



**Board of Riley County
Commissioners
Regular Meeting
Minutes
July 19, 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	Absent	8:30 AM
Greg McKinley	County Commissioner	Present	8:30 AM
Rich Vargo	County Clerk	Present	8:30 AM
Craig Cox	Deputy County Counselor	Present	8:30 AM
Elizabeth Ward	Human Resource Manager	Present	8:37 AM
Alice Massimi	PIO	Present	8:37 AM
Bob Isaac	Planner	Present	8:48 AM
John Ellermann	Public Works Director/County Engineer	Present	8:55 AM
David Adams	EMS/Ambulance Director	Present	8:55 AM
Charles Pottorff		Present	8:55 AM
Sam Hennigh	KMAN	Present	9:12 AM
Russel Stukey	Emergency Management Director	Present	10:12 AM
Tami Robison	Budget and Finance Officer	Present	10:16 AM
Amanda Smeller	Planning/Special Projects Director	Present	10:26 AM
Michael Boller	Noxious Weed Director	Present	11:02 AM
Julie Gibbs	Health Department Director	Present	11:15 AM
Breva Spencer	Family Connections Supervisor	Present	11:15 AM

Pledge of Allegiance

Public Comment

1. Public Comments

Commission Comments

2. Commission Comments

Ford's Comments:

Thursday afternoon I spoke to Robbin Cole on the phone for about a half hour on plans for a new facility for them and what conversations and direction she should be having with staff and the Pawnee Foundation board moving forward as we all approach things in the future. Dialog went well and we will just have to see what transpires.

Friday afternoon I was invited by Bob Copple from Ascension Via Christi and Former State Representative Kent Glasscock to sit in a focus group/discussion panel to discuss the challenges, trends, and opportunities moving forward with the hospital. This was the last of five different groups they put together and they were put together with a very wide cross section of both the community and region to promote a better overall discussion. There will definitely be more to follow on this moving forward.

Overall the weekend was pretty quiet. I did go over the proposed budget for 2022 a little more in depth and reviewed the materials for the RCPD Law Meeting scheduled later on this afternoon.

McKinley's Comments:

Last night I attended the Kaw Valley Rodeo dinner and auction. The steaks were great and the auction was fun. The right auctioneer can really make one of these fundraising events. If you stop bidding he will come over and harass you to keep going. I bid on some things, but was not successful on anything.

Other than that, I spent some time reviewing items coming up at today's meeting and catching up on some email.

Focke's Comments:

Absent

Business Meeting

3. 2021 CIP Authorization - Asbestos removal (Church)

Move to approve the CIP Project Funding Authorization Form. The project was approved at July 8, 2021 meeting to remove asbestos from the church with CIP funds.

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

4. A Resolution Amending Resolution No 122718-70

Cox presented amendments to the resolution.

Cox said the only change is adding the book and page numbers of the creation resolution.

Move to approve "Resolution No. 071921-28, amending Resolution No. 122718-70 determining that the multi-residential lagoon project for Bridgeview Heights Sewer District is not feasible to include book and page of Resolution No. 061917-36."

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

5. Sign Riley County Personnel Action Form(s)

The Board of County Commissioners signed a Riley County Personnel Action Form for Skylar German, for a promotion, as a RADxUP Community Health Specialist, in the Health Department, at a grade I step 1, at \$17.35 per hour.

Review Minutes

6. Board of Riley County Commissioners - Regular Meeting - Jul 15, 2021
9:00 AM

Move to approve the minutes.

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

Review Tentative Agenda

7. Tentative Agenda

Press Conference Topics

8. Discuss Press Conference

9:00 AM

Bob Isaac, Planner

9. Public Hearing to plat a tract of land into one (1) residential lot.

Isaac presented the Pottorff Addition plat.

Move to approve “Resolution No. 071921-29, A Resolution approving the Pottorff Addition and accepting the street rights of way, easements, and licenses as shown to be dedicated on said plat.”

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

9:15 AM

David Adams, EMS/Ambulance Director

10. EMS/Ambulance Staff Update

Adams presented the EMS/Ambulance staff report.

9:30 AM

Press Conference

11. USD 383 Primary Election - Rich Vargo (1-2 minutes)

Vargo reported advance voting is open at 110 Courthouse Plaza in the County Office Building from 8:00 a.m. - 5:00 p.m. Monday thru Friday, 8:00 a.m. - noon Saturday July 31, 2021, and Monday, August 2, 2021 8:00 a.m. - noon.

Vargo stated registered voters can request a ballot by mail as well.

Vargo said as of Friday 190 residents have voted in person and 614 ballots have been mailed to registered voters.

12. Public Notice - Alvin Perez (1-2 minutes)

Perez said a structure replacement project on Fairview Church Road is scheduled to begin Monday, July 26, 2021. The project is located approximately 2/10 mile west of Condray Road. Fairview Church Road will be closed to through traffic during construction from Condray Road west to Hwy 77 (Tuttle Creek Blvd.) The project is expected to be completed by Friday, July 30, 2021 weather permitting.

10:00 AM

Gary Rosewicz, Assistant County Engineer

13. Bid opening for S. Otter Road Bridge Replacement

The Board of County Commissioners opened the following bids for S. Otter Road bridge replacement:

<u>Company</u>	<u># of working day:</u>	<u>Proposed start date:</u>	<u>Base Bid</u>
Ebert Construction Co., Inc. PO Box 198 Wamego, KS 66547	100	March 7, 2022	\$319,332.63
King Construction Co., Inc. PO Box 849 Hesston, KS 67062	90	March 1, 2022	\$326,431.50
Reece Construction Co. Inc. PO Box 3227 Salina, KS 67402	80	January 3, 2022	\$361,618.05
Engineer's Estimate			\$326,866.00

Move to refer the bids to staff for evaluation and recommendation.

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

10:15 AM Craig Cox, Deputy Counselor

14. Administrative Work Session

15. Pending County Projects County Counselor

16. Approval of "Change Order 04 to System Purchase Agreement 1621" and "Customer Certificate of Acceptance Form"-- Emergency Radio Communications Upgrade Project

Cox presented the change order #4 and Customer Certificate of Acceptance.

Move to approve Change Order 04 to System Purchase Agreement 1621 and the Customer Certificate of Acceptance Form with L3Harris Technologies, Inc. for the radio system.

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

10:30 AM Bob Isaac, Planner

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

Isaac presented the memo from RCPB for Annual Comp Plan Review.

Move to accept the memo forwarded from the Riley County Planning Board regarding the annual review of the Comprehensive Plan.

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

10:45 AM Elizabeth Ward, Human Resource Manager

18. New Position Clarification - Internships

Ward presented the new position clarification for internships.

Ford said if they are unfunded or funded by other means, but not at a cost to the County.

McKinley agreed.

Move to approve the expansion of internships when either the position is unfunded or is funded by an outside source, as those opportunities become available.

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

11:00 AM John Ellermann, Public Works Director/County Engineer

19. KDOT K-18 Turnover Agreement

Ellermann presented the K-18 Turnover Agreement.

Move to approve signing the KDOT Agreement No. 123-17 (Turnover Agreement) for the K-18 project.

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

11:10 AM Michael Boller, Noxious Weed Director

20. Hiring Process for Equipment Operator / Roadside Mowing

Boller presented the request to hire the Roadside Mowing/Equipment Operator position.

Move to approve proceeding with the hiring process to fill the position of Roadside Mowing/Equipment Operator.

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

The Board of County Commissioners signed a Riley County Position Action Form for a Roadside Mower-Equipment Operator, in the Noxious Weed Department, at a grade H.

11:15 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:	Greg McKinley, County Commissioner
AYES:	Ford, McKinley
ABSENT:	Focke

21. RCHD Request to fill Social Worker position in MCH program

Gibbs presented the request for RCHD to hire a social worker position.

Move to approve the request for RCHD to hire a social worker to fill this one full time position.

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

The Board of County Commissioners signed a Riley County Position Action Form for a Maternal & Child Health Social Worker, in the Health Department, at a grade Q.

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, McKinley
ABSENT:	Focke

11:25 AM Tami Robison, Budget and Finance Officer

22. 2022 Budget Work Session

Robison presented the 2022 Riley County Fire District #1 budget.

Stukey reviewed the proposed 2022 Riley County Fire District #1 budget.

Move to approve the Indication of Revenue Neutral Rate Pursuant to Senate Bill 13 for taxing entity Riley County Fire District #1.

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

Robison presented the 2022 Budget Worksheets.

Move to approve the Indication of Revenue Neutral Rate Pursuant to Senate Bill 13 for taxing entity Riley County, Kansas.

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:	Greg McKinley, County Commissioner
SECONDER:	John Ford, County Commissioner
AYES:	Ford, McKinley
ABSENT:	Focke

12:00 PM Law Enforcement Agency Meeting

23. Law Board Meeting Agenda