



**Board of Riley County
Commissioners
Regular Meeting
Minutes
May 16, 2024**

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

Cindy Kabriel
785-565-6200

Commission Chambers

9:00 AM

[District 1 – John Ford, Chair](#)

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

[District 3 – Kathryn Focke, Member](#)

9:00 AM

Call to Order

Attendee Name	Title	Status	Arrived
John Ford	County Commissioner	Present	9:00 AM
Kathryn Focke	County Commissioner	Present	9:00 AM
Greg McKinley	County Commissioner	Present	9:00 AM
Rich Vargo	County Clerk	Present	9:00 AM
Clancy Holeman	Counselor/Director of Administrative Services	Present	9:00 AM
Brittany Phillips	Budget and Finance Officer	Present	9:00 AM
Ron Wilson		Present	9:00 AM
Bryant Parker	Deputy County Counselor	Present	9:00 AM
Ashlyn Easterday	Payroll Clerk	Present	9:00 AM
Michele Reid	Payroll, Benefits & Employee Relations Manager	Present	9:00 AM
Megan Lewis	Interim Community Corrections Director	Present	9:00 AM
Evan McMillan	Assistant County Engineer	Present	9:00 AM
Julie Gibbs	Health Department Director	Present	9:44 AM
Gary Fike	County Extension Director	Present	9:47 AM
Ethan Sylvester	County Extension Agent	Present	9:49 AM
Christian Bishop	Chamber Military Relations Manager	Present	10:02 AM
Christine Benne	Flint Hills Veterans Coalition	Present	10:02 AM
Amanda Webb	Planning/Special Projects Director	Present	10:23 AM
Michael Boller	Noxious Weed Director	Present	10:23 AM
Kevin Larson	Riley County Council on Aging	Present	11:00 AM
Cory Meyer	IT/GIS Director	Present	11:03 AM
Scott Carmichael	Riley County Conservation District Director	Present	1:37 PM
Lori Feldkamp	Big Lakes Developmental Center Director	Present	2:05 PM

Pledge of Allegiance

Public Comment

1. Public Comments

Wilson expressed compliments to the Riley County Commission for forming the Riley County Economic Development Board and rural revitalization.

Wilson reported the Economic Development Board met with the Small City Mayors. Wilson said the mayor felt if they have an issue the County Commission would be open to listening.

Wilson discussed the property tax burden on families with fixed income. Wilson said his father advised him to not come to Riley County due to the taxes.

Wilson said his gripe is the appraisal process in Riley County. Wilson stated as he understands it, fair market value is established by comparable properties. Wilson said the bigger issue is Riley County's property rules protect against urban encroachment. Wilson stated this should have an impact on the value of rural properties. Wilson suggested if it is only a numbers game do away with the Appraiser's Office and automate the process. Wilson said if not the staff should consider other factors.

Commission Comments

2. Commission Comments

Focke's Comments:

This week I had several church meetings, had my HVAC system checked, ready for the summer, did some personal financial business and went to my final bell choir practice of the season last evening.

I have been going over requests from outside agencies and have questions going forward for some of them.

I've been reviewing the consultant applicants for the Planning Department's comprehensive plan.

McKinley's Comments:

Tuesday morning, I was on KMAN's In Focus. The first half was discussing the budget process. We then talked a little bit about emergency management relating to the recent large fire and Westmoreland tornado and what things were learned from these incidents. The last segment was about short term rentals and what is required to be licensed. The interesting segment was when someone

called in saying he wanted to talk about appraisals. He had an agenda and talked for 5 minutes without a break for answers. He said his house was appraised too high, but he appealed, and it was reduced. He said appraisals did not go up as much with Greg McHenry but have gone up a lot the last few years. He went on with several untrue comments. I tried to respond with corrections to his statements.

After In Focus I went to the Flint Hills Veterans meeting. Continued work on the Veterans Day parade.

In the afternoon we had the first planning meeting for the remodel of the ambulance station for Emergency Management and Fire.

Wednesday was the North Central Juvenile Detention meeting. Reviewed plans for schooling next year. USD 475 has said they will teach the kids in detention but not in secure care. One of their complaints was they messed up the graduation rates and other school evaluations. Right now, it looks like they will use a version of home school programming. Also reviewed the funding formula for counties. It is based on a 5 year average and our numbers have gone up in the last year. We are to receive a letter from Geary County Commissioners with problems they see in the facility. After you have seen the letter, I can address their issues that I don't see as problems.

Ford's Comments:

Wednesday afternoon I had the May meeting of the Flint Hills Metropolitan Planning Organization at the Manhattan Public Library. After a short welcome and public comment section we had a financial update and monthly statement balance update. The MPO staff updates included information on the EV Readiness Plan, TA Letters of Support, and US-24 Corridor Management Plan (June City/County/County meeting). KDOT provided its normal update on projects and grant opportunities including a Transportation Emission Reduction Strategy. We also approved the minutes for the March meeting and the 2024 Unified Planning Work Program Amendment #3. Some other action and discussion items included dialog on a Health in All Policy (HiAP), the 2024 Local Match - Invoice #2 coming on July 1st, the 2025 UPWP and Local Match estimate, TA Grant History Policy Board Agenda, and lastly some MPO office space options.

Thursday morning, I attended Good Morning Manhattan at the Four Points by Sheraton hosted by the Manhattan Area Chamber of Commerce. This month's program was an area state Legislative panel for a recap of the 2024 Kansas Legislative Session. Senator Usha Reddi, and House Representatives Sydney Carlin, Mike Dodson, and Kenny Titus were in attendance to discuss how this year's session went

and wrapped up. Big thanks to Olsson for sponsoring this event as well.

Business Meeting

3. Highway Use Permit, Cox-Lakewood

Move to approve the Highway Use Permit granting Cox Communications permission to replace 288' of defective cable with .625 CIC at Lakewood Drive, according to the details and route shown on the map.

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

4. Accept Duaine Sherwood's resignation and appoint Erik Juska as Manhattan Township Trustee

Move to accept Duaine Sherwood's resignation and appoint Erik Juska as Manhattan Township Trustee.

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

5. Sign a Tax Roll Correction

Move to approve the Tax Roll Correction.

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

6. Sign Riley County Employee Action Form(s)

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

- Ken Lamb, a Public Works Operator II, in the Public Works Department, for Separation from County Service, effective May 30, 2024.
- Michael Huffman, for a promotion, as a Solid Waste Operator II, in the Public Works/Solid Waste Department, at a Range 7, at \$26.07 per

hour.

- Krista Dix, a new hire, as an Appraiser I - Commercial, in the Appraiser's Department, at a Range 7, at \$22.50 per hour.

7. Approve payroll/accounts payables (when completed)

Move to approve the payroll vouchers in the amount of \$723,958.19 and the following warrant vouchers for May 17, 2024:

2024 Budget

County General	\$937,711.78
Health Department	59,582.64
County Auction	447.39
Motor Vehicle Operations	18.97
Capital Improvements Fund	138,115.50
Emergency 911	655.48
Solid Waste	257,251.86
County Building	10,352.28
Road & Bridge Cap Project	11,599.59
RCPD Levy/Op	23,083.61
Landfill Closure	770.11
Riley Co Fire Dist #1	40,036.70
Fire Dist Projects	16,312.50
University Park W&S	5,631.14
Hunters Island Water Dist	1,041.98
Carson Sewer Benefit Dist	64.83
Deep Creek Sewer	583.81
Deep Creek Capital Replac	2,400.00
Moehlman Bottoms	310.45
Valleywood Operations	70.99
Terra Heights Sewer	552.15
Konza Water Operations	2,820.47
Lakeside Heights Sewer	74.18
University Park Lagoon	12,472.00
KDOC Adult Services	5,924.46
KDOC Juvenile Services	3,550.81
KDOC Juv Reinvestment	962.20
BJA Grant	943.55

TOTAL \$1,533,341.43

2023 Budget

County General	\$2,105.81
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TOTAL \$2,105.81

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

Vargo presented the letter to Clay County requesting to share funding for Community Corrections services in Clay County.

Move to approve the letter to the Board of Clay County Commissioners for a request to share in funding.

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

Review Minutes

- 8. Board of Riley County Commissioners - Regular Meeting - May 13, 2024 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

- 9. Tentative Agenda

Press Conference Topics

- 10. Discuss Press Conference

11. Administrative Work Session

Parker said he appreciated meeting all the members of the staff. Parker stated he has been very welcomed.

Parker said he has started on the tax sale foreclosure process.

9:50 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

12. RCHD request for approval of PHAC bylaws

Gibbs presented the request to approve the revised PHAC Bylaws.

Move to approve the revised Riley County Public Health Advisory Council Bylaws.

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

10:00 AM

Gary Fike, County Extension Director

13. 2025 Riley County Fair Board Budget Presentation

Fike presented the 2025 Fair Board budget request.

10:15 AM Christine Benne, Flint Hills Veterans Coalition

14. 2025 Flint Hills Veterans Coalition Appropriation Request

Benne presented the 2025 Flint Hills Veteran's Coalition appropriation request.

10:30 AM Brittany Phillips, Budget and Finance Officer

15. ARPA Funds Update

Phillips presented the ARPA funds update.

10:45 AM Rich Vargo, County Clerk

16. 2025 Riley County Clerk, Election and Tech Budget Requests

Vargo presented the 2025 Clerk, Election, and Tech Fund budget requests.

11:00 AM Kevin Larson, Riley County Council on Aging

17. 2025 Riley County Council on Aging Appropriation Request

Larson presented the 2025 Council on Aging appropriation request.

11:15 AM Cory Meyer, IT/GIS Director

18. 2025 Riley County IT/GIS Budget Request

Meyer presented the 2025 IT/GIS budget request.

11:30 AM Michael Boller, Noxious Weed/HHW Director

19. 2025 Noxious Weed/HHW Budget Request

Boller presented the 2025 Noxious Weed/HHW budget request.

11:32 Recessed.

11:45 AM Lunch

1:15 PM Brittany Phillips, Budget and Finance Officer

20. 2025 Riley County Budget Proposals

Phillips presented the 2025 BOCC, Coroner, General Services, Road and Bridge sales tax, insurance, juvenile fees, bond and interest, war memorial, special alcohol, CIP, economic development, and RCPD budget requests.

2:00 PM Scott Carmichael, Riley County Conservation District Director

21. 2025 Riley County Conservation District Appropriation Request

Carmichael presented the 2025 Conservation District appropriation request.

2:15 PM Lori Feldkamp, Big Lakes Developmental Center Director

22. 2025 Big Lakes Developmental Center Appropriation Request

Feldkamp presented the 2025 Big Lakes Developmental Center appropriation request.

2:19 PM Adjournment

Move to adjourn.

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

AYES:	Ford, Focke, McKinley
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