



**Board of Riley County
Commissioners
Regular Meeting
Minutes
May 04, 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	Remote	8:30 AM
Cindy Kabriel	Senior Administrative Assistant	Present	8:30 AM
Clancy Holeman	Counselor/Director of Administrative Services	Present	8:30 AM
Anna Burson	County Appraiser	Present	8:30 AM
Elizabeth Ward	Human Resource Director	Present	8:34 AM
Michael Boller	Noxious Weed Director	Present	9:09 AM
Shelly Woodard	Deputy County Counselor	Present	9:20 AM
Evan McMillan	Assistant County Engineer	Present	9:21 AM
Amanda Webb	Planning/Special Projects Director	Present	9:22 AM
Darell Edie	Budget & Finance Officer	Present	9:26 AM
John Ellermann	Public Works Director/County Engineer	Present	9:28 AM
Russel Stukey	Emergency Management Director	Present	11:00 AM

Pledge of Allegiance

Public Comment

1. Public Comments

Commission Comments

2. Commission Comments

Focke's Comments:

Tuesday, I caught up on some paperwork in my home office and

returned phone calls and e-mails. Later in the afternoon, I attended the Common Table meeting where we discussed a MOA with the school district on holding meals in the 9th grade building. It will have to be taken to the School Board for their approval. We will not need to sign the document until a firm date is established sometime in 2024.

Wednesday I attended the Military Relations lunch and meeting at Four Points by Sheraton. Major General Meyers is back at Fort Riley. Guest speakers were Col. Michael Foote and Command Sgt. Major Jason Poulin who went over the economic impact Fort Riley has on Riley County. They discussed the amount of soldiers and families that stay in Kansas and the TAP (Transition Assistance Program). Christian Bishop, the new Military Relations coordinator for the Chamber, gave a report on her first month in the position and had a full calendar. An upcoming event is the Armed Forces Golf Tournament on May 20th that will benefit nineteen military related charitable causes that assist service members, veterans, and military families.

After that, I attended the Westloop Business Association Meeting at Rockin K's. Guest Speaker was Director Brian Peete of the RCPD. He did a great presentation about the benefits of the consolidated police department and how they are working to create an atmosphere of trust with all community members. Another presentation was made by Pierson MacAtee (former KSU basketball player) who is helping with the NIL program - Name, Image, and Likeness that assists KSU student athletes who can now market their names for profit. The athletes are getting paid for services to a variety of businesses and other entities for advertising, and it is also used as a recruitment tool. The students have to be enrolled and on campus to participate in the program.

Members shared their upcoming events and business news. A new business that has just opened in Candlewood is "Top Shelf", locally owned and operated, and is a source for premium, high quality, lab tested and legal Hemp derived CBD products. It is open daily from 9:00 a.m. to 8:00 p.m. daily.

Ford's Comments:

Monday afternoon I met with Anna Burson, Riley County Appraiser to discuss the Rural Incentive Housing District, MFH possible project and funding as well as the land trust opportunity that was discussed during the last Intergovernmental meeting back in April. Looks like several counties including Douglas and the City of Lawrence are doing something similar and will be a good reference point as the dialog moves along.

Also Monday afternoon I spoke with Jared Tremblay, Planning

Manager for the Flint Hills Metropolitan Planning Organization on a federally funding program called Safe Streets and Roads for All to see what they can do as a possible alternative for the necessary improvements for the City of Ogden. This actually sounds like it may have promise as the MPO and KDOT think this may be a reasonable and pliable approach and may be applicable to other parts of Riley County as well.

Tuesday evening I listened in on a National Association of Counties webinar discussing the new U.S. Department of Transportation \$848 million dollar Promoting Resilient Operations for Transformative Efficient and Cost-Saving Transportation Grant Program or (PROTECT). Established by the Bipartisan Infrastructure Law, counties can apply directly through USDOT through August 18th.

Some good news for the City of Ogden, other parts of rural Riley County and even US-24 is the Safe Streets and Roads for All Grant may be a good possibility at this point to fill in some much needed gaps. The State recently announced this as one of KDOT's four statewide Safety Corridor Pilot Program locations, this will tie in nicely with that. As an example, if we went after a \$1,000,000 grant (including the \$600k for design work for Ogden), then the federal share would cover \$800,000 (80%), KDOT would contribute \$150,000 (15%), meaning Ogden + county would only need to supply \$50,000 (5%). Ogden has this much ready, however since there would be other cities (possibly) and other projects, we will need some proportional match from either those other cities or county. I'm figuring Ogden being 75% of the grants work, so $\frac{3}{4}$ of \$50k = \$37.5k, leaving the county/other cities paying only \$12.5k (that comes to 1.25% of the \$1M grant). The Flint Hills MPO will serve as the lead applicant, but in reality, Ogden will be the lead overall. If awarded, we would hire a consulting firm to do the work and create the Action Plan report.

Congratulations to the K-State men's basketball team for picking up one of the most covenant portal transfer players in the country in North Texas's Tylor Perry. An almost shoe-in to fill the spot lost with the departure of Marquis Nowell and one the best 3-pointer shooters in the nation as well. Should be fun to watch come fall.

McKinley's Comments:

Congratulations to Breva Spencer in the Health Department for a front page article in the Mercury Tuesday.

Tuesday the committee working on the new Public Safety project met. Had a good discussion and have estimates and floor plans for three options to present to the board soon. David Adams will set up separate

meetings with John Ford and Kathryn Focke before then to review the plans.

Flint Hills ATA had a meeting scheduled yesterday. I had let them know I had a doctor meeting at that time. I received an email that only one board member showed up so no meeting was held.

Business Meeting

3. Highway Use Permit, WTC Communications

Move to approve the Highway Use Permit granting WTC Communications permission to work in the right of way to plow, bore and rock saw along grass line of Wildcat Creek Road to install new fiber optics.

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

4. Action on Mobile Device Reimbursement Form

Move to approve the Mobile Device Reimbursement Form.

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

5. Approve payroll/accounts payables (when completed)

Move to approve the payroll vouchers in the amount of \$665,176.05 and the following warrant vouchers for May 5, 2023:

2021 Budget

Road & Bridge Cap Project	\$270.00
TOTAL.	\$270.00

2022 Budget

Disaster Fund	\$ 79.99
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Road & Bridge Cap Project	45.00
TOTAL.	\$124.99

2023 Budget

County General	\$488,042.66
Disaster Fund	1,015.00
Health Department	89,788.91
Community Corrections	10,420.44
Capital Improvements Fund	11,539.12
Emergency 911	467.01
Solid Waste	5,808.15
County Building	33,595.63
Road & Bridge Cap Project	2,900.00
RCPD Levy/Op	4,077.52
Riley Co Fire Dist #1	8,737.29
University Park W&S	4,754.67
Hunters Island Water Dist	2,531.95
Carson Sewer Benefit Dist	895.95
Deep Creek Sewer	177.06
Moehlman Bottoms	847.25
Valleywood Operations	309.20
Terra Heights Sewer	175.37
Konza Water Operations	5,237.90
Lakeside Heights Sewer	39.20
High Plains Ranch-Ben Dis	139,727.79
TOTAL.	\$811,088.07

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

Review Minutes

6. Board of Riley County Commissioners - Regular Meeting - May 1, 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
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Review Tentative Agenda

7. Tentative Agenda
Cancel County Officials Luncheon

Press Conference Topics

8. Discuss Press Conference

9:00 AM**Anna Burson, Appraiser**

9. Staff Update

Burson presented an Appraiser's staff update.

10. Request to Post and Refill Part time Appraiser Clerical Assistant

Burson presented a request to post and refill a part time Clerical Assistant in the Appraiser's Office.

Move to approve the request to refill the part time Clerical Assistant position for the Appraiser's Office.

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

The Board of County Commissioners signed a Riley County Position Action Form for a part time Clerical Assistant, in the Appraiser's Department, at a Range Temporary and As Needed (TASND).

9:15 AM**Michael Boller, Noxious Weed Director**

11. Staff Update

Boller presented a Noxious Weed staff update.

9:30 AM**Evan McMillan, Assistant County Engineer**

12. Riley County Transfer Station Rate Increase

McMillan requested a rate increase for the Riley County Transfer Station.

Ford said there needs to be a way to make it easier and a better way to pay as part of this. Ford said there needs to be more options than just one. Ford said we need to make it better if we are increasing fees.

McMillan said they will look at options and bring it back.

Move to table the request and reschedule when other alternatives are available.

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

13. Riley County Trash Services Proposed Extension of Contract - Howie's Trash Service

McMillan presented the proposed extension of contract with Howie's Trash Service.

McKinley asked what the increase is.

McMillan said it is a 30% increase.

Move to approve to go month to month for trash service until it is rebid.

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

10:15 AM**Clancy Holeman, Counselor/Director of Administrative Services**

14. Administrative Work Session

Holeman said he doesn't have any updates.

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

15. Planning & Development - Staff Update

Webb presented a Planning staff update.

10:45 AM Clancy Holeman, Counselor/Director of Administrative Services

16. High Plains Ranch Road Benefit District Assessment Notice of Hearing

Holeman presented the High Plains Ranch Road Benefit District Assessment Notice of Hearing and Resolution.

Move to approve “Resolution No. 050423-25, A Resolution setting the date, time and place for a Public Hearing on proposed special assessments for the construction of certain road improvements in the county, as authorized by Resolution No. 091522-42; directing publication of a Notice of Public Hearing; and further directing the mailing of a Notice of Hearing and statement of costs proposed to be assessed to each and all of the property owners liable for such special assessments (High Plains Ranch Road)” and to authorize the Chair to sign the Notice of Public Hearing that will be held May 25, 2023 at 10:20 a.m.

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

11:00 AM Russel Stukey, Emergency Management Director

17. Staff time report for the month of April 2023

Stukey presented an Emergency Management/Fire District update.

Adjournment

Move to adjourn after the Riley County Conservation District Tour.

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

1:00 PM Riley County Conservation District Tour

1:00 PM Meet at the Riley County Conservation District Office, 3705 Miller Parkway, Manhattan

1:10 PM Depart for Tour

The Board toured the following locations.

1:30 PM Arrive at SAVE Farm, 9680 N 52nd Street, Riley, Kansas

1. Gather/Introductions
2. Resource conservation from the land user's perspective – Melissa
3. Tile Outlet System – Dan
 - a) How it works, Wildcat Creek impact, scope & scale of project
4. Soil Sample Truck – Dave
 - a) Show process, discuss Riley County soils

5. Cross Fence System – Peyton/Kevin

3:00 PM

Depart

3:30 PM

Arrive at solar well (Steve Hargrave pasture, south of Windy Hill Road, Randolph)

1. Discuss solar well specifications

2. Discuss watering plant benefits for grazing distribution and rangeland management

3. Discuss rangeland concerns including Old World Bluestem and Sericea Lespedeza

4:30 PM

Depart

5:00 PM

Arrive back at NRCS Service Center, disperse

****Note times may vary****