



**Board of Riley County
Commissioners
Regular Meeting
Agenda
February 07, 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

Pledge of Allegiance

Public Comment

1. Public Comments

Commission Comments

2. Commission Comments

Business Meeting

3. Sign Riley County Personnel Action Form(s)

Review Minutes

4. Board of Riley County Commissioners - Regular Meeting - Feb 3, 2022 8:30 AM

Review Tentative Agenda

5. Tentative Agenda

Press Conference Topics

6. Discuss Press Conference

9:00 AM

Clancy Holeman, Counselor/Director of Administrative Services

7. Administrative Work Session

9:20 AM

Board of County Commissioners

8. Discuss Rural Economic Development Advisory Board appointments and terms

9:30 AM

Press Conference

9. RCPD update - Captain Greg Steere (3-5 minutes)
10. Coffee Shop Meeting February 10th - Grazing Cover Crops - Greg McClure (3 minutes)

9:45 AM

Russel Stukey, Emergency Management Director

11. Staff Time

Adjournment

Announcement

A commissioner will be on In Focus live at 9:05 a.m. Tuesday, February 8, 2022 (GM).

In order to comply with provisions of the Americans with Disabilities Act (ADA), Riley County will make reasonable efforts to accommodate the needs of persons with disabilities. Please contact the Division of Human Resources at (785) 537-6303 (voice and TTY) for assistance.



COUNTY CLERK & ELECTIONS
Personnel

Rich Vargo
County Clerk
110 Courthouse Plaza
Manhattan, KS 66502
Phone: 785-565-6200

COMMISSION AGENDA REPORT

FROM: Elizabeth Ward, Human Resource Manager

MEETING: February 7, 2022

SUBJECT: Sign Riley County Personnel Action Form(s)

PRESENTER: Elizabeth Ward, Human Resource Manager

Enclosures:

- 2022-02 Clerk M Carmichael (green) (PDF)
- 2022-02 HD R Allen (green) (PDF)
- 2022-02 HD A Garcia (green) (PDF)
- 2022-02 HD L Mason (green) (PDF)
- 2022-02 HD S Ochoa (green) (PDF)

RILEY COUNTY PERSONNEL ACTION FORM

☐ Add	Supervisor: Susan Boller	Fill Request Date: 01/13/2022
☒ Change	Dept Head: Rich Vargo	Employee #

☒ New Hire	☐ Rehire	☐ Transfer	☐ Promotion	☐ Separation from
☐ Step Change	☐ Status Change	☐ Demotion	☐ Other	County Service

☒ Full Time	☒ Regular	☐ As-Needed	☐ Seasonal
☐ Part Time	☐ Grant Funded	☐ Intern	☐ Temporary

Garmichael	Mary		
Name: Last	First	Middle	Home Phone

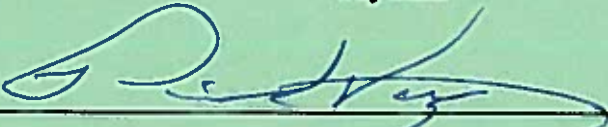
Address: Street	City	State	Zip

Account Clerk-Licenses/Elections	Clerk	00001-000002
Position Title	Department	Fund

2/1/2022	☐	☒		☒ Yes	☐ No
Effective Date	Exempt	Non-Exempt	Ending Date For Temporary	Is this a budgeted position?	

H	4	\$18.45	☒ Hour	☐ Bi-weekly	☒ 40	☐
Grade/Step		Pay Rate			Hours Per Workweek	

Approvals:

Department: 

Date: 1-31-22

Personnel: 

2/3/22

BOCC

Chairman: _____

Member: _____

Member: _____

RILEY COUNTY PERSONNEL ACTION FORM

☒ Add	Supervisor:	Fill Request Date: 1/28/2021
☐ Change	Dept Head: Julie Gibbs	Employee #

☒ New Hire	☐ Rehire	☐ Transfer	☐ Promotion	☐ Separation from
☐ Step Change	☐ Status Change	☐ Demotion	☐ Other	County Service

☐ Full Time	☐ Regular	☐ As-Needed	☐ Seasonal
☐ Part Time	☐ Grant Funded	☒ Intern	☐ Temporary

Allen	Ryan		
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Name: Last First Middle Home Phone

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Address: Street City State Zip

Intern	Health Department	
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Position Title Department Fund

12/20/2021	☐	☐		☐ Yes	☒ No
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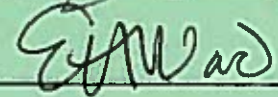
Effective Date Exempt Non-Exempt Ending Date For Temporary Is this a budgeted position?

	\$	☐ Hour	\$	☐ Bi-weekly	☐ 40	☐
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Grade/Step Pay Rate Hours Per Workweek

Approvals:

Department:  Date: 2-1-22

Personnel:  2/3/22

BOCC

Chairman: _____

Member: _____

Member: _____

RILEY COUNTY PERSONNEL ACTION FORM

☒ Add ☐ Change	Supervisor: Dept Head: Julie Gibbs	Fill Request Date: 1/28/2021 Employee #
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☒ New Hire	☐ Rehire	☐ Transfer	☐ Promotion	☐ Separation from
☐ Step Change	☐ Status Change	☐ Demotion	☐ Other	County Service

☐ Full Time	☐ Regular	☐ As-Needed	☐ Seasonal
☐ Part Time	☐ Grant Funded	☒ Intern	☐ Temporary

Garcia	Arika		
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Name: Last First Middle Home Phone

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Address: Street City State Zip

Intern	Health Department	
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Position Title Department Fund

1/18/2022	☐	☐		☐ Yes	☒ No
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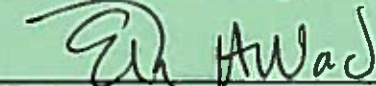
Effective Date Exempt Non-Exempt Ending Date For Temporary Is this a budgeted position?

	\$	☐ Hour	\$	☐ Bi-weekly	☐ 40	☐
--	----	-------------------------------	----	------------------------------------	-----------------------------	--------------------------

Grade/Step Pay Rate Hours Per Workweek

Approvals:

Department:  Date: 2-1-22

Personnel:  2/3/22

BOCC
Chairman: _____

Member: _____

Member: _____

RILEY COUNTY PERSONNEL ACTION FORM

☐ Add	Supervisor:	Fill Request Date: 1/28/2021
☒ Change	Dept Head: Amanda Smeller	Employee #

☐ New Hire	☐ Rehire	☐ Transfer	☐ Promotion	☒ Separation from
☐ Step Change	☐ Status Change	☐ Demotion	☐ Other	County Service

☐ Full Time	☐ Regular	☐ As-Needed	☐ Seasonal
☐ Part Time	☐ Grant Funded	☒ Intern	☐ Temporary

Mason	Lindsay		
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Name: Last First Middle Home Phone

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Address: Street City State Zip

Intern	Planning & Development	
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Position Title Department Fund

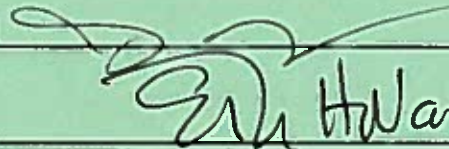
1/21/2022	☐	☐		☐ Yes	☒ No
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Effective Date Exempt Non-Exempt Ending Date For Temporary Is this a budgeted position?

	\$	☐ Hour	\$	☐ Bi-weekly	☐ 40	☐
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Grade/Step Pay Rate Hours Per Workweek

Approvals:

Department:  Date: 2-1-22

Personnel: En H Ward 2/3/22

BOCC
Chairman: _____

Member: _____

Member: _____

RILEY COUNTY PERSONNEL ACTION FORM

☒ Add	Supervisor:	Fill Request Date: 1/28/2021
☐ Change	Dept Head: Julie Gibbs	Employee #

☒ New Hire	☐ Rehire	☐ Transfer	☐ Promotion	☐ Separation from
☐ Step Change	☐ Status Change	☐ Demotion	☐ Other	County Service

☐ Full Time	☐ Regular	☐ As-Needed	☐ Seasonal
☐ Part Time	☐ Grant Funded	☒ Intern	☐ Temporary

Ochoa	Sara		
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Name: Last First Middle Home Phone

--	--	--	--

Address: Street City State Zip

Intern	Health Department	
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Position Title Department Fund

1/18/2022	☐	☐		☐ Yes	☒ No
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Effective Date Exempt Non-Exempt Ending Date For Temporary Is this a budgeted position?

	\$	☐ Hour	\$	☐ Bi-weekly	☐ 40	☐
--	----	-------------------------------	----	------------------------------------	-----------------------------	--------------------------

Grade/Step Pay Rate Hours Per Workweek

Approvals:

Department:  Date: 2-1-2022

Personnel:  2/3/22

BOCC
Chairman: _____

Member: _____

Member: _____



**Board of Riley County
Commissioners
Regular Meeting
Minutes
February 03, 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
Clancy Holeman	Counselor/Director of Administrative Services	Remote	8:30 AM
John Martens	Deputy Fire Chief	Present	9:00 AM
Greg McHenry	County Appraiser	Present	9:30 AM
Craig Cox	Deputy County Counselor	Present	9:45 AM
Amanda Webb	Planning/Special Projects Director	Present	9:55 AM
Vivienne Uccello	PIO	Present	10:35 AM

Pledge of Allegiance

Public Comment

- Public Comments

Holeman asked the Board to table the executive session.

Move to table the executive session in Holeman's time today.

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

Commission Comments

2. Commission Comments

McKinley's Comments:

After our meeting Monday I met with Elizabeth Ward to discuss our end of the year evaluations. We agreed that improvements are needed.

I also talked to Julieann in the Appraiser's office about some residents who had called me with questions. She had gotten their questions resolved.

Had another appointment, but it had to be rescheduled due to another day care quarantine shut down.

Monday evening, I attended the Riley County Livestock Association annual banquet. The Kansas Secretary of Agriculture was the speaker and he talked about the importance of agriculture in the state. I was able to meet and talk with a lot of people and had a great time.

Tuesday evening I attended the Leonardville City Council meeting. I talked about the upcoming ambulance meeting and the Rural Economic advisory board. I was able to meet Sgt. Doehling who is the new north county lead.

Wednesday evening I attended the K-State Oklahoma State basketball game. An exciting back and forth game and we came out on top this time.

Focke's Comments:

Monday after the commission meeting I met with Russell Stuckey to touch base and discuss fire services in the county. We also discussed background information on north county emergency services. A plan was made to tour all the fire stations in the next two weeks, starting next Monday.

Monday evening I attended the Livestock Association Banquet at Pottorf Hall. It was well attended and a steak dinner was served. They had a local business meeting followed by the speaker, Mike Beam, Secretary of Agriculture, KS Dept. of Agriculture. A silent and live auction was held, plus drawings for door prizes. It was a really good event.

Tuesday morning I met with John Ellermann at Public Works. We discussed updates on several pending projects, including High Plains Ranch Road, Keats, and University Park waste water systems.

Later that afternoon, I attended the Common Table Board meeting via

Zoom. Among other items, we discussed the meeting held on the East Campus future utilization.

Wednesday morning I did some snow removal and caught up on some projects around the house.

I attended the Heartland Works meeting via zoom after lunch. Gina Coffman is the new Executive Director who was welcomed by the board. An audit report was made by John Hinning for years ending January 30, 2020 and 21. Heartland Works is considered a low risk for auditing, due to its good financials. Program activities make up 2.1M in spending.

New branding of the workforce centers will feature a new logo and a plan for re-branding all the centers with common identifiers. Each center will need to choose its name, like “Kansas Works, Manhattan”, or regional identification, etc. We will need to decide how we want the Manhattan center named within the month.

Also discussed was that the lease in Manhattan on 4th street, owned by ICON, that will expire soon. The landlord is potentially selling the property for the new art museum. Various locations were discussed, including the Manhattan Town Center and other potential spots. The lease in Topeka for the main office is also coming due. The staff consists of four people that mainly work remotely. The board determined that it didn’t make sense to keep that space of 5,000 square feet mainly for storage purposes. The meeting ran over so a quorum was not available to take action on this item. The new Executive Director will send us her report via e-mail, since the meeting had to adjourn.

As the meeting lasted over two hours, I was unable to attend the Westloop Business Association Meeting.

Ford’s Comments:

Monday afternoon I spoke with Ed Klimek from the Westloop Business Association on a couple of topics including our economic development committee. Had a good conversation and dialog, and look to find some time to head over to one of their meetings when I can get another Wednesday afternoon freed up at some point.

Monday evening I attended the Riley County Livestock Association annual meeting. Great to have this back in person and really enjoyed a great evening catching up with everyone. I had a delicious steak and baked potato dinner with some Call Hall ice Cream to finish it off. Mike Beam, Kansas Secretary of Agriculture gave an insightful and encouraging keynote address. I had a lot of depth and useful data and

information on the state of agriculture here as well. I also managed to win a homemade peach pie from the Fork in the Road in Riley during the raffle that I will certainly find the right time to enjoy as well.

Wednesday morning I attended a Zoom town hall through the Kansas Association of Counties with U.S. Senator Jerry Moran.

Also Wednesday I listened on a webinar through the Kansas Department of Commerce discussing the launching of the BASE (Building a Stronger Economy) program. This is a new grant opportunity to support infrastructure and economic development opportunities throughout Kansas. This grant will be administered through the Kansas Department of Commerce as proposed by the Strengthening People and Revitalizing Kansas (SPARK) executive committee. The goal is to expand the state's base of businesses and residents in the areas of railroads, water, wastewater, storm water, other utilities, and cybersecurity. Also included is the renovations of existing business parks, driveway aprons and parking, and even speculative industrial office and residential space opportunities.

Looks like K-State beat Oklahoma State Wednesday night on a last second shot 71-68 and Iowa State got the best of the K-State girls squad once again 70-55.

Business Meeting

3. Advisory Board appointments and Resolution appointing Riley County representatives to Council/Advisory Boards

Move to approve the following appointments and Resolution No. 020322-07, A Resolution appointing Riley County representatives to Council/Advisory Boards.

Roger Nauerth Comm Dist 3	February 3, 2022- December 31, 2023	Hunters Island Water District Advisory Board 3 year
Marzia Rozell Comm Dist 1	February 3, 2022- December 31, 2024	Museum Board of Trustees 3 year
Christine Benne Comm Dist 2	February 3, 2022- December 31, 2024	Museum Board of Trustees 3 year
Marla Day Comm Dist 3	February 3, 2022- December 31, 2024	Museum Board of Trustees 3 year

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

4. 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

Review Minutes

5. Board of Riley County Commissioners - Regular Meeting - Jan 31, 2022 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

Review Tentative Agenda

6. Tentative Agenda

Press Conference Topics

7. Discuss Press Conference

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

8. Bid opening for 2 sets of rescue extrication equipment

The Board of County Commissioners opened the following bids for 2 sets of rescue extrication equipment:

<u>Company</u>	<u>Total Bid</u>
Rescue Specialists LLC	\$52,270.00

104 S Main Street Salina, KS 67401	
Weis Fire & Safety Equipment Co., Inc. 111 E Pacific PO Box 3467 Salina, KS 67402-3467	\$57,963.00
DANKO Emergency Equipment 109 Ash Street Snyder, NE 68664	\$57,420.00

Move to refer the bids to staff for evaluation and recommendation.

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

9:15 AM

Michael Boller, Noxious Weed Director

9. Staff Update

Boller presented the Noxious Weed/HHW staff report.

10. 2021 Noxious Weed Annual Report

Boller presented the 2021 Noxious Weed Annual Report.

Move to approve the 2021 Noxious Weed Annual Report.

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

11. 2022 Noxious Weed Management Plan / Report

Boller presented the 2022 Noxious Weed Management Plan/Report.

Move to approve the 2022 Noxious Weed Management Plan /Report.

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

9:30 AM Greg McHenry, Appraiser

12. Appraiser's Office Report

McHenry presented the Appraisers Office Report.

9:55 AM Craig Cox, Deputy County Counselor

13. Appointment of Sanitary Code Hearing Officer

Cox presented the recommendation for appointment as the Sanitary Code Hearing Officer.

Move to table that the Board appoint Tom Taul as Sanitary Code Hearing Officer.

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

10:00 AM Amanda Webb, Planning/Special Projects Director

14. Planning & Development - Staff Update

Webb presented the Planning and Development staff report.

Webb discussed the BASE Grant for sewer and water projects.

Webb stated the Keats project would not qualify due to not having an existing or future economic impact.

Webb said while the county may not be able to take advantage of it individual owners may be able to.

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

15. Administrative Work Session

Holeman discussed the Commissioner's project list and asked if they had any questions on projects.

Holeman stated he has not heard anything new on HCR 5022 regarding sheriffs.

16. Executive session to discuss confidential legal advice regarding pending litigation issues

Previously tabled.

10:35 AM

Vivienne Uccello, PIO

17. Public Comment Procedures for Special BOCC Meeting

Uccello discussed the BOCC procedures for the Special BOCC meeting in Leonardville on Thursday, February 10, 2022 at 7:00 p.m.

The Board discussed the meeting procedures.

The Board agreed the meeting would end at 8:30 p.m.

Uccello stated she will post the meeting procedures.

Adjournment

Move to adjourn.

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



**Board of Riley County
Commissioners
Regular Meeting
TENTATIVE Agenda
February 10, 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

Pledge of Allegiance

Public Comment

Commission Comments

Business Meeting

1. Discuss Joint City/County/County Meeting
2. Approve payroll/accounts payables (when completed)

Review Minutes

Review Tentative Agenda

Press Conference Topics

9:00 AM

Clancy Holeman, Counselor/Director of Administrative Services

3. Administrative Work Session

9:20 AM

Break

9:45 AM

Jason Smith, Manhattan Area Chamber of Commerce

4. Economic development update

10:00 AM

Julie Gibbs, Health Department Director

5. Staff update

Adjournment

Announcement

A Special Meeting will be held Thursday, February 10th at 7:00 p.m. at the Leonardville Community Center to discuss north county ambulance services.

Attachment: 02-10-22 tentative (11632 : Tentative Agenda)

In order to comply with provisions of the Americans with Disabilities Act (ADA), Riley County will make reasonable efforts to accommodate the needs of persons with disabilities. Please contact the Division of Human Resources at (785) 537-6303 (voice and TTY) for assistance.



**Board of Riley County
Commissioners
Special Meeting
TENTATIVE Agenda
February 10, 2022**

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

Cindy Kabriel
785-565-6200

**Community Building, 118 N Erpelding,
Leondardville**

7:00 PM

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

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

[District 1 – John Ford, Member](#)

7:00 PM

Call to Order

Board of County Commissioners

1. Discuss north county ambulance services

Adjournment

In order to comply with provisions of the Americans with Disabilities Act (ADA), Riley County will make reasonable efforts to accommodate the needs of persons with disabilities. Please contact the Division of Human Resources at (785) 537-6303 (voice and TTY) for assistance.

Attachment: 02-10-22 special tentative (11632 : Tentative Agenda)



**Board of Riley County
Commissioners
Regular Meeting
TENTATIVE Agenda
February 14, 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

Pledge of Allegiance

Public Comment

Commission Comments

Business Meeting

1. Proclamation for Konza United Way Campaign

Review Minutes

Review Tentative Agenda

Press Conference Topics

9:00 AM

Rich Vargo, County Clerk

2. Year to date budget and expenditure reports

9:30 AM

Press Conference

3. Flint Hills MPO update - Stephanie Peterson (5-10 minutes)
4. Presentation of Proclamation for Konza United Way Campaign - Greg McKinley (3-5 minutes)
5. 2022 real estate valuation notices - Greg McHenry (3-5 minutes)
6. Residential real estate market - Allen Todd (5-8 minutes)

9:50 AM

Tara Classen, Konza United Way

7. Konza United Way and the value of organizational participation

10:10 AM

John Ellermann, Public Works Director/County Engineer

8. Project update

10:40 AM

Clancy Holeman, Counselor/Director of Administrative Services

9. Administrative Work Session

Attachment: 02-14-22 tentative (11632 : Tentative Agenda)

11:00 AM Allana Saenger, Museum Director

10. Staff update

12:00 PM County Officials Luncheon

Adjournment

Announcements

Riley County Planning Board/Board of Zoning Appeals meeting will be held tonight at 7:30 p.m. in the Commission Chambers, Courthouse Plaza East Building, 115 N. 4th Street.

County Day at the Capitol will be held Wednesday, February 16, 2022 at the Kansas State Capitol, 300 W 10th Street, Topeka, Kansas.

In order to comply with provisions of the Americans with Disabilities Act (ADA), Riley County will make reasonable efforts to accommodate the needs of persons with disabilities. Please contact the Division of Human Resources at (785) 537-6303 (voice and TTY) for assistance.

Attachment: 02-14-22 tentative (11632 : Tentative Agenda)



COUNTY CLERK & ELECTIONS
Boards

Rich Vargo
County Clerk
110 Courthouse Plaza
Manhattan, KS 66502
Phone: 785-565-6200

COMMISSION AGENDA REPORT

FROM: Cindy Kabriel, Administrative Assistant II

MEETING: February 7, 2022

SUBJECT: Discuss Rural Economic Development Advisory Board appointments and terms

PRESENTER: Board of County Commissioners

BACKGROUND

Attached is Resolution No. 012722-04 establishing a Rural Economic Development Advisory Board for Riley County.

Applications have been received from Gordon Hibbard, Kent Glasscock, Brenda Jordan, Ron Wilson, Jada Sharp, Lorn Clement, Alan VanNahmen, and Daryn Soldan.

Six members:

- Gordon Hibbard
- Kent Glasscock
- Brenda Jordan
- Ron Wilson
- Jada Sharp
- Lorn Clement
- Alan VanNahman - not eligible, lives in Manhattan City limits

One member the County Extension Director:

- Gary Fike

One member a staff member of Riley County Extension appointed by County Extension Director

- John Jobe

One member a staff member of the Manhattan Area Chamber of Commerce:

- Daryn Soldan

DISCUSSION

Appointments, what year term for each member appointed, and the month/date for the term expiration.

Two members for a one year term

Two members for a two year term

Two members for a three year term.

The Board agreed by consensus to appoint _____, _____ for one year term;
_____, _____ for two year term; _____, _____ for three year term
with terms ending _____.

Enclosures:

- Res# 012722-04 (PDF)
- Rural Eco Devo applications (PDF)

RESOLUTION NO. 012722-04

A RESOLUTION OF RILEY COUNTY, KANSAS ESTABLISHING A RURAL ECONOMIC DEVELOPMENT ADVISORY BOARD FOR RILEY COUNTY STATING THE MEMBERSHIP, PURPOSE, FUNCTIONS AND POWERS

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of Riley County, Kansas:

Section 1: A Rural Economic Development Advisory Board (hereinafter “Advisory Board”) is hereby established.

Section 2: The Advisory Board shall consist of nine members and all members shall be residents of Riley County, Kansas, except those staff positions identified in Section 3.

Section 3: The members of the Advisory Board shall be appointed by the Board of County Commissioners and have the following qualifications:

- Six members shall reside in either Cities of Riley County other than Manhattan, or in the unincorporated area of Riley County
- One member shall be the County Extension Director of the Riley County K-State Research and Extension Office; This member shall not be required to be a resident of Riley County; This member shall not be subject to the term limitations of Section 4.
- One member shall be a staff member of the Riley County K-State Research and Extension Office as appointed by the County Extension Director. This member shall not be required to be a resident of Riley County; This member shall not be subject to the term limitations of Section 4.
- One member shall be a staff member of the Manhattan Area Chamber of Commerce; This member shall not be required to be a resident of Riley County; This member shall not be subject to the term limitations of Section 4.

Section 4: In the sole discretion of the Board of Riley County Commissioners, two members of the Advisory Board shall be appointed for a term of one year; two members of the Advisory Board shall be appointed for a term of two years; and two members of the Advisory Board shall be appointed for a term of three years. Thereafter, all appointments shall be made by the Board of Riley County Commissioners for three-year terms. But members of the Advisory Board who no longer qualify for appointment under Section Three herein, shall vacate their position immediately. In the event of such vacancies, the Board of Riley County Commissioners shall make appointments for the unexpired terms of the member(s) who no longer qualify for appointment under Section Three herein. All members of the Advisory Board shall serve without compensation. In its sole discretion, the Board of Riley County Commissioners may dissolve the Advisory Board at any time, and may also remove members from the Advisory Board at any time.

Section 5: The Rural Economic Development Advisory Board shall meet monthly. A quorum of the Committee is established by a quorum of the Committee in attendance at any monthly meeting. Meetings of the Committee are subject to the requirements of the Kansas Open Meetings Act and shall be open to the public. Minutes shall be kept of all monthly Committee meetings.

Section 6: The Rural Economic Development Advisory Board shall provide policy recommendations to the Board of County Commissioners but shall not discuss or negotiate any development agreements. Any inquiry to the Advisory Board regarding pending or proposed development agreements shall be referred to the Board of County Commissioners.

Section 7: The Rural Economic Development Advisory Board shall serve in an advisory capacity to the Board of County Commissioners and shall have the following duties:

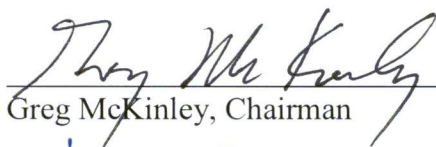
- (1) Review and provide recommendations to the Board of Riley County Commissioners on Rural Economic Development Strategies and possible Economic Development Incentive Policies;
- (2) Advise the Board of County Commissioners on the attraction and expansion of business, retail, industrial, agricultural and commercial development which is consistent with the County's comprehensive plan;
- (3) Review and provide recommendations to the Board of Riley County Commissioners regarding Economic Development policies, rules, regulations, and other matters relating to the economic development program of Riley County, as directed by the Board of County Commissioners; and
- (4) Collaborate with other governmental agencies, non-profit, and for-profit organizations in the advancement of economic development programs and projects, as directed by the Board of County Commissioners.

Section 8: This Resolution shall take effect and be in full force from and after its adoption by the Board of County Commissioners of Riley County, Kansas.

Section 9: Resolution No. 120921-50 is repealed in its entirety.

ADOPTED AND APPROVED on this 27th day of January, 2022.

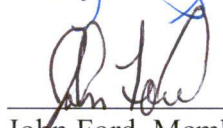
**BOARD OF COUNTY COMMISSIONERS
OF RILEY COUNTY, KANSAS**



Greg McKinley, Chairman

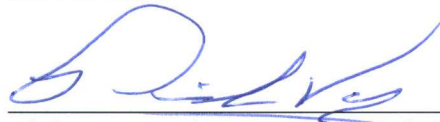


Kathryn G. Focke, Vice-Chair



John Ford, Member

ATTEST:



Rich Vargo, Riley County Clerk





RILEY COUNTY
APPLICATION FOR SERVING
ON A COUNTY ADVISORY COUNCIL/BOARD

Name Gordon Hubbard Date November 2, 2021
 Address 5765 Blue River Hills Rd, Manhattan, KS 66503
 Telephone 785-710-7415 (Home) _____ (Work) _____ Occupation Self Employed Consulting Owner
 e-mail address: g.hubbard@gmail.com

Following is a list of current County Advisory Council/Boards. Please use a separate application for each council/board for which you would like to be considered. If you have any questions or need additional information about the specific group(s) you are interested in, please contact the County Clerk's Office (565-6202).

- | | |
|--|--|
| ☐ Armed Forces Memorial Committee Board | ☐ Museum Board of Trustees |
| ☐ Big Lakes Developmental Center Board | ☐ North Central -- Flint Hills Area Agency on Aging |
| ☐ Fair Board | ☐ Pawnee Mental Health Services Board |
| ☐ Food and Farm Council | ☐ Riley County Council on Aging |
| ☐ Hunters Island Water District | ☐ Riley County Parks Board |
| ☐ Joint Corrections Advisory Board | ☐ Riley County Planning Board/Board of Zoning Appeals |
| ☐ Judicial Nominating Commission—21st | ☐ Riley County Public Health Advisory Council |
| ☐ Law Enforcement Agency Board | ☐ Road and Bridge Advisory Board |
| ☐ Manhattan Urban Area Planning Board | ☐ Solid Waste Management Committee |

Please state why you are interested in serving on this council/board and indicate what training and expertise you would bring to this council/board (please use additional pages as needed).

Other
 Riley County Rural Economic Development Task Force
 I own and manage the Lake Carnegie franchise for Kansas.
 We work with dozens of rural businesses throughout
 Kansas. There are several opportunities rural areas
 can benefit from with a strong focus and coordinated
 effort among rural leaders.

Please provide references: (Name, address and phone number)

On back

Signature _____

When an opening on a council/board occurs, the Riley County Commissioners will review the applications on file. If your application is selected, you will be contacted to confirm that you are still interested in serving on this council/board before an appointment is made. All applications will remain on file for three years.

Please return this application (interested or not) to:
 County Clerk's Office, 110 Courthouse Plaza, Manhattan, Kansas 66502
 THANK YOU FOR YOUR INTEREST IN SERVING RILEY COUNTY

Kevin Larson
kylarson@ruralvalley.net
785-293-2240
212 N. High St
Riley, KS 66531

Randall Stinner
5601 Rivkin Creek Rd
Manhattan, KS 66503
785-313-1773
cstinner5@gmail.com



RILEY COUNTY
APPLICATION FOR SERVING
ON A COUNTY ADVISORY COUNCIL/BOARD

Name Kent Glasscock Date 11/22/21
 Address 1211 Deep Creek Road
 Telephone 785-341-1816 (Home) _____ (Work) _____ Occupation Business Executive
 e-mail address: kent.glasscock@klhomestore.com

Following is a list of current County Advisory Council/Boards. Please use a separate application for each council/board for which you would like to be considered. If you have any questions or need additional information about the specific group(s) you are interested in, please contact the County Clerk's Office (565-6202).

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☐ Fair Board	☐ Pawnee Mental Health Services Board
☐ Food and Farm Council	☐ Riley County Council on Aging
☐ Hunters Island Water District	☐ Riley County Parks Board
☐ Joint Corrections Advisory Board	☐ Riley County Planning Board/Board of Zoning Appeals
☐ Judicial Nominating Commission—21st	☐ Riley County Public Health Advisory Council
☐ Law Enforcement Agency Board	☐ Road and Bridge Advisory Board
☐ Manhattan Urban Area Planning Board	☐ Solid Waste Management Committee

☒ **Riley County Economic Development Board**

Please state why you are interested in serving on this council/board and indicate what training and expertise you would bring to this council/board (please use additional pages as needed).

With thirty years of experience in public/private economic development, I am excited at the prospect of helping to advance the prosperity of my home county. I have a family-owned business operating in four states, was in local/state public office for sixteen years, and for the past twenty years I have been CEO of K-State Innovation Partners which performs economic development activities for Kansas State University.

Please provide references: (Name, address and phone number)

Signature _____

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Please return this application (interested or not) to:
 County Clerk's Office, 110 Courthouse Plaza, Manhattan, Kansas 66502
 THANK YOU FOR YOUR INTEREST IN SERVING RILEY COUNTY

Attachment: Rural Eco Devo applications (11880 : Rural Economic Development Advisory Board)



RILEY COUNTY
APPLICATION FOR SERVING
ON A COUNTY ADVISORY COUNCIL/BOARD

Name Brenda M. Jordan Date 12/22/2021
 Address 6441 Walnut Creek Road, Riley, KS 66531
 Telephone 785 485 2845 (Home) 785 532 9119 (Work) Occupation Attorney/Business Owner/Farmer
 e-mail address: bjordan@twinvalley.net

Following is a list of current County Advisory Council/Boards. Please use a separate application for each council/board for which you would like to be considered. If you have any questions or need additional information about the specific group(s) you are interested in, please contact the County Clerk's Office (565-6202).

- | | |
|---|--|
| ☐ Armed Forces Memorial Committee Board | ☐ Museum Board of Trustees |
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| ☒ Fair Board | ☐ Pawnee Mental Health Services Board |
| ☐ Food and Farm Council | ☐ Riley County Council on Aging Advisory Board |
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| ☐ Judicial Nominating Commission—21st | ☐ Riley County Public Health Council |
| ☒ Law Enforcement Agency Board | ☐ Road and Bridge Advisory Board |
| ☐ Manhattan Urban Area Planning Board | ☒ Rural Economic Development Advisory Board |
| | ☐ Solid Waste Management Committee |

Please state why you are interested in serving on this council/board and indicate what training and expertise you would bring to this council/board (please use additional pages as needed).

As a resident of rural northern Riley County, I am familiar with the needs of agricultural members of our community, both you and old. I have raised four (4) children, all of which participated in 4H, FFA and national agriculture related activities. Additionally, I was raised on a farm in southeast Kansas. Thus, I have a lifetime of experience from multiple angles and perspectives to provide insight and guidance on both the Fair Board and Rural Economic Development Advisory Board. As to the latter, I am very interested in making sure that development in the County is geared toward the needs of the rural community members.

As to the Law Enforcement Agency Board, as a former prosecutor and current defense attorney, I have not only the legal training that would be a benefit, but also the unique experiences of interacting with people who come into contact with RCPD on a regular basis. These individuals do not always have the ability, understanding of the importance, knowledge, or discernment to approach the board about issues.

Please provide references: (Name, address and phone number)

Lora Ingels, 1721 Laramie, Manhattan, KS 66502 785 477 5005

Josh and Kelly Wendland, 21901 Mayday Road, Barnes, KS 66933 785 770 2304 or 785 770 2404

Jennifer Wilson, 10887 Anderson, Riley, KS 66531 785 313 5023

Signature

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Please return this application (interested or not) to:
County Clerk's Office, 110 Courthouse Plaza, Manhattan, Kansas 66502
THANK YOU FOR YOUR INTEREST IN SERVING RILEY COUNTY



RILEY COUNTY
APPLICATION FOR SERVING
ON A COUNTY ADVISORY COUNCIL/BOARD

Name Ron Wilson Date 1/4/2021

Address 2103 Zeandale Road Manhattan KS 66502

Telephone 785-539-7899 (Home) 785-532-7690 (Work) Occupation Rural development institute director, KSU

e-mail address: rwilson@ksu.edu

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- | | |
|---|--|
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| ☐ Big Lakes Developmental Center Board | ☐ North Central-Flint Hills Area Agency on Aging Advisory Board |
| ☐ Fair Board | ☐ Pawnee Mental Health Services Board |
| ☐ Food and Farm Council | ☐ Riley County Council on Aging Advisory Board |
| ☐ Hunters Island Water District Advisory Board | ☐ Riley County Parks Board |
| ☐ Joint Corrections Advisory Board | ☐ Riley County Planning Board/Board of Zoning Appeals |
| ☐ Judicial Nominating Commission—21st | ☐ Riley County Public Health Council |
| ☐ Law Enforcement Agency Board | ☐ Road and Bridge Advisory Board |
| ☐ Manhattan Urban Area Planning Board | ☒ Rural Economic Development Advisory Board |
| | ☐ Solid Waste Management Committee |

Please state why you are interested in serving on this council/board and indicate what training and expertise you would bring to this council/board (please use additional pages as needed).

As a Riley County native, a longtime rural resident, and co-owner of an agritourism business in the county, I would hope to bring useful perspectives to this organization. As director of the Huck Boyd National Institute for Rural Development at KSU, I have been fortunate to observe various economic development approaches and entrepreneurs across the state and nation while developing an understanding of rural development policies. The Riley County Commissioners should be commended for focusing on rural economic development, and I would be glad to see our County move forward.

Please provide references: (Name, address and phone number)

Dr. Gregg Hadley, Director of Extension, 123 Umberger Hall, KSU Manhattan KS 66506 785-532-5820 ghadley@ksu.edu

Terry Holdren, CEO/General Counsel Kansas Farm Bureau, 2627 KFB Plaza, Manhattan KS 66503 785-587-6000
holdrent@kfb.org

Steve Radley, President & CEO, NetWork Kansas, PO Box 877, Andover, KS 67002 sradley@networkkansas.com | (316) 425-7572

Signature *Ron Wilson*

When an opening on a council/board occurs, the Riley County Commissioners will review the applications on file. If your application is selected, you will be contacted to confirm that you are still interested in serving on this council/board before an appointment is made. All applications will remain on file for three years.

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County Clerk's Office, 110 Courthouse Plaza, Manhattan, Kansas 66502
THANK YOU FOR YOUR INTEREST IN SERVING RILEY COUNTY



RILEY COUNTY
APPLICATION FOR SERVING
ON A COUNTY ADVISORY COUNCIL/BOARD

Name Jada Sharp Date 01/19/2022

Address 11881 LK and W Road Leonardville, KS 66449

Telephone 785-656-2685 (Home) same (Work) Occupation self-employed

e-mail address: jada@twinvalley.net

Following is a list of current County Advisory Council/Boards. Please use a separate application for each council/board for which you would like to be considered. If you have any questions or need additional information about the specific group(s) you are interested in, please contact the County Clerk's Office (565-6202).

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☐ Judicial Nominating Commission—21st	☐ Riley County Public Health Council
☐ Law Enforcement Agency Board	☐ Road and Bridge Advisory Board
☐ Manhattan Urban Area Planning Board	☒ Rural Economic Development Advisory Board
	☐ Solid Waste Management Committee

Please state why you are interested in serving on this council/board and indicate what training and expertise you would bring to this council/board (please use additional pages as needed).

I am interested in serving on the Rural Economic Development Board because we live in rural community that is greatly impacted when a new business comes to town or when one leaves. I think it is important to look at ways to bring in and support new businesses in the small comm. One new business can impact every other business in the area by bringing new people to town and sharing about what is available in the area. This needs to be made up of people who live in and support the local small communities.

I do not have any specific training for this but I have lived in a rural community almost my entire life. We also own a small business and are planning another business that will be located in our local community.

Please provide references: (Name, address and phone number)

Deandra Anderson
310 Barton Road
Leonardville, KS 66449
785-293-2069

Alicia Scofield
15375 LK and W Road
Leonardville, KS 66449
785-632-1709

Signature Jada Sharp

When an opening on a council/board occurs, the Riley County Commissioners will review the applications on file. If your application is selected, you will be contacted to confirm that you are still interested in serving on this council/board before an appointment is made. All applications will remain on file for three years.

Please return this application (interested or not) to:
County Clerk's Office, 110 Courthouse Plaza, Manhattan, Kansas 66502
THANK YOU FOR YOUR INTEREST IN SERVING RILEY COUNTY

Attachment: Rural Eco Devo applications (11880 : Rural Economic Development Advisory Board)



RILEY COUNTY
APPLICATION FOR SERVING
ON A COUNTY ADVISORY COUNCIL/BOARD

FILED

2022 JAN 31 AM 10:46
COUNTY CLERK
RILEY COUNTY, KANSAS

Name LOAN CLEMENT Date 01/30/2022
Address 3881 S. 20th ST. Manhattan, KS 66502
Telephone 785.556.1554 (Home) (Work) Occupation RETIRED - KSV
e-mail address: LACJR@KSV.EDU

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- | | |
|---|--|
| ☐ Armed Forces Memorial Committee Board | ☐ Museum Board of Trustees |
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| ☐ Law Enforcement Agency Board | ☐ Road and Bridge Advisory Board |
| ☐ Manhattan Urban Area Planning Board | ☒ Rural Economic Development Advisory Board |
| | ☐ Solid Waste Management Committee |

Please state why you are interested in serving on this council/board and indicate what training and expertise you would bring to this council/board (please use additional pages as needed).

I live in Ashland Bottoms and I'm concerned about the local economy. I taught in the landscape architecture & planning dept. at K-State for almost 40 years; passed the bar exam in 1991; served 23 yrs on the Riley County Planning Board - where I applied my legal knowledge and negotiation skills - and I am Ashland Township Trustee. I make time for reading and preparing for important meetings.

Please provide references: (Name, address and phone number)

Comm. Kathryn Focke · 785.313.0663
Monty Wedell · 785.313.0462

Signature

Lauren A. Clement

When an opening on a council/board occurs, the Riley County Commissioners will review the applications on file. If your application is selected, you will be contacted to confirm that you are still interested in serving on this council/board before an appointment is made. All applications will remain on file for three years.

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County Clerk's Office, 110 Courthouse Plaza, Manhattan, Kansas 66502
THANK YOU FOR YOUR INTEREST IN SERVING RILEY COUNTY

Attachment: Rural Eco Devo applications (11880 : Rural Economic Development Advisory Board)



FILED

2022 JAN 28 AM 11:08

COUNTY CLERK
RILEY COUNTY, KANSAS

RILEY COUNTY APPLICATION FOR SERVING
ON A COUNTY ADVISORY COUNCIL/BOARD

*- lives w/in Manhattan
city limits
- does not live in
Hunters Island
water dist #*

8.b

Name Alan VanNahmen Date 24 Jan 2022
Address 220 Starlight Lane Manhattan, KS 66503
Telephone 812-343-2370 (Home) _____ (Work) _____ Occupation Mech. Engr & Ag Marketing
e-mail address: AlanVanNahmen@gmail.com

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☐ Joint Corrections Advisory Board	☐ Riley County Planning Board/Board of Zoning Appeals
☐ Judicial Nominating Commission—21st	☐ Riley County Public Health Council
☐ Law Enforcement Agency Board	☐ Road and Bridge Advisory Board
☐ Manhattan Urban Area Planning Board	☐ Rural Economic Development Advisory Board
☒ Riley County Rural Economic Development	☐ Solid Waste Management Committee

Please state why you are interested in serving on this council/board and indicate what training and expertise you would bring to this council/board (please use additional pages as needed).

My professional career has included work on new product development and production launches for major agriculture corporations, including John Deere, (13 years), Claas of America in Columbus, IN, and Omaha, NE (13 years) and Caterpillar (6 years).

I launched my Farm Buddy Co business in 1992 with the objective of helping ag businesses and farmers develop their new projects, get them into production and/or sell the IP to existing corporations. I have launched or contributed to the startup of many new businesses including: Agri-Technology LP (Bi-Rotor®) in Winfield, KS, Machinery Link in Kingman, KS, Tructor® LLC in Boston, Massachusetts, PurpleWave® Auction in Manhattan, KS, KopperKutter LLC (ARRO® heads) in Cimarron, KS.

I have current start-up activities in progress related to: RollBedder LLC, TurnUp® trailers, LandLogo® LLC. and eFARM in Manhattan, KS.

I've been honored to be Columbus, Indiana Community Volunteer of the Year and Huck Boyd Leader of the Year 2017.

Please provide references: (Name, address and phone number)

Ron Wilson, Lazy T Ranch, Manhattan, KS 785-532-8092 Mobile

Aaron McKee, CEO PurpleWave Auction Manhattan, KS 785-317-1026 Mobile

Joe Harner, Dept Head, Ag & Biological Engineering, Kansas State University 785-532-5580 or 785-564-1238 Mobile

Signature

Alan VanNahmen

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8.b

**Please return this application (interested or not) to:
County Clerk's Office, 110 Courthouse Plaza, Manhattan, Kansas 66502
THANK YOU FOR YOUR INTEREST IN SERVING RILEY COUNTY**



Farm Buddy Co.
220 Starlight Lane
Manhattan, Kansas 66503

Alan VanNahmen
812-343-2370
FarmBuddy@aol.com

Attachment: Rural Eco Devo applications (11880 : Rural Economic Development Advisory Board)



RILEY COUNTY
APPLICATION FOR SERVING
ON A COUNTY ADVISORY COUNCIL/BOARD

Name Daryn Soldan Date 12/27/2021
Address 1460 Waterford Place, Apt 5, Manhattan, KS, 66502
Telephone 785-564-2925 (Home) 785-776-8829 (Work) Occupation Manhattan Area Chamber of Commerce
e-mail address: daryn@manhattan.org

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☐ Law Enforcement Agency Board	☐ Road and Bridge Advisory Board
☐ Manhattan Urban Area Planning Board	☒ Rural Economic Development Advisory Board
	☐ Solid Waste Management Committee

Please state why you are interested in serving on this council/board and indicate what training and expertise you would bring to this council/board (please use additional pages as needed).

In my role as Director of Economic Development at the Manhattan Area Chamber of Commerce, we work with Riley County on local and regional economic development initiatives. These efforts include financial and operational support of the Small Business Development Center's (SBDC) office in Manhattan that serves entrepreneurs in our county and beyond. Additionally, the Chamber's Riley County E-Community program (with Network Kansas) is supporting rural Riley County businesses with gap financing solutions. Loan recipients through this program include Blue Vista and Ember Woods. I am interested in serving on this board to further the value of our economic development efforts in Riley County and continue growth in the area of rural entrepreneurial and small business support services.

I spent six years (2011-2016) staffing the Manhattan regional SBDC office and consulting with entrepreneurs and business in the region. I worked daily with small businesses and partnered with economic development organizations across multiple counties, including Riley, Pottawatomie, Wabaunsee, Geary, Marshall and Clay. Partnership efforts included the deployment of educational programming, direct advising/consulting, connectivity to state and federal tools/resources, and engagement with local/county boards. This experience and understanding of issues facing rural businesses and the potential resources available to assist their growth will be valuable for the Riley County efforts.

Please provide references: (Name, address and phone number)

Jason Smith (Manhattan Area Chamber of Commerce) - 501 Poyntz Avenue, Manhattan – 785-776-8829
Lowell Kohlmeier (KS State Bank / Chamber ED Chair) – 1010 Westloop Pl, Manhattan – 785-587-4000 ext. 4000

Signature

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THANK YOU FOR YOUR INTEREST IN SERVING RILEY COUNTY



EMERGENCY MANAGEMENT
Staff Update

Russel Stukey
Emergency Management
Director
115 North 4th Street
Manhattan, KS 66502
Phone: 785-537-6333

STAFF REPORT

FROM: Russel Stukey Emergency Services Director
MEETING: February 7, 2022
SUBJECT: Staff Time
PRESENTER: Russel Stukey

Will provide information on activities for the month of January and status of ongoing projects.

Enclosures:

- staff update (PDF)



Riley County Emergency Management
 Riley County Fire District #1
 115 N. 4th Street
 Manhattan, Kansas 6650
 Phone: 785-537-633
 Fax: 785-537-633
 www.rileycountyks.go

Monthly staff time report to BOCC,

During January department staff have been involved in the following items:
 Russel Stukey

911

- 911 Working group monthly meeting
- Had a temporary outage in the radio system, issue identified and we believe solved

Fire

- Attended several department head meetings
- Participated in several evening sessions of county fire training
- Continue to accept and process applications for volunteer firefighters
- Dealing with staff and volunteer personnel issues
- Took delivery of new slide in unit for the "new to us" forestry truck
- Working with HR to update policy manual
- Working with HR on several personnel issues
- We will continue to keep looking for good used apparatus, a pumper/tanker is high on our list of needs.
- Deputy Chief Russell is working hard on equipment and building maintenance.
- Deputy Chief Martens is working hard updating administrative procedures, social media and online incident reporting
- Held annual Firefighters Banquet and handed out awards for various categories
- Attended planning and zoning meeting for Ashland station special use permit
- Took bids for extrication equipment (Jaws of Life)
- Met with Commissioner Focke to discuss Fire Department Operations
- Reviewing departmental Standard Operating Guidelines

Deputy Chief Russell

- Responding to multiple calls
- Station repairs
- Updating station door lock sets
- Held a live wildland fire Training By Station 112
- Brush 114 near completion.
- Gearing up for wildland season.
- Picked up new Deputy Chief trucks
- Getting both new trucks equipped with Brush guards, toppers, decals and dropped off at KCOMM for radios lights and sirens.
- Sending SCBA bottles to Weis for Hydro testing
- Had all SCBA packs flow tested and NFPA compliant.
- Looking at some truck Replacement options.

Attachment: staff update (11885 : Staff Time)



- Scheduled and arranging County fire trainings.
- Attended fire Banquet.
- Attended county trainings
- Assisted PD with a few calls.
- Participated in equipment committee meeting

Deputy Chief Martens

- Submitted RCFD Fire Officer (Lieutenant, Captain, Battalion Chief) Job descriptions to HR for final review
- Put together training calendar for 1st quarter and preparing staff for potentially active spring fire season
- Sent out engagement survey to RCFD members to gain strategies for future recruitment ideas, volunteer growth, and focus on retention and planning for 2022
- Planning for radio reprogramming transition to occur mid to late February
- KS pipeline assoc. emergency responder training
- Met with planning/equipment committee to rate and review rescue/extrication tool bids and make department recommendation to BOCC
- Fine tuning the RCFD hiring and onboarding process to equip new firefighters with quality training

Russel Stukey

Emergency Management

- Worked with Julie Gibbs and David Adams on a request for assistance from the Hospital, we looked at several different options but not able to secure any resources to fulfill their request
- Monitored severe weather moving through the area
- Had several discussions locally and with KDEM about damage assessment from the storm activity
- We met with Mobile Command post user group to finalize the list of items we feel needs to be completed for the modernization process that was approved through CIP
- Constantly working on radio system management, signing agreements with neighboring agencies to share talk groups, updating older radios with new software so that they can operate on the new system, analyzing opportunities to lower the annual operating costs of the 911 system
- Working with Public Works to figure out best way to maintain access roads to radio towers.
- Attended multiple commission meetings
- Working with David Adams and John Ellerman on proposed Riley County Public Safety Headquarters
- Attended ESD meeting at MFD
- Participating in a winter weather shelter planning group which consists of RCEM, RCEMS, MFD, RCPD, United Way, BeAble, MESI, RCPIO and Regional COAD
- Dealt with office staff and covid issues
- Need to discuss funding formula for updating addresses in the county



Riley County Emergency Management
Riley County Fire District #1
115 N. 4th Street
Manhattan, Kansas 6650
Phone: 785-537-633
Fax: 785-537-633
www.rileycountyks.go

EM Coordinator Laurie Harrison activity EM/911:

- Conducted monthly siren test
- Participated in 911 working group
- Attended NE regional KEMA meeting
- Attended KEMA conference planning meeting
- Working on shelter operations training with American Red Cross and other volunteer agencies in the community
- Updating shelter facilities contacts
- Continue to review Emergency Operations Plan
- Update COOP plans
- Work with office intern
- KS pipeline assoc. emergency responder training

Baldwin Fisher

- Complete review of FD#1 COOP Plan
- Update ESF 2 with partner agencies
- Update Tier II reporting files for 2021
- Working with shelter group
- KS pipeline assoc. emergency responder training
- Participates in weekly KDEM covid conference calls

Russel Stukey, Emergency Services Director

Attachment: staff update (11885 : Staff Time)

