



**Board of Riley County
Commissioners
Regular Meeting
Minutes
May 06, 2021**

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
Cindy Kabriel	Administrative Assistant II	Present	8:30 AM
Clancy Holeman	Counselor/Director of Administrative Services	Present	8:30 AM
Tyler Nicholas	IT	Present	8:30 AM
Elizabeth Ward	Human Resource Manager	Present	8:32 AM
Mel Van Der Stelt		Present	9:01 AM
Amanda Smeller	Planning/Special Projects Director	Present	8:50 AM
Michael Boller	Noxious Weed Director	Present	9:05 AM
Greg McHenry	County Appraiser	Present	9:22 AM
Perry Piper	Environmental Health Specialist	Present	9:45 AM
Tami Robison	Budget and Finance Officer	Present	10:35 AM
Dennis Cook	Aggieville Business Association	Present	10:35 AM
Craig Cox	Deputy County Counselor	Present	10:51 AM
Jason Smith	Chamber	Present	11:14 AM
Janet Nichols	Chamber	Present	11:14 AM
Daryn Soldan	Chamber	Present	11:14 AM
Robbin Cole	Pawnee Mental Health Services	Present	11:20 AM

Pledge of Allegiance

Public Comment

1. Public Comments

Commission Comments

2. Commission Comments

Ford's Comments:

Monday afternoon I had a Community Leaders' Zoom call that is now biweekly with officials from K-State, City of Manhattan, Ascension Via Christi, and Lafene Health Center to discuss local efforts with the COVID-19 Pandemic. Most the discussion continues with current vaccination plans, numbers, and end of the year plans from many entities and what fall may be shaping up like currently.

Also on Monday had another afternoon Zoom call to discuss some very primitive plans that may occur in the Aggieville District, there should be some more details coming up in the late summer or early fall with all of this and a possible presentation to the county and city commissions at that time as well.

Monday I spoke with Stephanie Peterson, Director of the MPO, on a couple of topics we will need to discuss upcoming over the course of the next few meetings. One conversation details our concerns on KDOT's lack of updating the current local matching formula with federal funds that are available and several other conversations that dealt with transportation infrastructure concerns in the region as well. We met in person as a policy board on May 19th.

Tuesday morning I watched on Facebook Live the Riley County Police Department's celebration of their now 30 years of accreditation through the Commission on Accreditation for Law Enforcement Agencies (CALEA). Tim Baysinger and Julia Goggins were both available from CALEA during the ceremony and several others including Director Dennis Butler who spoke as well. Hard to believe it has been 30 years now. Congratulations to everyone at RCPD and here is to another 30 years.

Wednesday evening I attended the City Council meeting over in Ogden. Gave them an update on a couple of things we've been working including developing a new sales tax. They were extremely happy with the recension of the countywide mask mandate and even more thrilled about possibly being able to keep a municipal split if this new sales tax passes in the fall.

McKinley's Comments:

I have had some more e-mails regarding the church and had a call from someone regarding the RCPD and how the Law Board is set up.

Wednesday I attended the Military Relations Committee. The speaker was Col Heseltine who is the commander of the Air Force Reserve refueling wing at McConnell Air Force Base. He was very informative and entertaining. He told us that McConnell is named after three Wichita brothers who were Air Force Pilots.

The new planes used for refueling are the KC-46. They will replace the KC-135, which were last produced in 1965. He discussed the various improvements to the new planes, which are still being revised for final mass production. One of the improvements was they are also equipped to transport medical patients.

Focke's Comments:

Tuesday morning I attended the RCPD 30 year accreditation ceremony at the Law Enforcement Agency. It was well attended and they had great attendance, including press members.

Over lunch, I attended the Chamber zoom lunch with Lt. Gov. Toland. He and Trent Armbrust presented the new strategic plan for the “Kansas Framework for Growth”. The major challenges are a sluggish GDP growth, out-migration of the workforce, and a decline in working age population, plus a high risk in employment due to automation. They are very concerned with the “brain drain” from Kansas from our universities out of the state. There are 44,000 open jobs in the state and the out-migration is getting worse. In the strategic plan they have identified talent, innovation, broadband development, and innovative policy as focus points. There was a lot more to the presentation and if you can view the zoom, it would be helpful for you.

Later on Tuesday I attended the Common Table general meeting and board of directors meeting afterwards. The 501(c3) is almost complete, waiting for the federal I.D. a 2021 grant through the Community Foundation is being used for continued to-go meals at the locations. Some of the larger locations will be opening in-house dining this summer.

Wednesday, I attended the Westloop Business Association meeting. Presentations were made by Sarah Siders of “Spark” and the Manhattan Parks and Recreation Dept. The pool at CiCo Park will not be open this summer due to lack of workers to staff the pool. Other services have been eliminated or reduced in number as the city is unable to hire the people that they need. People are just not applying for the jobs available, which is a problem all over the state and country, not just here. Douglas Rec Center is open and free to the public. The Susan B.

Anthony Rec center will be open sometime next week.

Also on Wednesday afternoon, I attended the FHATA Board of Directors meeting via Zoom. A revision in the bylaws was discussed and approved. Staff updates were presented and a preliminary 2022 budget is under consideration. They are developing a new web site as the one used now that is hosted by CIVIC + is getting too expensive.

Business Meeting

3. Sign Tax Roll Corrections

Move to approve the Tax Roll Corrections.

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

4. Sign Riley County Personnel Action Form(s)

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

- Michael Lobsinger, a new hire, as a Roadside Mower-Equipment Operator, in the Noxious Weed Department, at a grade H step 3, at \$17.35 per hour.
- Audrey Stewart, a new hire, as a Customer Service Representative I, in the Treasurer's Department, at a grade F step 1, at \$14.69 per hour.
- Caleb Ubel, a Facility Tech I, in the Public Works Department, for Separation from County Service, effective May 7, 2021.

5. Approve payroll/accounts payables (when completed)

Move to approve the payroll vouchers in the amount of \$543,495.35 and the following warrant vouchers for May 7, 2021:

2021 Budget

County General	\$297,066.65
Health Department	98,352.75
Motor Vehicle Operations	3,913.60
Community Corrections	8,413.33
Capital Improvements Fund	512,005.78

Emergency 911	459.51
Solid Waste	6,551.32
County Building	6,487.42
RCPD Levy/Op	2,208.05
Landfill Closure	1,535.63
Riley Co Fire Dist #1	7,981.79
University Park W&S	1,013.92
Fairmont Heights Cap Proj	1,500.00
Hunters Island Water Dist	141.77
Carson Sewer Benefit Dist	833.33
Deep Creek Sewer	41.94
Moehlman Bottoms	61.88
Valleywood Operations	667.77
Terra Heights Sewer	85.89
Konza Water Operations	376.02
Lakeside Heights Sewer	7.99

TOTAL \$949,706.34

2020 Budget

Road & Bridge Cap Project \$44,636.94

TOTAL \$44,636.94

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

Review Minutes

6. Board of Riley County Commissioners - Regular Meeting - May 3, 2021
8:30 AM

Move to approve the minutes.

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Kathryn Focke, 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

Amanda Smeller, Planning/Special Projects Director

9. Planning & Development - Staff Update

Smeller presented a Planning and Development update.

10. Authorize staff to sign and submit a KDHE Solid Waste Grant application and sign a letter of support for the Riley County Solid Waste Management Committee's proposed battery recycling educational program.

Smeller discussed a proposed battery recycling education outreach program.

Smeller said KDHE has a variety of grants available for something like this.

Smeller said the grant requires a 25% match from the County. The match will be funded by the Solid Waste fund.

Move to approve staff signing and submitting a KDHE Solid Waste Grant application and the BOCC signing a letter of support for the Riley County Solid Waste Management Committee's proposed battery recycling educational program.

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

9:15 AM

Michael Boller, Noxious Weed Director

11. Noxious Weed Staff Update (May)

Boller presented a Noxious Weed staff update.

12. 2021 Bid Summary / Bid Recommendation

Boller presented bid recommendations for herbicide.

Move to approve the following low bid recommendation for each item for herbicide:

Van Diest Supply Company
630 W. Lindsborg Street
Lindsborg, KS 67456

•Item #2) 2,4 D Ester - 180 gallons @ \$13.23/Gal = \$2,395.92
Total Bid = \$2,395.92

Berne and Devlin Nutrient Ag Solutions
2375 Shout Iron Ct
Castle Rock, Co 80109

•Item # 1) 2,4 D Amine - 180 gallons @ \$8.99 / Gal = \$1,618.20
•Item # 3) Glyphosate - 180 gallons @ \$12.49 / Gal=\$2,248.20
Total Bid = \$3,866.40

Total of all bid recommendations = \$6,262.32

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

9:30 AM

Greg McHenry, Appraiser

13. Appraiser's Office Report

McHenry presented an Appraiser's staff report.

9:55 AM

Perry Piper, Environmental Health Specialist

14. Environmental Health presentation

Piper presented a Riley County Environmental Health overview.

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

15. Administrative Work Session

Holeman asked the commission to add an executive session to his administrative time.

Move to add an executive session to Holeman's administrative work session time.

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

10:20 AM Executive session

Move the County Commission, including Chairman Ford, Commissioner McKinley, and Commissioner Focke, recess into executive session on potential litigation for the purpose of consultation with Clancy Holeman, Riley County Counselor, attorney for the commission, 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 10:35 a.m.

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

10:35 AM Move the Board of County Commissioners come out of executive session.

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

Move the record reflect no binding action was taken during the executive session.

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

10:35 AM Tami Robison, Budget and Finance Officer

16. Monthly Cash Flow Reports for April 2021

Robison presented monthly cash flow reports.

10:55 AM Craig Cox, Deputy County Counselor

17. Agreements to Remove Properties from Tax Case

Cox presented agreements to remove properties from the tax sale.

Move to approve the Agreement with Phillip Engert and the Agreement with Douglas P. Walter.

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

11:00 AM Greg McHenry, Appraiser

18. 2022 Riley County Appraiser Budget Request

McHenry presented the 2022 Riley County Appraiser's budget request.

11:10 AM Dennis Cook, Aggieville Business Association

19. 2022 Aggieville Business District Appropriation Request

Cook presented the 2022 Aggieville Business District appropriation request.

11:20 AM Jason Smith, Manhattan Area Chamber of Commerce

20. 2022 Manhattan Area Chamber of Commerce Appropriation Request

Smith presented the 2022 Manhattan Area Chamber of Commerce appropriation request.

Smith, Soldan, and Nichols presented a PowerPoint presentation.

11:30 AM Robbin Cole, Pawnee Mental Health Services Director

21. 2022 Pawnee Mental Health Appropriation Request

Cole presented the 2022 Pawnee Mental Health appropriation request.

Holeman requested an additional executive session.

Move to add an executive session.

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

11:53 AM Executive session

Move the County Commission, including Chairman Ford, Commissioner McKinley, and Commissioner Focke, recess into executive session on potential litigation for the purpose of consultation with Clancy Holeman, Riley County Counselor, attorney for the commission, 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 12:15 p.m.

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

12:15 PM Move the Board of County Commissioners come out of executive session.

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

Adjournment

Move to adjourn.

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