukey, Amanda Webb, Rich Vargo, and John Ellermann, recommends Archimages.

Ford asked what led the committee to the recommendation.

Ellermann stated the relationship of the team members and recent EMS projects.

Adams said Archimages brought the best overall package similar to our request. Adams stated their experience and references were all very good. Adams said they have the experience in house with one company.

Focke asked if this firm has done any local or Kansas projects.

Adams said they are out of Lenexa, Kansas and they have done Kansas projects and have done a project very similar in St. Louis.

Ford stated we would all feel comfortable using a local firm, but this project is specialized in its nature.

Focke asked about the scoring system used by the committee.

Ellermann discussed the scoring methods used by the committee.

Bowman said all firms presented fees and he would like to know what their fees were.

Ellermann stated in the scoring there was not an emphasis on fees.

Ellermann said the Board will not approve a contract at this point, but to allow staff to negotiate with Archimages, Lenexa, Kansas.

McKinley said he would like to see a local firm, but also wants the best qualified.

The Board thanked the Committee for their work on the project.

Move to approve staff to begin negotiations with Archimages.

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

Adjournment

Move to adjourn after the Intergovernmental Luncheon.

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

12:00 PM Intergovernmental Luncheon

21. Intergovernmental Luncheon Agenda

The Board attended the Intergovernmental Luncheon.