



**Board of Riley County
Commissioners
Regular Meeting
Minutes
February 16, 2023**

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

Cindy Kabriel
785-565-6200

Commission Chambers

9:00 AM

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

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

[District 1 – John Ford, Vice Chair](#)

9:00 AM

Call to Order

Attendee Name	Title	Status	Arrived
John Ford	County Commissioner	Present	9:00 AM
Kathryn Focke	County Commissioner	Present	9:00 AM
Greg McKinley	County Commissioner	Present	9:00 AM
Rich Vargo	County Clerk	Present	9:00 AM
Clancy Holeman	Counselor/Director of Administrative Services	Present	9:00 AM
John Ellermann	Public Works Director/County Engineer	Present	9:00 AM
Anna Burson	County Appraiser	Present	9:00 AM
Amanda Webb	Planning/Special Projects Director	Present	9:30 AM
Shilo Heger	Treasurer	Present	9:50 AM
Darell Edie	Budget & Finance Officer	Present	9:50 AM
Gary Fike	County Extension Director	Present	9:51 AM
Brian Peete	RCPD Director	Present	10:13 AM
Julie Gibbs	Health Department Director	Present	10:56 AM
Evan McMillan	Assistant County Engineer	Present	11:08 AM
David Adams	EMS/Ambulance Director	Remote	11:40 AM
Russel Stukey	Emergency Management Director	Present	11:40 AM

Pledge of Allegiance

Public Comment

1. Public Comments

Commission Comments

2. Commission Comments

Focke's Comments:

The week has been relatively quiet. I had several church committee meetings, a doctor appointment, and bell choir practice. Spent some time in the office catching up on e-mails and phone calls.

We made final changes to the Keats brochure, and it should be ready soon.

Attended the weather briefing yesterday and then had a quick meeting with Rich Vargo, County Clerk about protocol on weather closing information. Fortunately, we didn't get the storm anticipated. Most people don't realize that our road crews go out in the middle of the night to make sure that it's safe to drive.

Ford's Comments:

Monday morning, I was able to catch the early morning General Session at the NACo Legislative Conference. It started with an update on ARPA funding from Eugene Sperling, who is the Senior Advisor to the President and the American Rescue Plan Coordinator. After that NACo President Denise Winfrey hosted a panel discussion that included Mitch Landrieu, Senior Advisor to the President on the Bipartisan Infrastructure Bill; Jack Markell, U.S. Ambassador to the Organization for Economic Co-operation and Development; and John Posdesta, Senior Advisor to the President for Clean Energy Innovation and Implementation. Last speaker for the session was the U.S. Secretary of Transportation Pete Buttigieg, who spoke on several transportation related bills and programs related to counties.

Monday afternoon I headed up to Capitol Hill to meet with several staffers with Congressman Tracey Mann at his office. We discussed several rural challenges including road related issues facing the City of Ogden, military and veterans related services, and I chatted about both the counties struggles with infrastructure in Keats and University Park. We are planning a follow-up conversation in March sometime probably via Zoom. His staff also provided a tour of the Capitol, which was fun to have the opportunity to do again. I also got to see the new Amelia Earhart statue while I was there as well.

Tuesday morning, I started off with a Webex back to Topeka to provide virtual testimony on SB 162 that was in the Kansas Senate Local Government committee. Thought that went pretty well actually and was grateful for everyone else that testified including Clancy Holeman, Craig Cox, and the Counselor from Crawford County as well. Hopefully, we can get this bill through and passed.

Also Tuesday during the General Session at the NACo Legislative

Conference we heard from U.S. Treasury Secretary Janet Yellin followed by the President of the United States himself Joe Biden in person.

Tuesday afternoon I listened in on the Council of Foreign Affairs State and Local webinar titled “Subnational Diplomacy” with Ambassador Nina Hachigian, Special Representative for city and state diplomacy with the U.S. Department of State and Alyssa Ayres, Dean of the Elliot School of International Affairs at George Washington University. The webinar was very informative and based on how local grassroots efforts should be incorporated into national and global foreign policy and diplomacy efforts.

Late Tuesday I met with the staff of U.S. Senator Jerry Moran at his office on Capitol Hill. That went very well, and we will be following back up on a couple of items for sure here in early March.

Tuesday evening, I watched another ugly by K-State to the hands of Oklahoma in Norman 79-65. Not sure what happened, but that may have been the worst loss of the year to date. Hopefully, they pull it together and put up a strong finish over these last five games.

Wednesday, I traveled back from Washington, D.C. I was a little concerned with the possibility of a winter storm that my flight would get grounded in Dallas, but we made it in last night just before the storm started so that was good.

McKinley's Comments:

Monday evening, we attended the Manhattan Catbackers meeting and coach Klieman was the speaker. He spoke about the team, but the most interesting info was about the nutrition and exercise science they use now. Constant checking to be sure they are hydrated and checking what they eat. They use catapults to check heart rates, speeds, contact loads, etc. They use this info to limit practices and to see their tendencies under different conditions. It was all amazing.

Tuesday I was on In Focus. Amanda Webb came along and discussed battery recycling and short-term rentals. I talked about the north county ambulance station, the public safety building, and some legislation. I had a call asking about the county going to four 10-hour days.

After that I stopped by and talked with Michael Boller. We discussed what is going on in his department and some items going on in the county in general.

Tuesday evening, I went to the Riley City Council Meeting.

Wednesday was the monthly meeting of the North Central Kansas Regional Juvenile Detention Facility. Discussed HB 2021, which would reverse some of SB 367 from 2016 and require more detention space. They are looking at the old jail in Salina as a place for possible expansion. Discussed the settlement of a suit by a former employee and will get more information from the insurance company in April.

Business Meeting

3. Sign Tax Roll Corrections

Move to approve the Tax Roll Corrections.

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

4. Parallel Road Culvert Replacement Project- Twin Valley Telephone Utility Agreement

Move to approve "An Agreement relative to performing certain work and/or the occupancy of the County's highway right-of-way by the facilities of a Utility" with Twin Valley Telephone to relocate any of their facilities which would be in conflict with the construction of the Parallel Road Culvert Replacement.

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

Review Minutes

5. Board of Riley County Commissioners - Regular Meeting - Feb 13, 2023 8:30 AM

Move to approve the minutes.

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

Review Tentative Agenda

6. Tentative Agenda

Press Conference Topics

7. Discuss Press Conference

9:30 AM Clancy Holeman, Counselor/Director of Administrative Services

8. Administrative Work Session

- 9:30 AM 9. Executive session for preliminary discussions related to the acquisition of real property

Move that the Board of Riley County Commissioners, including Chair Focke, Vice Chair Ford, and Commissioner McKinley, along with Clancy Holeman, County Counselor, and Craig Cox, Deputy County Counselor, attorneys for the Commission, recess into executive session pursuant to the preliminary discussions relating to the acquisition of real property an exception to the Kansas Open Meetings Act, to discuss a potential purchase, the open meeting to resume in the County Commission Chambers at 9:50 a.m.

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

- 9:50 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 no binding action was taken during the executive session.

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

9:50 AM

Clancy Holeman, Counselor/Director of Administrative Services

10. Review and Approval of Form Small Cities Sales Tax Reimbursement Agreement

Holeman presented the draft of the Small Cities Tax Reimbursement Agreement.

Move the Board authorize staff to present the agreement in its current form to each Riley County small city for signature and subsequent return to the Board for its signature.

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

10:00 AM

Gary Fike, County Extension Director

11. Rural Revitalization Conference and VITA update

Fike presented an update on the Rural Revitalization Conference and the VITA tax return program.

10:15 AM

Brian Peete, RCPD Director

12. RCPD update

Peete presented an update on RCPD.

10:30 AM

Amanda Webb, Planning/Special Projects Director

13. Planning & Development fee schedule review - Environmental Health

Webb presented the Environmental Health fee schedule review.

Ford and Focke stated they would like more discussion and work on the daycare licensing process and fees.

10:50 AM

Darell Edie, Budget and Finance Officer

14. Bid opening for GO Temporary Notes Series A, 2023 for High Plains Ranch

The Board of County Commissioners opened the following bids for GO Temp Notes Series A, 2023 for High Plains Ranch Road.

Company	Interest Rate
KS State Bank 2627 KFB Plaza, Suite 202E Manhattan, KS 66503	5.39%
United Bank & Trust 221 N. 4 th Street, Suite A Manhattan, KS 66502	5.73%

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

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

11:00 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:	John Ford, County Commissioner
SECONDER:	Greg McKinley, County Commissioner
AYES:	Ford, Focke, McKinley

15. RCHD Update

Gibbs presented the Health Department monthly update.

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

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

11:20 AM Evan McMillan, Assistant County Engineer

16. Water Rate Increases

McMillan presented proposed water rate increases for the benefit districts.

Move to approve water rate increases.

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

11:40 AM David Adams, EMS/Ambulance Director

17. Out of State Travel Request

Adams presented the out of state travel request.

Move to approve the Out of State Travel Request for David Adams to represent Kansas EMS in the National EMS Day on the Hill in Washington, D.C. March 29th - 31st to be funded by the Kansas EMS Association.

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

11:45 AM Russell Stukey, Emergency Management Director

18. Request permission to solicit bids for Ashland Fire Station 102

Stukey requested approval to solicit bids for the Ashland Fire Station 102 building project. Stukey stated due to the architect's recommendation he would like to include the bid for the University Park Fire Station as well.

The staff asked for the bid documents to be changed to reflect the options of the Ashland Station 102 and the University Park Station 110.

Tabled.

Move to add an executive session to the end of the meeting.

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

11:57 AM

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

Move the County Commission, including Chair Focke, Vice Chairman Ford, and Commissioner McKinley, recess into executive session on potential litigation for the purpose of consultation with Clancy Holeman, Riley County Counselor, attorney for the commission, which would be deemed privileged in the attorney-client relationship, an exception to the Kansas Open Meetings Act, the open meeting to resume in the County Commission Chambers at 12:10 p.m.

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

12:10 PM

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

12:11 PM**Adjournment**

Move to adjourn.

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