



**Board of Riley County
Commissioners
Regular Meeting
Minutes
July 01, 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
Clancy Holeman	Counselor/Director of Administrative Services	Present	8:30 AM
Elizabeth Ward	Human Resource Manager	Present	8:33 AM
Michael Boller	Noxious Weed Director	Present	8:44 AM
Gary Fike	County Extension Director	Present	8:44 AM
Sam Hennigh	KMAN	Present	8:51 AM
Craig Cox	Deputy County Counselor	Present	9:12 AM
Amanda Smeller	Planning/Special Projects Director	Present	9:54 AM
Shilo Heger	Treasurer	Present	10:29 AM
Kevin Howser	IT/GIS Director	Present	10:32 AM
John Ellermann	Public Works Director/County Engineer	Present	10:32 AM

Pledge of Allegiance

Public Comment

1. Public Comments

Commission Comments

2. Commission Comments

Ford's Comment:

Monday afternoon I hosted the latest Intergovernmental Luncheon meeting, which Riley County is hosting for 2021. As always it was good to get an update on what progress and what each local entity is working on currently. Though I have seen and gotten several presentations already it was good to hear from the Manhattan Area Chamber of Commerce and their recently developed Business Conditions Report. It is a lot of valuable and useful information and I'm thankful they took the time to present to this group. I also look forward to getting this meeting back to the in-person model it was before the Covid-19 pandemic as well.

Wednesday morning I attended the ribbon cutting and open house for the newly opened RCPD Training and Firing Range down in Zeandale. Appreciated the opportunity to say a few words on behalf of this project as well as Riley County and the work and efforts of everyone involved on this for the last two years, and to get to actually cut the ribbon on it too. It was a very unique process to get through and ultimately get done, but I'm very thrilled and happy with the finished product and it will be a valuable commodity for RCPD and the region for decades and generations to come.

Also Wednesday I listened in on the Council of Foreign Affairs latest presentation on migration trends and the United States Immigration policy. This was more a town hall conversation and it featured Theresa Cardinal Brown, Managing Director, Immigration and Cross-Border policy from the Bipartisan Policy Center; Jeh Charles Johnson, Partner at Paul-Weiss-Rifkind-Wharton and Garrison, LLP and former Secretary of U.S. Dept. of Homeland Security (2013-2017); Shannon K. O'Neil, Vice President Deputy Director of Studies from Nelson and David Rockefeller Senior Fellow for Latin American Studies; and Richard N. Haas, President, Council of Foreign Affairs, who presided over the discussion.

McKinley's Comments:

After our meeting Monday I talked to John Ellermann about a citizen's concern regarding Keats Park. We have started a relocation of the playground equipment and it seems to be going slow. He said we are getting some new equipment and mulch for the area. I will talk to David Willis later to see how the progress is going.

Later I met with Russel Stukey about a recently retired volunteer. I want to discuss this with the other commissioners at the end of this meeting. While there, I had a long discussion with Russel about what the fire department has been doing and some of the things they are working on for the future.

Yesterday, I went to the open house at the recently completed firing range. They had officers that explained how each of the ranges work and how they are used to better train the officers. The training is not just how to shoot at targets, but also how to react to different situations. There was a good turnout of people and it is a very impressive facility that will serve the county for a long time.

Randolph has their Independence Day celebration on Saturday. It starts at 7:30 a.m. and ends with fireworks after dark. Activities include a car show, helicopter rides, soap box derby races, turtle races, and a parade. I hope everyone has a safe and enjoyable holiday weekend.

Focke's Comments:

Monday:

I attended the Intergovernmental Luncheon meeting that includes representatives of various governmental entities. Reports were heard from all of them and an open discussion was held. The Dark Store tax issue and SB 13 were discussed the most.

Tuesday:

One of the meetings I had scheduled was moved to Friday. Later in the day I met with Stephanie Pierce to get an orientation to the Entrepreneurial Facility Task Force of the Chamber of Commerce that I was asked to join. (The first meeting was held prior to the invitation). The task force is studying the various possibilities of an entrepreneur center to be located in the new parking garage in Aggieville. We had a very interesting discussion on how to develop this incubator for new businesses. She will be sending me a video of the first meeting and some other information to review.

Wednesday:

I attended the ribbon cutting and open house at the new RCPD firing range and training center. I did a tour of all the areas, including the bar-b-que food truck that the department is using for public events. The most recent was at the Juneteenth event and was well received. They plan to attend many events this summer with possible trips to western Kansas.

I'm continuing to go through the budget requests and will need to meet with Tami Robison to help me understand it.

A reminder that I will be out of town from July 13th - 20th.

Business Meeting

3. Sign Riley County Personnel Action Form(s)

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

- Aaron Bowyer, a COVID-19 Contact Tracer, in the Health Department, for Separation from County Service, effective June 25, 2021.
- Travis J. Johannes, a Public Works Operator II, in the Public Works Department, for Separation from County Service, effective July 5, 2021.
- Kassandra Procopio, an As Needed Museum Assistant, in the Museum Department, for Separation from County Service, effective July 2, 2021.

4. Approve payroll/accounts payables (when completed)

Move to approve the payroll vouchers in the amount of \$585,989.99 and the following warrant vouchers for July 2, 2021:

2021 Budget

County General	\$1,345,574.49
Health Department	155,242.24
Register Deeds Tech Fund	81.98
Motor Vehicle Operations	6,461.99
Community Corrections	17,525.58
Capital Improvements Fund	5,612.70
Economic Development	30,550.00
Emergency 911	6,828.18
Solid Waste	35,352.89
County Building	16,687.15
RCPD Levy/Op	1,099,206.74
Riley Co Fire Dist #1	44,775.57
University Park W&S	2,365.38
Keats Capital Project	4,400.00
Deep Creek Sewer	179.93
Valleywood Operations	96.14
Konza Water Operations	412.42

TOTAL. \$2,771,353.38

2020 Budget

Capital Improvements Fund	\$77,638.00
Road & Bridge Cap Project	467.50

TOTAL.	\$78,105.50
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RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kathryn Focke, County Commissioner
SECONDER:	Greg McKinley, County Commissioner
AYES:	Ford, Focke, McKinley

Review Minutes

5. Board of Riley County Commissioners - Regular Meeting - Jun 28, 2021
8:30 AM

Move to approve the minutes.

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

Review Tentative Agenda

6. Tentative Agenda

Press Conference Topics

7. Discuss Press Conference

9:00 AM

Gary Fike, County Extension Director

8. Riley County K-State Research and Extension Budget Filing

Fike presented the Extension budget.

Fike said the Board has 10 days to act on the Extension budget.

Move to sign the Riley County Extension Council 2022 Budget.

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

9:15 AM Michael Boller, Noxious Weed Director

9. Staff Update Riley Co Noxious Weed

Boller presented the Noxious Weed July staff update.

9:30 AM Greg McHenry, Appraiser

10. Appraiser's Office Report

McHenry presented the Appraiser's Office staff report.

9:55 AM Break

10:00 AM Amanda Smeller, Planning/Special Projects Director

11. Planning & Development - Staff Update

Smeller presented the Planning & Development staff report.

10:15 AM Clancy Holeman, Counselor/Director of Administrative Services

12. Administrative Work Session

10:15 AM 13. Executive session to discuss a performance matter involving non-elected personnel

Move that the County Commissioners, including Chairman Ford,

Commissioner McKinley, and Commissioner Focke, along with Clancy Holeman, Riley County Counselor, and Elizabeth Ward, Human Resource Manager, recess into executive session on a performance matter of non-elected personnel, an exception to the Kansas Open Meetings Act 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:	Greg McKinley, 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 action shall be taken consistent with the consensus reached in executive session.

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

10:35 AM

Tami Robison, Budget and Finance Officer

14. 2022 Budget Work Session

Robison presented the 2022 Budget Worksheets.

The Board agreed by consensus to not fund the 2022 budget stabilization increase of \$250,000.

The Board agreed to review the appropriations at the next budget work session.

Move to suspend all new positions for the 2022 budget.

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

11:15 AM John Ellermann, Public Works Director/County Engineer**15. Request to fill an open Equipment Operator II Position**

Ellermann presented the request to refill the Equipment Operator II position.

Move to approve the Public Works Department advertise to hire the open Equipment Operator II position.

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

The Board of County Commissioners signed a Riley County Position Action Form for a Public Works Operator II, in the Public Works Department/Operations Division, at a grade I.

McKinley said a volunteer firefighter retired after 54 years. McKinley recommended acknowledging the individual during a commission meeting.

The Board agreed by consensus to acknowledge the volunteer firefighter during a press conference with a plaque.

Adjournment

Move to adjourn.

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