



**Board of Riley County
Commissioners
Regular Meeting
Minutes
February 04, 2021**

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

Cindy Kabriel
785-565-6200

Commission Chambers

8:30 AM

[District 1 – John Ford, Chair](#)

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

[District 3 – Kathryn Focke, 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
Clancy Holeman	Counselor/Director of Administrative Services	Present	8:30 AM
Alice Massimi	PIO	Present	8:30 AM
Michele Reid	Payroll & Benefits Spec & HR Associate	Present	8:30 AM
Russel Stukey	Emergency Management Director	Present	8:43 AM
Michael Boller	Noxious Weed Director	Present	8:44 AM
Greg McHenry	County Appraiser	Present	9:22 AM
Amanda Smeller	Planning/Special Projects Director	Present	10:00 AM

Pledge of Allegiance

Public Comment

1. Public Comments

Ford discussed concerns about people not being able to hear us on the live stream. Ford stated he believes part of it is the mask. Ford said to be sure to speak up and towards the microphone. Ford stated staff is looking into the volume concerns.

Holeman said later this morning he will be testifying to the legislature during his administrative time and needs to remove the executive session from the agenda.

Move to remove the executive session from the agenda.

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

Holeman discussed HB 2412 regarding refunding property tax when a business closes. Holeman stated the hearing on the bill is next Tuesday and would like a commissioner to testify in opposition.

Holeman stated SB 115 is the senate companion bill to HB 2412. Holeman stated he does not know when the hearing is scheduled for SB 115.

Commission Comments

2. Commission Comments

Ford's Comments:

Monday afternoon I met and spoke with Riley County Attorney Barry Wilkerson about some questions and observations I have in regards to the RCPD Law Board as I try to get caught up and get better educated on it.

Also had my typical Monday afternoon Community Leaders Zoom call with local officials. Conversation was an update on the recent vaccination clinics, overall numbers and trends, and some changes and tweaks that may still my need to be discussed along the way.

Wednesday night I had an impromptu meeting with several people including Reid Petty (District Director) for Congressman Tracey Mann and State Senator Alicia Straub. We discussed federal/state and local communication on a handful of topics. I thought the dialog went very well.

Have had a lot of compliments over the last several days on the progress and work going on at the vaccination clinic out at Pottorf Hall. Sounds like everything is moving forward well and efficiently.

McKinley's Comments:

On Tuesday night I attended the Leonardville City Council meeting. The big item is their Public Works Superintendent is retiring after

decades of work. They are going to advertise for a replacement.

Wednesday at noon I joined the Military Relations zoom. The guest speaker was Col Kang who is Deputy Commander at Irwin Army Hospital. She reviewed the functions they perform and their schedule for vaccinations. The big news was the Army's converting to electronic records for the medical information. Before the soldiers were given a packet with all their medical records to carry with them to their next duty station. With the new system it will all be electronic and able to access from where ever they are stationed. When they leave service the records can be transferred to the VA. The switch at Fort Riley will be in April.

Focke's Comments:

On Monday, February 1st, I met with Cheryl Collins of the Riley County Historical Museum. I met the staff and toured the facility. Spent time visiting with Cheryl about the plans she has for the future and she gave me a packet of information to review.

I met with County Attorney Wilkerson on Wednesday in his office, met some of the staff and discussed items of importance going forward. I had never been in the Carnegie building and was impressed with its preservation and appeal.

At Chairman Ford's request, I attended the Military Relations committee on a zoom call. It is a committee sponsored by the Manhattan Chamber of Commerce. A report was given by former City Commissioner Jankovich, as he is retiring as the director. There was also a report on the new hospital at Fort Riley.

Regarding comments I made at Monday's meeting on the condition of the Christian Church purchased by the county in May, 2020:

- The Christian Church Pastor contacted me and was not happy with the comment I made at the meeting. At the time I didn't have all the facts and was reacting with dismay and shock that I had upon the tour of the property last week and the condition in which it was left.
- After that conversation I contacted County Counselor Holeman and received a copy of the sales contract and had a conversation with him about why items such as plumbing piping, furnace motors, elevators, etc. had been removed. The contract dated May 11, 2020 gave the seller the right to sell or transfer "personal property, fixtures, appliances, colored glass, windows and other useful items with the exception of the limestone." In construction terms, "fixtures" would be items that were installed to finish the various areas, such as plumbing fixtures, electrical fixtures, etc., but not rough in materials such as

- HVAC, elevators, plumbing pipes and other such items necessary to keep the building useable.
- Unfortunately, this process was not monitored and the sellers thought that the building would be demolished (although not yet determined). The previous commission did not do a walk through before the closing date and had not checked the property for damages.
 - So, although this is an unfortunate outcome of this purchase, and the fate of the building is yet to be determined, the sellers did not remove these items with any ill-intent.

Business Meeting

3. Highway Use Permit, City of Riley, Kansas

Move to approve the Highway Use Permit granting permission to the City of Riley, Kansas to work in the right of way to do trenchless installation of cured-in-place-pipe (CIPP) and the reinstatement of existing service laterals in and along Kansas Avenue in the City of Riley.

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

4. Certification of Unpaid Fees and/or Utility Services

Move to approve the Certification of Unpaid Fees and/or Charges for Utility Services on Property located in Terra Heights Sewer Benefit District for Doreen M. Ray, Trust in the amount of \$405.08. As a result of non-payment we request a Special Assessment be placed against Doreen M. Ray, Trust.

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

5. Heartland Works Chief Elected Officials' Board Participation Form

Move to approve the Heartland Works Chief Elected Officials Board Participation Form for Kathryn Focke to serve as a representative of Riley County on the board.

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

7. Sign Riley County Personnel Action Form(s)

The Board of County Commissioners signed a Riley County Personnel Action Form Chelsea Manwarren, a new hire, as an IRIS Community Coordinator, in the Health Department, at a grade M step 2, at \$21.39 per hour.

8. Sign Riley County Position Action Form(s)

The Board of County Commissioners signed a Riley County Position Action Form for an As Needed Clerical Assistant, in the Planning & Development Department, at a grade D.

Review Minutes

9. Board of Riley County Commissioners - Regular Meeting - Feb 1, 2021
8:30 AM

Move to approve the minutes.

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

Review Tentative Agenda

10. Tentative Agenda

Press Conference Topics

11. Discuss Press Conference

9:00 AM**Russel Stukey, Emergency Management Director**

12. Staff update

Stukey presented the Emergency Management/911/Fire District #1 update.

13. Purchase Authorization for Emergency Management

Stukey presented the purchase authorization.

Move to approve a Purchase Authorization for a mid-size SUV for Emergency Services Director to be funded 50% Fire and 50% CIP.

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

9:15 AM**Michael Boller, Noxious Weed Director**

14. Staff Update

Boller presented the Noxious Weed/HHW staff report.

15. 2020 Noxious Weed Annual Report

Boller presented the Annual 2020 Noxious Weed Report.

Move to approve the Noxious Weed Department 2020 Annual Report.

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

16. KDOT Contract

Boller presented the Annual Contract with KDOT.

Move to approve the annual "Kansas Department of Transportation Bureau of Maintenance County Agreement to treat noxious weeds".

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

9:30 AM **Greg McHenry, Appraiser**

17. Appraiser's Office Report

McHenry presented the Appraiser's Office report.

9:50 AM **Break**

10:00 AM **Amanda Smeller, Planning/Special Projects Director**

18. Planning & Development - Staff Update

Smeller presented the Planning and Development staff report.

10:15 AM **Clancy Holeman, Counselor/Director of Administrative Services**

19. Administrative Work Session

20. Executive session to discuss confidential legal advice regarding potential litigation issues

Removed from agenda.

10:30 AM Ron Fehr, Manhattan City Manager

21. Manhattan City General Update

Fehr presented a Manhattan City General update.

Holeman asked if one of the commissioners is available next Tuesday to testify in opposition of HB 2412.

McKinley stated he would be available.

Adjournment

Move to adjourn.

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