



**Board of Riley County
Commissioners
Regular Meeting
Minutes
February 11, 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
Mary Hobbs	IT	Present	8:30 AM
Gary Rosewicz	Assistant County Engineer	Present	8:30 AM
John Ellermann	Public Works Director/County Engineer	Remote	8:30 AM
Alice Massimi	PIO	Present	8:38 AM
Elizabeth Ward	Human Resource Manager	Present	8:53 AM
Craig Cox	Deputy County Counselor	Present	9:19 AM
Tami Robison	Budget and Finance Officer	Present	9:21 AM
Janet Nichols	Chamber of Commerce	Present	9:36 AM
George Kant	Chamber of Commerce	Present	9:36 AM

Pledge of Allegiance

Public Comment

- Public Comments

Ellermann reported snow removal from the last snow was 378 hours, 340 tons of salt, and cost \$42,965.

Commission Comments

- Commission Comments

Ford's Comments:

Monday afternoon of course we had our first County Officials Luncheon. The first one for 2021 and only my second one as a Commissioner. Thought the dialog went well and we not only were able to chat comfortably in person, but covered several important topics as well. I know there will a lot to catch back up in June and maybe even October when we meet as a group again.

Also on Monday had my usual Community Leaders Zoom with other local officials to continue to discuss and dialog on local COVID-19 efforts. Still the major topic of focus is the vaccination process, but we also discussed recent legislative items and agendas and ongoing testing efforts and procedure in the inclement weather also.

Monday evening we also had a special session of the Riley County Law Board to discuss a couple of related items from January's monthly meeting.

Wednesday afternoon I listened in on the NACo's National Community Economic and Workforce Development Steering Committee teleconference call, which I am a member on. Among the topics discussed were a Model Affordable Housing Program from Anthony Troutman, Deputy County Manager-Mecklenburg Co. NC and Judy Seldin-Cohen, Board Chair "A Way Home". It was a very wonderful and exciting presentation. We also received the latest county economy and jobs report from Jonathan Harris, Associate Research Director from NACo, as well a legislative update from the United States Congress, and what to expect from next month's National Virtual Policy Conference, which I will be attending as well.

Wednesday evening I zoomed in with a concerned community citizens group, who asked if I'd be willing to provide some information on county initiatives on critical emergency and health service and what role we can all play in making those better moving forward. Really enjoyed the time and discussion on this, and there were several really in depth and thoughtful questions on the subject too.

McKinley's Comments:

My primary job this week had been to try and keep warm. I have only been partially successful.

Monday afternoon I met with Dennis Cook, the director of the Aggieville Business Association. He gave me some of the history of Aggieville over the last 50 years which was interesting. They have

plans for improvements in the district over the next few years. He also expressed their thoughts on several things including the RCPD substation and the COVID restrictions.

Tuesday I had my first time on In Focus. I had Alice join the meeting to introduce her. I think it went well. I was concerned how I would fill an hour but it really went by quickly.

Tuesday I met with Amanda and Steve Higgins. They were bringing me up to speed on the Wildcat Creek Watershed plan and what will be happening going forward.

Tuesday afternoon I testified by zoom before the House Taxation Committee regarding HB 2142. I listened in to the entire meeting. Jay Hall from KAC testified right before me and covered a lot of the same points I was bringing up. I think I did OK but Mr. Hall did a much better job than I did.

Yesterday my wife and I went to the Manhattan Arts Center to look at the one room school exhibit that Cheryl Collins had discussed. My wife being a teacher for 30 years was really interested in it and we bought the book.

Focke's Comments:

I attended a special Law Board meeting on Monday evening. The main discussion centered around RCPD “merit” raises and COLA increases. The board attorney made a rather lengthy presentation on the issue as it relates to the annual budget. RCPD determines merit raises at the employee’s annual date of hire. The employee would then see any increase in their next pay period. That compensation would stay in place regardless of any COLA change in the following year’s budget. This is a different process than we have at the county. Several executive sessions were called during the meeting to discuss an individual’s merit increase that was not paid.

The Flint Hills Regional Planning Board is having a special meeting on Friday morning to discuss a possible joint trail project from Junction City to Wamego. They are looking for letters of commitment from various cities along the route. The special meeting is to determine if they have enough buy-in to go forward with the plans.

I met with Amanda Smeller in planning to discuss this project, which she is very interested in. We will work together on this project and determine what this board is asking of Riley County at this point.

The emergency management staff has been working on the Region 1 multi-hazard, multi-jurisdictional hazard mitigation plan and will bring a proposal to us in several months. I was contacted by Laurie Harrison to log into the information on the Kansas planner.com site. It took several hours to get on the site and to find the actual proposal. It will take some time to go through the plan, as it is quite lengthy.

Through discussion with my church community meal committee, we decided to donate some of our funding for a block of rooms for shelter during the cold weather for homeless people in need of a place to stay. It has been determined that “Be Able” and the church is providing a block of rooms at one of the local hotels. There will be determination of need and supervision provided by several volunteers and Be Able staff.

The city/county does not have any provision for temporary shelter for people. There are currently 6 rooms in use, and if anyone wants to help with this cause, please let me know by e-mail or get in touch with the “Be Able” program in Manhattan. The poverty rate in Riley County is one of the highest in the state and I would anticipate an increase due the COVID pandemic.

Business Meeting

3. KDOT Local Bridge Agreement

Move to approve the KDOT Local Bridge Improvement Agreement.

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

4. On Call Agreement with SMH Consultants

Move to approve an Agreement for Professional Services with SMH Consultants for on call civil engineering services.

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

5. Rose Hill Rd. Bridge Replacement Project- Easements

Move to approve the Easement Agreements and authorize the Chairman to sign for the following:

Grant of Permanent Easements:

- William Merle Shilling
- Ivan and Irene Wienck
- JoAnn Stone
- Richard McIntyre & Robert Cowan

Temporary Easements:

- Richard McIntyre & Robert Cowan
- William Merle Shilling
- JoAnn Stone

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

6. West 32nd Avenue Bridge replacement Project- AT&T Utility Agreement

Move to approve a utility Agreement with AT&T to relocate any of their facilities, which would be in conflict with the construction of the West 32nd Avenue Bridge Replacement.

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 Riley County Personnel Action Forms for the following:

- Shanika Rose, for a promotion, as a Health Educator, in the Health Department, at grade O step 1 at \$1,823.20 per pay period.
- Nick Jankovich, a PT EMT-Paramedic, in the EMS Department, for Separation from County Service, effective July 21, 2020.
- Jade Antrim, a PT EMT-Paramedic, in the EMS Department, for Separation from County Service, effective March 19, 2020.
- Onyedikachukwu Okonkwo, a PT EMT-Paramedic, in the EMS Department, for Separation from County Service, effective September 21, 2018.
- Ann Antrim, a PT EMT-Paramedic, in the EMS Department, for Separation from County Service, effective January 19, 2020.

8. Discuss Joint City/County/County Meeting Agenda
9. Discuss Intergovernmental Luncheon
10. Approve payroll/accounts payables (when completed)

Move to approve the payroll vouchers in the amount of \$548,827.31 and the following warrant vouchers for February 12, 2021:

2021 Budget

County General	\$328,305.17
Health Department	96,147.62
Court Technology	1,950.00
Court Services	931.18
Motor Vehicle Operations	3,880.22
Community Corrections	15,391.53
Capital Improvements Fund	122,045.00
Economic Development	150,000.00
Emergency 911	1,407.12
Solid Waste	4,955.23
County Building	2,902.54
Road & Bridge Cap Project	2,413.00
RCPD Levy/Op	23,557.81
Landfill Closure	819.31
Riley Co Fire Dist #1	9,935.97
University Park W&S	2,624.51
Terra Heights Sewer	21.00
Konza Water Operations	32.95
TOTAL.	\$767,320.16

2020 Budget

County General	\$50,561.67
Health Department	154.92
Emergency 911	3,517.47
Solid Waste	1,001.20
County Building	119.36

Road & Bridge Cap Project	18,706.95
University Park W&S	181.20
Keats Capital Project	250.00
Hunters Island Water Dist	127.30
Terra Heights Sewer	127.30
Konza Water Operations	181.20

TOTAL. \$74,928.57

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

Review Minutes

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

Move to approve the minutes.

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

Review Tentative Agenda

12. Tentative Agenda

Press Conference Topics

13. Discuss Press Conference

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

14. Administrative Work Session

Holeman discussed Commissioner McKinley's testimony on HB 2142.

9:20 AM Craig Cox, Deputy County Counselor

15. Contract for 2021 Tax Sale Attorney's Fees

Cox presented the contract for the 2021 Tax Sale Attorney fees.

Move to approve the Contract for Attorney's fees with Craig Olsen.

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

Cox discussed the properties on the current tax sale. Cox stated the 40 current properties on the tax sale are \$254,211.76 delinquent in taxes.

9:30 AM Budget and Planning Committee - Tami Robison, Budget and Finance Officer

16. Monthly Cash Flow Reports for January 2021

Robison presented the monthly cash flow reports.

9:45 AM Janet Nichols, Manhattan Area Chamber of Commerce

17. Economic development update

Nichols presented an update on economic development.

Kent discussed Business Retention and Expansion.

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:	Kathryn Focke, County Commissioner
AYES:	Ford, Focke, McKinley

18. Riley County Health Department February Update

Gibbs presented the RCHD monthly update.

19. RCHD request to fill CDRR position

Gibbs presented the request to fill the Chronic Disease Risk Reduction Coordinator position.

Ward stated if the position is going to full time we will need to include benefits.

Ward suggested staff meet to clarify the needs of the position prior to the Board approving.

20. FY 2021 Early Childhood Block Grant Application Approval

Gibbs presented the Early Childhood Block Grant application approval.

Move for the Riley County Health Department to submit the grant, including the 15% match required, application as presented to the Children's Cabinet and Trust Fund.

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

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

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

Move to add an executive session to the agenda.

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

10:20 AM

Executive Session

Move that the County Commissioners, including Chairman Ford, Commissioner McKinley, and Commissioner Focke, along with Clancy Holeman, Riley County Counselor, and Elizabeth Ward, Human Resource Manager, recess into executive session pursuant to the non-elected personnel matters exception to the Kansas Open Meetings Act, on a performance matter, to protect the privacy of the individual, the open meeting to resume in the County Commission Chambers at 10:40 a.m.

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

10:40 AM

Move the Board of County Commissioners come out of executive session.

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

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

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

Holeman discussed Well Health using the Alternative Care site. Holeman suggested the Board authorize the Chairman to sign an agreement if needed prior to the Board meeting next Thursday.

Move to authorize the Chairman to sign an agreement with Well Health to use the Alternative Care Site if needed prior to next Thursday's Board meeting.

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

Adjournment

Move to adjourn.

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