



**Board of Riley County  
Commissioners  
Regular Meeting  
Minutes  
February 03, 2025**

115 North 4th Street  
Manhattan, KS 66502  
[www.rileycountyks.gov](http://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                           | 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  |
| Bryant Parker        | Counselor/Director of Administrative Services | Present | 8:30 AM  |
| Diane Creek          | Health Department Director                    | Present | 8:30 AM  |
| Vivienne Leyva       | PIO                                           | Present | 8:30 AM  |
| Anna Burson          | County Appraiser                              | Present | 8:30 AM  |
| Emma Loura           | Manhattan Mercury                             | Present | 8:33 AM  |
| Brittany Phillips    | Budget and Finance Officer                    | Present | 8:30 AM  |
| Elizabeth Ward       | Human Resources Director                      | Present | 8:45 AM  |
| Amanda Webb          | Planning/Special Projects Director            | Present | 9:12 AM  |
| Mark French          | RCPD                                          | Present | 9:15 AM  |
| Scott Hajek          | RCPD                                          | Present | 9:21 AM  |
| Steve Schurle        | Commercial Real Estate Analyst                | Present | 9:28 AM  |
| Gregg Eyestone       | Extension Agent                               | Present | 9:28 AM  |
| Lori Feldkamp        | Big Lakes Developmental Center Director       | Present | 9:42 AM  |
| Russel Stukey        | Emergency Management Director                 | Present | 9:50 AM  |
| John Chaffee         |                                               | Present | 10:15 AM |
| Vernon Vandahl       |                                               | Present | 10:15 AM |
| Megan Lewis          | Community Corrections Director                | Present | 11:45 AM |
| Jessie Hubbard       | Administrative Assistant II                   | Present | 11:45 AM |
| Judge Kendra Lewison | District Court                                | Present | 11:45 AM |

**Pledge of Allegiance**

**Public Comment**

1. Public Comments

**Commission Comments**

## 2. Commission Comments

## Ford's Comments:

I didn't have a lot going on over the weekend. I pretty much stayed at home. I took some time to get some much needed relaxation and rest and that was pretty much it.

I did make it out Saturday morning to the Lions Club Biscuit and Gravy Breakfast Feed and Raffle that was held over at the College Heights United Methodist Church. Pretty good turnout for the event and the food was just amazing and all of course for a great cause.

I also watched the K-State men's basketball team just absolutely throttle #3 Iowa State in Ames 80-61. Not sure where this team has been all season but I'm hopeful that somehow they can keep it up through February and beyond.

Also, on Sunday I watched the K-State women's basketball team beat Kansas in Lawrence 91-64 to move to 22-2 on the season for them.

## Focke's Comment:

Thursday afternoon I had a dental appointment that took up most of the afternoon.

Friday I came to the office and picked up some paperwork to go over this weekend. I continue to "take it easy" per my doctor's suggestion, and have a back injection scheduled for Friday.

Sunday, I reviewed the paperwork and documents for today's meeting and spent some time outside enjoying the warmer weather.

## McKinley's Comments:

Way back last month, on Thursday evening we went to the K-State women's basketball game. It was a very exciting game with an overtime victory over Iowa State.

Friday I had a meeting with Diane Creek. We discussed a lot of things about the Health Department and also just getting to know each other.

She has some good ideas about more outreach to areas outside of Manhattan. She also had some ideas about arrangement of the two buildings.

Saturday morning was a meeting of north county Republicans. There were a number of other things going on at the same time, so the attendance was low. We heard from Stacy Rogers who is running for governor next year. She has no previous state experience but is just unhappy with the way things are going in Topeka. One thing I liked was her saying more power needs to go to the counties and not the state.

Saturday I watched the K-State men's basketball game with a sound beating of the #3 rated Iowa State.

Sunday I also enjoyed watching the K-State women's basketball crush KU.

### Business Meeting

3. Highway Use Permit, Cox Communications

Move to approve the Highway Use Permit granting Cox Communications permission to upgrade 4264' of aerial cable starting at 7228 Deer Trail Road and stopping at 3060 Honey Dew Lane. Cox will bore 486' of 2" conduit and 144ct fiber going north to 3040 Honey Dew Lane according to the details shown on the maps.

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| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>         |
| <b>MOVER:</b>    | John Ford, County Commissioner     |
| <b>SECONDER:</b> | Kathryn Focke, County Commissioner |
| <b>AYES:</b>     | Ford, Focke, McKinley              |

4. CIP Project Activation

Move to approve Riley County CIP Project Funding Activation Forms for Public Works/Parks Department in the amount of \$14,000.00 (University Park), \$11,000.00 (Ogden), and \$14,700.00 (Leonardville) totaling \$39,700.00.

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| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>         |
| <b>MOVER:</b>    | Kathryn Focke, County Commissioner |
| <b>SECONDER:</b> | John Ford, County Commissioner     |
| <b>AYES:</b>     | Ford, Focke, McKinley              |

5. Sign a Tax Roll Correction

Move to approve the Tax Roll Correction.

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| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>         |
| <b>MOVER:</b>    | Kathryn Focke, County Commissioner |
| <b>SECONDER:</b> | John Ford, County Commissioner     |
| <b>AYES:</b>     | Ford, Focke, McKinley              |

6. Sign Riley County Position Action Form(s)

Move to approve and the Board of County Commissioners sign a Riley County Position Action Form for a Fiscal Analyst - Health Department, in the Clerk's Department, at a Range 8.

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| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>         |
| <b>MOVER:</b>    | John Ford, County Commissioner     |
| <b>SECONDER:</b> | Kathryn Focke, County Commissioner |
| <b>AYES:</b>     | Ford, Focke, McKinley              |

**Review Minutes**

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

Move to approve the minutes.

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| <b>RESULT:</b>   | <b>ACCEPTED [UNANIMOUS]</b>        |
| <b>MOVER:</b>    | John Ford, County Commissioner     |
| <b>SECONDER:</b> | Kathryn Focke, County Commissioner |
| <b>AYES:</b>     | Ford, Focke, McKinley              |

**Review Tentative Agenda**

8. Tentative Agenda

**Press Conference Topics**

9. Discuss Press Conference

**9:00 AM      Bryant Parker, Counselor/Director of Administrative Services**

## 10.    Administrative Work Session

Parker presented a Letter of Support for HB 2005, tax relief for disabled veterans.

Parker discussed HB 2120, regarding selling the Kansas State University Unger Complex.

The Board agreed for Parker to draft a letter of support for HB 2005, tax relief for disabled veterans.

**9:20 AM      Amanda Webb, Planning/Special Projects Director**

## 11.    Charter resolution to cease school inspections

Webb presented the Charter Resolution to Cease School Inspections.

Move to approve "Charter Resolution No. 11, A Charter Resolution exempting Riley County from K.S.A. 65-202(c)."

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| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>         |
| <b>MOVER:</b>    | John Ford, County Commissioner     |
| <b>SECONDER:</b> | Kathryn Focke, County Commissioner |
| <b>AYES:</b>     | Ford, Focke, McKinley              |

**9:30 AM      Press Conference**

## 12.    RCPD Update - Scott Hajek and Mark French (3 minutes)

French and Hajek presented the Riley County Police Department update.

## 13.    Drip irrigation, seed starting and seed swap programs - Gregg Eyestone (2 minutes)

Eyestone discussed the February horticulture activities on the following dates:

- Wednesday, February 5, 2025 at 12:00 (noon) program on Drip Irrigation Zoom program
- Saturday, February 8, 2025 from 10:00 a.m. to 11:00 a.m. Starting Seeds Indoors at Blueville Nursery, 4539 Anderson Avenue, Manhattan

- Sunday, February 16, 2025 from 1:00 p.m. to 4:00 p.m. Seed Swap  
Flint Hills Discovery Center, 312 S 3rd Street, Manhattan
- Saturday, February 22, 2025 from 9:00 a.m. to 5:00 p.m. FABA Home  
Show, Armory
- Sunday, February 23, 2025 from 11:00 a.m. to 4:00 p.m. FABA Home  
Show, Armory
- Wednesday, February 26, 2025 from 6:30 p.m. to 8:30 p.m. Home  
Landscape Design, Riley County Office Building

**9:35 AM****Anna Burson, Appraiser**

14. Request to Appoint Assistant County Appraiser

Burson presented the request to appoint an Assistant County Appraiser.

Move to approve the promotion of Steve Schurle into the role of Assistant County Appraiser, effective March 10, 2025.

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| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>         |
| <b>MOVER:</b>    | John Ford, County Commissioner     |
| <b>SECONDER:</b> | Kathryn Focke, County Commissioner |
| <b>AYES:</b>     | Ford, Focke, McKinley              |

The Board of County Commissioners signed a Riley County Employee Action Form for Steven Schurle, for a promotion, as an Assistant County Appraiser, in the Appraiser's Department, at a Range CC, effective March 10, 2025.

**9:45 AM****Lori Feldkamp, Big Lakes Developmental Center Director**

15. Big Lakes Developmental Center update

Feldkamp presented the Big Lakes Developmental Center update.

**10:00 AM****Russel Stukey, Emergency Management Director**

16. January Staff Update

Stukey presented the Emergency Management/Fire District #1 update.

17. Letter of Support for CWDG

Stukey asked the Board to consider a letter of support for the Community Wildfire Defense Grant application.

The Board agreed by consensus for staff to draft a Letter of Support for the Community Wildfire Defense Grant Application.

Move to approve for staff to proceed with a letter of support for the Community Wildfire Defense Grant application.

**10:15 AM Jacob Hansen, Deputy County Counselor**

18. Hearing on Fence View Application of Vandahl

Parker said Shirley Vandahl, applicant, is not present and will be represented by her husband Vernon Vandahl. Parker said he will verify with Shirley Vandahl that Vernon Vandahl was allowed to represent her.

Hansen presented the Vandahl fence view application discussion.

McKinley opened the Public Hearing on the Shirley Vandahl fence view application.

V. Vandahl said the fence is established to keep his cattle out of Chaffee's crop ground.

Chaffee stated he has beans and corn on his side. Chaffee said this last year is the first time cattle came through the fence to his crop. Chaffee reported he is willing to abide by the decision the Board makes.

Hansen asked for both parties to recommend the division of the fence and the Board to make the final determination of the assignment.

Chaffee said he is fine with maintaining the north half of the partition fence.

Vandahl stated he agrees and would like for Chaffee to maintain the north half of the partition fence. Vandahl said there are two fence builders he does not want on his property if the fence is placed on his side.

McKinley closed the Public Hearing on the Vandahl/Chaffee Fence View.

Move the decision of the Board be as follows regarding the fence view conducted October 4, 2025, concerning division of maintenance responsibility as identified in the application of the Vandahl's, the north half of the partition fence be maintained by John Chaffee and the south half of the partition fence be maintained by Shirley Vandahl, and that said maintenance of the partition fence shall be sufficient on either side of the hedge row along the property line.

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| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>         |
| <b>MOVER:</b>    | John Ford, County Commissioner     |
| <b>SECONDER:</b> | Kathryn Focke, County Commissioner |
| <b>AYES:</b>     | Ford, Focke, McKinley              |

**11:15 AM      Bryant Parker, County Counselor**

- 11:15 AM      19.      Executive session to discuss confidential legal advice regarding potential litigation issues

Move the County Commission, including Chairman McKinley, Vice Chairwoman Focke, and Commissioner Ford, recess into executive session on pending litigation for the purpose of consultation with Bryant Parker, 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 11:45 a.m. Amanda Webb, Planning/Specials Project Director, and Tyler Siefkes, Riley County Police Department, will be present during the executive session to provide factual information.

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| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>         |
| <b>MOVER:</b>    | John Ford, County Commissioner     |
| <b>SECONDER:</b> | Kathryn Focke, County Commissioner |
| <b>AYES:</b>     | Ford, Focke, McKinley              |

- 11:45 AM      Move the Board of County Commissioners come out of executive session.

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| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>         |
| <b>MOVER:</b>    | John Ford, County Commissioner     |
| <b>SECONDER:</b> | Kathryn Focke, County Commissioner |
| <b>AYES:</b>     | Ford, Focke, McKinley              |

Move the record reflect action shall be taken consistent with the consensus reached in executive session.



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| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>         |
| <b>MOVER:</b>    | John Ford, County Commissioner     |
| <b>SECONDER:</b> | Kathryn Focke, County Commissioner |
| <b>AYES:</b>     | Ford, Focke, McKinley              |

**11:45 AM Megan Lewis, Community Corrections Director**

20. Potential Temporary Pause of Federal Funds

Phillips presented the potential temporary pause of federal funds.

Phillips discussed potential grant, applications and positions which could be impacted by federal funds.

The Board discussed programs which are federally funded.

Ford discussed the Senate discussion on County Constitutional Home Rule. Ford suggested writing support letter for Constitutional Home Rule.

Ford said the Board should consider written testimony on SB 19, Motor Vehicle Registration fees.

Move to approve the Letter of Support of 2025 Kansas House Bill 2120 authorization of the sale of Kansas State University's Unger Complex.

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| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>         |
| <b>MOVER:</b>    | John Ford, County Commissioner     |
| <b>SECONDER:</b> | Kathryn Focke, County Commissioner |
| <b>AYES:</b>     | Ford, Focke, McKinley              |

Move to approve the Written Testimony in Support of 2025 Kansas House Bill 2005 tax relief legislation for veterans.

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| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>         |
| <b>MOVER:</b>    | John Ford, County Commissioner     |
| <b>SECONDER:</b> | Kathryn Focke, County Commissioner |
| <b>AYES:</b>     | Ford, Focke, McKinley              |

Move to approve the Written Testimony in Support of the 2025 Kansas

Senate Bill 119 to alleviate underfunding of county operations specifically county treasurer.

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| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>         |
| <b>MOVER:</b>    | John Ford, County Commissioner     |
| <b>SECONDER:</b> | Kathryn Focke, County Commissioner |
| <b>AYES:</b>     | Ford, Focke, McKinley              |

McKinley asked for a work session on the current Riley County Logo Policy.

## 12:23 PM      **Adjournment**

Move to adjourn.

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|------------------|------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>         |
| <b>MOVER:</b>    | Kathryn Focke, County Commissioner |
| <b>SECONDER:</b> | John Ford, County Commissioner     |
| <b>AYES:</b>     | Ford, Focke, McKinley              |