



**Board of Riley County
Commissioners
Regular Meeting
Minutes
April 03, 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
David Adams	EMS/Ambulance Director	Present	8:30 AM
Anna Burson	County Appraiser	Present	8:30 AM
John Ellermann	Public Works Director/County Engineer	Present	8:31 AM
Michele Reid	Payroll, Benefits & Employee Relations Manager	Present	8:34 AM
Vivienne Leyva	PIO	Present	9:22 AM
Greg Steere	RCPD	Present	9:30 AM
Heather Ritchey	Child Care Licensing Supervisor	Present	9:30 AM
Shilo Heger	Treasurer	Present	9:30 AM
Amanda Webb	Planning/Special Projects Director	Present	9:30 AM
Annaliese Trout	Account Clerk-Licensing/Elections	Present	9:38 AM
Russel Stukey	Emergency Management Director	Present	9:45 AM
Josh Brewer	Habitat for Humanity	Present	10:15 AM
Donna Schenck-Hamlin	Habitat for Humanity	Present	10:15 AM

Pledge of Allegiance

Public Comment

1. Public Comments

Commission Comments

2. Commission Comments

Focke's Comments:

Thursday evening, we had a well-attended BOCC meeting at Riley City Hall. Updates and reports were given by Clancy Holeman (legislation), Brian Peete (RCPD update), Russel Stukey (emergency management/fire), Vivienne (PIO report), and Darci Pottroff, Riley City Mayor. Also in attendance was Anna Burson, County Appraiser, who answered questions by a rural resident.

I look forward to the next meeting in Leonardville on June 29th.

Friday, Saturday, and Sunday I did a lot of catching up on yard work, went out with some friends, and attended church services on Wednesday and Sunday.

I also spent some time in the office catching up on e-mails, phone calls, and documents for today's meeting.

Ford's Comments:

Thursday I met with Robbin Cole, Executive Director of Pawnee Mental Health to discuss some things from Tuesday's board meeting, some of the challenges the agency faces, and facilities and infrastructure needs by both the county and Pawnee itself. It was a really good dialog, and I was able to catch up with the questions and concerns I had.

Friday morning I met with Jason Smith, President/CEO of the Manhattan Area of Chamber to discuss a few items including the fairgrounds discussion, Aggieville, some thoughts of area economic development, military affairs, and getting some community sponsorship for a Junior Commissioner Program. Morning was busy for the both of us, but I appreciated him taking time to chat on these items.

Also Friday I attended the Ribbon Cutting/Opening of the new Sunflower Children Collective here in downtown Manhattan. I was really curious to see how this new location would work and if it would provide the much-needed space and one location they were needing. I have to say it certainly will. It's been well thought out and designed and should service their and the community needs for a very long time.

Overall I thought Thursday night went very well in the City of Riley with our BOCC meeting, appreciated everybody including those from Riley City who made an appearance and for the update by the Mayor as well. A lot of really good things are going on there for sure.

Over the weekend I worked on a few things at home including finishing the update for my electronic and entertainment overall, it was a good weekend to get all of those things accomplished.

McKinley's Comments:

Couple of calls about appraisals this weekend.

Other than that I just worked around the house. I think I tried to get all of April work done in the first weekend.

Sunday evening I grilled out hamburgers, Jana made potato salad and we ate out on the patio. A nice way to start the week.

Business Meeting

3. Agreement with Schultz Construction for the North County EMS Station

Move to approve the Agreement with Schultz Construction Inc. in the amount of \$799,000 for the construction of the North County EMS Station.

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

4. Bid Recommendation - 2023 Asphalt Seal Oil

Move to approve the bid submitted by Ergon Asphalt & Emulsions, Inc. of Solomon, Kansas to supply CHFRS-2P asphalt seal oil for the low bid amount of \$2.89 per gallon.

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

5. Proclamation to recognize Child Abuse Awareness Month (April)

Move to approve the Child Abuse Prevention Month 2023 Proclamation for April.

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

6. National County Government Month Proclamation April 2023

Move to approve the National County Government Month Proclamation April 2023 "Counties Rise".

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

7. Sign Riley County Personnel Action Form(s)

The Board of County Commissioners signed a Riley County Personnel Action Form for Christian Brunner, a new hire, as a Traffic Control Technician, in the Public Works Department, at a Range 5, at \$19.03 per hour.

Review Minutes

8. Board of Riley County Commissioners - Regular Meeting - Mar 30, 2023 6:00 PM

Move to approve the minutes.

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

Review Tentative Agenda

9. Tentative Agenda

Press Conference Topics

10. Discuss Press Conference

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

11. Administrative Work Session

12. Pending County Projects County Counselor

Holeman presented the Commission Projects List.

Holeman discussed House Substitute for SB 42 regarding the elimination of the LAVTR language in state law.

9:20 AM Craig Cox, Deputy County Counselor

13. Contract for Attorney Fees

Cox presented the contract for attorneys fees for the county tax sale.

Move to approve Contract for Attorney Fees with Summer Ott Dierks, Dierks Law Firm.

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

9:30 AM Press Conference

14. RCPD Update - Greg Steere (3-5 minutes)

Steere presented a Riley County Police Department update.

15. Proclamation for National County Government Month - Kathryn Focke and Vivienne Leyva (3-5 minutes)

Focke presented the Proclamation for National County Government Month to Vivienne Leyva.

Leyva discussed how participating in local government is one of the

best ways to contribute to your community.

16. Proclamation for Child Abuse Awareness Month - Kathryn Focke and Heather Ritchey (3-5 minutes)

Focke presented the Proclamation for Child Abuse Awareness Month to Heather Ritchey.

Ritchey said the Health Department will be promoting the awareness throughout the month.

9:45 AM Craig Cox, Deputy County Counselor

17. Animal Control within Riley County

Cox discussed Animal Control within Riley County.

Cox stated at the City/County/County Meeting City staff said they quit enforcing the Riley County Animal Control a couple years ago.

Cox said he recommends updating our policy and then see how the animal shelter issue works out with the City.

Cox asked the Board how they would like to proceed.

The Board discussed the impact.

The Board discussed many concerns with animal control being moved to RCPD and statutory authority to do so.

The Board agreed by consensus to placing the review of the policy on hold.

10:00 AM Russel Stukey, Emergency Management Director

18. Staff time report for the month of March 2023

Stukey presented the EM/Riley County Fire District #1 staff update.

10:15 AM Amanda Webb, Planning/Special Projects Director

19. Manhattan Area Habitat for Humanity / Housing presentation & discussion

Brewer presented the Manhattan Area Habitat for Humanity presentation.

11:00 AM

Amanda Webb, Planning/Special Projects Director

20. Authorize Chairwoman to sign contract for temporary soil evaluation services

Webb presented the contract for soil evaluation services.

Move to approve the Contract for Temporary Services with DeAnn Presley for Environmental Health Specialist services for soil evaluations.

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

Ford clarified the drawings of the Fairgrounds on KSU property are just conceptual at this point and have not been paid for by anyone.

Ford discussed his concern on the value of our meetings with the local legislators. Ford said he does not feel we get much of a return for them.

Ford said he thinks the Kansas Association of Counties (KAC) should work more closely with the State leadership.

Focke suggested turning it around on the legislature and ask them how they want us to run the County given the laws they pass.

11:25 AM

Adjournment

Move to adjourn.

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

