



**Board of Riley County
Commissioners
Regular Meeting
Minutes
June 29, 2023**

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

Cindy Kabriel
785-565-6200

**Leonardville Community Building, 118 N.
Erpelding**

6:00 PM

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

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

[District 1 – John Ford, Vice Chair](#)

6:00 PM

Call to Order

Attendee Name	Title	Status	Arrived
John Ford	County Commissioner	Present	6:00 PM
Kathryn Focke	County Commissioner	Present	6:00 PM
Greg McKinley	County Commissioner	Present	6:00 PM
Rich Vargo	County Clerk	Present	6:00 PM
Clancy Holeman	Counselor/Director of Administrative Services	Present	6:00 PM
Michael Boller	Noxious Weed Director	Present	6:00 PM
Craig Cox	Deputy County Counselor	Present	6:00 PM
David Adams	EMS/Ambulance Director	Present	6:00 PM
Russel Stukey	Emergency Management Director	Present	6:00 PM
Brian Peete	Riley County Police Department Director	Present	6:14 PM
Rep Lewis Bloom	Kansas State Representative District 64	Present	6:00 PM
Stacey Saldanha-Olson	Manhattan Mercury	Present	6:00 PM
Jana McKinley	Riley City Council	Present	6:00 PM
Chandra Ruthstrom	Leonardville Pride	Present	6:00 PM
Lori Rogge	Gene Francis & Associates	Present	6:00 PM
Leann Altwegg	Riley	Present	6:00 PM
Jeanne Richter	Leonardville	Present	6:00 PM
Jeff Bulk	Leonardville	Present	6:00 PM
Colleen Alexander	Leonardville	Present	6:00 PM
Chris Shoulte	Leonardville	Present	6:00 PM
Sgt Pat Tiede	Riley County Police Department	Present	6:00 PM

Pledge of Allegiance

Public Comment

1. Public Comments

Representative Lewis Bloom discussed legislation which would be harmful to local slaughter houses.

Commission Comments

2. Commission Comments

Focke's Comments:

Monday, I attended the Intergovernmental Luncheon at Rockin K's. Anna Burson did a presentation on property appraisals. It was a very informative discussion, and a lot of questions were asked by the participants.

After the presentation, very short miscellaneous updates were given. I made the announcement that our Riley County offices will be closed Monday, July 3rd.

That afternoon, I continued to make some calls to property owners in the Keats area. It is a tough time to reach people this time of year, but I'll keep working on it.

Tuesday, I had a doctor's appointment and then had to take my car in for some repair work, so I worked at home until it was done. I did some research on a new company at 1800 Kimball Avenue, Sure Point, that is based in my hometown, and watched some of the Law Enforcement Board meeting on TV.

Wednesday my lunch group was able to get together, as weekends have not been working out lately. We had a great lunch at the Riley Café. I enjoyed not having to drive and could check out the crops along the creek coming back to Manhattan. Later, I reviewed all the documents for tonight's meeting, specifically the updates on building projects and the 2024 budget worksheet; answered e-mails and did some follow up phone calls.

I will be leaving early tomorrow morning for Virginia, but will be reachable by phone, e-mail, or text messages.

Ford's Comments:

Wanted to wish everyone back home in Kentucky well after Sunday's tornado that came through the area. Lots of damage but everyone is okay. National Weather Service in Louisville rated the storm a strong EF-2, but they did have plenty of warning and lead time before it struck.

Monday afternoon I attended the June Intergovernmental Meeting hosted by USD 383 at Rockin K's up on campus. Anna Burson, Riley County Appraiser gave a presentation on what they do in her office, what it means for the property owners, and gave some really factual information that pertinent to citizens at this point in time. A lot of good question were asked, and the meeting was very well attended.

Also Monday afternoon we had a Special Meeting of the Riley County Law Board mainly to sort through and vote on a budget for the fiscal year 2024 as statutorily required. We heard from quite of few individuals from both the community and RCPD during the Public Comment section in regard to the budget and after a spirited discussion and some questions of our own we narrowed it down to two budget proposals out the total of six that were provided during the budget cycle. Budget #4 was voted down by a vote of 4-3. It was a total increase of \$2,008,356\$ or 6.99% over last year's budget. I voted "No" on this proposal. Budget #5 was voted on and passed by a vote of 4-3 and is a total increase of \$1,885,600\$ or 6.50% over last year's budget. I also voted "No" on this proposal. Both included a 6.5% COLA but Budget #5 provided a small portion of the salary survey to be implemented for 2024. I voted "No" on both proposals because I'm concerned over the total increase both budgets require overall moving forward and repercussions to the county's portion including in it as well.

Tuesday afternoon I attended via Zoom the July Board of Directors Meeting of Pawnee Mental Health. First I listened in on the Finance Committee meeting to go through the financials. Items of discussion in the main meeting included reports from the Chief Financial Officer, Bob Hanson, and Chief Executive Officer Robbin Cole. Program updates included a presentation on the transition to CCHBC (taking place officially on Saturday) by Becky Woodward, and a Marketing and Development report by several members of staff as well. Committee report updates included Finance Oversight, and the Planning and Services Committees respectfully. Other business included review of the draft budget for FY 2024, approved the credit card usage by the approved staff members, approved the delegation of authority to be able to approve expenditures of Pawnee funds, a review and an update on the bank signature cards, and a final approval for the updated strategic plan.

Wednesday I met with a small citizens group to discuss and chat about some county related functions including our elections process, what goes into appraisals and valuations, the county budgeting process, and lastly the ongoing dialog we are having on flexible and condensed county schedule (4-10 hours days). For the record this was an excellent conversation was mainly for educational and information purposes, as many in attendance were unaware the process as well the work and

efforts that goes into each one of them. Several were very complimentary of both staff and the high level of service we are providing here at Riley County.

McKinley's Comments:

Monday after our meeting I attended the Intergovernmental Luncheon. Anna Burson was the speaker, and she had a great talk about appraisals and tax exemptions. Most of the information we knew but it was good to have other area officials brought up to speed.

Tuesday evening Vern Henricks came to City of Riley to discuss the Greater Manhattan Community Foundation. There is interest in setting up a community foundation in Riley. He discussed what the GMCF could do to help with this and what will be needed to start it in Riley. He had a lot of good information.

After his presentation was the Riley City Council meeting.

Wednesday, we had a meeting with the contractor and architect at the North County Ambulance project. They are making good progress as you could see when you came into town tonight. There were a few questions brought up and I think David Adams will go over this later.

This morning I was reviewing the budget worksheet we received and trying to digest the numbers. There is still work to be done.

Business Meeting

3. Agreement for Software Services with InTech Software Solutions for Modus Elections Software

Move to approve the Agreement for Software Services with InTech Software Solutions for Modus Elections Software and the Contractual Provisions Attachment.

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

4. A Resolution Authorizing Improvements to the University Park and Lakeside Heights Sewage Treatment Facility

Cox presented the resolution.

Move to approve "Resolution No. 062923-35, A Resolution repealing Resolution No. 062623-32 authorizing construction of sewage treatment and disposal improvements to serve the existing University Park Sewer District and the Lakeside Heights Sewer District located in Riley County, Kansas" due to errors in legal description.

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

Move to approve "Resolution No. 062923-36, A Resolution authorizing construction of sewage treatment and disposal improvements to serve the existing University Park Sewer District and the Lakeside Heights Sewer District located in Riley County, Kansas."

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

5. REQUEST FOR PROPOSALS No. 2023-A

Move to approve the Request for Proposals No. 2023-A for contract providing indigent defense services in Riley County.

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

6. Sign Riley County Personnel Action Form(s)

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

- Kallie Kolterman, a new hire, as an Appraiser I - Personal Property, in the Appraiser's Department, at a Range 5, at \$19.03 per hour.
- Clayton Glessner, a PRN, with the EMS/Ambulance Department, for Separation from County Service, effective June 10, 2023.
- Brittany Phillips, a new hire, as a Budget and Finance Manager, in the Clerk's Department, at a Range CC, at a base rate of \$3,453.96.

Move to sign the Letter of Support for the City of Ogden's grant application for "Safe Streets and Roads For All."

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

7. Approve payroll/accounts payables (when completed)

Move to approve the payroll vouchers in the amount of \$717,040.00 and the following warrant vouchers for June 30, 2023:

2022 Budget

Disaster Fund	\$3,866.50
TOTAL.	\$3,866.50

2023 Budget

County General	\$412,211.42
Disaster Fund	525.00
Health Department	51,269.58
21 st Distr Adult Drug Crt	2,136.49
Register of Deeds Tech Fund	1,492.02
County Auction	1,286.30
Motor Vehicle Operations	627.46
Community Corrections	7,938.75
Economic Development	6,909.00
Emergency 911	5,201.86
Solid Waste	8,407.74
County Building	10,609.85
Road & Bridge Cap Project	1,588.00
RCPD Levy/Op	26,058.72
Riley Co Fire Dist #1	6,717.72
University Park W&S	4,925.63
Hunters Island Water Dist	3,312.44
Deep Creek Sewer	334.85
Moehlman Bottoms	1,638.25
Valleywood Operations	45.34
Terra Heights Sewer	1,240.25
Konza Water Operations	6,711.08
Univ Park W&S Cap Reserve	8,008.00
Lakeside Heights Sewer	24.61
High Plains Ranch – Ben Dis	208.53

TOTAL. \$569,428.89

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

Review Minutes

8. Board of Riley County Commissioners - Regular Meeting - Jun 26, 2023 8:30 AM

Move to approve the minutes.

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

Review Tentative Agenda

9. Tentative Agenda

Cancel Flint Hills Regional Council from July 6, 2023 tentative agenda.

Press Conference Topics

10. Discuss Press Conference

6:30 PM

Lori Rogge, Gene Francis & Associates

11. County department hours of operation

Rogge thanked the Board for holding the meeting in Leonardville.

Rogge discussed the her real estate firms and the Flint Hills Association of Realtors concerns with the County considering closing on Friday's of each week.

6:50 PM Brian Peete, RCPD Director

12. RCPD update

Peete presented a Riley County Police Department (RCPD) update.

Tiede presented an update on north county RCPD activity.

7:05 PM Russel Stucky, Emergency Management Director

13. Firefighter & Storm Spotter Recruitment

Stucky discussed firefighter and storm spotter recruitment.

7:20 PM Larry Wendland, Leonardville City Mayor

14. Leonardville City update

No update.

7:30 PM David Adams, EMS/Ambulance Director

15. Building Update

Adams presented the North County EMS Station and Public Safety Headquarters projects update.

7:45 PM Rich Vargo, County Clerk

16. 2024 Budget Development Worksheet

Vargo presented the first draft of the 2024 Budget Development Worksheet.

Ford discussed having some strategic planning sessions for the County.

8:05 PM**Adjournment**

Move to adjourn.

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