



**Board of Riley County
Commissioners
Regular Meeting
Minutes
June 09, 2022**

115 North 4th Street
Manhattan, KS 66502
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	Remote	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
Elizabeth Ward	Human Resource Manager	Present	8:30 AM
Christian Bright	KMAN	Present	8:32 AM
Derek Woods	RCPD	Present	8:35 AM
Sam Hennigh	KMAN	Present	9:00 AM
Shelly Williams	Community Corrections Director	Present	9:13 AM
Shilo Heger	Treasurer	Present	9:22 AM
Darell Edie	Budget & Finance Officer	Present	9:31 AM
Janet Nichols	Manhattan Area Chamber of Commerce	Present	9:45 AM
Julie Gibbs	Health Department Director	Present	10:00 AM
Madison Hsu		Present	10:00 AM
Breva Spencer	Family Connections Supervisor	Present	10:00 AM
Kristin Littrel	Health Department Student Intern	Present	10:30 AM
Eileen Horn		Remote	11:20 AM
Craig Cox	Deputy County Counselor	Present	11:20 AM
Gina Snyder	Downtown Manhattan Director	Present	1:15 PM
Dan Crouch		Present	1:15 PM
Gary Fike	County Extension Director	Present	1:15 PM
Scott Carmichael	Riley County Conservation District Director	Present	2:00 PM
Steve Hargrave		Present	2:00 PM
Charles Dugan		Present	2:00 PM
Nathan Larson		Present	2:00 PM
Stan Johnson		Present	2:00 PM
Kevin Religa		Present	2:00 PM
Robbin Cole	Pawnee Mental Health Services Director	Present	2:30 PM
Cindy Kabriel	Administrative Assistant II	Present	2:26 PM

Pledge of Allegiance**Public Comment**

1. Public Comments

Commission Comments

2. Commission Comments

McKinley's Comments:

Monday evening we attended the Manhattan Catbacker banquet and auction. Had a great time and heard from President Linton and most of the coaches. They also had some of the athletes speak from football, men's and women's basketball and volleyball.

Tuesday evening I went to the Leonardville City Council with David Adams. We discussed the location we are looking at for the ambulance station, which is some property that the city owns.

Wednesday morning I had a treadmill stress test. I get the results next week but I considered it a success, because I survived it.

Wednesday evening I attended the Randolph City Council. North county RCPD Sgt Doehling gave a report at Leonardville and Randolph about the number of accidents on Tuttle Creek Boulevard. There will be an increased RCPD presence there to watch speed and unsafe driving. The council had some questions about the schedule for improvements at 13 and 113 and I gave the information we have been told.

Focke's Comments:

Focke said she is working on recovery.

Ford's Comments:

Monday afternoon I met and spoke with Trent Armbrust from the Kansas Department of Commerce. We spoke extensively about the

broadband and connectivity challenges we are facing and kicked around some thoughts and ideas about how to start developing a plan to solve them. We also discussed some of the other infrastructural issues are rural citizens are facing including water, sewer, and emergency and life services as well. We also discussed some other challenges that the county and really all Kansas counties are faced with both currently and moving forward. Appreciated his time and the dialog really gave me a lot to think about as well. The State of Kansas is receiving 400 million in specific federal funds for the connectivity issues. We are going to have to act soon or those funds will surely pass us by.

Wednesday afternoon I had my monthly meeting of the National Association of Counties Community Economic and Workforce Development Committee via Microsoft Teams. We heard some opening remarks from our Chair Joseph Wood, Judge Washington County, Arkansas. He will be stepping down as Chair to run as Lt. Governor in the upcoming Governor's race in the state of Arkansas. We then heard from John Cartier, Councilmen, New Castle County, Delaware, and he gave a presentation on seeking information on innovative funding for emergency condo repair. This would be funding at both the federal and state levels to take old and outdated structures and return them of value for either affordable or even possibly workforce housing in counties across the country. Michael Matthews, NACo's Legislative Director CEWD gave us an update on the NACo Annual Conference and Expo in Adams County, Colorado (Denver) and other events and meetings that will be occurring leading up to that conference.

I also want to give a shout out to our new County Appraiser Anna Burson who had a good and solid article/interview in the Manhattan Mercury this week. I always like seeing our employees and professionals get honored and recognized for their efforts, whether they have been here for a short amount of time or for decades and generations, so in short congratulations.

Lastly, I would like to give thanks that many friends and family are safe and well after Wednesday mornings EF-1 Tornado that skirted through the Overland Park and Lenexa area of Kansas City. Seeing that this storm came through the area after dark it is good to know that people were alert and took the proper precautions that avoid major injuries and the loss of life.

Business Meeting

3. Out of State Travel Request for Society of Human Resource Management Conference

Move to approve the Out of State Travel Request for Elizabeth Ward, Human Resource Manager to attend the SHRM annual conference in New Orleans, Louisiana.

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

4. Highway Use Permit, WTC Communications

Move to approve the Highway Use Permit granting the WTC Communications permission to work in the right of way to place fiber optic cable along Denison Avenue and Marlatt Avenue.

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

5. Discuss Joint City/County/County Meeting Agenda

No topics.

Review Minutes

6. Board of Riley County Commissioners - Regular Meeting - Jun 6, 2022
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

7. Tentative Agenda

Press Conference Topics

8. Discuss Press Conference

9:00 AM**Clancy Holeman, Counselor/Director of Administrative Services**

9. Administrative Work Session
10. Review and Approve Contract Providing Medical Care to Riley County Jail Inmates

Holeman presented the ACH Agreement.

Move the Board authorize the Chairman to sign the "Business Associate Agreement, Riley County, Kansas" and "Agreement for the Provision of Healthcare to incarcerated patients Riley County, Kansas."

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

11. A Home Rule Resolution Formally Adopting Conduct Rules for Both Comment and Recording by the Public During Riley County Public Meetings

Holeman presented the conduct rules during Riley County public meetings.

Move to approve "Resolution No. 060922-24, A Home Rule Resolution formally adopting conduct rules for both comment and recording during Riley County public meetings."

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

9:20 AM Shelly Williams, Community Corrections Director

12. FY22 4th Quarter Governor's Allocation

Williams presented the FY22 4th Quarter Governor's Allocation.

Move to approve to utilize the enhanced state funding to give bonuses to Community Corrections staff by June 30th, as outlined by staff during the meeting on June 9th.

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

9:30 AM Shilo Heger, Treasurer

13. May 2022 Revenue Reporting - Riley County Treasurer

Heger presented the May Treasurer's Report.

9:45 AM Jason Smith, Manhattan Area Chamber of Commerce

14. Economic development update

Nichols presented an update on Fort Riley activities.

10:00 AM Julie Gibbs, Health Department Director

Move to recess as the Board of County Commissioners and convene as the Board of Health.

RESULT:	ADOPTED [2 TO 0]
MOVER:	John Ford, County Commissioner
SECONDER:	Greg McKinley, County Commissioner
AYES:	Ford, McKinley
AWAY:	Focke

15. Out of state travel request for Cathie Jones, WIC Dietitian, to attend Breastfeeding Conference

Gibbs presented an Out of State Travel request.

Move to approve the Out of State Travel Request for Cathrine Jones, Registered Dietitian/Breastfeeding Coordinator to attend the Breastfeeding Conference. The entire cost of the conference, travel, lodging and meals will be covered through the WIC Program.

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

16. RCHD Monthly Update

Gibbs presented the Health Department monthly update.

Move to approve the signs for the County Parks "No Vaping, No Smoking Signs."

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

10:30 AM

Breva Spencer, Maternal and Child Health Supervisor

17. RCHD Maternal and Child Health Update

Spencer introduced Kristin Littrel a student intern.

Spencer presented an update on Maternal and Child Health.

Move to recess as the Board of Health and reconvene as the Board of County Commissioners.

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

11:00 AM Budget and Planning Committee - Darell Edie, Budget and Finance Officer

18. Monthly Cash Flow Reports for May 2022

Edie presented the monthly cash flow reports.

11:15 AM John Ellermann, Public Works Director/County Engineer

19. Request to fill an open Engineering Technician - Construction Position

Ellermann presented the request to fill the engineering technician position.

Move to approve the Public Works Department advertise to hire the open Engineering Technician - Construction position.

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

The Board of County Commissioners signed a Riley County Position Action Form for an Engineering Technician - Construction, in the Public Works/Engineering Department, at a grade N.

11:20 AM Vickie James, Food and Farm Council Coordinator

20. Adopt Food System Master Plan for Riley County and City of Manhattan, Kansas

Webb reported Vickie James and the consultants will present the Food and Farm Council information.

James stated the City may have some changes to the presented plan, which may require an amendment in the future.

James presented the Food System Master Plan.

Move to approve "Resolution No. 060922-25, A Resolution adopting by reference the Food System Master Plan for Riley County and the City of Manhattan, Kansas."

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

11:40 Focke left the meeting.

1:15 PM Gina Snyder, Downtown Manhattan Director

21. 2023 Downtown Manhattan Inc. Appropriation Request

Snyder presented the Downtown Manhattan appropriation request.

1:30 PM Gary Fike, County Extension Director

22. 2023 Riley County Extension & Fair Appropriation Requests

Vargo reported the Extension budget request will be scheduled for the end of June due to the statutory requirement of the Extension budget being accepted or denied within 10 days of the presentation of the filing.

Fike presented the Fair appropriation request.

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

23. 2023 Riley County Conservation District Appropriation Request

Carmichael presented the Soil Conservation District appropriation request.

2:15 PM Shelly Williams, Community Corrections Director

24. 2023 Community Corrections Appropriation Request

Williams presented the Community Corrections appropriation request for Drug Court.

2:30 PM

Robbin Cole, Pawnee Mental Health Services Director

25. 2023 Pawnee Mental Health Services Appropriation Request

Cole presented the Pawnee Mental Health appropriation request.

Adjournment

Move to adjourn.

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