



**Board of Riley County
Commissioners
Regular Meeting
Minutes
June 30, 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
Vivienne Uccello	PIO	Present	8:30 AM
Evan McMillan	Assistant County Engineer	Present	8:30 AM
Jason Anderson	Traffic Control Supervisor	Present	8:30 AM
Darrin Hobbs	Zoning Enforcement Officer	Present	8:30 AM
Christian Bright	Manhattan Mercury	Present	8:30 AM
Robbin Cole	Pawnee Mental Health Services Director	Present	9:00 AM
Sam Hennigh	KMAN	Present	9:20 AM
Amanda Webb	Planning/Special Projects Director	Present	9:35 AM
Gary Fike	County Extension Director	Present	9:36 AM
Darell Edie	Budget & Finance Officer	Present	9:42 AM
Lisa Brummett		Present	9:45 AM
David Adams	EMS/Ambulance Director	Present	10:05 AM
Joshua Gering	EMS/Ambulance Assistant Director	Present	10:05 AM
Jerry Lonergan	Flint Hills Regional Council	Present	10:11 AM
Anna Burson	County Appraiser	Present	10:17 AM
Shilo Heger	Treasurer	Present	11:00 AM
Cory Meyer	IT/GIS Director	Present	11:35 AM
Dalanna Nichols	Court Administrator	Present	11:45 AM
Judge Grant Bannister	District Court	Present	11:45 AM

Pledge of Allegiance

Public Comment

1. Public Comments

Hobbs presented the Employee of the Month Award to Alvin Perez, Public Works Department.

Perez said you are only as good as the people you work with. Perez stated he appreciates the recognition.

Commission Comments

2. Commission Comments

McKinley's Comments:

Monday after our meeting I attended the Intergovernmental Luncheon. There was a good presentation on MATC and their plans for expansion.

Tuesday I had trigger finger surgery and recovery is going fine.

Focke's Comments:

No comments.

Ford's Comments:

Monday, I attended the June Intergovernmental Luncheon in person at the Bluemont Hotel. Kind of a long meeting this time out, but we didn't meet in May. Was great to hear the presentation from MATC President James Genandt and others. As a 2003 MATC Graduate I would love to see this plan they have developed come to fruition at some point and think it has real value to the region, but I'm not sure at this point how we approach it. It was also great to see in person members from the public affairs team at Fort Riley as well, it has been a long time. It was also as always great and informative to hear what everyone is doing and currently working on. Much like Riley County everyone is extremely busy currently.

Tuesday afternoon I attended via zoom the June meeting of the Pawnee Mental Health Board of Directors. I first got an update on the finances through the Finance Committee. We also were introduced to a new board member Arlene Ediger from Cloud County. We also got a Therapy and Recovery Service Program Report. Robbin Cole gave us

and Executive Director's report. The Finance Oversight Committee gave a report. That was followed up on several votes to approve the FY 2023 budget, allowing staff positions to use the agency credit cards with limits, allowing the delegation of the expenditure of Pawnee's funds, and reviewing and updating the bank account signature cards. Diane Hinrichs gave us an update on some upcoming events and programming including this year's "Driving the Dream". We won't be meeting in July so August 23rd will be the next time we get together.

Wednesday afternoon I had a special 45-minutes Teams call with NACo's Community Economic and Workforce Development Committee to discuss and chat about twelve different policy resolutions that will be voted upon during next month's Annual Conference and Exposition in Adams County, Colorado. Among those resolutions were dealing with such items as New Market Tax Credits, FY 2023 appropriations for HUD, supporting legal migration for local economies and workforce, the Creative Economy Revitalization Act, Institutional Landlords and Homeownership, reaffirming support for the Community Reinvestment Act, retaining Demonstration State Status, Federal support increase in African American Homeownership in the United States, and lastly Economic Development Administration Reauthorization moving forward. Had great conversation and dialog and look forward to seeing what gets passed next month.

Also Wednesday afternoon, I spoke with Jade Piro De Carvalho, Director of the Office of Broadband Development with the Kansas Department of Commerce. We spent some time discussing the broadband needs and the different pots of potential funding to accomplish it moving forward. I discussed some options that hopefully can work for Riley County moving forward. I guarantee you there will be a lot of this considering there will be a short timeline to apply and receive some of these funds that will be available.

Business Meeting

3. A RESOLUTION AMENDING THE FOOD SYSTEM MASTER PLAN FOR RILEY COUNTY & THE CITY OF MANHATTAN, KANSAS

Move to approve "Resolution No. 063022-27, A Resolution amending the Food System Master Plan for Riley County & the City of Manhattan, Kansas."

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

4. Sign Tax Roll Corrections

Move to approve the Tax Roll Corrections.

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

5. Approve payroll/accounts payables (when completed)

Move to approve the payroll vouchers in the amount of \$596,777.63 and the following warrant vouchers for July 1, 2022:

2020 Budget

Capital Improvements Fund	\$58,893.00
TOTAL.	\$58,893.00

2022 Budget

County General	\$ 1,396,806.16
Disaster Fund	51,704.04
Health Department	132,276.81
Register Deeds Tech Fund	89.97
Motor Vehicle Operations	5,865.52
Community Corrections	22,256.89
Capital Improvements Fund	12,464.87
Economic Development	30,508.00
Emergency 911	7,545.55
Solid Waste	7,877.12
County Building	16,673.68
Road & Bridge Cap Project	118.75
RCPD Levy/Op	1,150,311.00
Riley Co. Fire Dist. #1	45,273.60
University Park W&S	4,435.13
Hunters Island Water Dist	1,787.75
Carson Sewer Benefit Dist	919.60
Deep Creek Sewer	1,376.64

Moehlman Bottoms	849.59
Terra Heights Sewer	2,193.15
Konza Water Operations	4,883.58

TOTAL. \$2,896,217.40

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

Review Minutes

6. Board of Riley County Commissioners - Regular Meeting - Jun 27, 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

7. Tentative Agenda

Press Conference Topics

8. Discuss Press Conference

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

9. Administrative Work Session

- 9:00 AM 10. Executive session to discuss a performance matter involving non-elected personnel

Move that the County Commissioners, including Chairman McKinley, Vice Chair Focke, and Commissioner Ford, along with Elizabeth Ward, Human Resource Manager, and Clancy Holeman, County Counselor, attorney for the Commission, recess into the executive session pursuant to the non-elected personnel matters exception to the Kansas Open Meeting 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 9:20 a.m.

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

- 9:20 AM Move the Board of County Commissioners come out of executive session.

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

9:20 AM Robbin Cole, Pawnee Mental Health Services Director

11. Pawnee Mental Health Services update

Cole reported Pawnee Mental Health has received a \$25,000 grant for their Agricultural AP Program.

Cole presented an update on Pawnee Mental Health Services.

9:35 AM Amanda Webb, Planning/Special Projects Director

12. Public Hearing to Consider Naming A Private Road Prairie Falls Lane and Re-addressing Affected Properties

Webb presented the naming of a private road Prairie Falls Lane.

McKinley opened the public hearing.

No public comment.

McKinley closed the public hearing.

Move to approve "Resolution No. 063022-28, Resolution naming a private road and the numbering and renumbering of existing business and residence addresses in the unincorporated area of Riley County, Kansas."

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

9:45 AM Gary Fike, County Extension Director

13. 2023 Extension Appropriation Request

Fike presented the 2023 Extension appropriation request.

Fike stated according to law the Board has up to 10 days to accept, deny or amend from the time of filing the budget.

Fike said the appropriation increase is due to personnel and benefits cost, which is 94% of their budget.

Fike stated 2020-2022 budgets have not had increases.

10:05 AM David Adams, EMS/Ambulance Director

14. 2023 EMS/Ambulance Budget Request & EMS grants

Adams presented the 2023 EMS/Ambulance budget request.

10:20 AM Jerry Lonergan, Flint Hills Regional Council

15. 2023 Flint Hills Regional Council budget request

Lonergan discussed the appropriation request increase from \$.60/capita to .90/capita.

Lonergan asked the Board to consider rejoining the Flint Hills Regional Council.

Lonergan discussed his prior professional experience.

Lonergan presented the 2023 Flint Hills Regional Council appropriation request.

10:30 AM Anna Burson, Appraiser

16. Out of State Travel Request

Burson presented an Out of State Travel Request.

Move to approve an Out of State Travel Request for Anna Burson to attend the to attend the 2022 International Association of Assessing Officers (IAAO) Conference & Workshops.

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

10:35 AM Darell Edie, Budget and Finance Officer

17. CIP Change

Edie presented the CIP Amendment for the vehicle for the Appraiser's Office.

The commissioners expressed and discussed concern with the large increase in cost.

The commission asked for staff to put together a Commission Agenda Report (CAR) on county vehicles per department and replacements needed in the near future.

10:45 AM Julie Gibbs, Health Department Director

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

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

18. **RCHD Request to fill PHEP Coordinator Position**

Gibbs presented the request to fill the PHEP Coordinator position.

Move to approve the request to fill the PHEP Coordinator 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 Emergency Response Coordinator, in the Health Department, at a grade L.

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

10:50 AM John Ellermann, Public Works Director/County Engineer

19. North County EMS Station Consultant Selection

Ellermann presented the updated North County EMS Station.

Move to approve the proposal from Anderson Knight Architects for \$87,875 for the North EMS Station.

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

20. Tabor Valley Bridge Replacement

Ellermann presented the Tabor Valley Bridge replacement.

Move to approve the CIP Project Funding Authorization Form for \$255,000 for Public Works to replace the Tabor Valley Road Bridge.

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

11:05 AM Darell Edie, Budget and Finance Officer

21. 2023 RCPD, CIP, ECO DEVO, Insurance, General-General, Bond & Interest, Commissioners Budget Requests

Edie presented the 2023 RCPD, CIP, Economic Development, Insurance, General-General, Bond & Interest Fund, and Commissioners budget requests.

11:35 AM Cory Meyer, IT/GIS Director

22. IBM iSeries AS400 Replacement

Meyer presented the IBM iSeries AS400 replacement.

Move to approve the CIP Project Funding Authorization Form for a new IBM iSeries Server for the IT/GIS Department in the amount of \$37,817.41.

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

11:45 AM Lanna Nichols, Court Administrator

23. Construction of Jury Box Knee Walls (Division 3 Courtroom)

11:45 Focke left the meeting.

Bannister presented the request to fund the construction to complete the jury box from CARES funding.

Move to approve the installation of knee walls to complete the jury box construction project, and to use CARES funding or building fund monies as the funding source and sign the proposal.

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

Adjournment

Move to adjourn.

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