



**Board of Riley County  
Commissioners  
Regular Meeting  
Minutes  
May 26, 2022**

115 North 4th Street  
Manhattan, KS 66502  
[www.rileycountyks.gov](http://www.rileycountyks.gov)

Cindy Kabriel  
785-565-6200

**Commission Chambers**

**8:30 AM**

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

[District 3 – Kathryn Focke, Vice Chair](#)

[District 1 – John Ford, Member](#)

**8:30 AM**

**Call to Order**

| Attendee Name    | Title                                         | Status  | Arrived |
|------------------|-----------------------------------------------|---------|---------|
| John Ford        | County Commissioner                           | Present | 8:30 AM |
| Kathryn Focke    | County Commissioner                           | Absent  |         |
| 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 |
| John Ellermann   | Public Works Director/County Engineer         | Present | 8:30 AM |
| Evan McMillan    | Assistant County Engineer                     | Present | 8:30 AM |
| Anna Burson      | County Appraiser                              | Present | 8:30 AM |
| Alvin Perez      | Public Works Operations/Fleet Manager         | Present | 8:30 AM |
| Cory Meyer       | IT/GIS Director                               | Present | 8:30 AM |
| Barry Wilkerson  | County Attorney                               | Present | 9:00 AM |
| David Lowden     | Deputy County Attorney                        | Present | 9:00 AM |
| Vivienne Uccello | PIO                                           | Present | 9:35 AM |

**Pledge of Allegiance**

**Public Comment**

1. Public Comments

Holeman asked the Board to add an executive session to the end of the meeting today.

Move to add an executive session to the end of today's meeting.

|                  |                                    |
|------------------|------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>         |
| <b>MOVER:</b>    | Greg McKinley, County Commissioner |
| <b>SECONDER:</b> | John Ford, County Commissioner     |
| <b>AYES:</b>     | Ford, McKinley                     |
| <b>ABSENT:</b>   | Focke                              |

## Commission Comments

### 2. Commission Comments

#### McKinley's Comments:

For the first time in a long time I did not have any county meetings scheduled this week. Spent the time catching up and cleaning up email files.

I did not get any garden work done, but this soaking rain is just what we needed. With the sunny weather hitting this weekend I think everything should be growing well, but probably the biggest growth will be the lawn for mowing.

#### Focke's Comments:

Absent

#### Ford's Comments:

Monday post meeting I met with for the first time the new Riley County Appraiser Anna Burson. We had a great conversation and I'm certainly glad she is hitting the ground running. Had a chance to discuss some thoughts on providing some information and education on the "Dark Store" issue here locally and beyond, and several other suggestions that will hopefully help her get settled into the job as well as Riley County in general.

Also Monday I spoke with Riley County Planning Director Amanda Webb on some constituent concerns regarding some acreage over in the Ogden. We are not sure just yet what that all entails so there may be more to follow later.

Also, on Monday I spoke with Deputy County Counselor Craig Cox on an issue related to infrastructure over in Zeandale area. I think after our dialog there I have a pretty good idea of what to expect there moving forward, which is good.

Last thing on Monday I spoke with Riley County IT/GIS Director Cory Meyer on some rural broadband concerns and possible ideas. I'm aware that the State of Kansas plans to set aside up to 400 million for the expansion of these services in the future so having a solid plan of how to develop these needs here will be critical and necessary for this region too.

Tuesday afternoon I had my monthly meeting with the Pawnee Mental Health Board of Directors via Zoom. Among the items of discussion were an introduction from a possible new board member from Cloud County, Arlene Ediger; an executive session to discuss and approve the executive director evaluation; a Community Services Program Report from the CEO Shelli Schottler; financial report updates for both March and April; reviewed a draft budget for FY 2023; and a committee report from both the finance oversight and executive committees. We will meet again on June 28<sup>th</sup>.

Also Tuesday I got an update on some discussions we are having with KDOT on the concerns at Highway 24 and the intersections at 113 and 13. Representative Mike Dodson spoke with KDOT Secretary Julie Lorentz and Kurt Moldrup at RCPD. The KDOT traffic engineer spoke with him and was told they are looking at possible interim solutions. It looks as if the start of the permanent roundabouts won't probably be started until the end of 2023 at this point. It is KDOT's intent to coordinate with both the city and county on this plan once it occurs and that should be quick at this point. I wanted to also say thanks to our entire state delegation (Representatives Sydney Carlin and Mike Dodson and State Senator Tom Hawk) for making this happen. Interim RCPD Director Moldrup also mentioned they will increase patrol in the area moving forward too.

### **Business Meeting**

#### **3. Bid Recommendation - Corrugated Metal Pipe and Bands**

Move to approve the low bid submitted by Contech Engineered Solutions, LLC. of Lawrence, Kansas to supply Corrugated Metal Pipe and Bands in the amount of \$37,905.10.

|                  |                                    |
|------------------|------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>         |
| <b>MOVER:</b>    | John Ford, County Commissioner     |
| <b>SECONDER:</b> | Greg McKinley, County Commissioner |
| <b>AYES:</b>     | Ford, McKinley                     |
| <b>ABSENT:</b>   | Focke                              |

4. Outstanding Check Resolution

Move to approve "Resolution No. 052622-18, Resolution for voiding outstanding checks issued by Riley County prior to April 30, 2020."

|                  |                                    |
|------------------|------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>         |
| <b>MOVER:</b>    | John Ford, County Commissioner     |
| <b>SECONDER:</b> | Greg McKinley, County Commissioner |
| <b>AYES:</b>     | Ford, McKinley                     |
| <b>ABSENT:</b>   | Focke                              |

5. Change Order #1 for the S. Otter Creek Bridge Replacement Project

Move to approve Change Order #1 with Ebert Construction for S. Otter Creek bridge replacement project in the amount of a decrease of \$110.00.

|                  |                                    |
|------------------|------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>         |
| <b>MOVER:</b>    | John Ford, County Commissioner     |
| <b>SECONDER:</b> | Greg McKinley, County Commissioner |
| <b>AYES:</b>     | Ford, McKinley                     |
| <b>ABSENT:</b>   | Focke                              |

**Review Minutes**

6. Board of Riley County Commissioners - Regular Meeting - May 23, 2022 8:30 AM

Move to approve the minutes.

|                  |                                    |
|------------------|------------------------------------|
| <b>RESULT:</b>   | <b>ACCEPTED [UNANIMOUS]</b>        |
| <b>MOVER:</b>    | John Ford, County Commissioner     |
| <b>SECONDER:</b> | Greg McKinley, County Commissioner |
| <b>AYES:</b>     | Ford, McKinley                     |
| <b>ABSENT:</b>   | Focke                              |

**Review Tentative Agenda**

## 7. Tentative Agenda

**Press Conference Topics**

## 8. Discuss Press Conference

Vargo reported two items need to be added for business. Vargo said a Resolution appointing the County Appraiser and a Letter of Thank You for Danny Williams for serving as Interim County Appraiser.

Move to approve "Resolution No. 052622-19, A Resolution appointing the County Appraiser for Riley County, Kansas."

|                  |                                    |
|------------------|------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>         |
| <b>MOVER:</b>    | John Ford, County Commissioner     |
| <b>SECONDER:</b> | Greg McKinley, County Commissioner |
| <b>AYES:</b>     | Ford, McKinley                     |
| <b>ABSENT:</b>   | Focke                              |

Move to approve an appreciation letter to Danny Williams for serving as the Interim County Appraiser during the period of transition in the Appraiser's Office.

|                  |                                    |
|------------------|------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>         |
| <b>MOVER:</b>    | John Ford, County Commissioner     |
| <b>SECONDER:</b> | Greg McKinley, County Commissioner |
| <b>AYES:</b>     | Ford, McKinley                     |
| <b>ABSENT:</b>   | Focke                              |

**9:00 AM Barry Wilkerson, County Attorney**

## 9. Staff update

Wilkerson presented an update on the County Attorney's Office.

**9:15 AM Clancy Holeman, Counselor/Director of Administrative Services**

## 10. Administrative Work Session

- 9:15 AM            11.    Executive session to discuss confidential legal advice regarding potential litigation issues

Move the County Commission, including Chairman McKinley and Commissioner Ford, recess into executive session on potential litigation for the purpose of consultation with Clancy Holeman, County Counselor, attorney for the commission, on a matter 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 9:35 a.m. Barry Wilkerson, County Attorney; David Lowden, Deputy County Attorney; and Cory Meyer, IT/GIS Director, will be present during a portion of the executive session to provide factual information.

|                  |                                    |
|------------------|------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>         |
| <b>MOVER:</b>    | John Ford, County Commissioner     |
| <b>SECONDER:</b> | Greg McKinley, County Commissioner |
| <b>AYES:</b>     | Ford, McKinley                     |
| <b>ABSENT:</b>   | Focke                              |

- 9:35 AM            Move the Board of County Commissioners come out of executive session.

|                  |                                    |
|------------------|------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>         |
| <b>MOVER:</b>    | John Ford, County Commissioner     |
| <b>SECONDER:</b> | Greg McKinley, County Commissioner |
| <b>AYES:</b>     | Ford, McKinley                     |
| <b>ABSENT:</b>   | Focke                              |

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

|                  |                                    |
|------------------|------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>         |
| <b>MOVER:</b>    | John Ford, County Commissioner     |
| <b>SECONDER:</b> | Greg McKinley, County Commissioner |
| <b>AYES:</b>     | Ford, McKinley                     |
| <b>ABSENT:</b>   | Focke                              |

- 9:35 AM            **Cory Meyer, IT/GIS Director**

12.    IT/GIS Staff Update - May 2022

Meyer presented the IT/GIS staff update.

Meyer stated the IT/GIS department has gone to flexible scheduling for staff.

Meyer said a mixture of schedules have been the best solution for the staff and department. Meyer stated it has increased employee morale. Meyer said staff works together to determine the best schedules for each individual. Meyer stated it has been very successful.

**9:50 AM Vivienne Uccello, PIO**

13. May 2022 Monthly Communications Update

Uccello presented the PIO May Communications update.

10:03 AM

Executive session to discuss a performance matter involving non-elected personnel

Move that the County Commissioners, including Chairman McKinley and Commissioner Ford, along with Elizabeth Ward, Human Resource Manager; Rich Vargo, County Clerk; and Clancy Holeman, County Counselor, attorney for the Commission, recess into executive session on a performance matter for non-elected personnel matters an exception to the Kansas Open Meetings Act and to protect the privacy of the employee, the open meeting to resume in the County Commission Chambers at 10:25 a.m.

|                  |                                    |
|------------------|------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>         |
| <b>MOVER:</b>    | John Ford, County Commissioner     |
| <b>SECONDER:</b> | Greg McKinley, County Commissioner |
| <b>AYES:</b>     | Ford, McKinley                     |
| <b>ABSENT:</b>   | Focke                              |

10:25 AM

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

|                  |                                    |
|------------------|------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>         |
| <b>MOVER:</b>    | John Ford, County Commissioner     |
| <b>SECONDER:</b> | Greg McKinley, County Commissioner |
| <b>AYES:</b>     | Ford, McKinley                     |
| <b>ABSENT:</b>   | Focke                              |

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

|                  |                                    |
|------------------|------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>         |
| <b>MOVER:</b>    | John Ford, County Commissioner     |
| <b>SECONDER:</b> | Greg McKinley, County Commissioner |
| <b>AYES:</b>     | Ford, McKinley                     |
| <b>ABSENT:</b>   | Focke                              |

10:25 AM

Executive session to discuss a performance matter involving non-elected personnel

Move that the County Commissioners, including Chairman McKinley and Commissioner Ford, along with Elizabeth Ward, Human Resource Manager; Rich Vargo, County Clerk; and Clancy Holeman, County Counselor, attorney for the Commission, recess into executive session on a performance matter for non-elected personnel matters an exception to the Kansas Open Meetings Act and to protect the privacy of the employee, the open meeting to resume in the County Commission Chambers at 10:45 a.m.

|                  |                                    |
|------------------|------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>         |
| <b>MOVER:</b>    | John Ford, County Commissioner     |
| <b>SECONDER:</b> | Greg McKinley, County Commissioner |
| <b>AYES:</b>     | Ford, McKinley                     |
| <b>ABSENT:</b>   | Focke                              |

10:45 AM

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

|                  |                                    |
|------------------|------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>         |
| <b>MOVER:</b>    | John Ford, County Commissioner     |
| <b>SECONDER:</b> | Greg McKinley, County Commissioner |
| <b>AYES:</b>     | Ford, McKinley                     |
| <b>ABSENT:</b>   | Focke                              |

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

|                  |                                    |
|------------------|------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>         |
| <b>MOVER:</b>    | John Ford, County Commissioner     |
| <b>SECONDER:</b> | Greg McKinley, County Commissioner |
| <b>AYES:</b>     | Ford, McKinley                     |
| <b>ABSENT:</b>   | Focke                              |

### Adjournment

Move to adjourn.

|                  |                                    |
|------------------|------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>         |
| <b>MOVER:</b>    | John Ford, County Commissioner     |
| <b>SECONDER:</b> | Greg McKinley, County Commissioner |
| <b>AYES:</b>     | Ford, McKinley                     |
| <b>ABSENT:</b>   | Focke                              |