



**Board of Riley County
Commissioners
Regular Meeting
Minutes
June 16, 2025**

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

Cindy Kabriel
785-565-6200

Commission Chambers

8:30 AM

[District 1 – John Ford, Member](#)

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

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

8:30 AM

Call to Order

Attendee Name	Title	Status	Arrived
John Ford	County Commissioner	Present	8:30 AM
Kathryn Focke	County Commissioner	Absent	8:30 AM
Greg McKinley	County Commissioner	Present	8:30 AM
Cindy Kabriel	Senior Administrative Assistant	Present	8:30 AM
Jacob Hansen	Interim County Counselor	Present	8:30 AM
Alvin Perez	Public Works Operations/Fleet Manager	Present	8:30 AM
Jared Tremblay	MPO	Present	8:30 AM
Anna Burson	County Appraiser	Present	8:30 AM
Evan McMillan	Assistant County Engineer	Present	8:30 AM
Emma Loura	Manhattan Mercury	Present	8:35 AM
Shilo Heger	Treasurer	Present	8:54 AM
David Adams	EMS/Ambulance Director	Present	9:01 AM
Russel Stukey	Emergency Management Director	Present	9:16 AM
Amy Manges	Register of Deeds	Present	9:20 AM
Vivienne Leyva	PIO	Present	9:24 AM
Tande Lentz	Assistant Vehicle Supervisor	Present	9:27 AM
Donna Borgerding	Vehicle Supervisor/Deputy Treasurer	Present	9:27 AM
Shari Morrand	Tax Supervisor	Present	9:27 AM
Elizabeth Ward	Human Resources Director	Present	9:29 AM
Tara Claussen	United Way	Present	9:30 AM

Pledge of Allegiance

Public Comment

1. Public Comments

Commission Comments

2. Commission Comments

Ford's Comments:

Not really a lot going on at weeks end and over the weekend. I did have my Manhattan High School 30th year class reunion that took place in various means both Friday and Saturday including a morning Zoom call that allowed classmates from around the world to connect which was pretty cool.

Other than that, not much going over the weekend it stayed pretty quiet, and I got some other things done at home as I have been needing to do.

Focke's Comments:

No comments.

McKinley's Comments:

Since I was not here for comments last Thursday. I will start with Monday last week. After our meeting we had the quarterly County Officials luncheon and the other two commissioners covered that meeting.

Tuesday was the Flint Hills Veterans Coalition. Some work on the Veterans Day Parade and scholarships were discussed. Latest report is that RCPD will be handling the barricades now.

Tuesday was the Riley City Council and Wednesday was Randolph. At both meetings the changes in RCPD north patrol were discussed. Sargent Hagemeister will no longer be the supervisor and will be moved back to Manhattan. A lieutenant will now be the supervisor but will be located in Manhattan most of the time. This means north county has lost a full time patrolman. Next year when the SRO is only part time at 378 and 384 he will also be a part time patrolman. Once again north county gets shorted.

Thursday before the commission meeting I gave the welcoming remarks for the Kansas County Treasurers Conference. This is why I was later arriving. I did not miss the exiting part of our meeting.

Saturday I had a short speech for the Flag Day ceremony at Manhattan City Hall.

Most of the rest of last week and this weekend was spent getting our house ready to put on the market.

Business Meeting

3. 2025 Equipment & Vehicle Internet Auction

Move to authorize Public Works to contract with Purple Wave, Inc, of Manhattan, Kansas to conduct an "Internet Only" auction to sell surplus vehicles and equipment and to begin the process to dispose of surplus property and sign the "Notice of Intent to sell excess personal property by the Board of County Commissioners of Riley County, Kansas."

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

4. Amendment No. 1 Biennial Bridge Inspection Services Contract

Move to approve Amendment No 1 to the Biennial Bridge Inspection Services Contract dated December 19, 2024 in the amount of \$2,465.00 for the scour evaluation for structure F.6-7.0 located on South Otter Creek Road.

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

5. US-24 Corridor Management Study Memorandum of Understanding & Funding Agreement

Move to approve the Funding Agreement for the "Big Blue Study" with the Flint Hills MPO, the City of Manhattan, and Board of Pottawatomie County Commissioners and the Memorandum of Understanding for the "US-24 Study" with the City of Manhattan and Board of Pottawatomie County Commissioners.

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

ABSENT:	Focke
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6. Sign a Tax Roll Corrections

Move to approve the Tax Roll Correction.

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

Review Minutes

7. Board of Riley County Commissioners - Regular Meeting - Jun 12, 2025 8:30 AM

Move to approve the minutes.

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

Review Tentative Agenda

8. Tentative Agenda

Press Conference Topics

9. Discuss Press Conference

9:00 AM

Shilo Heger, Treasurer

10. May 2025 Revenue Reporting - Riley County Treasurer

Heger presented a treasurer's report.

Heger said she is proud to work for Riley County.

9:15 AM David Adams, EMS/Ambulance Director

11. Staff Update

Adams presented a staff update.

12. Outside Agency Request

Adams presented a request from Pottawatomie County EMS to use a Riley County EMS UTV/Patient Hauler from July 3rd- July 5th.

Move to approve the request from Pottawatomie County EMS to use an RCEMS UTV/Patient Hauler from July 3rd- July 5th for the 4th of July fireworks and celebration.

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

9:30 AM Press Conference

13. United Way Recognition - Tara Claussen (5 minutes)

Ward introduced Tara Claussen from United Way who has a recognition to give to the Riley County United Way committee for last year.

Claussen said they are very appreciative and thankful for the support from the team and all the employees within the Riley County workforce. We have a small certificate we would like to recognize the group as one of our top ten work place campaign's in the last campaign year.

Claussen said we just wanted to say thank you.

Claussen presented a Certificate of Recognition to Riley County to Amy Manges and Shari Morrand.

9:35 AM Jacob Hansen, Interim County Counselor

14. Administrative Work Session

15. Resolution Controlling the Sale & Use of Fireworks in Riley County, Kansas, Outside the Corporate Limits of Any City

Hansen presented a resolution controlling the sale and use of fireworks in Riley County.

Move to approve “Resolution No. 061625-28, A Resolution controlling the sale and use of fireworks in Riley County, Kansas, outside the corporate limits of any city.”

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

16. Pending County Projects County Counselor

Hansen presented the commission projects list.

9:46 AM Adjournment

Move to adjourn.

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

12:00 PM Law Enforcement Agency Meeting

17. Law Board Meeting Agenda