



**Board of Riley County
Commissioners
Regular Meeting
Minutes
February 05, 2024**

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

Cindy Kabriel
785-565-6200

Commission Chambers

8:30 AM

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

[District 3 – Kathryn Focke, Member](#)

[District 1 – John Ford, Chair](#)

8:30 AM

Call to Order

Attendee Name	Title	Status	Arrived
John Ford	County Commissioner	Present	8:30 AM
Kathryn Focke	County Commissioner	Absent	
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
Vivienne Leyva	PIO	Present	8:30 AM
Anna Burson	County Appraiser	Present	8:30 AM
Brittany Phillips	Budget and Finance Officer	Present	8:31 AM
Greg Steere	RCPD	Present	9:15 AM
Breva Spencer	Family Connections Supervisor	Present	9:15 AM
Amanda Webb	Planning/Special Projects Director	Present	9:40 AM
Russel Stukey	Emergency Management Director	Present	9:55 AM
Shelley Woodard	Deputy County Counselor	Present	9:55 AM

Pledge of Allegiance

Public Comment

1. Public Comments

Commission Comments

2. Commission Comments

McKinley's Comments:

Nothing county business over the weekend but I did get a project at home finished.

Focke's Comments:

Absent

Ford's Comments:

Thursday afternoon I met with the Riley County Mental Health Task Force. Some of the old business from last month we discussed was the APS/CPS follow-up discussion and dialog, as well as the new incoming Pawnee CEO Michael Rezkalla who will be officially starting on March 4th and taking over permanently in early May. We also went through the results of a recent RCMHTF survey and discussed in depth those findings. Some new items of discussion included determining our meeting frequency, which was decided to be monthly instead of bi-monthly, work to establish a leadership steering committee for the group, possibly putting together a county resolution to establish this task force as a legitimate advisory board in the future, confirm support from area groups and agencies and seek out other local organizations for support as well, and create a larger strategy and other possible work groups moving forward. We will meet again in March.

Thursday evening, I attended the 75th Annual Meeting of the Riley County Conservation District at Pottorf Hall. We had a call to order and introductions from District Manager Scott Carmichael, Chairman Charles Dugan, followed with the 2023 meeting minutes, treasurer's report, and the election of two new supervisors. The guest speaker was Ron Wilson, Cowboy Poet, and Poet Lariat. The presentation of two conservation awards came next. The 2023 Kansas Bankers Association Soil Conservation Award went to Jared Parsons, and the 2023 Riley County Conservation District Grassland Conservation Award went to Bob Mertz. We had some door prizes that were handed out and a big thanks to One Egg for catering the dinner and to United Bank and Trust for sponsoring the event.

Friday morning, I listened to the K-State Research and Extension February E-Call titled "Supporting Entrepreneurs Through Access to Capital, Community and Customers" by Amber Dunn, Program Manager NXTUS. It was a really informative and educational call on how we can all rally behind our entrepreneurs locally and find ways to support them through grassroots means already available within our communities currently.

Friday afternoon I met with Christian Bishop, Military Relations Manager for the Manhattan Area Chamber of Commerce to discuss several items pertaining to Fort Riley including several upcoming

events and initiatives that are being worked on and discussed as well as some items of concerns to be addressed with Congressional staff when I meet with them next week while I'm up on Capitol Hill in Washington, D.C.

Also Friday afternoon I had my monthly visit with my doctor at Stormont Vail. Nothing exciting to report just trying to figure out what the next steps and process need to be to keep moving forward and seeing progress in my weight loss journey, hopefully some changes will spring and spur that along moving forward.

Another tough weekend for K-State basketball as the men lost a nail-biter on the road in Stillwater vs. Oklahoma State 75-72, and the K-State women dropped a tough one on the road in Austin to Texas 61-54.

Though it was a rather cloudy and gloomy weekend overall I'm certainly happy to see the measurable rainfall we received as that hasn't been the case over the last couple of years in February.

Business Meeting

3. Highway Use Permit, WTC Communications Inc.

Move to approve the Highway Use Permit granting WTC Communications, Inc., permission to bore/plow fiber optic cable according to the details and route shown on the maps.

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

4. Contract for Completion of USDA Environmental Assessment for Keats Sewer District Project

Move to approve the Contract for Completion of USDA Environmental Assessment for Riley County, Kansas Keats Sewer District Project with Western Consultants DBA Governmental Assistance Services.

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

5. Sign Tax Roll Corrections

Move to approve the Tax Roll Corrections.

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

6. Sign Riley County Employee Action Form(s)

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

- Andrew Hutchinson, a new hire, as an As Needed Election Worker, in the Clerk/Election Department, at a Range Election.
- Eric Marsh, a new hire, as an As Needed Volunteer Firefighter Stipend, in the Riley County Fire District #1 Department, at a Range TASND.

7. Discuss Good Morning Manhattan

Ford, McKinley, and Vargo will attend.

Review Minutes

8. Board of Riley County Commissioners - Regular Meeting - Feb 1, 2024 8:30 AM

Move to approve the minutes.

RESULT:	ACCEPTED AS AMENDED [UNANIMOUS]
MOVER:	Greg McKinley, County Commissioner
SECONDER:	John Ford, County Commissioner
AYES:	Ford, McKinley
ABSENT:	Focke

Review Tentative Agenda

9. Tentative Agenda

Press Conference Topics

10. Discuss Press Conference
 - Vargo - Election

9:00 AM Clancy Holeman, Counselor/Director of Administrative Services

11. Administrative Work Session
 12. Pending County Projects County Counselor
- Holeman reviewed the Commission Projects List.

9:20 AM Julie Gibbs, Health Department Director

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

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

13. RCHD MCH Amendment to the Agreement for Outreach, Prevention and Early Intervention Services

Spencer presented the MCH OPEI Agreement and letter of intent.

Move to approve Amendment Two to the Agreement with KDHE Division of Health Care Finance for OPEI Services and letter of intent.

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

Move to recess as the Board of Health and reconvene as the Board of

County Commissioners.

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

9:25 AM

Greg Steere, RCPD

14. Extension for 15JCOPS-22-GG-01493-TECP

Steere presented the extension letter for the grant funds.

Move to approve the Riley County Police Department file the extension.

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

9:30 AM

Press Conference

15. RCPD Update - Greg Steere (3-5 minutes)

Steere presented the RCPD update.

16. Legal Time Trend Publication for Riley County - Anna Burson (3 minutes)

Burson said the Legal Time Trend Publication for Riley County was published in the paper as well as available on the Riley County website. Burson presented the following information on the Legal Time Trend Publication for Riley County:

- Results of the Market Study Analysis for Riley County, Kansas for the assessment year 2024 pursuant to K.S.A. 79-1460, 79-1460a.
- A study of the residential real estate market indicates an overall inflationary trend of approximately 4%-10% from 2023 to 2024. Some areas may see smaller or larger increases in value due to market activity.
- A study of the residential vacant lot real estate market indicates an overall inflationary trend of approximately 1%-11% per year. Specific

areas may see smaller or larger increases in value due to market activity.

- A study of the commercial real estate market indicates an overall inflationary trend of approximately 1%-5% from 2023 to 2024. Specific areas may see smaller or larger increase in value due to market activity.
- A study of the commercial vacant lot real estate market indicates an overall inflationary trend of approximately 2% or less per year. Specific areas may see smaller or larger increases in value due to market activity.
- Values on specific properties may not follow the general trends indicated above because of changes in the property, a correction of descriptive information, or the sales in the market area indicate values outside of the typical range.

17. Presidential Preference Primary - Rich Vargo (2 minutes)

Vargo reported the Presidential Preference Primary will be March 19, 2024.

Vargo said voter registration deadline for the election is February 20, 2024. Vargo stated advance voting will begin February 28, 2024.

9:45 AM

Amanda Webb, Planning/Special Projects Director

18. Planning & Development - Staff Update

Webb presented the Planning and Development update.

10:00 AM

Russel Stukey, Emergency Management Director

19. Staff Time Report from EM/FIRE for January 2024

Stukey presented the EM/Fire District #1 staff report.

10:13 AM

Adjournment

Move to adjourn.

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