



**Board of Riley County
Commissioners
Regular Meeting
Minutes
March 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
Julie Gibbs	Health Department Director	Present	8:30 AM
Elizabeth Ward	Human Resource Manager	Present	8:34 AM
Tami Robison	Budget and Finance Officer	Present	8:36 AM
Michael Boller	Noxious Weed Director	Present	8:40 AM
Shilo Heger	Treasurer	Present	9:30 AM
Daryn Soldan	Manhattan Area Chamber of Commerce	Present	9:45 AM
Jason Smith	Manhattan Area Chamber of Commerce	Present	9:45 AM
Janet Nichols	Manhattan Area Chamber of Commerce	Present	9:45 AM
John Kobiskie	Community Gardens	Present	11:02 AM
Gary Rosewicz	Assistant County Engineer	Present	11:08 AM

Pledge of Allegiance

Public Comment

1. Public Comments

Ellermann said the guys are going to start their 10 hour shifts.

Ellermann stated they will be going to bid on Senn Road, which is a sales tax project.

Move to remove the executive session under Holeman's time from the agenda.

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

Commission Comments

2. Commission Comments

Ford's Comments:

Monday afternoon I listened on the national business virtual policy meeting of the NACo Community Economic and Workforce Development Steering Committee. We had four major policy resolutions to consider for the Federal Fiscal year 2022. One was an official appropriation for the US Dept. of Housing and Urban Development. That proposed resolution was submitted by our committee Chair Judge Joseph Wood (Washington County, Arkansas). The second proposed resolution was to expand the current Federal Residential Eviction Moratorium that was submitted by County Administrator Joy Bivens, and Commissioner John O'Grady (Franklin County, Ohio). The third resolution was to support changes to private activity bonding requirements for the increase use of low income housing tax credits that was submitted by Supervisor Jennifer Kreitz (Mono County, California). The last proposed resolution was to support permanent authorization for EB-5 Regional Center Programs that was submitted by Judge Barry Dean (Pulaski County, Arkansas). All four resolutions passed with overwhelming support and a yes vote from me as well.

Also on Monday afternoon I had my usual Community Leaders Zoom with local officials on our local Covid-19 response. We got an update on numbers, the vaccination process, positive cases from the RCHD and K-State and the rest of dialog centered around both the city and county interests in a mask mandate and what the end of the 2020-21 semester may look like in May.

Monday evening I listened in on a NACo National Membership call. The call centered around dialog on the recently passed American Rescue Plan in the US Senate which includes 65.1 in direct and flexible aid for every county, parish and borough in the US. This hopefully will be the necessary resources to strengthen local communities by investing in small business and local nonprofits, continuing with a strong vaccination process with focus being on public health and

human services, and more being placed on infrastructural needs including broadband/wireless technology

Tuesday evening I attended the Riley County Community Park Advisory Board meeting out at the Public Works site. There was a review on their budget, update on current projects, and requests were made for 2021 park purchases.

Yesterday I watched our Wildcats beat TCU in the 1st Round of the Big 12 Tourney 71-50. I had to ask myself during yesterday's contest just where was this team at exactly all season.

McKinley's Comments:

On Tuesday I attended the Riley City Council Meeting and Wednesday night I was at the Randolph City Council Meeting. I had contacted Tami Robison, Budget and Finance Officer, for the numbers that the cities in northern county have been receiving from the road & bridge sales tax. I informed each of the councils that those amounts will be ending in 2022 and they need to start adjusting their budget for that.

Tuesday, I attended the Flint Hills Veterans Coalition. They are a great group and when they say the pledge of allegiance it really rings out. They are loud and proud. Their big event is the Veterans Day parade and they are starting the planning now. Last year the participation was way down, but they hope this year it will be back to what it was. The theme this year is 30th anniversary of Desert Storm. One of the members brought up that March 29 is National Vietnam War Veterans Day. Most of the members were not aware of this and were glad to learn of this. It was officially established in 2017.

Wednesday I was given a tour of Save farm by Craig Bowser. I was aware of this, but learned a lot of details. They were set up to teach retiring service members how to farm. It is a 6-month program. In addition to regular farming operations, they have an experimental orchard of hazelnut trees. About 200 trees trying to see if they thrive in this environment. They also have a beekeeping school.

A huge thank you to all the volunteer firefighters for their work especially this last week. The Randolph Council had to start late last night, because two members were still returning from the fire by May Day. Living across from one of our stations, I see how busy they have been the last few weeks. You hear of the large fires, but they have been called out several times a day for smaller ones. I hope we get the rain this week to help with this.

Focke's Comments:

Monday:

Attended a Zoom meeting of the local chapter of the AAUW, which was very informative. They had panelists that currently live in Manhattan, but were from various countries. The discussion was about women's issues and rights in other countries. Monday was the "International Day of Women".

Tuesday:

I was a guest on KMAN radio Greg McHenry joined the discussion about the property appraisal deadlines and a discussion about the "dark store" issue. It was a good conversation to keep taxpayers informed of the process.

Michael Regal also reported on the burning restrictions. There were several callers to the show.

Wednesday:

Spent all afternoon with Robbin Cole from Pawnee Mental Health and toured all their facilities and discussed all their critical services in the area. I was very impressed with the operation.

Extending the mask ordinance: Most of the emails and phone calls I have been receiving have been in favor of continuing the ordinance at least until the end of the school year.

Business Meeting

3. RSVPify Appointment Scheduling Software

Move to approve the purchase of the RSVPify web based scheduling system and sign the RSVPIFY LLC Enterprise Subscription Agreement.

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

4. Amend CIP Project for RCPD Firing Range

Move to approve additional funds for the RCPD Firing Range project

and sign the CIP Amendment Form to include the water line costs.

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

5. 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

6. Sign Riley County Personnel Action Form(s)

The Board of County Commissioners signed a Riley County Personnel Action Form for Jeffrey Gauthier, a COVID-19 Contact Tracer, in the Health Department, for Separation from County Service, effective February 26, 2021.

7. Discuss Joint City/County/County Meeting Agenda

No items.

8. Discuss Intergovernmental Luncheon

9. Approve payroll/accounts payables (when completed)

Move to approve the payroll vouchers in the amount of \$559,705.41 and the following warrant vouchers for March 12, 2021:

2021 Budget

County General	\$328,197.41
Health Department	108,384.85
Motor Vehicle Operations	3,889.78
Community Corrections	15,863.24
Economic Development	8,833.75
Emergency 911	497.59

Solid Waste	5,498.68
County Building	8,300.86
Road & Bridge Cap Project	2,266.00
RCPD Levy/Op	18,671.75
Riley Co Fire Dist #1	4,678.30
University Park W&S	2,005.09
Konza Water Operations	97.55

TOTAL..... \$507,184.85

2020 Budget

Capital Improvements Fund	\$88,695.00
Solid Waste	110.01
Road & Bridge Cap Project	61,715.29

TOTAL..... \$150,520.30

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

Review Minutes

10. Board of Riley County Commissioners - Regular Meeting - Mar 8, 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

11. Tentative Agenda

Press Conference Topics

12. Discuss Press Conference

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

13. Administrative Work Session

Holeman discussed a hearing before the Senate Public Health and Welfare Committee regarding counties' authority in setting their own path for vaccinations.

Holeman asked the Board if they would like for Julie Gibbs to testify before the committee.

The Board agreed by consensus for Gibbs to attend the Senate Public Health and Welfare Committee.

Holeman presented the draft support letter to the Servicemember Agricultural Vocation Education Corp.

Move to sign the support letters to the Servicemember Agricultural Vocation Education Corp.

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

14. Executive session to discuss a personnel matter involving non-elected personnel

Removed by motion during public comment.

9:20 AM Michael Boller, Noxious Weed Director

15. Bid opening for a one and one-half ton 4x4 regular cab-chassis truck

The Board of County Commissioners opened the following bids for a one and one-half ton 4x4 regular cab-chassis truck:

Company

Base Bid

Shawnee Mission Ford 11501 Shawnee Mission Parkway Shawnee, KS 66203	\$39,487.00
Robbins Motor Co. 3100 Anderson Avenue Manhattan, KS 66503	\$36,795.00

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

9:30 AM Shilo Heger, Treasurer

16. February 2021 Revenue Reporting - Riley County Treasurer

Heger presented the February Treasurer's report.

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

17. Economic development update

Nichols presented an update on Fort Riley activities.

Soldan discussed key initiatives with business prospects.

Smith discussed the need to building and site ready projects for business prospects.

Smith reported the Executive Committee met yesterday. Smith stated they are not medical professionals, but they have noticed in the last two weeks as orders have been lightened there has been marked economic activity. Smith said they just ask the Board take it into consideration in the future.

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

18. Riley County Health Department March Update

Gibbs presented the RCHD monthly report.

19. Outreach, Prevention and Early Intervention Services Contract FY 2022

Gibbs presented the OPEI Contract FY2022.

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

10:30 AM Budget and Planning Committee - Tami Robison, Budget and Finance Officer

20. Monthly Cash Flow Reports for February 2021

Robison presented the monthly cash flow reports.

Robison asked if the Board would like to proceed with the quarterly CIP work sessions.

The Board agreed by consensus to hold the quarterly CIP work sessions.

10:50 AM Michael Boller, Noxious Weed Director

21. Staff Update

Boller presented the Noxious Weed/HHW staff update.

11:05 AM**Tami Robison, Budget and Finance Officer**

22. 2022 Budget Calendar and Baseline

Robison presented the 2022 Budget Calendar and Baseline.

Move to approve the 2022 Budget Calendar.

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

11:20 AM**John Kobiskie, Manhattan Community Gardens**

23. Community Gardens - Collins Lane compost

Kobiskie discussed the Community Gardens on Collins Lane.

Kobiskie stated previously the County has given the Community Gardens up to 30 tons of compost.

Move to approve to supply the Community Gardens on Collins Lane with 30 tons of compost annually to be reviewed upon election of new commissioners.

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

Adjournment

Move to adjourn.

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