



**Board of Riley County
Commissioners
Regular Meeting
Minutes
June 27, 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
Michele Reid	Payroll & Benefits Spec & HR Associate	Present	8:32 AM
David Adams	EMS/Ambulance Director	Present	8:39 AM
Elizabeth Ward	Human Resource Manager	Present	9:00 AM
Joshua Gering	EMS/Ambulance Assistant Director	Present	9:00 AM
Vivienne Uccello	PIO	Present	9:12 AM
Evan McMillan	Assistant County Engineer	Present	9:20 AM
Jerry Howard	Facility Supervisor	Present	9:28 AM
Gary Fike	County Extension Director	Present	9:28 AM
Amanda Webb	Planning/Special Projects Director	Present	10:00 AM
Vickie James	Food and Farm Council Coordinator	Present	10:00 AM
Katharine Hensler	Museum Director	Present	11:00 AM
Russel Stukey	Emergency Management Director	Present	11:25 AM
Gilbert Terrell	Public Works	Present	9:30 AM

Pledge of Allegiance

Public Comment

1. Public Comments

Holeman asked for an executive session during his administrative time.

Move to add an executive session today at 10:10 a.m. to Holeman's administrative time.

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

Commission Comments

2. Commission Comments

McKinley's Comments:

Friday I met with Jerry Lonergan the new Executive Director for the Flint Hills Regional Council. I had been impressed when he spoke at the leadership retreat and wanted the chance to meet with him. We discussed the reasons why we left the organization and the problems I have seen with the group. He talked about what efforts they are making on finances and how he sees them going forward.

Saturday morning we attended the county extension's garden tour. Enjoyed seeing the work that others have done and picked up a few ideas for our own.

Sunday the grandkids and my daughter-in-law helped me finish the fence I had started.

Focke's Comments:

Ford's Comments:

Thursday afternoon I met with Riley County Health Department Director Julie Gibbs and Pawnee Mental Executive Director Robbin Cole to discuss in a little more depth each of their facility and infrastructure needs moving forward. We also discussed what maybe renovating several empty sites currently would be and in the process, have decided to take a look and sometime later in the summer touring the current vacant AIB Building and site as a possibility for both entities. This building in terms of total square footage may make it plausible to house both departments for the future. More to come on this as we get to that point.

Also Thursday afternoon I met with Sarah Siders from SPARK. I had a

great conversation of collective ways rural economic development initiatives we are working on for Riley County can match up and collaborate with her and SPARK as well moving forward. We also discussed some the challenges in the area including broadband and wireless technology, childcare, workforce needs and challenges, and the lack of all different types of housing (including rural in the region). I'm sure we will catch back up at a later date.

Sunday evening I watched the Colorado Avalanche take down the Tampa Bay Lightning 2-1 in Game 6 to win their first Stanley Cup in 21 years and their 3rd overall as a franchise. Looks like Denver is going to be a happening place this upcoming week.

Lastly, I wanted to send my condolences to our friends over in Linn County on the tragic loss of volunteer firefighter Josh Haynes 35, who lost his life battling a fire at a local chiropractic office last Monday. He leaves behind a spouse and four children.

Business Meeting

3. Sign corrected Paylocity Corporation Subscription Agreement

Move to sign the corrected Paylocity Corporation Subscription Agreement.

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

Review Minutes

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

Move to approve the minutes.

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

Review Tentative Agenda

5. Tentative Agenda

Press Conference Topics

6. Discuss Press Conference

9:00 AM

**Elizabeth Ward, Human Resource Manager and David Adams,
EMS/Ambulance Director**

7. EMS/Ambulance Restructure

Adams presented the EMS/Ambulance restructure.

The Board discussed the restructure.

Move to approve the proposed restructure of the EMS-Ambulance by shifting 14 PRN positions and reducing non-scheduled overtime to 3 full time paramedic positions.

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

9:30 AM

Press Conference

8. Presentation of retirement plaque to Doug Byarlay - Greg McKinley (3 minutes)

Did not attend.

9. Presentation of retirement plaque to Gilbert Terrell - Greg McKinley (3 minutes)

McKinley presented Gilbert Terrell a retirement plaque for 23 years of service.

Terrell said it has been great working for Riley County.

10. US flag retirement bin - Vivienne Uccello (5 minutes)

Uccello said the National Association of Counties sent a bin to Riley County, which will allow people to retire U.S. flags. The bin will be placed in the lobby at 110 Courthouse Plaza and will be accessible during regular business hours, Monday - Friday from 8:00 a.m. to 5:00 p.m. When a U.S. flag is so damaged that it can no longer serve as a symbol of the county, it should be retired in a dignified way. Most often, retired flags are burned. If someone does not wish to undertake retirement of a U.S. flag themselves, they are asked to fold it and place it in the bin. Other organizations, such as local Boy Scout and Girl Scout Troops, typically offer this service as well.

Uccello said with the high winds on Memorial Day this year, it's possible that many flags were damaged. We would be happy to accept them and ensure they are properly retired.

Uccello said also, the deadline to register to vote and participate in the August 2nd Primary Election is July 12th.

10:00 AM**Vickie James, Food and Farm Council Coordinator**

11. Adopting the amended Food System Master Plan for Riley County and City of Manhattan, Kansas

James presented the amended Food System Master Plan.

Focke expressed concerns regarding the City of Manhattan's changes from the committee's recommendation.

McKinley stated he liked the changes.

Ford said the balance continues to maintain and work through the balance of the issues.

Holeman stated he needs to add the repealing of the previous resolution.

The Board agreed by consensus to approve the resolution at the next business meeting repealing the previous resolution and approving the corrected resolution.

10:10 AM **Clancy Holeman, Counselor/Director of Administrative Services**

10:10 AM 12. Administrative Work Session

Move that the County Commissioners, including Chairman McKinley, Vice Chair Focke, and Commissioner Ford, along with Clancy Holeman, County Counselor, attorney for the Commission, recess into executive session pursuant to the non-elected personnel matters exception to the Kansas Open Meetings Act, for the purpose of discussing a performance matter of non-elected personnel, and to protect the privacy of the employee, the open meeting to resume in the County Commission Chambers at 10:30 a.m.

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

10:30 AM Move the Board of County Commissioners come out of executive session.

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

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

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

13. Pending County Projects County Counselor

10:30 AM **Amanda Webb, Planning Director**

14. Review a memo forwarded from the Riley County Planning Board regarding the annual review of the Comprehensive Plan.

Webb presented the RCPB Annual Comp Plan Review.

Move to receive the memo submitted by the Riley County Planning Board regarding their review.

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

10:40 AM Amanda Webb, Planning/Special Projects Director

15. Comprehensive Plan update presentation

Webb presented the Comprehensive Plan update.

Ford stated he does not like the 20 years and prefers a 15 year time period.

McKinley said 20 years is okay, but 15 years would be better.

Focke agreed saying 10-15 years would be better.

McKinley expressed concern with the number of stakeholders being 25-30 members.

Webb suggested subgroups addressing specific areas rather than one large group.

11:10 AM Katharine Hensler, Museum Director

16. Request to Fill Vacant Staff Position at Riley County Historical Museum

Hensler presented the Museum staffing request.

Ward stated per the policy the Board can make the appointment as requested.

Hensler stated the proposal is for 90 days to allow Parker to work 20 hours in the office, without the infant, and 20 hours work from home.

Ward said child care is hard to find in our area.

McKinley stated when in the office it is without the infant at work.

Focke said Parker is wonderful, but we have had these concerns in the past and what happens at the end of 90 days. Focke stated she is open to advertising for the position.

Ford stated he does not believe we would find anyone with her experience.

Ward said we will have to hold Hensler and Parker accountable.

McKinley stated if it is not resolved at 90 days we will have to open up the position.

Move to approve the recommendation to appoint Allana Saenger-Parker to the vacant Curator of Design posting at the Riley County Historical Museum without opening the position to the public for a period of review of 90 days from that date.

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

11:25 AM John Ellermann, Public Works Director/County Engineer

17. North County EMS Station Consultant Selection

Ellermann presented the North County EMS Station Design Proposal from Anderson Knight Architects.

Adams said the location is on two lots the City of Leonardville owns.

Focke asked if they will be deeded to Riley County or if they will have to be purchased.

Adams stated it is not clear, but they are asking \$7,500/lot.

McKinley said the price of the buildings seems large.

McKinley stated the people of Leonardville have said there is community space available in both Leonardville and Randolph.

Adams said the additional meeting space is \$100,000.

Stukey stated there is additional space in the fire station the community can use as well.

The Board agreed by consensus to not include the additional training room space for the North County EMS Station. The Board will take action on the revised Design Proposal at the next business meeting.

Adjournment

Move to adjourn after the Intergovernmental Luncheon.

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

12:00 PM

Intergovernmental Luncheon

18. Intergovernmental Luncheon Agenda