



**Board of Riley County
Commissioners
Regular Meeting
Minutes
April 22, 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
Vivienne Leyva	PIO	Present	8:30 AM
Anna Burson	County Appraiser	Present	8:30 AM
Michele Reid	Payroll, Benefits & Employee Relations Manager	Present	8:34 AM
Bob Isaac	Planner	Present	9:15 AM
Shanika Rose	Chronic Disease Risk Reduction Coordinator	Present	9:15 AM
Julie Gibbs	Health Department Director	Present	9:15 AM
Brittany Phillips	Budget and Finance Officer	Present	9:33 AM
Katharine Hensler	Museum Director	Present	9:48 AM

Pledge of Allegiance

Public Comment

1. Public Comments

Commission Comments

2. Commission Comments

Focke's Comments:

Tuesday, I had an early morning physical therapy session and later had my annual physical with my primary physician plus some various tests.

Wednesday, we received notice about the KDHE and the Bureau of Water grant awards that included Keats and University Park, for a total of \$3M, plus a technical assistance grant for Keats for approximately \$359,000. We were advised not to release the information until the Governor's office announced it. This is so wonderful for Riley County, University Park residents, Keats residents, and all of us at the county who have been working diligently for several years to get these projects going.

Thursday morning, I attended "Good Morning Manhattan" at the Manhattan Country Club. The speakers were Shanna Goodman, the new executive director of the Pottawatomie County Economic Development Corporation. She shared her vision for the attraction and retention of businesses to Riley and Pottawatomie Counties. Josh Brewer of Habitat for Humanity gave his PowerPoint presentation on housing and the possibility of "land trust communities" that would help with affordable housing costs.

That evening, I attended the Big Lakes Annual Awards Banquet Program at the Midwest Dream Car Museum. The event was very well attended and dinner was provided by the Friendship House. Client of the Year Awards were given to two recipients and then Employee Service Recognition and Donor Support Awards were given, followed by remarks by Lori Feldkamp.

Friday, I had an early morning physical therapy session. I have about two more weeks and will hopefully be released. I stopped in the office and said my goodbyes to Shelley Woodard.

Throughout the day, I had calls concerning the Kansas grant awards for Riley County, including a phone interview with KMAN, which had hit the press that morning.

McKinley's Comments:

Thursday and Friday last week I was at the Kansas County Commissioners Association Conference in Pittsburg. Presentations included a legislative update, BIL grants, appraisal process, ethics, and dealing with media. These conferences are a chance to meet with other commissioners and learn how they deal with things. I learned things and also have some things we need to look at.

Saturday, I attended the Riley County Republicans monthly meeting. There were discussions about the upcoming elections. There were questions about property taxes and valuations. I answered some questions and was able to correct some misinformation that is out in the

public.

Ford's Comments:

Monday afternoon I had the April RCPD Law Board meeting at Manhattan City Hall. After we approved the consent agenda with one amendment, we went through the general agenda items which included several public comments, an update from the Fraternal Order of Police Lodge #17, several board member comments and several award presentations of both accommodation and lifesaving were presented to community members and officers. We had two proclamations, one for National Correctional Officers Week and another for National Police Week. We approved the annual letter of Audit Engagement with James Gordon and Associates and also approved several grants, one from the Office of Community Oriented Policing Services FY24 Promoting Crisis Teams and one from the Bureau of Justice Assistance FY24 Rural and Small Department Violet Crime Reduction Program. The last item was the most important in the first discussion and dialog pertaining to the FY2025 budget and the development and publication of that budget. As it stands this year's budget is roughly a 6.6% increase from FY 24 and it has been asked to come back with both a 5% and 6% proposal at the next meeting.

Tuesday afternoon I left for Pittsburg, Kansas and the 48th Annual Kansas County Commissioners Association Conference. We had an opening ceremony and dinner at the Dirty Mule there on the outskirts of Pittsburg which was fun and a great way to break the ice at this year's conference.

Wednesday was a full day of activities and presentations at the KCCA Conference in Pittsburg. We heard from Jay Hall and Mike Taylor from KAC on a legislative update, Matt Hanson from Witt O'Brien's on Grant Opportunities at the federal level, David Harper from the Property Valuation Division at the Kansas Department of Revenue, and a great lunch speaker Brandon Clark, Derby High School Football Coach. Afternoon speakers included our former County Counselor Craig Cox and a Local Media Panel, moderated by Mike Taylor. Lastly, we had a breakout session with like counties of population to discuss the challenges and issues we face.

Wednesday evening, I had dinner at Chicken Annie's with the team from MakeMyMove out of Indiana and Former AG and Gubernatorial candidate Derek Schmidt to discuss recruitment of people into the area as well the state of Kansas.

Thursday, we continued with the KCCA conference with updates from the breakout sessions, an update from NACo with Kieth Becker,

Commissioner McPherson County, and a presentation on Community Engagement and Strategy from Aaron Davis and the last presentation was from Taitana Lin on Ethical AI in Action. I wanted to point out that next year's conference will be here in Manhattan so I'm looking forward to that.

Thursday afternoon I drove back home and caught up on a few things here in the office.

Also, on a positive note, it was great to hear that KDHE and the Water Resource Department has awarded Riley County \$3 million for assistance on the Keats and University Park projects and the City of Odgen received a Thriving Communities Grant from USDOT of just over \$1.9 million for help on replacing Riley Avenue downtown.

Business Meeting

3. National Drug Endangered Children Awareness Day

Move to approve a Proclamation for National Drug Endangered Children Awareness Day.

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

4. Advisory Board appointment letters and Resolution

Move to approve the following appointments, sign letters, and approve "Resolution No. 042224-19 , A Resolution appointing Riley County representatives to Council/Advisory Boards."

Grace Hagenmaier Comm Dist 2	April 22, 2024- December 31, 2026	Rural Economic Development 3 year
James Fenton Comm Dist 3	April 22, 2024- December 31, 2027	Manhattan Urban Area Planning Board 3 year

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

5. Sign Riley County Employee Action Form(s)

The Board of County Commissioners signed Riley County Employee

Action Forms for the following:

- Shelley Woodard, a Deputy County Counselor, in the Administrative Services/Counselor's Department, for Separation from County Service, effective April 19, 2024.
- Cade Carson, a Volunteer Firefighter Stipend, in the Riley County Fire District #1, for Separation from County Service, effective April 11, 2024.
- Ryker Nelson, a new hire, as a Seasonal Laborer, in the Public Works/Parks Department, at a Range Seasonal, at \$15.07 per hour.
- Alan Tajchman, a Volunteer Firefighter Stipend, in the Riley County Fire District #1, for Separation from County Service, effective April 17, 2024.

6. Sign Riley County Position Action Form(s)

The Board of County Commissioners signed a Riley County Position Action Form for a Bilingual Maternal & Child Health Home Visitor Assistant, in the Health Department, at a Range 8 (temporary April 29th - June 30th, filled by incumbent).

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

Review Minutes

7. Board of Riley County Commissioners - Regular Meeting - Apr 15, 2024 8:30 AM

Move to approve the minutes.

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

Press Conference Topics

8. Discuss Press Conference

Review Tentative Agenda

9. Tentative Agenda

9:00 AM Michael Rezkalla, Pawnee Mental Health Services Director

10. Pawnee Mental Health Services update

Rezkalla presented an update on Pawnee Mental Health Services.

9:15 AM Bob Isaac, Planner

11. Replat Lot A Lakeview Addition Unit Three and Lot 28 Lakeview Addition into a single lot.

Isaac presented the Lakeview Addition request.

Move to approve “Resolution No. 042224-20, A Resolution approving the Lakeview Addition Unit 5 plat and accepting the street rights of way, easements and licenses as shown to be dedicated on said plat”, a replat of Lot A Lakeview Addition Unit Three and Lot 28 Lakeview Addition, as it was determined that it meets the requirements of the Riley County Land Development Regulations and Sanitary Code.

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

9:30 AM Press Conference

12. Presentation of National Drug Endangered Awareness Day Proclamation - John Ford and Julie Gibbs (3-5 minutes)

Ford presented the National Drug Endangered Awareness Day Proclamation to Gibbs.

Gibbs said they are working hard to bring awareness to this issue.

9:45 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:	Greg McKinley, County Commissioner
SECONDER:	Kathryn Focke, County Commissioner
AYES:	Ford, Focke, McKinley

13. RCHD Out of State Travel Request

Gibbs presented the out of state travel requests.

Move to approve the Out of State Travel Requests for Julie Gibbs and Brea Spencer to attend the NACCHO 360 Conference in Detroit, Michigan at no fiscal impact as the conference and all travel associated will come directly from KDHE Workforce Development and Regional PHEP funds.

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

9:50 AM

Amanda Webb, Planning/Special Projects Director

14. Comprehensive Plan Update

Webb presented the Comprehensive Plan update.

10:10 AM

Clancy Holeman, Counselor/Director of Administrative Services

15. Administrative Work Session

16. Pending County Projects County Counselor

Holeman presented the Commission Projects List.

Holeman said the Nuisance Abatement Bill is going to the Governor for signature.

17. A Resolution Establishing Parking and Traffic Regulations at the Riley County Health Department and Riley County Historical Museum

Holeman presented the resolution establishing parking and traffic regulations for the Health Department and Historical Museum.

Move to approve “Resolution No. 042224-21, a Resolution establishing parking and traffic regulations for motor vehicles within the lots to the east and west sides of the Riley County Health Department, plus the lots to the south and east of the Family and Child Resource Center, including parking on Charles Little Road, plus the lot to the southeast of the Riley County Historical Museum to include the handicap spots on the east side of the Riley County Historical Museum.

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

10:30 AM**Amanda Webb, Planning/Special Projects Director**

18. Public Hearing to Consider Adoption of the 2024 Riley County Solid Waste Management Plan

Ford opened the Public Hearing for the 2024 Solid Waste Management Plan.

Webb presented the 2024 Solid Waste Management Plan.

Kreller said the team putting this together is twenty-two citizens from all walks of life. Kreller stated it is a collective of voices who put this together.

Ford closed the Public Hearing.

McKinley discussed the subsidization of \$15,000 for recycling.

Focke discussed the action statement on landfills.

Move to adopt the 2024 Riley County Solid Waste Management Plan as presented.

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

Adjournment

Move to adjourn after the Intergovernmental Luncheon.

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

12:00 PM

Intergovernmental Luncheon

19. Intergovernmental Luncheon Agenda