



**Board of Riley County
Commissioners
Regular Meeting
Minutes
March 18, 2024**

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
Anna Burson	County Appraiser	Present	8:30 AM
Vivienne Leyva	PIO	Present	8:30 AM
Elizabeth Ward	Human Resources Director	Present	8:35 AM
David Adams	EMS/Ambulance Director	Present	8:45 AM
Scott Edger	Manhattan Mercury	Present	9:20 AM
Gregg Eyestone	Extension Agent	Present	9:27 AM
Julie Gibbs	Health Department Director	Present	9:31 AM
Gary Olds		Present	9:45 AM

Pledge of Allegiance

Public Comment

1. Public Comments

Holeman asked the Board to add an executive session to his administrative time today.

Move to add an executive session to Holeman's administrative time today.

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

AYES:	Ford, Focke, McKinley
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Commission Comments

2. Commission Comments

Focke's Comments:

Friday, I donated some furniture to Habitat Restore and waited for their truck to come by the house for pick up.

That afternoon, I came into the office to participate in interviews with two candidates for the Interim Director of Community Corrections.

Saturday/weekend I worked on taxes, documents for today's meeting, and spent time enjoying the spring weather and getting together with friends later in the day.

McKinley's Comments:

Friday, I met with the University Park board president. He wanted to discuss several items about the county in general and University Park. He will be here Thursday.

Saturday, I participated in the St. Patrick's Day parade in Aggieville. The weather was nice, and it drew a large crowd.

Friday I also preordered tickets for the K-State women's NCAA tournament games. I will be there Friday and Sunday to see two more wins and set up another game with Iowa.

Ford's Comments:

Thursday afternoon I had my March National Teams meeting with NACo's Veterans and Military Services Committee. We had several new introductions and welcomes by our Chair Trista Martinson, Commissioner, Ramsey County, Minnesota. That followed a presentation by Dr. Andree Sutton and Craig Polesl from the U.S. Department of Veterans Affairs as they discussed the new 4+1 Commitment initiative plan. Julia Cortina, Legislative Associate with NACo gave a legislative update on all that is going on with both defense and with veterans affairs on Capitol Hill. Chair Trista Martinson discussed upcoming Presidential appointments and we ended with a general discussion and wrap up.

Also, on Thursday I met via Google Meet with Tom Dobbin from the company “Make my Move” and Daryn Soldan, George Kandt, and Allison Muth from the Manhattan Area Chamber of Commerce. It was a discussion on recruitment of new professionals into the area and the community’s efforts to date. There was also dialog on the platform “Make My Move” which provides to possibly help promote the community and specific examples of how it has worked in our locations. It was also outlined on how they can provide traffic to this community’s platform and how to possibly manage potential applicants. There may be more dialog and details to come on this program moving forward.

Thursday evening, I watched K-State drop the Quarterfinal Round game to Iowa State 76-57 in the Big 12 Tournament. Looking like they will miss the NCAA Tournament this year at this point.

Friday, I attended a special meeting to discuss and interview applicants of non-elected personnel. Thought the process went very well and was smooth. I look forward to seeing how everything goes moving forward.

Saturday morning, I attended monthly Coffee Talk of the Riley County Republicans at DoughBro. Among the items of discussion were the upcoming Presidential Preference Primary, which is officially on Tuesday, several key pieces of legislation including the new Tax Bill, our SB 162, and the LAVTR Bill to eliminate the statue to fund it. We also discussed the upcoming elections, education, property tax, and I gave an update on all that is going on here in Riley County.

Also, on Saturday I had some friends come in from out of town to hang out for the day. We caught a large portion of the St. Patrick’s Day Parade and festivities in Aggieville, caught the K-State-Missouri State baseball game in which the Cats won 12-6, and had dinner at Bourbon and Baker to finish out the day.

Speaking of the Wildcats looks like the K-State women's basketball team will be playing in the NCAA Tournament and hosting a home Regional as a number 4 seed vs. Portland and the K-State men’s basketball team will be in the NIT but heading on the road to play Iowa.

Business Meeting

3. Approval of Budget Baseline

Move to approve the budget baseline letters.

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

4. Sign Tax Roll Corrections

Move to approve the Tax Roll Corrections.

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

5. Sign Riley County Employee Action Form(s)

The Board of County Commissioners signed a Riley County Employee Action Form for Dillon Schmidt, an EMT, in the EMS/Ambulance Department, for Separation from County Service, effective April 1, 2024.

Review Minutes

6. Board of Riley County Commissioners - Regular Meeting - Mar 14, 2024 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

7. Tentative Agenda

Press Conference Topics

8. Discuss Press Conference

The Board asked to have the executive session now due to time availability on today's agenda.

8:52 AM

Executive Session

Move the County Commission, including Chairman Ford, Vice Chairman McKinley, and Commissioner Focke, 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 9:15 a.m. Rich Vargo, Riley County Clerk; Elizabeth Ward, Human Resources Director; and David Adams, EMS/Ambulance Director, will be present during a portion of the executive session to provide factual information.

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

9:15 AM

Move the Board of County Commissioners come out of executive session.

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

9:15 AM

David Adams, EMS/Ambulance Director

9. EMS/Ambulance Staff Update

Adams presented the EMS/Ambulance staff report.

9:30 AM**Press Conference**

10. Garden Program Saturday, March 23rd - Gregg Eyestone (2-3 minutes)

Eyestone said a free program on growing tomatoes will be given on Saturday, March 23rd beginning at 10:00 a.m. It will be in Pottorf Hall at the fairgrounds.

Eyestone said a program on growing berry plants like blackberries and blueberries will be on Saturday, April 6th beginning at 10:00 a.m. This program will be at Blueville Nursery in their Garden Center.

11. Presidential Preference Primary - Rich Vargo (2-3 minutes)

Vargo reported 719 have participated in person advance voting as of last Friday. He said 361 ballots have been returned by mail. He stated advance voting closes today at noon.

Vargo said all polling places will be open Tuesday, March 19, 2024 7:00 a.m. - 7:00 p.m.

9:35 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:	Greg McKinley, County Commissioner
SECONDER:	Kathryn Focke, County Commissioner
AYES:	Ford, Focke, McKinley

12. RCHD Approval to apply for Aid to Local Grants

Gibbs presented the Aid to Local Grants.

Move to approve for staff to apply for Aid to Local Grants.

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

9:50 AM

Clancy Holeman, Counselor/Director of Administrative Services

13. Administrative Work Session

14. Pending County Projects County Counselor

Holeman presented the Commission Project List.

Adjournment

Move to adjourn.

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

Law Enforcement Agency Meeting

15. Law Board Meeting Agenda