



**Board of Riley County
Commissioners
Regular Meeting
Minutes
May 10, 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
Rich Vargo	County Clerk	Present	8:30 AM
Clancy Holeman	Counselor/Director of Administrative Services	Present	8:30 AM
Mel Borst		Present	8:30 AM
Kathy Dzewaltowski		Present	8:30 AM
John Ellermann	Public Works Director/County Engineer	Present	8:30 AM
Elizabeth Ward	Human Resource Manager	Present	8:42 AM
Gary Rosewicz	Assistant County Engineer	Present	8:30 AM
Sam Hennigh	KMAN	Present	9:05 AM
Amanda Smeller	Planning/Special Projects Director	Present	9:05 AM
Tami Robison	Budget and Finance Officer	Present	9:12 AM
Bob Isaac	Planner	Present	9:12 AM
Craig Cox	Deputy County Counselor	Present	9:12 AM
Sam Johnson	BG Consultants	Present	9:12 AM
Shilo Heger	Treasurer	Present	9:30 AM
Donna Borgerding	Vehicle Supervisor/Deputy Treasurer	Present	9:30 AM
Tande Lentz	Treasurer's Office	Present	9:30 AM
Sherie Taylor	GIS	Present	10:00 AM
Cheryl Collins	Museum Director	Present	10:15 AM
Amy Manges	Register of Deeds	Present	10:25 AM
Shelly Williams	Community Corrections Director	Present	10:25 AM
Julie Gibbs	Health Department Director	Present	10:25 AM
David Adams	EMS/Ambulance Director	Present	10:25 AM
Russel Stukey	Emergency Management Director	Present	10:25 AM
Brent Bowman	BBN Architects	Present	11:05 AM
Patrick Schaub	BBN Architects	Present	11:05 AM
Aaron Dyck		Present	11:05 AM
Dan Crouch		Present	11:05 AM
Dalanna Nichols	Court Administrator	Present	1:15 PM

Grant Bannister	District Court Judge	Present	1:15 PM
Barry Mitchie	Riley County Genealogical Society	Present	1:20 PM
Eddie Eastes	Animal Shelter	Present	1:20 PM
Deb Watkins		Present	1:20 PM
Shelley Hays	Administrative Analyst	Present	1:55 PM
Kevin Howser	IT/GIS Director	Present	2:05 PM
Brenda Jordan	Indigent Defense Panel	Present	2:12 PM
Erica Christie	Three Rivers	Present	2:20 PM

Pledge of Allegiance

Public Comment

1. Public Comments

Borst discussed the need for a strategy for the First Christian Church. Borst asked why the Board would want to abandon previous Board efforts to restore the historic building of the Courthouse Plaza area. Borst asked for the Board to set up a tour and public meeting to discuss the First Christian Church facility.

Dzewaltowski discussed the potential of adding the First Christian Church to the National Historic Registry, which would make it eligible for tax credits, which would be beneficial long term. Dzewaltowski encouraged the Board to not make a fast decision and to take due diligence in making a decision on the First Christian Church.

Commission Comments

2. Commission Comments

Ford's Comments:

Thursday afternoon I zoomed in the May meeting of the Riley County Mental Health Task Force. Got an update on the Stepping Up initiative that Riley County has passed, from Audra Goldsmith, Senior Policy Analyst at the Council of State Governments Justice Center; Bruce Johnson gave an update on the Community Mental Health Crisis Stabilization Center; Brynne Haverkamp, RCPD/PMHS Co-Responder gave an update as well as Maggie Rasette from Ascension Via Christi. We will meet again on July 8th as a group.

Thursday afternoon I zoomed in on the latest presentation by the

Council of Foreign Affairs. It was a response and discussion to China's new Belt and Road initiative. Charles Boustany, Jr., partner at the Capitol Counsel and former State Representative from the state of Louisiana; Jennifer Hillman, Senior Fellow for trade and international political economy at CFR; and Daniel H Rosen, partner at Rhodium Group discussed the findings of the latest CFR sponsored Independent Task Report and the implications for the United States economic security, climate change, and global health interests. It was a fascinating and yet scary dialog all things considered.

Also been getting a lot of emails on the concerns about the transition and more importantly the cost of making the transition to the Riley County Rural Water District come June. Trying to work through some channels to see what options and or resources may be available to assist in this process to hopefully offset the cost or make it a little more workable for the citizens in the area.

McKinley's Comments:

My county time was spent looking over material on the church building and the budget.

Of course my priority this weekend was checking in with mom.

Focke's Comments:

Friday, I caught up on personal business and worked on upcoming meetings for the coming week. Followed up on issues discussed at the BOCC meeting on Thursday.

The weekend, I worked on yard and landscape projects. Checked my storm shelter to make sure that it was ready for possible severe weather.

Answered many phone calls and e-mails concerning the former church building. The consensus of the opinions was for further study, especially for restoration of the existing building to meet some of our space needs. Also highly recommended in all the conversations was a need for a dedicated public meeting addressing these concerns.

The letter to the editor in Sunday's paper was very much to the point for preservation of the building and taking some time to consider the issue.

Business Meeting

3. 2021 Asphalt Overlay Program Bid Recommendation

Move to approve the bid for Alternate 3 from Schilling Construction Co., Inc. in the amount of \$1,440,925.70.

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

4. Rose Hill Rd. Bridge Replacement Project- Proposal for Engineering Services

Move to approve the Proposal for Construction Engineering Services on the Rose Hill Bridge Replacement Project.

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

5. Sign Riley County Personnel Action Form(s)

The Board of County Commissioners signed a Riley County Personnel Action Form for Kimberly Ahlvers, a new hire, as a Records Assistant I, in the Register of Deeds Office, at a grade F step 2, at \$15.20 per hour.

Review Minutes

6. Board of Riley County Commissioners - Regular Meeting - May 6, 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**Rich Vargo, County Clerk**

9. Year to date budget and expenditure reports

Vargo presented the year to date budget and expenditure reports.

9:15 AM**Amanda Smeller, Planning/Special Projects Director**

10. Keats Sewer District update

Smeller introduced the Keats Sewer District project.

Johnson presented an update on the Keats Sewer District project options.

Focke asked if one of these systems fails what would it cost to replace and if the system could be replaced.

Johnson stated each instance would be different. Johnson said estimated cost could be \$15,000-\$20,000.

Staff requests the Board of County Commissioners provide direction to pursue Option 1, Option 2 or Option 3.

Move to approve Option No. 1 will require an inter-local agreement with the City of Manhattan to accept and treat the wastewater. Keats district members would be subject to incremental rate increases issued by the city of Manhattan for the life of the connection. Currently, out of town connections are billed at 1.5 times the in-town sewer rate. An average 3,000 gallon per month out of town sewer service bill would

be approximately \$42.50 per month. The remaining \$67.50 monthly user rate assessment would go towards principle and interest payment on the financed project as well as County operation and maintenance (O&M) expenses.

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

9:30 AM**Press Conference**

11. Riley County Treasurer's Office Appointment System - Shilo Heger (5-10 minutes)

Heger demonstrated the Riley County Treasurer's Office Appointment System on the website.

9:50 AM**John Ellermann, Public Works Director/County Engineer**

12. Request to fill vacant Facility & Grounds Technician II

Ellermann presented the request to fill the Facility & Grounds Technician II position.

Move to approve filling of the Facility & Grounds Technician II position.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kathryn Focke, 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 Facility & Grounds Tech II, in the Public Works/Parks Division, at a grade I.

10:00 AM**Amanda Smeller, Planning/Special Projects Director**

13. NG911 Update

Smeller presented an update on NG911.

10:10 AM John Ellermann, Public Works Director/County Engineer

14. Public Works Project Update

Ellermann presented the Public Works projects update.

10:25 AM Elizabeth Ward, Human Resource Manager

15. Mid-year salary adjustment

Ward presented the mid-year salary adjustment.

Ward asked the Board to also consider an incentive stipend of \$5,000 for David Adams and Julie Gibbs due to their dedication and service during the COVID-19 Pandemic.

Williams discussed concerns with the impact to the Community Corrections budget.

The Board asked for staff to bring back more numbers to clarify the impact on the 2022 budget for the proposed salary adjustment.

10:40 AM Clancy Holeman, Counselor/Director of Administrative Services

16. Administrative Work Session

Holeman discussed District Court's need for sufficient space for primarily criminal matters and the need for a speedy trial. Holeman stated the current Courthouse space does not allow for enough space for trials and questioning of jurors. Holeman stated the Courts are going to tour the Wareham facility as an option. Holeman suggested a commissioner attend on Wednesday at 8:30 a.m.

Focke stated she would attend the tour of the Wareham facility.

17. Pending County Projects County Counselor

11:00 AM Cheryl Collins, Museum Director

18. 2022 Museum Budget Request

C. Collins presented the 2022 Museum budget request.

11:15 AM Brent Bowman, BBN Architects

19. Space study presentation

Bowman introduced his partners who assisted with the First Christian Church study.

Bowman stated he understood there was interest in maintaining the original structure.

Bowman said at the time of the study, space needs of all departments was studied. Bowman stated the Courthouse Office Building was originally built as an adjacency to the Wareham with a dance floor. Bowman said the Courthouse Plaza East Building was built by Bell Telephone and very sturdy, but the columns in the building provide challenges to remodeling.

Bowman reviewed the process in evaluating the current facilities and future space needs.

Bowman said three building creates difficulties with security where one facility makes it easier to control access.

Bowman stated the church has four floors and five stairs and provides challenges on how to reassign the space.

Bowman said revisiting the study is needed.

Schaub discussed the development of an operational model to provide the services to make it easy for residents to find the services they seek. Schaub said it is time to take another look at operations to provide the best possible solution.

Bowman thanked the Board for their time.

McKinley said he indicated a new study, but the facility currently does not have utilities, which contributes to deterioration.

Bowman stated he would like to have access to staff on space needs and reevaluate the church facility. Bowman said the longer the facility is unattended the less likely it is a long term solution.

Focke said the original sanctuary looked structurally sound and asked if it could be gutted and not using the two additions and adding a floor in the sanctuary.

Bowman stated he agrees we should look at it again. Bowman said they had not looked at removing the sloping sanctuary and adding a second floor.

Bowman said the cost to update the study and look at the church would not cost much.

McKinley said looking at the building as a contractor the original sanctuary was built by the same builder as the Courthouse and Carnegie and the stone patterns does not match with the church but not on the additions. McKinley said the original structure did look nice, but much of it is gone now.

Bowman suggested being happy with what you do in the long-term.

Ford said the biggest thing for him is space verses economics.

Ford discussed concern with updating facilities with IT. Ford said he does not believe the additions are usable space. Ford stated the current facility may have served its useful life.

McKinley said the existing building would not meet future needs. McKinley stated the Courthouse Plaza East is not a useful facility for office needs.

The Board discussed the First Christian Church facility.

Move to instruct Public Works to proceed with bidding out the demolition of the First Christian Church.

RESULT:	ADOPTED [2 TO 1]
MOVER:	Greg McKinley, County Commissioner
SECONDER:	John Ford, County Commissioner
AYES:	Ford, McKinley
NAYS:	Focke

Focke stated she would like to have the bid for demolition to include preservation on some of the stone.

The Board agreed by consensus to have the demolition bid include an option to preserve some of the stone.

1:15 PM Dalanna Nichols, Court Administrator

20. 2022 District Court Budget Request

Nichols presented the 2022 District Court Budget request.

Bannister discussed the increase in subscription cost.

Bannister said they are working on getting paper records converted to electronic.

Bannister stated they are under Supreme Court Order on measures they have to go to related to the pandemic.

1:25 PM Barry Mitchie, Riley County Genealogical Society

21. 2022 Riley County Genealogical Society Appropriation Request

Mitchie presented the Genealogical Society appropriation request.

1:35 PM Edward Eastes, Animal Shelter

22. 2022 Russell T. Reitz Animal Shelter Appropriation Request

Watkins presented the 2022 Russell T. Reitz Animal Shelter appropriation request.

Eastes stated it is odd this is a budget request. Eastes said it was an agreement in 2000 with the County. Eastes stated the City and County needs to get a service agreement in place for the services provided. Eastes said the City's legal department is working on an agreement and it will be forwarded to the County's legal department.

1:45 PM David Adams, EMS/Ambulance Director

23. 2022 Ambulance (EMS) Budget Request

Adams presented the 2022 Ambulance (EMS) budget request.

1:55 PM Julie Gibbs, Health Department Director

24. Riley County Health Department FY 2022 Budget Request

Gibbs presented the 2022 RCHD budget request.

2:10 PM Kevin Howser, IT/GIS Director

25. 2022 IT/GIS Budget Request

Howser presented the 2022 IT/GIS budget request.

2:15 PM Michael Boller, Noxious Weed Director

26. 2022 Noxious Weed/HHW Budget Request

Boller presented the 2022 Noxious Weed/HHW budget request.

2:20 PM Brenda Jordan, Indigent Defense Panel

27. 2022 Riley County Indigent Panel Request

Jordan presented the 2022 Indigent Panel request.

2:30 PM Erica Christie, Three Rivers, Inc.

28. 2022 Three Rivers Inc. Appropriation Request

Christie presented the 2022 Three Rivers Inc. appropriation request.

2:40 PM Amanda Smeller, Planning/Special Projects Director

29. 2022 Planning and Development Budget Request

Smeller presented the 2022 Planning and Development budget request.

2:45 PM

Tami Robison, Budget and Finance Officer

30. 2022 Coroner, Juvenile Detention, War Memorial, Special Alcohol Budget Requests

Robison presented the 2022 Coroner, Juvenile Detention, War Memorial, and Special Alcohol budget requests.

Adjournment

Move to adjourn.

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