



**Board of Riley County
Commissioners
Regular Meeting
Minutes
April 17, 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
Anna Burson	County Appraiser	Present	8:30 AM
Brett Clark	Community Corrections	Present	8:30 AM
Darrin Hobbs	REACH Committee Chair	Present	8:30 AM
John Ellermann	Public Works Director/County Engineer	Present	8:30 AM
Shelly Williams	Community Corrections Director	Present	8:30 AM
Sandi Harper	ISO II - Adult, Community Corrections	Present	8:30 AM
Michele Reid	Payroll, Benefits & Employee Relations Manager	Present	8:49 AM
Anne Smith	aTa Bus Director	Present	8:53 AM
Craig Cox	Deputy County Counselor	Present	9:00 AM
David Adams	EMS/Ambulance Director	Present	9:06 AM
Lori Feldkamp	Big Lakes Developmental Center Director	Present	9:30 AM
Amanda Webb	Planning/Special Projects Director	Present	9:30 AM
Richard Britt		Present	9:45 AM
Elizabeth Ward	Human Resource Director	Present	10:10 AM
Shilo Heger	Treasurer	Present	10:21 AM
Darell Edie	Budget & Finance Officer	Present	10:22 AM
Russel Stukey	Emergency Management Director	Present	10:30 AM

Pledge of Allegiance

Public Comment

1. Public Comments

Hobbs presented the Employee of the Month to Brett Clark, Community Corrections.

Clark said the Drug Court Program is going very well. Clark reported they have had one graduate and two others are ready to graduate.

Commission Comments

2. Commission Comments

Focke's Comments:

Thursday, after the BOCC meeting, I met with Russell Stukey on the bids for the rural fire stations. He will recommend that the bids received for construction should be rejected and that we act as the general contractor to get them built. The issue will be on the April 17th agenda of the Commission.

I then met with Craig Cox concerning several ideas on purchasing property for the Keats lagoon site.

Later, I stopped by my church to make sure all food items were prepared for the community meal that evening, and went back later to get the main dish in ovens. I also attended a committee meeting later at the church.

Friday, after hearing the weather report for rain, I mowed the grass and put down a lot of mulch in the back yard.

Saturday, I picked up my taxes from the accountant's office and then did a painting project and caught up on commission paperwork and meeting information for today's meeting.

Ford's Comments:

Thursday afternoon I met with Kyle Powers from the Haven Real Estate Group to discuss the Opportunity Zones, Tax Credits, and other relevant items to this for the River Trail area out by the City of Ogden. We're both going to be doing some research on this for one of his clients with property in that area.

Also Thursday afternoon I spoke with David Adams, Riley County EMS/Ambulance Director to share some thoughts and ideas on the Public Safety Headquarters and to get some feedback and updates on the project from him as well. Looking forward to seeing what transpires moving forward and hopefully it comes with good news.

Friday morning I had a minor procedure done at Ascension Via Christi, went very well and we were back up and going by Friday afternoon. Thank you to everyone there at hospital who took good care of me and got me throughout the process.

Saturday morning I met with the Riley County Republicans at their monthly Coffee Talk. Gave everyone an update on what is going on and occurring with the county, heard a legislative update from Representative Lewis Bloom, an update from Manhattan from Commissioner Matta, an update from USD 383 from Member Christine Weixlemen, and heard from school board candidate Robert Busby as well.

Spent most of the rest of weekend catching up on projects at home and getting ready for the upcoming week.

McKinley's Comments:

Thursday afternoon I attended the NBAF Community Liaison Group meeting. This meeting was a tour of the NBAF facility. I had been through it 2 years ago when it was still under construction. Now that it is built it is an amazing building. One of our guides was an operation man that explained the systems in place and how they operated. The other guide was one of the scientist that will be working in the lab. His excitement about the facilities was sky high. He has worked at other facilities and kept mentioning all the new things they can do here.

They showed us the suits they will wear that includes boots and head coverings. They will be hooked up to air lines suspended from the ceiling to keep positive air pressure in the suits. They discussed the special procedures to care for the livestock. Clothes worn under the suites will be left in the locker room for special cleaning, then they step into a shower and come out the other side to put on their street clothes. They will have a cafeteria inside the containment area. Special flooring and wall coverings were designed to protect the livestock and workers. There is an extensive system to clean all air and waste before it leaves the facility.

They are hiring a professional team to take videos of the facilities to show guests later. Once the diseases are brought in there will be no visitors allowed so they are hiring a professional team to take videos of the facilities to show guests later.

Friday I had a conversation with Rich Vargo about some county business.

Business Meeting

3. Highway Use Permit, Ebert Construction

Move to approve a Highway Use Permit granting Ebert Construction permission to work in the right of way to place steel plates across Wildcat Creek Road for heavy equipment crossing for access to MHK airport project.

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

4. Sign Tax Roll Corrections

Move to approve the Tax Roll Corrections.

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

5. Sign Riley County Personnel Action Form(s)

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

- Amanda Huff, a new hire, as a Records Assistant I, in the Register of Deeds Office, at a Pay Range 4, at \$18.12 per hour.
- Alexis Dunaway, a new hire, as a WIC Clerk, in the Health Department, at a Pay Range 5, at \$19.03 per hour.

Review Minutes

6. Board of Riley County Commissioners - Regular Meeting - Apr 13, 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

7. Tentative Agenda

Press Conference Topics

8. Discuss Press Conference

9:00 AM Anne Smith, aTa Bus Director

9. aTa Bus update

Smith presented an aTa Bus update.

9:15 AM David Adams, EMS/Ambulance Director

10. Staff Update

Adams presented the EMS/Ambulance staff update.

9:30 AM Press Conference**9:35 AM Lori Feldkamp, Big Lakes Development Director**

11. Letter of Support for an application for Community Service Tax Credits for Big Lakes Developmental Center, Inc.

Feldkamp presented the Big Lakes Letter of Support.

Move to approve a Letter of Support for an application for Community Service Tax Credits for Big Lakes Developmental Center, Inc.

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

9:40 AM Amanda Webb, Planning/Special Projects Director**12. Response and discussion to Britt's questions**

Webb and Hobbs presented an update on Britt's concerns about floodplain development.

Hobbs stated the City of Manhattan has obtained the correct permits for the levy project.

Britt said he disagrees. Britt stated he brought the issue to the County and City in 2021. Britt said Cox took it to the City and they were going to take care of it.

Britt said in the past when he moved dirt for two hours he was issued an immediate cease and desist.

Britt stated a no rise certificate should have been required for the 6' of rise above the regular soil surface around the entire borrow pit.

Britt said the City did not get a no rise certificate for a project near Wildcat Creek.

Hobbs stated in the State report the no rise was granted for the borrow pit as well.

Focke said we need to give the City a date on when the building needs removed.

Britt said very clearly the material in the borrow pit and 6' levy around the borrow pit is not included in the No Rise Permit.

Hobbs said the borrow pit 6' rise is included in the levy and the rock is placed for the drainage to the river.

Focke asked Cox to follow up on the Britt's concerns and report back to the Board.

10:10 AM Clancy Holeman, Counselor/Director of Administrative Services**13. Administrative Work Session**

14. Pending County Projects County Counselor
15. Resolution Opposing Appointment of Animal Control Officers to Supervision of RCPD

Holeman presented the Resolution regarding the Animal Control Officers to the Riley County Police Department.

Move to approve “Resolution No. 041723-19, A Home Rule Resolution opposing the Riley County Law Enforcement Agency’s appointment of Animal Control Officers to the Riley County Police Department and requesting no such appointments be made.”

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

10:30 AM

Elizabeth Ward, Human Resource Director

16. 2024 Merit and COLA Pay Request

Ward presented the 2024 Merit and COLA pay request.

Ward stated merit increases are only granted for satisfactory evaluation.

Ward reported the December CPI was 6.5% and the Annualized CPI after December is 8%.

Ward discussed the need to stay competitive with the market to include COLA.

Ward stated the salary increase implemented last year has reduced turnover and helped with recruitment.

Ward said she would be glad to sit with the commissioners to show them the detailed numbers.

10:45 AM

Russel Stukey, Emergency Management Director

17. Reject Fire Station Bids

Stukey presented the RCFD #1 recommendation to reject all bids received for the new fire stations at Ashland and University Park.

Stukey said the staff is considering being their own general contractor for the projects.

The Board agreed by consensus for Riley County Fire District # 1 to proceed with the fire station projects as their own general contractor.

Move to approve the recommendations from RCFD #1 staff to reject all bids received for new fire stations at Ashland and University Park.

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

11:00 AM

Amanda Webb, Planning/Special Projects Director

18. Authorize Chairwoman to sign contract for temporary environmental health services

Webb presented a contract for Environmental Health Services.

Move to approve the Contract for Temporary Services with Randy Barten for environmental health services.

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

Adjournment

Move to adjourn.

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

12:00 PM

Law Enforcement Agency Meeting

19. Law Board Meeting Agenda