



**Board of Riley County
Commissioners
Regular Meeting
Minutes
February 25, 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
Dennis Cook	Aggieville Business Association	Present	8:30 AM
Amanda Smeller	Planning/Special Projects Director	Present	8:30 AM
Alice Massimi	PIO	Present	8:32 AM
Elizabeth Ward	Human Resource Manager	Present	8:41 AM
John Ellermann	Public Works Director/County Engineer	Remote	8:41 AM
Julie Gibbs	Health Department Director	Present	9:15 AM
Shelly Williams	Community Corrections Director	Remote	10:00 AM
Lisa Daily	Administrative Assistant II	Present	10:11 AM
Sherie Taylor	GIS	Present	10:15 AM
Joshua Gering	EMS/Ambulance Assistant Director	Present	10:15 AM
Russel Stukey	Emergency Management Director	Present	10:23 AM
Steve Higgins	Zoning Enforcement Officer	Present	10:42 AM

Pledge of Allegiance

Public Comment

1. Public Comments

Cook, Aggieville Business Association, thanked the commissioners for being so open and available to work together. Cook said by working with the Health Department they are going to be able to have the St. Patrick's Day parade. Cook stated they plan on having over 40 volunteers to assist with the parade.

Cook said they will hold a Showdown, a cattle drive, will be held in April 17, 2021 as well.

Cook stated he knows the decisions on the Health Order are not easy. Cook said the new order will help local businesses.

Commission Comments

2. Commission Comments

Ford's Comments:

Monday afternoon I hosted the monthly Intergovernmental Zoom call. Look forward to getting back to an in person model for this hopefully come summer time, but thankful for all those that did attend and gave updates. Was very happy to get an update from the US Census and look forward to seeing how that continues to develop and work out throughout 2021 as we start local and state redistricting next year. Thought their website and digital educational browsers look pretty functional and user friendly, which to me and others will be a good thing.

Also, Monday afternoon had my usual Community Leaders Zoom call with local officials to discuss the local COVID-19 response. Amongst the topics of discussion were upcoming testing, numbers from the local health agencies, continued vaccination process, loosening of local restrictions, and challenges with state reporting and other guidelines. Questions on the new variants, possible new vaccines, and post vaccine guarantee policies from the CDC also came up.

Also, Monday I had a pretty robust and in depth conversation with Law Board attorney Mike Gillespie on some questions and concerns I have in regards to the RCPD Law Board both current and in the future. Overall we had about a four hour conversation, which I so very much appreciated.

Tuesday afternoon I zoomed in on two meetings with Pawnee Mental Health. First was the finance committee meeting where we looked at all the recent operational costs/profits and discussed the financials of a purchase of a building in Beloit, Kansas for future Pawnee operations. Then came the regular meeting at 4:00 p.m. This month Riley County was the featured county for the meeting so all the Riley County board members got a chance including myself to introduce themselves to the board. The board decided to move forward with the possible purchase of the building in Beloit and got a full financial report, Executive

Director's report, Program and Safety reports, and a Marketing and Development report as well. We also approved a Strategic Plan for 2021-23 and an Employee Benefits Plan moving forward.

It was also once again nice to see K-State take down #7 Oklahoma at home 62-57. Very happy for this young squad that has struggled this entire season. Not sure what it is about the Sooners these days, but it seems we have their number in athletics these days for sure.

McKinley's Comments:

Monday noon attended the Intergovernmental Luncheon. Had a presentation by Clancy Holeman on some of the state legislation. These were items we had discussed here, but it was educating the others on what was going on in Topeka.

We also had a presentation on the 2020 census. The results are delayed due to the pandemic problems. The first numbers are to be released April 30th, which will be used at the federal level for state representation in the House of Representatives. The final numbers will not be released until September 30th. Those numbers are used to redistrict within the state and lower levels.

Tuesday morning, I attended by zoom the senate hearing on SCR 1606. This is to install home rule as constitutional. It was only my second hearing, but I was not impressed. The first one started on time and when some still had questions they let it run past closing time. This one started 6-8 minutes late and at the end said time is up no more questions. The opponents seemed to be sky is falling alarmist instead of discussing the resolution. And a couple of the senators did not seem to understand what we were discussing.

Tuesday evening I enjoyed attending the latest edition of Bruce Weber's dominance of Lon Kruger. He is not 9-0 over Kruger in Manhattan.

Yesterday I was looking at the sales tax issue we have coming up and worked on a problem a Leonardville resident had.

Focke's Comments:

Monday, February 22nd:

I attended the Intergovernmental Luncheon that was held in the Commission Chambers, with most attendees on Zoom. These are good meetings that keep us updated on what other government agencies and

groups are doing.

Tuesday, February 23rd:

I listened in on the House hearing on HB 1606 concerning a constitutional amendment to approve home rule for counties.

Greg McKinley testified and spoke about how important it is for counties to be able to respond quickly to county issues and/or emergencies without waiting on timely approval from the legislature. I had submitted written testimony, but didn't speak. It is difficult to not be able to see the house members that are discussing the bill.

I received a call from Counselor Holeman regarding a draft proposal of health bill #20 from Julie Gibbs. Met with him briefly and went over issues that concerned me about lifting most of the COVID-19 restrictions. He told me that it would take two commissioners to approve the order. After speaking with various community leaders, I spoke with Julie about my concerns with the health order. I suggested that we consider lifting the restrictions gradually rather than all at once. I followed up with her later in the day with an e-mail on my earlier suggestions.

Wednesday, February 24th:

Spent the morning at the Law Enforcement Center for a Law Board member orientation with Director Butler and Pat Hudgins. The orientation included going through the administration building and the jail. It was very informative and it was good to meet a lot of the administration and other employees.

The rest of the day was spent on e-mails, text messages, and phone calls from various people about the proposed health order 20.

I also spoke with Dennis Cook about my concerns and we talked about the upcoming St. Patrick's Day parade and the control that his group is planning. They have a number of volunteers to help space the crowd.

Later in the afternoon, I received a text from Counselor Holeman stating that the order had been submitted with the approval of the other two commissioners and that I could expect to see press that evening. I called him back and asked why we didn't have a meeting on this issue to discuss concerns with the order.

This issue that deals with the health and safety of our community should have been held in a public meeting with discussion among all the commissioners and a public vote taken. We should be working together as a team to develop policy. Being a new commissioner, I am learning all the ins and outs of the job, but open dialog is very

important, especially in the times we are experiencing.

Business Meeting

3. Sign a Tax Roll Correction

Move to approve the Tax Roll Correction.

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

4. Highway Use Permit, Larson Construction, Inc

Move to approve the Highway Use Permit granting Larson Construction, Inc permission to work in the right of way to install water meter and service from main line for 6014 Tuttle Terrace.

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

5. Proposed Regional River/Trail - Flint Hills Regional Council grant application and letter of commitment

Move to approve the proposed Regional River/Trail - Flint Hills Regional Council grant application and letter of commitment.

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

6. Sign Riley County Personnel Action Form(s)

The Board of County Commissioners signed Riley County Personnel Action Forms for the following:

- Caitlin Ballou, a new hire, as a Customer Service Rep I, in the Treasurer's Department, at a grade F step 1, at \$14.69 per hour.
- Annie Parrick, a new hire, as a COVID-19 Contact Tracer, in the Health Department, at a grade B step 9, at \$15.49 per hour.
- Robert Cox, an Emergency Management Planner, in the Emergency

Management Department, for Separation from County Service, effective February 26, 2021.

- Skylar German, a new hire, as a COVID-19 Contact Tracer, in the Health Department, at a grade B step 9, at \$15.49 per hour.
- Tarica Lare, a Child Care Surveyor, in the Health Department, for Separation from County Service, effective February 26, 2021.

7. Approve payroll/accounts payables (when completed)

Move to approve the payroll vouchers in the amount of \$574,583.33 and the following warrant vouchers for February 26, 2021:

2021 Budget

County General	\$1,042,485.14
Health Department	132,407.31
Court Technology	1,578.63
County Auction	269.54
Motor Vehicle Operations	4,110.76
Community Corrections	26,990.41
Capital Improvements Fund	76,048.91
Economic Development	675.00
Emergency 911	6,600.09
Solid Waste	157,833.92
County Building	9,772.31
Road & Bridge Cap Project	1,885.86
RCPD Levy/Op	3,332.89
Riley Co Fire Dist #1	11,940.94
University Park W&S	4,069.68
Hunters Island Water Dist	2,278.60
Carson Sewer Benefit Dist	893.33
Deep Creek Sewer	294.83
Moehlman Bottoms	1,162.27
Valleywood Operations	63.83
Terra Heights Sewer	827.10
Konza Water Operations	5,997.74
Lakeside Heights Sewer	69.91
TOTAL	\$1,491,589.00

2020 Budget

County General	\$15,045.40
Health Department	40,566.93

Court Technology	1,222.11
County Auction	1,152.00
Motor Vehicle Operations	1,1734.24
Community Corrections	150.00
Capital Improvements Fund	106,184.65
Road & Bridge Cap Project	5,547.50
Riley Co Fire Dist #1	40.01
Carson Sewer Benefit Dist	2.57

TOTAL. \$171,645.41

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

Review Minutes

8. Board of Riley County Commissioners - Regular Meeting - Feb 22, 2021
8:30 AM

Move to approve the minutes.

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

Review Tentative Agenda

9. Tentative Agenda

Press Conference Topics

10. Discuss Press Conference

9:00 AM

Barry Wilkerson, County Attorney

11. Staff update

Wilkerson presented the County Attorney's Office update.

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

12. Administrative Work Session

- 9:15 AM 13. Executive session to discuss a personnel matter involving non-elected personnel

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 employee, the open meeting to resume in the County Commission Chambers at 9:35 a.m.

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

- 9:35 AM Move the Board of County Commissioners come out of executive session.

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

9:35 AM Kevin Howser, IT/GIS Director

14. IT/GIS Staff Update - February 2021

Howser presented the IT/GIS staff update.

15. 2020 Sanborn Orthogonal Flight - Bond Release

Howser presented the Sanborn 2020 Bond Release.

Move to allow IT/GIS to proceed with the Bond Release.

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

9:50 AM Amanda Smeller, Planning/Special Projects Director

16. Howie's Recycling Contract

Smeller presented the Howie's Recycling Contract.

Move to approve the recycling services contract with Howie's Recycling Inc.

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

10:00 AM Shelly Williams, Community Corrections Director (Zoom)

17. Staff Update

Williams presented the Community Corrections Department staff update.

10:15 AM Amanda Smeller, Planning/Special Projects Director

18. NG911 Committee presentation

Smeller presented the NG911 Addressing presentation.

Taylor stated the grid system was adopted in the 1980's. Taylor discussed the importance of the NG911 Addressing system.

Gering stated the catalyst for NG911 Addressing is due to national standards in safety and health of the community. Gering said it is the desire of the committee to follow the national standards.

Higgins stated it is concerning not having the NG911 Addressing adopted. Higgins discussed emergency situations going to the wrong locations has caused additional situations compounding the matter.

Smeller asked if the Board is supportive of proceeding with the NG911 Addressing system.

The Board agreed by consensus they are supportive of moving forward with the NG911 Addressing System.

The Board stated they would like a presentation on the process and list of roads impacted.

Adjournment

Move to adjourn.

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