



**Board of Riley County
Commissioners
Regular Meeting
Minutes
June 14, 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
Craig Cox	Deputy County Counselor	Present	8:30 AM
Tami Robison	Budget and Finance Officer	Present	8:36 AM
Alice Massimi	PIO	Present	8:37 AM
Elizabeth Ward	Human Resource Manager	Present	8:37 AM
John Ellermann	Public Works Director/County Engineer	Present	8:57 AM
Christy Rodriguez	Flint Hills Regional Council	Present	9:05 AM
Sam Hennigh	KMAN	Present	9:05 AM
Gregg Eyestone	Extension Agent	Present	9:28 AM
Mel Van Der Stelt		Present	9:48 AM
Shilo Heger	Treasurer	Present	9:48 AM
Amanda Smeller	Planning/Special Projects Director	Present	9:48 AM
Allana Saenger	Museum	Present	10:50 AM
David Adams	EMS/Ambulance Director	Present	11:53 AM
Michael Boller	Noxious Weed Director	Present	11:53 AM
Greg McHenry	County Appraiser	Present	11:54 AM
Russel Stukey	Emergency Management Director	Present	12:00 PM
Julie Gibbs	Health Department Director	Present	12:00 PM
Kevin Howser	IT/GIS Director	Present	12:00 PM
Shelly Williams	Community Corrections Director	Present	12:05 PM

Pledge of Allegiance

Public Comment

1. Public Comments

Commission Comments

2. Commission Comments

Ford's Comments:

Tuesday through Thursday I attended the Kansas County Commissioner Association (KCCA) 46th Annual Conference down in Liberal, Kansas. It was so very good to get to see in person some of the commissioners around the state that I already know, in person and to network with some new commissioners as well. It was great getting the opportunity to see and hear what everyone has gone through over the last 13 to 14 months, and to hear what challenges and issues they face in their respective counties. They had really informative presentations including a legislative update from Jay Hall (KAC's Legal Counsel), and had a very productive Urban County breakout session with Sedgwick, Shawnee, and Leavenworth counties. Kudos to the Kansas Association of Counties, the City of Liberal, as well as the Seward County Commission for a job well done on this event. The Mid American Air Museum is quite the hidden gem here in Kansas as well.

Wednesday afternoon, I had my monthly national teleconference call with the NACo Community Economic Workforce Development Steering Committee. Among the topics of discussion was a presentation by Natalie Cofield Assistant Administrator for Women Business Ownership on a SBA Community Navigator Pilot program, Nastassia Walsh gave a presentation on NACo Housing and Health Equity, and Jonathan Harris, NACo Associate Research Director gave an update on the upcoming Jobs and Economic Data report due out later in the summer. I have also been re-nominated to serve on this steering committee for 2021-2022 by KAC.

Thursday afternoon, I got back in time to meet with the Manhattan Area Recovery Task Force. Since the formation of this committee back in April of 2020 this was the first time we met in person. It was great to have the chance to reflect and to listen to everyone else do the same thing. We plan on meeting again in August and then again in October and if all goes well we will sum up the work of this committee submit a final report and close the task force out. Keep in mind we went from meeting weekly to finalizing the work of this group throughout the pandemic.

Friday I had a chance to meet and chat with John Ellermann, Riley County Public Works Director in person on a couple of items. I

realized this was the first time we had a chance to chat and catch up since he took over back in December. All in all I thought the dialog was very productive.

Also Friday I went out and took a look at all the items currently being stored out at the Noxious Weed and Household Hazardous Waste Department. Was quite impressed with the operation and everything they had in stock, including paint.

Lastly Friday afternoon I made a donation at the Riley County Blood Bank Clinic with the American Red Cross. There is currently a delay and shortage of blood throughout the country so the need for these donations are very important at this time. Please take a moment to get online and schedule a time to donate. It is really easy to do and it really can save a life along the way.

McKinley's Comments:

I attended the KCCA conference in Liberal last week. The presentations included budgeting with the new requirements, a legislative update, rural health care challenges, appraising property, employee retention and training, and safety and security. Most of the presentations were informative, only a couple of clunkers, and worth the long drive. I was able to meet commissioners from other counties and discuss how things are done. The first night I attended a reception at the Mid-American Air Museum. It was very impressive. Over 100 planes of all sizes and ages.

This weekend I was reviewing materials for the upcoming budget discussions.

Focke's Comments:

Tuesday, I was on the KMAN forum with guest host Troy Coverdale. We had the entire hour and discussed various topics. I was unable to attend the conference in Liberal, so it was pretty quiet around the office.

Tuesday night, I attended my church Personnel Support Committee to review job descriptions for several staff members. Afterwards, I stopped by the park to hear some of the Arts in the Park program. Couldn't stay long, but plan to attend more this summer.

Thursday, I spent some time in the office, returning calls and scheduling meetings for next week. Spent some time in IT with Kevin.

Had several conversations about the Kaw Valley Rodeo parking issues at the county fair location.

Saturday, I attended the Symphony in the Flint Hills south of Council Grove. It was a great event (I had never attended in the past). It was sold out so it took hours to get back to the car to leave.

Had problems with the board packet over the weekend and wasn't able to review today's meeting.

Business Meeting

3. Randolph Fireworks display application

Move to approve the Fireworks Display Permit for Randolph Lions Club - Bruce Zimmer for Randolph July 3, 2021.

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

4. 2020 Legal Letter Confirmation for Audit

Move to approve and sign the Legal Representation Letter for the audit with Sink, Gordon & Associates.

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

5. 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

6. Appoint Dan Troyer to the Parks Advisory Board and approve Resolution

Move to sign an appointment letter for Dan Troyer to the Parks Advisory Board and approve "Resolution No. 061421-24, A Resolution appointing representatives to the Riley County Park Advisory Board".

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

7. Action on the NACo 2021 Voting Delegate for the NACo 2021 Business Meeting

Move to appoint Commissioner Ford as Riley County's voting delegate for the National Association of Counties (NACo) 2021 In Person/Virtual Annual Business Meeting on Monday, July 12, 2021.

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

8. Sign Riley County Personnel Action Forms

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

- Brett Wege, for a promotion (from seasonal/temp to permanent full time), as a Facility & Grounds Technician I, in the Public Works/Parks Division, at a grade H step 1, at \$16.19 per hour.
- Kelly Cameron-Harp, a RADxUP Community Health Specialist, in the Health Department, for Separation from County Service, effective July 9, 2021.
- Debra Regester, a new hire (transferring from Temp position to Permanent Part Time), as a Records Assistant I, in the Register of Deeds Department, at a grade F step 10, at \$19.41 per hour, effective June 28, 2021.

Review Minutes

9. Board of Riley County Commissioners - Regular Meeting - Jun 7, 2021 8:30 AM

Move to approve the minutes.

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

Review Tentative Agenda

10. Tentative Agenda

Press Conference Topics

11. Discuss Press Conference

9:00 AM Rich Vargo, County Clerk

12. Year to date budget and expenditure reports

Vargo presented the year to date budget and expenditure reports.

9:15 AM Christy Rodriguez, Flint Hills Regional Council Director

13. Flint Hills Regional Council update

Rodriguez presented the Flint Hills Regional Council update.

9:30 AM Press Conference

14. Garden Tour - Gregg Eyestone (2-3 minutes)

Eyestone said the 2021 Garden Tour will be held from 8:00 a.m. to 12:00 (noon) on Saturday, June 26th.

15. USD 383 Primary Election - Rich Vargo (1-2 minutes)

Vargo reported the USD 383 Primary Election will be Tuesday, August 3, 2021. Vargo said the voter registration deadline is Tuesday, July 13, 2021. Vargo stated Advance Voting will begin in person and by mail of Wednesday, July 14, 2021. Vargo said the Primary Election will reduce the number of candidates from 10 to 6 for the General Election.

9:50 AM Tami Robison, Budget and Finance Officer

16. 2022 Budget Work Session

Robison presented the 2022 Budget Calendar and Developmental Worksheets.

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

17. Public Works Project Update

Ellermann presented the Public Works projects update.

18. KDOT US-24 Unofficial Detour

Ellermann presented the KDOT Unofficial Detour agreement.

Move to approve the chairman sign the agreement with KDOT for the application of dust control on Crooked Creek Road.

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

10:30 AM Break

10:40 AM Craig Cox, Deputy Counselor

19. Administrative Work Session

Cox reported the 2021 Tax Sale will be held June 25, 2021 at the Riley County Public Works Facility. Cox reviewed the tax sale properties.

Cox discussed the Britt case of agreed temporary injunction.

Cox said he has been working hard on the Keats Sewer District project income survey to qualify for more funding.

20. Pending County Projects County Counselor

11:00 AM Allana Saenger Parker, Museum Curator of Design

21. Riley County Historical Museum Staff Report- Wolf House 4th Grade Virtual Tour

Saenger presented the Wolf House 4th Grade Tour.

11:15 AM Shilo Heger, Treasurer

22. May 2021 Revenue Reporting - Riley County Treasurer

Heger presented the May Treasurer's report.

Adjournment

Move to adjourn after the County Officials Luncheon.

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

12:00 PM County Officials Luncheon

23. County Official's Luncheon Agenda - Facilities, Julie Gibbs and Robbin Cole

The Board attended the County Officials Luncheon.

Cole presented a PowerPoint presentation on Pawnee Mental Health's space needs.

Gibbs presented a PowerPoint presentation on the Health Department's space needs.

Adams presented a PowerPoint presentation on the EMS/Ambulance Department's space needs.