



**Board of Riley County
Commissioners
Regular Meeting
Minutes
March 31, 2022**

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

Cindy Kabriel
785-565-6200

Commission Chambers

8:30 AM

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

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

[District 1 – John Ford, 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
Amanda Webb	Planning/Special Projects Director	Present	8:03 AM
David Adams	EMS/Ambulance Director	Remote	8:31 AM
Elizabeth Ward	Human Resource Manager	Present	8:36 AM
John Ellermann	Public Works Director/County Engineer	Present	8:37 AM
Cory Meyer	IT/GIS Director	Present	9:16 AM
Kurt Moldrup	RCPD	Present	9:20 AM
Josh Kyle	RCPD	Present	9:20 AM
Sam Hennigh	KMAN	Present	9:20 AM
Russel Stukey	Emergency Management Director	Present	9:39 AM

Pledge of Allegiance

Public Comment

1. Public Comments

Adams reported on the way to Kansas City a truck broke down. Adams stated the part is in and it will be getting fixed today.

Commission Comments

2. Commission Comments

McKinley's Comments:

Monday after our meeting, I attended the Intergovernmental Luncheon. We heard updates on legislative issues affecting the different entities. There were also general updates from each of the groups.

Tuesday I went by the museum to get information on some old family pictures that my wife had received. They told me what we needed to do to preserve them.

Later I met with Danny Williams in the Appraiser's office. Just had a general discussion about how things are going in the office.

I also stopped by the Extension office to talk to Gary Fike. We discussed some of the future items they will be looking at.

Focke's Comments:

Monday I attended the Intergovernmental Luncheon held at the Bluemont Hotel. It was the first time to meet in person for over a year. Reports on legislative issues for each entity were made. Those making remarks were representatives from the City Commission, KSU, Fort Riley, RCPD, Manhattan Chamber of Commerce, Senator Moran and Marshall's offices, County Commissioners, County Counselor, and others.

After the legislative discussion, all the entities did updates on their activities.

Later that afternoon I attended the meeting of the city Historic Resources Board. Presentations were made on the proposed Art and Light Museum, a proposal for demolition of a home on Hunting Avenue that is in a historic district, and a presentation on the Riverfront Development Plan. It was an interesting meeting, with slide and other visual presentations and a lot of discussion, especially on the Art and Light Museum, which was denied due to design and scope of the project within the downtown historic district. It was suggested that the architectural firm revise the building height and materials to be more in accordance with the rest of the downtown historical area.

Wednesday, I worked on some wood stains and colors for a project, went over materials for today's meeting and answered some e-mails and questions pertaining to the Keats water treatment project, a paving district, and new rules for air b&bs. In the evening, I attended bell choir practice and Lenten services at my church.

Ford's Comments:

Monday afternoon I attended the first in-person Intergovernmental Luncheon since February 2020 at the Bluemont Hotel. It was great to get both a legislative update and concerns from vested regional partners and to hear once again what each agency or group is working on. I also appreciated having members from the Congressional offices available and lunch from Coco Bolo's was delicious as well.

Also Monday I met with Interim RCPD Director Kurt Moldrup and Captain Brad Jager at the Law Enforcement Center on some questions and concerns they have with the plans of the new Riley County Safety Headquarters moving forward.

Later Monday afternoon I did speak with Kristin Little in Senator Moran's office on some funding potentials for an Aggieville Substation and some other questions associated with it. Appreciated the fact she was able to get back as quickly with answers as she did.

Lastly on Monday I spoke with Stephanie Peterson at the MPO on a few items including April's monthly meeting and some changes that will be coming to the organization here in 2022. I think we will be in good shape moving forward without a doubt. I also had a separate Zoom with Stephanie and Matt Messina our KDOT rep and Vice Chair on the MPO to discuss some things in more depth too.

Tuesday evening I listened in on a Community Input Meeting via Zoom with the Riley County Health Department as they as well as the community and region continue to work on improving the area's local health system, services and resources to better understand the needs as well as the challenges we face with all types of health. The overall conversation was both thoughtful and full of insight.

Also Tuesday I finished my 2021 State and Federal taxes. All I'm going to say on this is OUCH!!

Wednesday afternoon I joined Julie Gibbs at the Hilton Garden Inn for a panel discussion at the Kansas Governor's Public Health Conference titled "Local Health Departments working with elected officials to achieve public health goals". Also part of the panel were Janee Hanzlick, 4th District County Commissioner in Johnson County, and Dr. Sami Areola, Director of the Johnson County Health Department.

Wednesday I also spoke with Jeff Underhill, Mayor of Junction City to discuss a couple of related items of concerns that's affecting the area and region.

Wanted to make a quick mention of the passing of a K-State basketball legend and Wamego native Dick Knoston who apparently passed away March 16th over the weekend at age 90.

Business Meeting

3. Authorize Chairman to Sign CDBG-CV Grantee's Release Form for Close-out

Move to authorize Chairman to sign CDBG-CV Grantee's Release Form.

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

4. Sign Riley County Personnel Action Form(s)

The Board of County Commissioners signed a Riley County Personnel Action Form for Bruce Erikson, a Mechanic Technician II, in the Public Works/Operations Department, for Separation from County Service, effective March 31, 2022.

Review Minutes

5. Board of Riley County Commissioners - Regular Meeting - Mar 28, 2022 8:30 AM

Move to approve the minutes.

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	John Ford, 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 Clancy Holeman, Counselor/Director of Administrative Services

8. Administrative Work Session

Holeman discussed the Follow Up 2022 Legislative Conference on April 7, 2022.

9:20 AM John Ellermann, Public Works Director

9. Public Safety Headquarters

Ellermann presented the Riley County Public Safety Headquarters agreement.

The Board discussed the agreement.

Move to approve the chairman sign the agreement for planning services with Archimages for the Public Services Headquarters.

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

9:35 AM Cory Meyer, IT/GIS Director

10. Microsoft Office 365 Licensing Renewal

Meyer presented the Microsoft Office 365 Licensing Renewal.

Move to approve the Purchase Authorization for the Microsoft Office 365 Licensing Renewal through ConvergeOne in the amount of \$76,765.40 for the IT/GIS Department.

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

11. Microsoft Server Licensing Purchase, True-Up

Meyer presented the Microsoft Server License Purchase.

Move to approve the Purchase Authorization for the Microsoft Server Licenses through ConvergeOne in the amount of \$23,271.04 for the IT/GIS Department.

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

9:50 AM

John Ellermann, Public Works Director

12. Request to fill an open Mechanic Technician II Position

Ellermann requested to fill the Mechanic Technician II position.

Move to approve the Public Works Department to refill the open Mechanic Technician II position.

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

The Board of County Commissioners signed a Riley County Position Action Form for a Mechanic Technician II, in the Public Works/Operations/Fleet Department, at a grade L.

10:00 AM

Russel Stuke, Emergency Management Director

13. Authorization to make offer on used equipment / truck.

Stuke presented the used truck purchase.

Move to authorize staff to make offer on used equipment/truck. The funding will be from the Riley County Fire District #1.

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

Adjournment

Move to adjourn.

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