



**Board of Riley County
Commissioners
Regular Meeting
Minutes
May 05, 2025**

115 North 4th Street
Manhattan, KS 66502
www.rileycountyks.gov

Cindy Kabriel
785-565-6200

Commission Chambers

8:30 AM

[District 1 – John Ford, Member](#)

[District 2 – Greg McKinley, Chair](#)

[District 3 – Kathryn Focke, 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	8:00 AM
Greg McKinley	County Commissioner	Present	8:30 AM
Rich Vargo	County Clerk	Present	8:30 AM
Jacob Hansen	Deputy County Counselor	Present	8:30 AM
Lori Muir	Administrative Services Manager	Present	8:30 AM
Anna Burson	County Appraiser	Present	8:30 AM
Brittany Phillips	Budget and Finance Officer	Present	8:30 AM
Gary Olds		Present	8:30 AM
Robert Voelker		Present	8:30 AM
Michael Boller	Noxious Weed Director	Present	8:32 AM
Emma Loura	Manhattan Mercury	Present	8:32 AM
Elizabeth Ward	Human Resources Director	Present	8:35 AM
Scott Voos	Be Able	Present	9:10 AM
Chad Wormstadt	Be Able	Present	9:10 AM
Jared Garren	Be Able	Present	9:10 AM
Mark French	RCPD	Present	9:13 AM
Shilo Heger	Treasurer	Present	9:17 AM
Scott Hajek	RCPD	Present	9:24 AM
Daniel Skucius	County Extension Director	Present	10:40 AM
Amanda Webb	Planning/Special Projects Director	Present	10:40 AM
Gina Snyder	Downtown Manhattan Director	Present	11:00 AM
Lori Feldkamp	Big Lakes Developmental Center Director	Present	1:15 PM
Ginny Petersen	Genealogical Society	Present	1:15 PM
Liz Holle	Big Lakes Developmental Center	Present	1:15 PM
Jared Tremblay	Flint Hills MPO Planning Manager	Present	1:15 PM

Pledge of Allegiance

Public Comment

1. Public Comments

Olds reminded the Board of last year's budget discussion on how much sales tax and ad valorem tax should be spent on outside agencies. Olds stated he believes when people pay taxes they expect it to be for government services. Olds encouraged the Board to evaluate the funding outside government agencies with tax dollars.

Hansen asked the Board to switch the 9:40 Executive Session with the 10:20 Administrative Work Session on today's agenda.

The Board agreed by consensus to switch the 9:40 Executive Session with the 10:20 Administrative Work Session on today's agenda.

Phillips asked the Board to keep in mind the 1.5 mill levy limit for outside agencies as discussed last year.

Commission Comments

2. Commission Comments

Ford's Comments:

Thursday afternoon I met with the team from MakeMyMove to discuss a proposal that is 80% state funded and requires the other 20% local. Discussing it with Daryn Soldan at the Chamber to possibly gets some ideas.

Thursday afternoon I attended the Ribbon Cutting for 1880 Beef, located at 900 Poyntz Avenue in Manhattan, it proudly offers a premium selection of beef products, rooted in a seven-generation local ranching heritage in northern Riley County. It is owned by Andy and Sara Larson, the retail store features high-quality beef, kitchen and pantry items, Western-inspired goods, handcrafted jewelry, artwork, locally sourced products, and more. They had a lot of great products to taste including burgers.

Thursday afternoon I attended the May meeting via Zoom of the Flint Hills Mental Health Task Force. Among the items of discussion included an update on numbers at the CSU, results from a recent Flint Hills Mental Health Task Force survey and the direction in which the board should be going and the work and goals of the membership, the upcoming Mental Health Summit taking place in Hays later in the year, history of the FHMHTF and how it has moved forward over the years, the recently publish Kansas Community Health rankings, Mobile Crisis, the 988 line just to name a few. There seems to be a lot of

confusion with many of the new members as to the purpose of this task force so it is something that is going to be worked on in the upcoming months as well. We plan on meeting again in June.

Friday morning, I met with Riley County IT Director Cory Meyer to discuss some items relevant to his department including upgrades, technology in general, cybersecurity, and IT maintenance in new county facilities moving forward to name a few. We had a good dialog and left the conversation with plenty to think about.

Friday afternoon I also met with Amy Manges, Riley County Register of Deeds to get caught up with everything that is going on in the department and to discuss a few items of importance as well. It looks like they have gotten some new furniture and have laid out the office a little better to fit what they are needing to accomplish, which looks good.

Also Friday afternoon I had a late afternoon Teams with Derek Flerlage and staff from KDHE and Diane Creek, Riley County Health Director and Kaylyn Speth, WIC Supervisor to discuss some funding potential and to discuss the current licensing challenge that is taking place up on Fort Riley. Not sure we really found a solution of sorts, but the call did provide quite a bit of clarity at least.

Weekend was rather quiet, I started working through the materials for the upcoming budget presentations starting today and just took it easy at home outside of that.

Focke's Comments:

Thursday afternoon I had my first session of “Water P.T.” at the Via Christi Therapy Center on Seth Child Road. I have sessions scheduled for twice a week through the end of May.

Friday morning, Standard Plumbing did their bi-annual check of my furnace and air conditioning system prior to the summer season. They also checked several faucets in the house, and one in the kitchen will need to be replaced as it had an installation problem that would cost more to fix than getting a new faucet.

Later that afternoon I had a CT scan and then an appointment with the Neurosurgeon at Stormont Vail in Manhattan. He didn’t think that back surgery is necessary at this time, as it is a very intense surgery and recovery and I’m getting around fairly well at this point. I’m to continue with the water P.T. and other exercises and adjust my activities to take care of my back (i.e. no heavy lifting, lawn mowing, snow shoveling, etc.) I am supposed to follow up with him in 3 months,

or as needed.

Saturday, I went to the KSU Gardens for their annual Tulip Sale. I was in-line for about 45 minutes, but they ran out of tulips just when I got to the front of the line. That's two years that I've missed out. Think that I'll call it quits on that.

I went to downtown Manhattan in the afternoon and was amazed at the amount of people out shopping. Stopped into Flight Crew for some Chai Latte and then spent the rest of the day at home, cooking soup, and some yard clean-up.

Sunday, I went to church, met some friends for lunch and then worked on today's agenda items and documents.

McKinley's Comments:

Friday, I had a meeting with Jacob Hansen about the counselor's office and also just getting to know more about him personally.

Since then, I started reviewing things for the budget presentations starting today.

Business Meeting

3. 2025 Asphalt Overlay Program Bid Recommendation

Move to approve the low bid submitted by Shilling Construction Co., Inc. of Manhattan, Kansas for the 2025 Asphalt Overlay Program for Alternate #1 in the amount of \$1,288,985.00 and Alternate #2 in the amount of \$1,444,430.00. The contractor proposes a June 15, 2025 start date and anticipates completion within 25 working days.

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

4. 2025 Bituminous Chip Seal Project Bid Recommendation

Move to approve the low bid submitted by APAC-Kansas Inc. of Emporia, Kansas for the 2025 Bituminous Chip Seal Project in the amount of \$168,504.31. The contractor proposes to complete the project in four days between July 1st and July 31st, 2025.

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

5. Sign a Tax Roll Correction

Move to approve the Tax Roll Correction.

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

6. Sign Riley County Employee Action Form(s)

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

- Makenzie McGinnis, a new hire, as an Administrative Assistant II, in the Emergency Management/Fire Department, at a Range 7, at \$22.35 per hour.
- Caleb Holler, a new hire, as a Utility Technician, in the Public Works Department, at a Range 10, at \$26.08 per hour.

Review Minutes

7. Board of Riley County Commissioners - Regular Meeting - May 1, 2025 8:30 AM

Move to approve the minutes.

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

Review Tentative Agenda

8. Tentative Agenda

Press Conference Topics

9. Discuss Press Conference

9:00 AM Michael Boller, Noxious Weed/HHW Director

10. 2026 Noxious Weed/HHW Budget Request

Boller presented the 2026 Noxious Weed/HHW budget request.

9:10 AM Scott Voos, Be Able

11. 2026 Be Able Appropriation Request

Garren, Wormstadt, and Voos presented the 2026 Be Able appropriation request.

9:30 AM Press Conference

12. RCPD Update - Captain Scott Hajek and Captain Mark French (3-5 minutes)

French discussed his positive interaction with Be Able.

Hajek and French presented the RCPD update.

13. 2024 Second Half Tax Information - Shilo Heger (2-3 minutes)

Heger said the 2024 real estate and personal property tax 2nd half payments are:

- ❖ Due May 12, 2025
 - Tax payments must be postmarked by this date
 - Interest will start accruing on May 13th
- ❖ No motor vehicle transactions may be processed if personal property taxes, intangible taxes, watercraft taxes, 16/20m truck taxes, or oil/gas taxes are delinquent after May 12th
- ❖ We offer several ways to pay:
 - In person at 110 Courthouse Plaza 7:30 am to 5:00 pm Monday-Thursday and 7:30 am to 12:00 pm on Friday
 - Drop box located on the front of the building
 - Online - credit/debit card or E-Check: <https://rileycountytreasurer.us>

- Credit/Debit card payments will incur 2.5% fee with a minimum charge of \$2.95
- E-Check will incur a \$1.50 fee
 - Pay by telephone - 785-377-5385 - convenience fee will be added
 - By mail if postmarked by May 12th, 2025.
- ❖ Call our office at 785-537-6321 if you have any questions or if you need any additional information.

9:40 AM Jacob Hansen, Deputy Counselor

14. Administrative Work Session

Hansen discussed the Hargrave/Salzman fence view.

Hansen said he had a couple of court cases this morning.

10:00 AM Russel Stukey, Emergency Management Director

15. April Staff Update

Stukey presented the Emergency Management/Rural Fire update.

16. Grant funding Application

Stukey presented the Notice of Intent for storm shelter grant application.

Move to approve staff complete the NOI for potential storm shelter grant funding for the EM/Fire remodel project.

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

10:20 AM Jacob Hansen, Deputy Counselor

10:20 AM 17. Executive session to discuss confidential legal advice regarding potential litigation issues

Move the County Commission, including Chairman McKinley, Vice Chairwoman Focke, and Commissioner Ford, recess into executive

session on potential litigation for the purpose of consultation with Jacob Hansen, Deputy County Counselor, attorney for the commission, and Rich Vargo, County Clerk and Anna Burson, County Appraiser, which would be deemed privileged in the attorney-client relationship, an exception to the Kansas Open Meetings Act, the open meeting to resume in the County Commission Chambers at 10:40 a.m.

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

10:40 AM

Move the Board of County Commissioners come out of executive session.

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

Move the record reflect action shall be taken consistent with the consensus reached in executive session.

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

10:40 AM

Daniel Skucius, County Extension Director

18. 2026 Fair Budget Request & Preliminary Extension Request

Skucius presented the 2026 Riley County Extension and Fair appropriation request.

11:00 AM

Amanda Webb, Planning/Special Projects Director

19. 2026 Planning and Development Budget Request

Webb presented the 2026 Planning and Development budget request.

11:20 AM Gina Snyder, Downtown Manhattan Director

20. 2026 Downtown Manhattan Appropriation Request

Snyder presented the 2026 Downtown Manhattan appropriation request.

11:12 Recessed for lunch.

1:15 PM Lori Feldkamp, Big Lakes Developmental Center Director

21. 2026 Big Lakes Developmental Center Appropriation Request

Feldkamp presented the 2026 Big Lakes Developmental Center appropriation request.

1:35 PM Ginny Petersen, Riley County Genealogical Society

22. 2026 Riley County Genealogical Society Appropriation Request

Petersen presented the 2026 Genealogical Society appropriation request.

1:55 PM Jared Tremblay, Flint Hills MPO Planning Manager

23. 2026 Flint Hills Metropolitan Planning Organization Appropriation Request

Tremblay presented the 2026 Flint Hills Metropolitan Planning Organization appropriation request.

1:48 PM Adjournment

Move to adjourn.

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

AYES:	Ford, Focke, McKinley
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