



**Board of Riley County
Commissioners
Regular Meeting
Minutes
July 03, 2025**

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

Cindy Kabriel
785-565-6200

FCRC 2101 Claflin Rd

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	Present	8:30 AM
Greg McKinley	County Commissioner	Present	8:30 AM
Rich Vargo	County Clerk	Present	8:30 AM
Jacob Hansen	Interim County Counselor	Present	8:30 AM
Anna Burson	County Appraiser	Present	8:30 AM
Michael Boller	Noxious Weed Director	Present	8:30 AM
Cory Meyer	IT/GIS Director	Present	8:30 AM
Kris Schneider	IT/GIS	Present	8:30 AM
David Adams	EMS/Ambulance Director	Present	8:30 AM
Vivienne Leyva	PIO	Present	8:30 AM
Amanda Webb	Planning/Special Projects Director	Present	9:15 AM
John Ellermann	Public Works Director/County Engineer	Present	9:52 AM
Brittany Phillips	Budget and Finance Officer	Present	10:30 AM
Shilo Heger	Treasurer	Present	10:30 AM
Katharine Hensler	Museum Director	Present	10:30 AM
Amy Manges	Register of Deeds	Present	10:30 AM
Diane Creek	Health Department Director	Present	10:30 AM
Breva Spencer	Family Connections Supervisor	Present	10:32 AM
Russel Stukey	Emergency Management Director	Present	10:30 AM
Evan McMillan	Assistant County Engineer	Present	10:30 AM
Heather Ritchey	Child Care Licensing Supervisor	Present	10:34 AM

Pledge of Allegiance

Public Comment

1. Public Comments

Commission Comments

2. Commission Comments

Ford's Comments:

Overall, it has been a rather slow and quiet week so far. Got some things moved and shifted around here to the temporary location from our offices downtown to get prepared for today and I have been staying caught up on emails and correspondence throughout the week and went through today's packet including the updated budget information to be ready for the discussion later on in the meeting.

Focke's Comments:

Monday, after the BOCC meeting, I packed up my office items and paperwork to get ready for the move to our temporary space at the FCRC building. I got most of the items I'll need but needed to check out what's in the new office. Later that afternoon, I had a physical therapy session.

Tuesday, I took a friend to the hospital for some tests. Later, I went to the new offices, where I unpacked items that were there and got a feel for the space. I will need to get a desk light, a rug for the floor behind the desk, and other office supplies. I'll work with Cindy Kabriel to get some necessary items.

Wednesday I went to our permanent offices and got some additional items. Later that afternoon, I attended the Westloop Business Association monthly meeting at the Rockin K's event space.

Several presentations were made:

- Marcia Rozell from the Chamber's Tourism Department "Visit MHK" had dollar figures on the effect of "sports" on tourism revenue in the city and the sports programs that they support (in addition to, but not including KSU).
- Daphne McNelly from ATA Bus presented the new proposal for a faster bus route from the east and northeast part of Manhattan to Ogden and Junction City. It was an informative discussion with membership and she encouraged everyone to take a survey on the transit system. It's due on July 13th.

After the presentations, all those present identified their business and updates. There will be no meeting in August.

McKinley's Comments:

I spent a lot of time responding to calls, emails, etc. about the Mercury

article on our budget. It was put out to alarm people with the hopes of selling more newspapers. The numbers are exaggerated because the average home went up 3.5% not 5% and the totals are not a final number.

All three commissioners have said from the beginning that we can not have a large increase and our intent of finding savings. I have tried to explain to people that the budget is a process that takes several weeks to iron out. I also pointed out that whatever our increase might be, it is only a small part of the total tax bill. In the cities Riley County is about 25% of the total tax bill and in the county areas it is 30 to 33%.

Business Meeting

3. Advisory Board appointment letters and Resolution

Move to approve the following appointments and “Resolution No. 070325-32, A Resolution appointing Riley County representatives to Council/Advisory Boards.”

Derrek Marteney Comm Dist 2		Parks Board No term expiration
Natalia Sotomayor Comm Dist 3	July 3, 2025- December 31, 2025	Public Health Advisory Council 3 year
Rob Voelker Comm Dist 1	July 3, 2025- December 31, 2026	Public Health Advisory Council 3 year

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 30, 2025 8:30 AM

Move to approve the minutes.

RESULT:	ACCEPTED [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 Jacob Hansen, Interim County Counselor

7. Administrative Work Session

Hansen said the 2014 Case in Charles Arthur vs. the BOCC. Hansen stated the attorney's fees Riley County was required to pay, approximately \$50,000, was never collected and now extinguished through the Court.

Hansen discussed the letter residents of White Canyon will receive regarding the road maintenance.

9:15 AM Michael Boller, Noxious Weed/HHW Director

8. Staff Update

Boller presented the Noxious Weed/HHW staff report.

9:30 AM Anna Burson, Appraiser

9. July Staff Update

Burson presented the Appraiser's Office staff update.

9:45 AM Amanda Webb, Planning/Special Projects Director

10. Planning & Development - Staff Update

Webb presented the Planning and Development staff report.

10:00 AM Jacob Hansen, Interim County Counselor

- 10:00 AM 11. Executive session to discuss confidential legal advice regarding potential litigation issues

Move that the County Commissioners, including Chairman McKinley, Vice Chairwoman Focke, and Commissioner Ford, with Jacob Hansen, Interim County Counselor, attorney for the commission, Anna Burson, County Appraiser, and John Ellermann, Public Works Director/County Engineer recess into executive session pursuant to the attorney-client consultation an exception to the Kansas Open Meetings Act, regarding confidential legal advice on sewer districts and 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

Evan McMillan, Assistant County Engineer attended at 10:15 a.m. and was not part of the motion.

- 10:30 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 action shall be taken consistent with the consensus reached in executive session.

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

10:30 AM Brittany Phillips, Budget and Finance Officer

12. 2026 Budget Work Session

Phillips presented the Revenue Neutral Rate PowerPoint.

Phillips presented the 2026 revised Budget Development Worksheets and memo.

Heger presented information on services from the Treasurer's Office, which are not statutorily required.

The Board discussed Heger's presented items.

The Board agreed by consensus to eliminate the Driver's License Service in the Treasurer's Office and implement the Facilities Fee in Treasurer's Office transactions.

Boller discussed the potential elimination of the State Contract for treating noxious weeds.

Phillips said Ellermann and Creek are both still evaluating their respective budgets.

11:21 AM Adjournment

Move to adjourn.

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