



**Board of Riley County
Commissioners
Regular Meeting
Minutes
April 13, 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
Evan McMillan	Assistant County Engineer	Present	8:30 AM
Michele Reid	Payroll, Benefits & Employee Relations Manager	Present	8:47 AM
Craig Cox	Deputy County Counselor	Present	8:56 AM
Russel Stukey	Emergency Management Director	Present	8:56 AM
Darell Edie	Budget & Finance Officer	Present	9:04 AM
Julie Gibbs	Health Department Director	Present	10:00 AM

Pledge of Allegiance

Public Comment

1. Public Comments

Rodriguez said he opposes the Riley County Commission in allowing the City to transfer the animal control to RCPD. Rodriguez stated he envisions everyone currently with animal control would get a big raise and Riley County would be required to take care of a facility in Pottawatomie County. Rodriguez said RCPD is for criminal activity not animal control.

Ford stated the estimated cost for the enhanced animal control would cost \$364,000.

Focke stated she agrees with Rodriguez's concern on the facility in Pottawatomie County.

Commission Comments

2. Commission Comments

Focke's Comments:

Tuesday I had my annual physical check-up. All tests came out much better than they had for the past several years.

After that I visited the office of Aero-Mod out on highway 24. One of the constituents in Keats had expressed interest in them as another alternative for wastewater management. I picked up some information and left my name to have their rep get in touch with me.

That afternoon I also met with Amanda Webb and Craig Cox to discuss ongoing strategy in finding a property owner for a lagoon site.

Wednesday, I did the prep work for the Thursday night meal at my church. We cook for eighty people.

That afternoon I attended the Solid Waste Management Committee meeting. Public Works is still negotiating with Hamm on a transfer contract and there was a lot of discussion on that issue.

The 5-year plan is due in May, 2024 and committees have been set up and assigned for the various parts of the plan.

Steve Galitzer, current chair, is stepping down and the group elected David Kreller to be the new chair. Steve will stay on the committee for a maximum of one year to help with the transition and the 5-year plan.

Ford's Comments:

Monday afternoon I met with my nutritionist for the very last time. I have been meeting with Rethink extensively since the summer of 2019, but since I'm closing in on my weight loss goals and have the tools necessary to sustain, these appointments are no longer needed and we both are comfortable with this decision. Rethink has been amazing to work with and has put the notion and stigma of nutrition planning to rest for me permanently.

Tuesday morning I did KMAN's In Focus, I brought Julie Gibbs from the Health Department with me to do the program as well. She spoke of some upcoming events and mentioned some recent ones as well, and updated everyone on the programs and services offered by the Health

Department. We also discussed recent conversations on animal control and enforcement, work and efforts being done with North County EMS, the Public Safety HQ, and several other items that came up along the way during the program.

Also Tuesday morning I attended Congressman Tracey Mann's Townhall at the Wefald Pavilion at City Park. He gave us an update on what he and his staff are working on in Washington, D.C. and answered quite a few questions and concerns from the audience, including myself. It was well attended, and I was glad I had the opportunity to attend the event.

Tuesday afternoon over the lunch hour I attended the US Global Leadership Coalition luncheon and panel discussion at the Bluemont Hotel. This was a very well attended event and got some very informative information and dialog on the United States and Kansas role in building agricultural coalitions around the world to help countries and population in need of food, products, and services. Thanks to Congressman Tracey Mann, VADM Carol Pottenger (US Navy Retired) and Hans Kabat (Cargill) for being members of the panel discussion.

Late Tuesday afternoon I met with Mike Matson, Political Affairs Director with the Manhattan Area Chamber of Commerce to discuss a handful of items including our update to the Vision 2025 Comprehensive Plan, the discussions going forward with the fairgrounds, the Junior Commissioners Program that has been discussed, and the potential appointment to NACo's Veterans and Military Services Committee if appointments do indeed come open. We had a great open dialog on these topics and always look forward to chatting with Mike when it comes available.

Lastly on Tuesday I met briefly with Amanda Webb, Riley County Planning Director to discuss Monday evening's Planning Board meeting and in particular to discuss Evergy and their proposed substation in the McDowell Creek/Ashland Bottoms area. Had a lot of questions and concerns in regard to it so it was good to get caught up on all that's going on currently before the May 1st Public Hearing here in the Board Chambers.

Wednesday afternoon I attended the April meeting via Microsoft Teams of NACo's Community Economic and Workforce Development Committee. After some opening remarks from our Chair Martha Schrader, Commissioner Clackamas County, Oregon we heard from Laura Demaria, Executive Director, National Association of County Community Economic Development. She discussed upcoming NACCED training sessions as well as Community Development week that is upcoming. Next we heard from Richard Tucker, Housing

Arlington Coordinator with the Department of Community Planning, Housing and Development in Arlington County, Virginia. He discussed their Missing Middle Housing Study they did and how their model could be rehashed and developed similarly for other counties and local jurisdictions to use. Next we got our usual in-depth legislative update from Capitol Hill from Michael Matthews, Legislative Director CEWD, NACo and lastly had some open discussion and final remarks from the Chair. We will meet again in May.

Community Development Week is this week (April 10-14) and although we did not do a formal proclamation for this week I wanted to give a shout out to everybody in our County Planning Department for the work and efforts they do for Riley County throughout the year and for the citizens of Riley County as well.

McKinley's Comments:

Monday evening I attended my first Riley County Planning Board meeting. I picked a good one. The main agenda item was the Evergy request for Special Use Authorization for an electrical substation in Ashland Township along McDowell Creek Road. I counted 80-90 people in attendance plus the board and county staff. Comments were limited to 5 minutes and there was about an hour and a half of comments. This issue will be coming to us on May 1st so we need to read up on all the information available and schedule a long meeting. I am sure you have received the stacks of emails like I have on this. The meeting lasted until 10:00 p.m.

Tuesday evening was the Fire Advisory Board meeting. The meeting started at 7:00 p.m. and finished at 8:30 p.m. but post meeting discussions lasted until 9:30 p.m. Russel Stukey met with County Attorney Wilkerson about enforcing the fire ordinances in the county for grass fires. All the fires are not a problem and sometimes can just get out of control by accident. There are many that become problems because the regulations for permits are not followed. They have agreed to issue tickets for minor violations that cause the fire department to be called in. This has been coordinated with RCPD. For major violations a case number will be issued and a case will be set with the County Attorney's office.

The other major item discussed was the fire station bids. They discussed a lot of options about the two stations and Russel Stukey will be coming to us with a recommendation on how they want to proceed.

After the meeting there were several conversations and one of them concerned the options being looked at for the fairgrounds. This is someone who I had been considering, so I told him about the task force

being put together. He agreed to be on the task force. I called Gary Fike and gave him the name, who he knew. Gary asked if the other commissioners had their appointees because he had names for most of the positions and wanted to finish it up.

Tuesday morning I showed up for the Flint Hills Veterans Coalition meeting. I then went back on Wednesday morning when the meeting was actually scheduled. It was a relatively short meeting. A report on finances and scholarships and then a little discussion on the Veterans Day parade. Since it is still seven months away the parade discussion was very basic.

Business Meeting

3. Flat Rock Rd. Culvert Replacement Project- Easements

Move to approve the Grant of Permanent Easement and Temporary Construction Easement with Edward Bergsten to lay out, relocate, widen, or alter a certain public road known as Flat Rock Road.

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

4. Union Rd. Culvert Replacement Project- Easements

Move to approve each of the Grant of Permanent Easements with Chad Larson and Megan Larson and the Galen M. Fink Trust and the Lori J. Fink Trust to lay out, relocate, widen, or alter a certain public road known as Union Road.

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

Move to approve each of the Temporary Construction Easements with Chad Larson and Megan Larson and the Galen M. Fink Trust and the Lori J. Fink Trust to lay out, relocate, widen, or alter a certain public road known as Union Road.

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

AYES:	Ford, Focke, McKinley
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5. Sign Riley County Personnel Action Form(s)

The Board of County Commissioners signed Riley County Employee Action Forms for the following:

- Antonio Mitchell, a new hire, as a Traffic Control Technician, in the Public Works Department, at a Pay Range 5, at \$19.03 per hour.
- Isaac Drake, a rehire, as a Facility & Grounds Tech I, in the Public Works Department, at a Pay Range 6, at \$19.70 per hour.
- Shelley Woodard, a new hire, as a Deputy Riley County Counselor, in the Counselor's Department, at a Pay Range FF.

6. Discuss Joint City/County/County Meeting Agenda Topics

- Animal Control - Riley County

Review Minutes

7. Board of Riley County Commissioners - Regular Meeting - Apr 10, 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

Review Tentative Agenda

8. Tentative Agenda

Press Conference Topics

9. Discuss Press Conference

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

10. Administrative Work Session

Holeman discussed his opinion that the City of Manhattan Animal Control Officers cannot lawfully be transferred to RCPD as "law enforcement officers", per KSA 74-5602.

11. Small City Sales Tax Loss Reimbursement Agreement—City of Leonardville

Holeman presented the Interlocal Service Agreement with the City of Leonardville.

Ford stated these funds are directly related to economic development. Ford said we need to support these funds for our small communities.

Move to approve the Interlocal Service Agreement with the City of Leonardville.

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

9:20 AM Budget and Planning Committee - Darell Edie, Budget and Finance Officer

12. Monthly Cash Flow Report for March 2023

Edie presented the monthly cash flow reports.

9:30 AM Shilo Heger, Treasurer

13. March 2023 Revenue Reporting - Riley County Treasurer

Heger presented the Treasurer's report.

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

14. Economic development update

Soldan presented an economic development update.

10:00 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:	John Ford, County Commissioner
SECONDER:	Greg McKinley, County Commissioner
AYES:	Ford, Focke, McKinley

15. RCHD Update

Gibbs presented the Health Department update.

16. RCHD Out of State Travel Request

Gibbs presented the out of state travel request.

Move to approve the Out of State Travel Request for Julie Gibbs to attend the 21C Learning Community Meeting in Washington, D.C. in the amount of \$926.00. There will be no fiscal impact to the county as PHAB will be covering all travel expenses.

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

10:26 AM Adjournment

Move to adjourn.

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