



**Board of Riley County
Commissioners
Regular Meeting
Minutes
March 27, 2023**

115 North 4th Street
Manhattan, KS 66502
www.rileycountyks.gov

Cindy Kabriel
785-565-6200

Commission Chambers

8:30 AM

[District 2 – Greg McKinley, Member](#)

[District 3 – Kathryn Focke, Chair](#)

[District 1 – John Ford, Vice Chair](#)

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
John Ellermann	Public Works Director/County Engineer	Present	8:42 AM
Russel Stukey	Emergency Management Director	Present	8:55 AM
Dan Knight		Present	8:55 AM
Alvin Perez	Public Works Operations/Fleet Manager	Present	8:58 AM
Michele Reid	Payroll, Benefits & Employee Relations Manager	Present	9:13 AM
Cory Meyer	IT/GIS Director	Present	9:15 AM
Amanda Webb	Planning/Special Projects Director	Present	9:30 AM

Pledge of Allegiance

Public Comment

1. Public Comments

Commission Comments

2. Commission Comments

Focke's Comments:

Thursday afternoon I attended the City/County/County Meeting held at the City Commission Chambers. Under discussion was the animal shelter and the possibility of moving it under a different jurisdiction.

We had received a memo that morning from Director Peete on how that would affect their operations and objected to the move. Three of the Manhattan City Commissioners spent most of the hour discussing both the shelter and licensing of city/county dogs and cats, and possible outsourcing of both activities. No consensus was reached.

Thursday evening I watched the KSU basketball team win their game and proceed to the “elite eight” game on Saturday. It was a great game!!

Friday morning, several staff members of the Appraiser’s office came to my house to check some measurements to determine accurate square footage. I also had my garden areas rototilled and raked.

Saturday, I met with a co-member of Common Table to discuss the group’s plan going forward. That evening I attended the Lion’s Club “potato bake” event in Keats. I was able to watch the second half of the KSU basketball game.

Sunday, our bell choir performed at the church service. Sunday afternoon, I got caught up on household bills, chores, and reviewed paperwork for today’s meeting.

Our meeting on Thursday will be held at the City of Riley City Hall at 6:00 p.m.

Ford's Comments:

Thursday afternoon I had lunch with Adam Eptig from Sanity Solutions to talk about some I.T. and technology solutions in regard to several county related items including the Public Safety Headquarters, updates to the BOCC Chamber, and county cybersecurity amongst other things. Always good to catch up with Adam and it’s good to have a local partner to chat with on these items.

Also Thursday afternoon I listened in on the March Connecting KS Counties Zoom Meeting hosted by KAC. The featured presenter was Reed Kesinger, Communication Specialist, Environmental Health Surveillance Program, KDHE. His presentation “Environmental Health Data in Action” gave an upfront view on a tracking program that conducts statewide information that is collected so it can be used, analyzed, shared, and disseminated across broadlines to all 105 counties in Kansas. The overview provided insight on how information is collected, tracked, and used particularly for environmental hazards and public health outcomes, and provided insight on how to successfully use this information for policy and decision making for the future. County Government month was discussed as this takes place in

April, and some legislative items pertinent to Kansas counties were also discussed.

Thursday afternoon I attended the City/County/County at Manhattan City Hall. First time in awhile someone was in attendance from all three entities, and I thought we had an excellent dialog on the animal shelter and animal control. Hopefully this meeting will spark a solution that works for everyone.

Thursday night I watched K-State dispatch Michigan State in the Sweet Sixteen round in overtime 98-93. Probably the best tournament I have watched since the Wildcats played Xavier back in 2010.

Friday morning I meet with Jay Demma from Stantec via Zoom. He is conducting a Market Study for the City of Ogden and in particular the downtown area and Riley Avenue. We spoke on several different related items and the possibility of growth and development in the area as a whole and the challenges they are facing with Riley Avenue as well.

Friday afternoon I met with former City Commissioner and Mayor Ed Klimek to discuss Riley County update to the Comprehensive Plan. We talked about various other related items and things that have happened in the past as well as our vision for the future of the Flint Hills region. It was a great dialog and he does plan on serving on the committee to help us make the update.

Late Friday afternoon I met with Jake Middlebrooks from Congressman Jake LaTurner's office to discuss the ongoing issues and the need to get Riley Avenue in Ogden fixed and maintained moving forward. We are going to work on several things including with KDOT to see if we can finally get the necessary resources to make that happen.

Saturday I watched as K-State came up short versus Florida Atlantic 79-76 in the Elite Eight ending their tournament run. The K-State women's basketball finished their season in Seattle losing to Washington, however the K-State baseball team swept Oklahoma at home to run their record to 17-8 on the season.

McKinley's Comments:

After our meeting last Thursday, I visited with Gary Fike. I filled him in on our discussion about a fairground task force and that he had volunteered to head the committee.

Later Thursday I attended the City/County/County meeting. The

discussion was all about the animal shelter and animal control officers. We learned that they have not been picking up animals in the county for the last few years without telling us this change or adjusting our fee.

Friday I met with Amy Manges about the Register of Deeds' office. Had a good discussion and learned some more about her department.

Of course I watched both K-State basketball games. Not the results we wanted Saturday but overall was a very successful season. Consider this, a year ago only two players and no coaches were here. Coach Tang has set on the right path.

Business Meeting

3. Appoint Debbie Nuss to the Manhattan Urban Area Planning Board and approve Resolution

Move to accept the recommendation to appoint Debbie Nuss to the Manhattan Urban Area Planning Board and approve and sign the letter of appointment and "Resolution No. 032723-18, A Resolution appointing Riley County a representative to the Manhattan Urban Area Planning Board."

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

Review Minutes

4. Board of Riley County Commissioners - Regular Meeting - Mar 23, 2023 8:30 AM

Move to approve the minutes.

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

Press Conference Topics

5. Discuss Press Conference

Review Tentative Agenda

6. Tentative Agenda

9:00 AM**Alvin Perez, Operations and Fleet Manager**

7. Bid opening for asphalt seal oil

The Board of County Commissioners opened the following bids for asphalt seal oil:

<u>Company</u>	<u>CHFRS-2P</u> (per gallon in tanker load lots including shipping)	<u>Demurrage</u> <u>Charge</u> (per hour, after ? hours)	<u>Pump</u> <u>Charge</u> (per load)	<u>Returned</u> <u>Load</u> <u>Charge</u> (per load)
Ergon Asphalt & Emulsions 630 S. Donmyer Road Solomon, KS 67480	\$2.89/gallon	\$100.00/hour after 1 hour	\$80.00 /load	\$550.00 /load
Coastal Energy Corporation PO Box 218 Willow Springs, MO 65793	\$2.95/gallon	\$100.00/hour after 2 hours	\$125.00 /load	\$1,550.00 /load
Vance Brothers, Inc. 5201 Brighton Kansas City, MO 64130-0107	\$2.96/gallon	\$70.00/hour after 2 hours	\$75.00 /load	\$605.00 /load

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

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

9:05 AM**Russel Stukey, Emergency Management Director**

8. Bid opening for Two Rural Fire Stations

The Board of County Commissioners opened the following bids for Two Rural Fire Stations (University Park & Ashland Bottoms):

Company	Base Bid	Alt #1 Univ Park	Alt #2 Ashland Bottom Wainscot	Alt #3 Univ Park Wainscot	Alt #4 Ashland Bottoms Post Frame	Alt #5 Univ Park Post Frame
Riley Construction Co., Inc. 201 6 th St. Wamego, KS 66547	\$325,295	\$351,230	\$500	\$500	- \$27,000	- \$27,000
Vogts Construction Company 709 N Main Street Newton, KS 67411	\$739,835	None	\$9,200	None	None	None
Nelson-Fowles LLC 601 West Main Marion, KS 66861	\$445,000	\$491,500	\$4,500	\$4,500	- \$70,000	- \$70,000
Schultz Construction 1213 Hylton Heights, Ste 129 Manhattan, KS 66502	\$313,000	\$325,000	\$2,300	\$2,300	- \$8,789	- \$8,789
Engineer's Estimate	\$345,000					

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

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

9:15 AM

Cory Meyer, IT/GIS Director

9. IT/GIS Staff Update - March 2023

Meyer presented the IT/GIS staff update.

10. Microsoft Office 365 Licensing Renewal

Meyer presented the Microsoft Office 365 licensing renewal.

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

9:30 AM

Press Conference

9:40 AM

Amanda Webb, Planning/Special Projects Director

11. Comprehensive Plan update - public participation, technical advisory group, consultant discussion

Webb presented the Comprehensive Plan update.

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

12. Administrative Work Session
13. Pending County Projects County Counselor

Holeman presented the Commission Projects List.

- 10:10 AM 14. Executive session to discuss a performance matter involving non-elected personnel

Move that the County Commissioners, including Chairwoman Focke, Vice Chairman Ford, and Commissioner McKinley, recess into executive session on a performance matter of non-elected personnel, to protect the privacy of the employee, an exception to the Kansas Open Meetings Act, with Clancy Holeman, Riley County Counselor, attorney for the Commission; Elizabeth Ward, Human Resource Director; and Michele Reid, Payroll, Benefits & Employee Relations Manager, the open meeting to resume in the County Commission Chambers at 10:25 a.m.

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

- 10:25 AM Move the Board of County Commissioners come out of executive session.

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

10:30 AM David Adams, EMS/Ambulance Director

15. Staff Update

Adams presented the EMS/Ambulance staff update.

McKinley stated he received another call on the conditions of township roads.

11:02 AM Adjournment

Move to adjourn after the Intergovernmental Luncheon.

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

12:00 PM Intergovernmental Luncheon

16. Intergovernmental Luncheon Agenda