



**Board of Riley County
Commissioners
Regular Meeting
Minutes
March 15, 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
Alice Massimi	PIO	Present	8:30 AM
Linda Cook	Kansas State University	Present	8:30 AM
David Adams	EMS/Ambulance Director	Remote	8:30 AM
John Ellermann	Public Works Director/County Engineer	Remote	8:30 AM
Julie Winter	PW Administrative Services Manager	Present	9:53 AM
Elizabeth Ward	Human Resource Manager	Present	10:35 AM
Tami Robison	Budget and Finance Officer	Present	10:42 AM
Amanda Smeller	Planning/Special Projects Director	Present	10:47 AM

Pledge of Allegiance

Public Comment

1. Public Comments

Commission Comments

2. Commission Comments

Ford's Comments:

Thursday I had the Manhattan Area Recovery Task Force Zoom

meeting for March. Among the topics of discussion were an overview of the latest health orders, a full update on both testing and vaccinations from around the region, a follow up on the business confidence survey/creation of a dashboard on the results, discussion on the newly passed 1.9 trillion dollars American Rescue Plan that just passed Congress, and lastly discussion on future items and or topics with this task force.

Thursday evening I listened in on another National Association of Counties (NACo) national membership call talking and discussing the newly signed 1.9 trillion dollar American Rescue Plan. Most of the discussion centered around what it means for counties, parishes, and boroughs in the United States in our frontline efforts in the fight against the Covid-19 pandemic.

Friday morning I thought we were going to have our usual Food and Farm Council CAT Waste monthly zoom, but they are working on some other things and we will meet again in April.

Had a pretty conversation last night with a concerned constituent on the NextGen 911 system. As I think we have discussed it, it is going to be a challenge to help and get those on board with this system as we move along.

Though I'm not one for moral victories I was extremely proud and happy to see how K-State fought and played versus Baylor in the Big 12 Tourney Thursday to end the 2020-21 Season.

McKinley's Comments:

Thursday afternoon I attended the Resilient Wildcat Creek Advisory meeting. They are working on an update to the Wildcat Creek Flood Management Plan. Noted items that have been completed and which items will should be next.

Friday thru Sunday I took a short vacation down to Grand Lake in Oklahoma. My wife's sister moved there last year and now that we are all vaccinated we were able to make a visit. Long drive back Sunday because it rained the whole way.

Focke's Comments:

Thursday:

After lunch, met with several constituents who wanted to visit about upcoming issues, including the mask mandate.

Spent time in office answering e-mails and returning some phone calls.

Friday:

Met with a homeowner concerning a possible kitchen remodel consultation & design.

Went over documents and budget for the upcoming Law Board Meeting on Monday.

Reviewed agenda and documents for Monday meeting.

Reviewed 2021 budget and numbers to be used for the 2022 base line.

Saturday:

Went to the parade in Aggieville for a short time, but left before it was over because of the weather.

I was alerted to a possible law enforcement issue over some large gatherings that were being planned in adjacent neighborhoods. I later heard of about 1,000 party-goers that had been dispersed north of Aggieville and saw a video of the group that was packed into a backyard with no masks or social distancing being practiced. I would assume that this will be discussed at the Law Board meeting on Monday.

Business Meeting

3. Sign Riley County Personnel Action Form(s)

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

- Christina Calmes, for a promotion (has met all requirements for promotion from Records I), as a Records Assistant II, in the Register of Deeds Office, at a grade H step 7, at \$19.57 per hour, effective March 20, 2021.
- Nanette Stark, for a step change (re-classification of position), as a Mother Child Health Supervisor, in the Health Department, at a grade M step 1, effective April 3, 2021.

4. Sign Riley County Position Action Form(s)

The Board of County Commissioners signed a Riley County Position Action Form for a PRN-AEMT, in the EMS Department, at a grade EMT+.

Review Minutes

5. Board of Riley County Commissioners - Regular Meeting - Mar 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

6. Tentative Agenda

Press Conference Topics

7. Discuss Press Conference

9:00 AM Lee Wolf, Konza Prairie Community Health and Dental Center update

8. Konza Prairie Community Health Center update

Wolf presented the Konza 2020 UDS & Program Data.

9:15 AM David Adams, EMS/Ambulance Director

9. EMS/Ambulance Staff Update

Adams presented the EMS/Ambulance staff update.

9:30 AM

Press Conference

10. Public Notice - John Ellermann (1-2 minutes)

Ellermann said a structure repair project on Mineral Springs Road is scheduled to begin Monday, March 15, 2021. The project is located approximately 1/10 mile south of Mineral Springs Spur. Mineral Springs Road will be closed to through traffic during construction from Mineral Springs Spur south to end of county maintenance. The project is expected to be completed by Friday, March 19, 2021 weather permitting.

9:45 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

11. RCHD KDHE Aid to Local - Request to Apply for FY2022

Gibbs presented the request to apply for the KDHE Aid to Local Grant.

Move to approve and sign the Kansas Department of Health and Environment Aid to Local Grant Application Signature Page for Riley County Health Department and the Wildcat Region.

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

10:00 AM Julie Winter, Public Works Administrative Services Manager

12. Bid opening for trash service

The Board of County Commissioners opened the following bids for Riley County Trash Service 2021.

<u>Company</u>	<u>Total Bid</u>
Howie's Recycling & Trash Service 625 S. 10 th Street Manhattan, KS 66502	\$18,314.16/year
Waste Management of KS 2300 Elmdale Drive Junction City, KS 66442	\$25,907.40/year

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

10:10 AM Clancy Holeman, Counselor/Director of Administrative Services

13. Administrative Work Session
14. Pending County Projects County Counselor
15. Discussion by the County Commission: If the current City of Manhattan "mask ordinance" expires, what should any necessary future Riley County Local Health Officer Order say about masks, and on what date should that County Order end?

Holeman introduced the discussion on the current Local Health Order No. 20 issued February 24, 2021.

Holeman stated if the City of Manhattan's Mask Ordinance expires the City of Manhattan is not covered in Local Health Order No. 20.

McKinley asked if school districts have the authority to set their own rules on mask.

Holeman said schools districts do have the authority to set their own rules on mask.

The Board discussed the authority of placing a mask mandate in the City of Manhattan and Riley County.

Holeman stated the County can do less restrictive mask orders in place than the State of Kansas.

Gibbs stated the Emergency Operations Committee EOC has had lengthy discussion on the mask mandate. Gibbs said the EOC recommends keeping the mask mandate in place through the end of the school year, Monday, May 17, 2021 at 12:00 a.m.

Gibbs said the EOC will also be reviewing the local COVID-19 data.

Cook, representing Kansas State University, asked for the Boards support in maintaining the County's face mask ordinance, to include the City of Manhattan, through the middle of May.

Cook stated KSU will continue with their mask mandate on campus.

The Board discussed potential next steps for the mask mandate and impact if the City of Manhattan allows their mask ordinance to expire April 1, 2021.

Move in developing County Local Health Order #21 to include the City of Manhattan to expire Sunday, May 16, 2021 at 11:59 p.m.

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

Holeman presented a letter to the Downtown Manhattan, Inc regarding the support of public health officials.

Move to approve the letter of support to Downtown Manhattan Inc.

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

10:40 AM Clancy Holeman, Counselor/Director of Administrative Services

16. Legal Assistant Position - County Counselor's Office

Holeman presented the request to reclassify the Administrative Assistant II in the County Counselor's Office.

Move the Board approve the position change from Administrative Assistant II in the Riley County Counselor's office to Legal Assistant in the Riley Counselor's office after reclassification by McGrath Human Resources Group.

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

10:50 AM Tami Robison, Budget and Finance Officer

17. 2022 Budget Baseline

Robison presented the 2022 Budget Baseline review.

The Board agreed by consensus that budgets are to be presented reflecting departmental needs being aware of current economic conditions and tax sentiment of the public. New positions will not be added to the proposed budgets. STEP will be included on the proposed budgets for all personnel. New position requests will go to the Human Resource Manager to be presented for consideration on May 17 along with the presentation of a COLA request.

Robison discussed the step calculation for the professional positions step, which is approximately 3%.

The Board agreed to include the step calculation for all employees.

11:05 AM Amanda Smeller, Planning/Special Projects Director

18. Planning & Development 101

Smeller presented the Planning & Development 101 PowerPoint.

Adjournment

Move to adjourn.

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

12:00 PM Law Enforcement Agency Meeting

19. Law Board Meeting Agenda