



**Board of Riley County
Commissioners
Regular Meeting
Minutes
April 11, 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
Laurie Harrison	Emergency Management Coordinator	Present	8:30 AM
Doug Russell	Assistant Fire Chief	Present	8:30 AM
Anna Burson	County Appraiser	Present	8:30 AM
Russel Stukey	Emergency Management Director	Present	8:33 AM
Julie Gibbs	Health Department Director	Present	9:18 AM
Shilo Heger	Treasurer	Present	9:25 AM
Amanda Webb	Planning/Special Projects Director	Present	9:33 AM
Daryn Soldan	Manhattan Area Chamber of Commerce	Present	9:45 AM
Christian Bishop	Manhattan Area Chamber of Commerce	Present	9:45 AM
John Ellermann	Public Works Director/County Engineer	Present	9:45 AM
Elizabeth Ward	Human Resources Director	Present	9:48 AM
Amy Manges	Register of Deeds	Present	9:55 AM
David Adams	EMS/Ambulance Director	Present	9:57 AM
Shelley Woodard	Deputy County Counselor	Present	9:58 AM
Cory Meyer	IT/GIS Director	Present	9:59 AM
Evan McMillan	Assistant County Engineer	Present	10:42 AM
Darrin Hobbs	Planning Compliance Specialist	Present	10:30 AM
Joseph Hatten		Present	10:30 AM

Pledge of Allegiance

Public Comment

1. Public Comments

Russell said the preliminary mapping shows 8,200 acres total, both counties, were burned. Russell stated we are pushing 1,500 man hours and repairs needed to equipment. He said the fire is contained.

Stukey discussed extending both Disaster Declarations through next Thursday's commission meeting.

Stukey and Russell discussed all the outside support from other fire agencies.

Commission Comments

2. Commission Comments

Focke's Comments:

Tuesday, I attended the Riley County LEPC meeting. Speakers included JD Mersman, KDEM, who discussed the duties of county LEPCs; Baldwin Fisher who spoke on Tier II duties, that include training for emergencies. A training session was held at the end of the meeting, in which Josh Gering and Laurie Harrison led "hands on" training of checking in volunteers and keeping track of them during an emergency. Current county officers are Josh Gering, Chair; Vivienne Leyva, Vice Chair; and Laurie Harrison, Secretary/Information Coordinator. The next meeting will be July 9th.

Most of my monthly meetings were held last week, so the rest of this week has included catching up on materials, e-mails, phone calls, etc.

Wednesday, I went through today's meeting and documents, and attended bell choir practice at church.

McKinley's Comments:

Tuesday, I attended the Flint Hills Veterans Coalition. Ian from Habitat for Humanity talked about the programs available for veterans such as repairs and modifications needed to homes. They have received a grant from Home Depot specifically for work on veterans' homes.

There were representatives from the people that run the Flag Day celebration to discuss cooperation between the two groups.

The Flint Hills Veterans will be giving two \$1,000 scholarships this year.

Preliminary work on the Veterans Day parade has been started.

Wednesday our church group attended mass at St. Isidore's Church and after lunch we had a tour of the new church. They told us how the decision to build a new facility came about and described how the details in the layout and construction were arrived at.

I enjoyed the great weather this week and was able to get some work done in the garden.

Ford's Comments:

Tuesday morning, I did segments of KMAN's In Focus program. We discussed in further detail the fire that occurred over the weekend here in Riley County and last week's cybersecurity incident and declaration process for both, and emergencies in general. We also discussed facilities and space needs for the county, the updating of several other policies and plans, and the 2025 county and RCPD budgets and budgeting process.

Also, on Tuesday I attended a Health in All Policies event at the K-State Office Complex and Rockin K's hosted by the Flint Hills Wellness Coalition and the Kansas Health Institute. There were approximately 70 people and other officials from the region in attendance and we got a firsthand breakdown of what these policies are and real-life examples of how they have been incorporated in different communities and counties throughout Kansas. We then went through a process of identifying health impact of policies using the Health Impact Checklist on several real-life case studies here in Riley County, including the Flint Hills aTa, the possible splash park in the Northview area, the new Aquatics Center being proposed in Manhattan City Park, and the City of Manhattan's discussion on raising the area sales tax rate to help create revenue for their general fund. Interesting discussion and process to develop impacts and conclusions using this process.

Wednesday afternoon I had my April National Teams call with NACo's Community Economic and Workforce Development Committee. This month was a really packed agenda and after some opening remarks from our Chair Martha Schrader, Commissioner, Clackamas County, Oregon we heard from Manny Lamarre, Deputy Assistant Secretary of at Employment and Training Administration at the U.S. Department of Labor and he discussed the department's apprenticeship opportunities and updates. The second speaker was Kym Lavinge-Hinkley, Director of Learning and Employment Record Ecosystem at the Western Governors University and she went through a virtual demonstration of an Achievement and Employment Wallet Tool. The third speaker was Annie Qing, Program Manager, Health,

and Human Services with the NACo Counties Future Lab, and she went through NACo's new learning and employment records resource tool and dashboard. Lastly, Julia Cortina, Legislative Assistant with the CEWD Committee at NACo gave us a legislative update from Capitol Hill in Washington, D.C. as well as an update on two key pieces of legislation they are watching and an update on National County Government month and work NACo did for Community Development Week which was last week around the country. A short discussion followed before the close of the call.

Wednesday evening, I attended the Manhattan Area Chamber of Commerce April Business After Hours which was hosted by Wareham Hall. It was a really well attended event, and Blade Manges gave the history of the Wareham Theatre and what they are working on. We heard from the members of their board and WTC presented them with a thousand dollar check as well. Really great to know a local treasure like the Wareham is going to be renovated and in use for generations to come.

Business Meeting

3. Proclamation for 2024 National County Government Month

Move to sign the corrected proclamation for April 2024 National County Government Month.

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

4. Discuss Good Morning Manhattan April 18th

5. Intergovernmental Luncheon Agenda attendees and topics

Board-Yes

Rich-Yes

Clancy-No

Review Minutes

6. Board of Riley County Commissioners - Regular Meeting - Apr 8, 2024 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

7. Tentative Agenda

Press Conference Topics

8. Discuss Press Conference

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

9. Administrative Work Session

Holeman discussed SB 384.

9:20 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:	Kathryn Focke, County Commissioner
SECONDER:	Greg McKinley, County Commissioner
AYES:	Ford, Focke, McKinley

10. RCHD Monthly Update

Gibbs presented the Health Department update.

Move to recess as the Board of Health and reconvene as the Board of County Commissioners.

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

9:30 AM Shilo Heger, Treasurer

11. March 2024 Revenue Reporting - Riley County Treasurer

Heger presented the Treasurer's report.

9:45 AM Daryn Soldan, Manhattan Area Chamber of Commerce

12. Economic development update

Soldan presented the Chamber economic development update.

Bishop discussed Fort Riley activities.

10:00 AM Elizabeth Ward, Human Resources Director

13. Working session - Employee Policy Manual proposal

Ward presented proposed dress code policies.

Discussion followed on the dress code policies.

10:30 AM Budget and Planning Committee - Brittany Phillips, Budget and Finance Officer

14. Monthly Cash Flow Report for March 2024

Vargo asked the Board to let Phillips know if they have any questions on the reports presented.

10:40 AM **Shelley Woodard, Deputy County Counselor**

15. Valleywood

Woodard and Webb presented information on the Valleywood subdivision history.

Focke asked if there is a solution to the flooding issues.

Ellermann said he does not believe any solution would completely fix the issues. Ellermann stated the better solutions will be really expensive.

Hatten stated when they dig footings 32" deep they fill up with 8" of water.

Move to approve "Resolution No. 041124-16, A Resolution extending a Declaration of Local Disaster Emergency for Riley County, Kansas" until April 23, 2024 for the cybersecurity incident involving the Riley County Emergency Radio Communication System.

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

Move to approve "Resolution No. 041124-17, A Resolution extending a Declaration of Local Disaster Emergency for Riley County, Kansas" until April 23, 2024 for the Burklund/Axelton Wildfire (f/k/a Axelton Hill Road Wildfire).

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

11:25 AM **Adjournment**

Move to adjourn.

RESULT:	ADOPTED [UNANIMOUS]
----------------	----------------------------

MOVER:	Kathryn Focke, County Commissioner
SECONDER:	Greg McKinley, County Commissioner
AYES:	Ford, Focke, McKinley