



**Board of Riley County
Commissioners
Regular Meeting
Minutes
January 27, 2025**

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

Cindy Kabriel
785-565-6200

Commission Chambers

8:30 AM

[District 1 – John Ford, Member](#)

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

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

8:30 AM

Call to Order

Attendee Name	Title	Status	Arrived
John Ford	County Commissioner	Remote	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
Bryant Parker	Counselor/Director of Administrative Services	Present	8:30 AM
Jacob Hansen	Deputy County Counselor	Present	8:30 AM
Shilo Heger	Treasurer	Present	8:30 AM
Vivienne Leyva	PIO	Present	8:30 AM
Anna Burson	County Appraiser	Present	8:30 AM
Emma Loura	Manhattan Mercury	Present	8:32 AM
Amanda Webb	Planning/Special Projects Director	Present	8:57 AM
Elizabeth Ward	Human Resources Director	Present	8:59 AM
Diane Creek	Health Department Director	Present	9:35 AM
Breva Spencer	Family Connections Supervisor	Present	9:35 AM

Pledge of Allegiance

Public Comment

1. Public Comments

Commission Comments

2. Commission Comments

Ford's Comments:

Friday I was able to attend most of the Regional Growth Summit

hosted by the Manhattan Area Chamber of Commerce at the Hilton Garden Inn. After some opening welcomes and comments, we heard from Matt Tarleton, and he discussed “The Growth Imperative – How to Grow the MHK Metro.” That was followed by a couple of discussions on the topic. We got community updates from Junction City, Wamego, Manhattan, Pottawatomie County, and the Manhattan Regional Airport and then we heard from Joshua Jefferson, Deputy Secretary of Business Development with the Kansas Department of Commerce. After lunch we heard from John Armbrust and Col. Gerald Nunizato, Fort Riley Garrison Commander on Fort Riley. Group discussion on Fort Riley followed. Last presentation was “Can METL Communities Be a Metro?” by Matt Plvarnik, CEO of the Greater Topeka Partnership and a facilitated group conversation took place to close.

I had to leave the summit early for a doctor’s appointment. We went through all the lab and test work in correlation with my fall general checkup. Outside of my cholesterol going up everything looks good moving forward, but going to need to work on that it would appear.

I watched the K-State men’s basketball game from home on Saturday. Nice to see them pick up a pretty good win vs. West Virginia 73-60 in a game that really wasn’t as close as the score indicates. Unfortunately, the women didn’t fare quite as well as they lost 63-53 to Colorado in Boulder.

Sunday I watched the Championship games. Congratulations to the Philadelphia Eagles on their 55-23 win vs. Washington, and to the Kansas City Chiefs on their 32-29 win over Buffalo. So, it is Philadelphia and Kansas City in Super Bowl 59 in New Orleans in two weeks in a rematch from two years ago and with the Chiefs staring at an historic 3rd straight Super Bowl victory down.

Focke's Comments:

No comments.

McKinley's Comments:

Last Thursday evening my wife and I attended the Ozark Mountain Daredevils concert. This was special for us because one of our first dates was an Ozark Mountain Daredevils concert at Weber Arena in October 1974.

Friday was the Regional Growth Summit. The first speaker was about how to grow the Manhattan metro area, followed by small group

discussions. We heard from the area Chambers and the Kansas Department of Commerce. After lunch there were two speakers and discussions about Ft Riley. The final discussion was about trying to form a new MSA combining Lawrence, Topeka, and Manhattan and the counties connecting.

Saturday the K-State basketball teams swapped their usual successes.

Business Meeting

3. Approval of 2025 Official Depositories

Move to approve the following official depositories eligible to receive Riley County funds:

Capitol Federal Savings and Loan, Manhattan
Central National Bank, Manhattan
Commerce Bank, Manhattan
Community 1st Bank, Manhattan
Intrust Bank, Manhattan
KS State Bank, Manhattan
Landmark National Bank, Manhattan
Outdoor Bank, Leonardville
Riley State Bank, Riley
Sunflower Bank, Manhattan
UMB Bank, Manhattan
United Bank & Trust, Manhattan

Kansas Municipal Investment Pool

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

4. Sign a Tax Roll Corrections

Focke said it is all exempt including the for profit restaurant.

Burson stated BOTA determined it is all exempt.

Move to approve the Tax Roll Corrections.

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

AYES:	Ford, Focke, McKinley
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5. Sign Riley County Employee Action Form(s)

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

- Matthew Rutkowski, a Volunteer Firefighter, in the Riley County Fire District #1 Department, for Separation from County Service, effective January 22, 2025.
- Matt Norville, a new hire, as an As Needed Volunteer Firefighter, in the Riley County Fire District #1 Department, at a Range TASND.

Review Minutes

6. Board of Riley County Commissioners - Regular Meeting - Jan 23, 2025 8:30 AM

Move to approve the minutes.

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

Press Conference Topics

7. Discuss Press Conference

Review Tentative Agenda

8. Tentative Agenda

9:00 AM

Jacob Hansen, Deputy County Counselor

9. Restatement of Resolution Establishing Rural Economic Development Advisory Board

Hansen presented the Restatement of Resolution Establishing Rural

Economic Development Advisory Board.

Move to approve “Resolution No. 012725-06, A Resolution of Riley County, Kansas restating the Rural Economic Development Advisory Board for Riley County stating the membership, purpose, functions and powers” and sign a letter appointing Amanda Webb to the board as the Riley County Director of Planning & Development.

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

9:15 AM Megan Lewis, Community Corrections Director

10. Staff Update

Lewis presented the Community Corrections staff update.

9:30 AM Press Conference

9:35 AM Brea Spencer, Maternal and Child Health Supervisor

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

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

11. OPEI Letter of Intent

Spencer presented the OPEI Letter of Intent.

Move for Commission Chair Greg McKinley to sign the OPEI letter of intent and amendment to the contract for renewal.

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

9:40 AM **Jacob Hansen, Deputy County Counselor**

9:40 AM 12. Executive session to discuss a performance matter involving non-elected personnel

Move the County Commission, including Chairman McKinley, Vice Chairwoman Focke, and Commissioner Ford, along with Bryant Parker, County Counselor, and Jacob Hansen, Deputy County Counselor, attorneys for the Commission, and Elizabeth Ward, Human Resources Director, recess into executive session on a performance matter of non-elected personnel, an exception to the Kansas Open Meetings Act, for the purpose of an appeal of disciplinary action, and to protect the privacy of the employee, the open meeting to resume in the County Commission Chambers at 9:50 a.m.

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

9:50 AM Move the Board of County Commissioners come out of executive session.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kathryn Focke, 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.

The County Commission approves the disciplinary action reviewed today in executive session and the County Counselor shall notify the parties.

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

9:50 AM Amanda Webb, Planning/Special Projects Director

13. Comprehensive Plan Update

Webb presented the Comprehensive Plan update.

10:10 AM Bryant Parker, Counselor/Director of Administrative Services

14. Administrative Work Session

Parker discussed proposed legislation allowing counties Constitutional Home Rule. Parker stated Riley County should provide a statement of support and potentially testimony.

Parker stated HB2025 proposed the extra territorial development of cities to a three mile radius.

Parker said our lobbyist is working on legislation for short-term rentals.

Parker reported that the Habitat for Humanity is interested in pursuing Community Land Trust (CLT), legislation regarding appraisal.

McKinley asked about the RCPD firing range remediation.

Parker said he has asked the property owner for a date to meet at the location.

McKinley asked about the Bala property cleanup.

Parker reported that Clean Harbors Environmental has submitted a bid to remove the drums with chemicals.

15. Pending County Projects County Counselor

10:29 Recessed until the Intergovernmental Luncheon at 12:00 p.m.

Adjournment

Move to adjourn after the Intergovernmental Luncheon.

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

12:00 PM Intergovernmental Luncheon

16. Intergovernmental Luncheon Agenda