



**Board of Riley County
Commissioners
Regular Meeting
Minutes
February 08, 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
Shilo Heger	Treasurer	Present	8:30 AM
Brittany Phillips	Budget and Finance Officer	Present	8:30 AM
Ashlyn Easterday	Payroll Clerk	Present	8:30 AM
Michele Reid	Payroll, Benefits & Employee Relations Manager	Present	8:40 AM
Michael Boller	Noxious Weed Director	Present	9:10 AM
Christian Bishop	Manhattan Area Chamber of Commerce	Present	9:40 AM
Daryn Soldan	Manhattan Area Chamber of Commerce	Present	9:40 AM
Julie Gibbs	Health Department Director	Present	9:55 AM
Heather Ritchey	Child Care Licensing Supervisor	Present	10:00 AM
John Ellermann	Public Works Director/County Engineer	Present	10:17 AM
David Adams	EMS/Ambulance Director	Present	10:23 AM
Elizabeth Ward	Human Resources Director	Present	10:33 AM

Pledge of Allegiance

Public Comment

1. Public Comments

Commission Comments

2. Commission Comments

McKinley's Comments:

Focke's Comments:

Absent

Ford's Comments:

Monday post BOCC meeting I met with Anna Burson, Riley County Appraiser on a handful of items, including the upcoming valuation process, some legislative bills pertaining to appraisals, some concerns from the public that have been coming up, and a few other related things as well. We had a good conversation and dialog and as always appreciated the time spent going through these items.

Also Monday afternoon I had a Special Interim Policy Resolution Call with NACo's Community Economic and Workforce Development Committee to discuss several policy resolutions and the upcoming meeting, events, and guest speakers during the Policy and Legislative Conference starting over the weekend in Washington, D.C. We will be meeting all day Saturday to discuss the policy resolutions on Expediting the Work Authorization Process for Asylum Seekers, a FY2025 Resolution for funding for the U.S. Department of Housing and Urban Development and an Interim Resolution on the HOME Reauthorization.

Monday evening, I watched the K-State-Kansas game on ESPN. So happy to see our Wildcats get the victory at home in overtime 75-70 versus the Jayhawks, making it back-to-back years now at Bramlage and running the streak of overtime wins to eleven under Jerome Tang.

Tuesday afternoon I met with Mike Boller, Riley County Noxious Weed and Household Hazardous Waste Director to chat and catch up with everything going on in his department. Always enjoy having the opportunity to hear and see what is going on in their department and to catch up on the newest and latest innovations taking place as well. Appreciate Mike taking time after hours to meet and for all the work he and his staff put in on behalf of Riley County.

Wednesday, I listened in on the February Council of Foreign Relations State and Local Officials Webinar "Foreign Asset Ownership in the United States." It seems to be a hot topic these days and particularly

here in Kansas. Zongyuan Zoe Liu, the Maurice R. Greenberg fellow for China studies at CFR discussed China's sovereign wealth funds, investments in the United States, and considerations for policy responses to foreign land ownership trends in the United States. Elizabeth Blosser, Vice President of Government Affairs at the American Land Title Association, discussed recent state legislation (including Kansas) on U.S. property by foreign entities and individuals. A question-and-answer session followed the general discussion and opening remarks.

Business Meeting

3. Municipal Investment Pool Authorized Users

Move to approve the State of Kansas Municipal Investment Pool Resolution to update authorized users for the Riley County MIP account.

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

4. 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

5. Sign Riley County Employee Action Form(s)

The Board of County Commissioners signed a Riley County Employee Action Form for Paula Northern, a new hire, as an As Needed Election Worker, in the Clerk/Election Department, at a Range Election.

6. Discuss Joint City/County/County Meeting Agenda

7. Approve payroll/accounts payables (when completed)

Move to approve the payroll vouchers in the amount of \$711,922.48 and the following warrant vouchers for February 9, 2024:

2024 Budget

County General	\$1,155,751.25
Health Department	91,020.44
Motor Vehicle Operations	166.51
Capital Improvements Fund	34,686.25
Emergency 911	1,241.32
Solid Waste	6,558.09
County Building	20,349.71
Road & Bridge Cap Project	35,096.58
RCPD Levy/Op	8,951.73
Riley Co Fire Dist #1	9,016.17
Hunters Island Water Dist	6.11
Moehlman Bottoms	2.92
Terra Heights Sewer	608.01
Konza Water Operations	459.97
KDOC Adult Services	14,143.44
KDOC Juvenile Services	5,451.96
KDOC Juv Reinvestment	947.20
BJA Grant	1,524.87
Kansas Fights Addiction	1,062.02
Caroline Peine Grant	660.00
Daniel Keating Foundation	375.00
TOTAL	\$1,388,079.55

2023 Budget

County General	\$19,093.70
Disaster Fund	180.45
Health Department	1,361.00
Capital Improvements Fund	8,387.50
Solid Waste	815.64
University Park W&S	462.19
TOTAL	\$30,300.48

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

ABSENT:	Focke
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Review Minutes

8. Board of Riley County Commissioners - Regular Meeting - Feb 5, 2024 8:30 AM

Move to approve the minutes.

RESULT:	ACCEPTED [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

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

11. Administrative Work Session

Holeman said he is working on completing a brief.

Holeman discussed SB 162 regarding the unincorporated nuisance abatement act.

9:20 AM Michael Boller, Noxious Weed/HHW Director

12. Staff Update

Boller presented the Noxious Weed/HHW staff report.

9:30 AM Shilo Heger, Treasurer

13. January 2024 Revenue Reporting - Riley County Treasurer

Heger presented the Treasurer's report.

9:45 AM Jason Smith, Manhattan Area Chamber of Commerce

14. Economic development update

Soldan presented an economic development update.

Bishop discussed Fort Riley activities.

10:00 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

15. RCHD Update

Gibbs presented the Health Department update.

16. RCHD Out of State Travel request for PHEP Coordinator

Gibbs presented the Out of State Travel Request for Skylar German.

Move to approve the Out of State Travel Request for Skylar German to attend the 2024 NACCHO Preparedness Summit in Cleveland, Ohio. The entire cost of this conference, to include travel, is budgeted for under the Regional PHEP grant from KDHE.

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

17. Child Care Licensing Update

Ritchey presented the child care licensing update.

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

10:30 AM

Budget and Planning Committee - Brittany Phillips, Budget and Finance Officer

18. Monthly Cash Flow Report for January 2024

Phillips presented the monthly cash flow reports.

10:40 AM

David Adams, EMS/Ambulance Director

19. Request To Fill Open Position

Adams presented the request to fill an EMT Position.

Move to approve the request to fill an open full time EMT position within the EMS/Ambulance department.

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

The Board of County Commissioners signed a Riley County Position Action Form for an EMT, in the EMS/Ambulance Department, at a Range EMT.

10:51 AM Adjournment

Move to adjourn.

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