



**Board of Riley County
Commissioners
Regular Meeting
Minutes
February 18, 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
Jan Scheideman	Child Care Facilitator/Manager	Present	8:30 AM
Michele Reid	Payroll & Benefits Spec & HR Associate	Present	8:30 AM
Julie Gibbs	Health Department Director	Present	8:30 AM
Alice Massimi	PIO	Present	8:42 AM
Bob Isaac	Planner	Present	8:48 AM
Gary Rosewicz	Assistant County Engineer	Present	9:00 AM
John Ellermann	Public Works Director/County Engineer	Present	9:00 AM
Alvin Perez	Public Works Operations/Fleet Manager	Present	9:30 AM
Gary Fike	County Extension Director	Present	9:55 AM
Dennis Butler	RCPD	Present	10:02 AM
Russel Stukey	Emergency Management Director	Present	10:28 AM
Amy Manges	Register of Deeds	Present	10:45 AM
Elizabeth Ward	Human Resource Manager	Present	11:16 AM
Linda Morse	Manhattan City Commissioner	Present	4:00 PM
Wynn Butler	Manhattan City Commissioner	Present	4:00 PM
Vickie James	Food and Farm Council	Present	4:00 PM
Sharolyn Jackson	Food and Farm Council	Present	4:00 PM
Andrea DeJesus	Food and Farm Council	Present	4:00 PM
Ron Fehr	Manhattan City Manager	Remote	4:00 PM
Aaron Estabrook	Manhattan City Commissioner	Present	4:00 PM

Pledge of Allegiance

Public Comment

1. Public Comments

Reid, on behalf of REACH, presented the Employee of the Month Award to Beth Mills in the Health Department.

Commission Comments

2. Commission Comments

Ford's Comments:

Thursday we had the February Zoom meeting of the Manhattan Area Recovery Task Force. Riley County, K-State, and USD 383 gave updates on current COVID-19 relief effort, Lyle Butler gave an update from the state SPARK committee, and the Flint Hills Regional Council gave some results on their recent business survey. Some further dialog was had on lessons learned thus far and emerging issues including reopening plans too.

Thursday afternoon I listened in the Council of Foreign Affairs first presentation of the new year. CFR's President Richard Haass discussed the current domestic and foreign policy challenges that are facing the United States and the relevancy to state and local agendas and platforms. He had some really interesting tie-ins particularly on the agriculture and bioscience side, both of which are extremely important to us locally.

Also Thursday we had our first Zoom meeting of the Crisis Intervention Team. Discussions on CIT training/funding and a possible training class hosted locally were part of the dialog, there was a class scheduled and organized here in Riley County in early 2020, but was canceled because of Covid-19, sounds like that is going to get back into the works in the near future.

Saturday I met with Lee Wolf from Konza Prairie Community Health Center and took a tour of both the Manhattan and Junction City facilities. We also engaged in a really great conversation on current and future needs for the facility for the region. They have some really good ideas moving forward and both facilities are set up and managed very well.

Monday afternoon I had my usual Community Leaders' Zoom call with local officials in regards to the local COVID-19 response, testing,

vaccination, and the inclement weather issues were the major topics of discussion.

Tuesday I attended the monthly meeting of the Riley County Police Department Law Board. Pretty robust conversation on several topics, but overall the meeting and updates during the meeting went well.

Tuesday afternoon I zoomed in on the monthly meeting of the Manhattan Area Chamber of Commerce. Reopening plans for local businesses and the conference/event sector, Aggieville Redevelopment, Regional Leaders' Retreat, and the Annual Meeting were among the topics discussed.

Wednesday I had the monthly meeting of the Metropolitan Planning Organization via Zoom. Had a staff and financial update, voted on an amendment to the Transportation Improvement Plan, discussed a 2021 audit, and a plan for trails the MPO is working on with the Flint Hills Regional Council too.

McKinley's Comments:

Like everyone else, the last week was spent huddled up inside trying to stay warm and thawing out a frozen water line.

Wednesday I attended a Zoom meeting for the Upper Kansas Floodplain Mapping Project. This is led by the Department of Agriculture - Division of Water Resources. This is to update flood maps for this watershed area. They will be gathering information for the updates in 2022, which will be for Pottawatomie and Jackson Counties. Wabaunsee County was completed last year. They do not provide financing for needed flood projects, but do provide technical assistance and assist with grant applications.

At the same time Wednesday, the North Central Juvenile Detention board was meeting. KCAMP which is their insurance pool presented them a check to recognize them for the lowest loss ratio over the last four years. They are also proposing a Senate Bill 104 to clarify that judges have the option of placing habitual runaway youth in Secure Care facilities instead of Juvenile Detention facilities.

Wednesday afternoon I met with the Nurse Practitioner at the Riley Family Physicians. She told me about how they help people by directing them to the Health Department if they can't afford their services. The office is also helping people get signed up for COVID vaccinations at the Health Department. Anyone can come in and they will help them fill out the forms and either call or go online to get them on the list. They are trying to spread the word about this service and

will have something coming out in the Riley Countian.

Last night I ventured out to Bramlage. On the plus side there was enough of a student crowd to actually make some noise. That was the only plus.

Focke's Comments:

Attended a Zoom meeting of the Flint Hills Regional Planning Council board on Friday morning. I was in my car so was unable to see the charts presented. Heard an update on the National Park Service trail connecting Fort Riley to Wamego. The board is looking for a letter of support for the project. It is a long term project and will involve many grants, but all they need now is a support letter. Amanda will work with their director to draft a letter for the commission to consider. Amanda and I will have that ready plus a draft letter ready for the February 22nd meeting.

I attended the Law Board meeting on Tuesday on zoom. Through various executive sessions we approved Director Butler's 2020 merit increase that was not dealt with last January. Since he is under a contract (unlike other employees) I voted for the retroactive increase to January, 2020.

I was out of town over the weekend, which is why I had to zoom meetings.

Business Meeting

3. Highway Use Permit, Evergy

Move to approve the Highway Use Permit granting Evergy permission to work in the right of way to replace underground electric along Germann Drive.

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

4. Amend CIP Projects for P&D Vehicle

Move to approve the CIP Project Amendment Form for a replacement vehicle for the Planning and Development Department as approved at

the February 8, 2021 meeting.

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

5. Sign Tax Roll Corrections

Move to approve the Tax Roll Correction.

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

Review Minutes

6. Board of Riley County Commissioners - Regular Meeting - Feb 11, 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

7. Tentative Agenda

Press Conference Topics

8. Discuss Press Conference

Bob Isaac, Planner

9. Rezone Lots 1, 2, and 3 of Eureka Valley Addition Unit 1 from "N-1" (Airport Noise Hazard) to "D-2" (Light Industrial).

Ford opened the public hearing.

Isaac presented the request to rezone Lots 1, 2, and 3 of Eureka Valley Addition Unit 1 from "N-1" (Airport Noise Hazard) to "D-2" (Light Industrial).

Ford closed the public hearing.

Move to approve "Resolution No. 021821-06, Resolution amending the zoning map of Riley County concerning the use of certain real estate located in Ogden Township" as it has been determined that it meets the requirements of the Riley County Zoning Regulations and the Riley County Sanitary Code and is in general conformance with the Manhattan Urban Area Comprehensive Plan.

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

9:00 AM

Gary Rosewicz, Assistant County Engineer

10. Bid opening for firing range waterline

The Board of County Commissioners opened the following bids for the Riley County firing range water line project:

<u>Company</u>	<u>Base Bid</u>
Larson Construction, Inc. 2616 Eureka Terrace Manhattan, KS 66503	\$58,757.00
Nowak Construction 200 S. Goddard Road Goddard, KS 67052	\$83,810.00
J&K Contracting LC PO Box 306 Junction City, KS 66441	\$72,364.00
Kraemer & Sons Construction & Excavating, LLC 21655 187 th Street Tonganoxie, KS 66086	\$93,642.00
Engineer's Estimate	\$68,549.75

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

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

9:15 AM Clancy Holeman, Counselor/Director of Administrative Services

11. Administrative Work Session

Holeman discussed legislation to protect Home Rule, SCR 1606, for counties by State Constitution. Holeman stated currently counties only have the ability to use Home Rule through statutory authority.

Holeman reported HB 2142 is pending at this time.

Holeman discussed SB 72 reducing the educational requirements for county appraisers.

Ford discussed HB 2048 regarding the statewide declaration on COVID-19.

9:50 AM John Ellermann, Public Works Director/County Engineer

12. Bid opening for a forklift

The Board of County Commissioners opened the following bids for a 9,000 lbs. forklift.

<u>Company</u>	<u>Base Bid</u>
The GW Van Keppel Co. 1801 North 9 th Street Kansas City, KS 66110	\$41,595.50
Lift Truck Sales and Service, Inc. 2720 Nicholson Ave. Kansas City, MO 64120	\$32,025.15
Octane Forklifts 4905 Lima Street Denver, CO 80239	\$36,088.00

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

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

10:00 AM Gary Fike, County Extension Director

13. Volunteer Income Tax Assistance

Fike presented information on the Volunteer Income Tax Assistance (VITA) update.

10:15 AM Dennis Butler, RCPD Director

14. RCPD update

Butler presented an RCPD update.

10:30 AM Russel Stukey, Emergency Management Director

15. Adopting the Region I Multi-Hazard, Multi-Jurisdictional Hazard Mitigation Plan

Stukey presented the hazard mitigation plan.

Move to approve "Resolution No. 021821-07, Adopting the Central Kansas (Region I) Multi-Hazard, Multi-Jurisdictional Hazard Mitigation Plan."

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

10:45 AM Amy Manges, Register of Deeds

16. 2020 Year End Revenue

Manges presented the 2020 Register of Deeds year end revenue.

11:00 AM Amanda Smeller, Planning/Special Projects Director

17. Community ReCode contract amendment - Land Development Regulations

Smeller presented the Community Re-Code Contract Amendment.

Move to approve the contract amendment for Community Re-Code.

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

18. CDBG-CV Determination of Level of Review

Smeller presented the CDBG-CV Determination of Level of Review.

Move to approve the Chairman to sign the Determination of Level of Review for Mutt School.

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

11:20 AM Julie Gibbs, Health Department Director

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

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

19. RCHD request to fill CDRR position

Gibbs presented the RCHD Personnel Request.

Move to approve to fill this position.

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

The Board of County Commissioners signed a Riley County Position Action Form for a Chronic Disease Risk Reduction Coordinator, in the Health Department, at a grade L.

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

Ford discussed having Public Works present information on the current county 1/2 cent sales tax for roads and bridges.

Ford suggested the Board consider options to consider for a sales tax for roads and bridges.

McKinley said he thinks we need to do something for the roads and bridges.

Ford discussed developing a Rural Development Committee. Ford stated the committee would be appointed by the Board.

Adjournment

Move to adjourn after the Joint City/County/County Meeting.

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

4:00 PM

Joint City/County/County Meeting (at County Offices)

20. City/County/County Meeting Agenda

James, Jackson, and DeJesus presented the Food and Farm Council update.

5:04 Adjourned.