



**Board of Riley County
Commissioners
Regular Meeting
Minutes
July 22, 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
Gary Rosewicz	Assistant County Engineer	Present	8:30 AM
Bruce Chladny	KAC Executive Director	Present	8:30 AM
Julie Gibbs	Health Department Director	Present	8:30 AM
John Ellermann	Public Works Director/County Engineer	Present	8:33 AM
Tami Robison	Budget and Finance Officer	Present	8:40 AM
Michele Reid	Payroll & Benefits Spec & HR Associate	Present	8:52 AM
Sam Hennigh	KMAN	Present	8:55 AM
Barry Wilkerson	County Attorney	Present	8:55 AM
Alice Massimi	PIO	Present	9:12 AM
Amanda Smeller	Planning/Special Projects Director	Present	9:27 AM
Dennis Butler	RCPD Director	Present	10:23 AM
Jennifer Reifschneider	RCPD	Present	10:25 AM
Amy Manges	Register of Deeds	Present	10:36 AM

Pledge of Allegiance

Public Comment

1. Public Comments

Gibbs said there are 108 active cases with 64 cases in one week. Gibbs stated 47 are of the delta variant with 33 break through cases. Gibbs said the break through cases have had very mild symptoms. Gibbs stated there are 9 Covid patients in the hospital with 1 in ICU.

Gibbs discussed the various Covid clinics.

Rosewicz reported on the repair work at the Transfer Station. Rosewicz said the scales will need replaced. Rosewicz said he will be going out to bid for new scales.

Chladny, KAC Executive Director, stated he is traveling the state and meeting with Commissioners.

Chladny thanked the Board for being KAC and NACo members.

Chladny discussed KAC legislative issues.

2. Presentation of Riley County Commissioners 4-H cookie jar by Riley County 4-H Queens

Riley County 4-H Queens Rachel Kovar and Haley Sharp presented the 4-H Cookie Jar to the Board and thanked them for their support.

Commission Comments

3. Commission Comments

Ford's Comments:

Monday afternoon I attended July's meeting of the Riley County Police Department Law Board down at City Hall. It was a rather short meeting as several people who were going to present were not available. A couple of items of discussion were on the Edward Byrne Memorial Justice Assistance Grant, what RCPD plans to do with those funds, and where to hold the September and October meetings. The City of Riley and the Firing Range in Zeandale were discussed as possible locations. Lastly, we had an executive session on an affirmation or revocation of discipline.

Also Monday afternoon I attended the latest Council on Foreign Affairs state and local officials' webinar "Foreign Policy on the Home Front". Nina L. Hachigian, Deputy Mayor for International Affairs for the City of Los Angeles and Charles A. Kupchan, Senior Fellow at CFR discussed the role domestic and local issues, affairs are helping shape the current U.S. foreign policy. It was a very interesting discussion and I came away thinking about a lot of things locally particularly on the agricultural and bioscience side of things.

Later Monday afternoon I met with former Kansas State Representative Kent Glasscock to discuss several items we've both been working and dialoging on. We spoke for well over an hour and the conversation went very well.

Tuesday afternoon I had a Zoom webinar with Senator Jerry Moran and members from the U.S. Global Leadership Coalition here in Kansas to discuss how the state benefits when the U.S. invests in development and diplomatic tools. The Senator along with (Ret) Lt. Col. Rick Burns discussed some of these programs and why they are smart investments for our security and for the safety of our men and women in uniform as well the region.

Wednesday evening I met with a concerned group of local citizens who have concerns both with Riley County's property tax rates and with the Sales Tax question for the November ballot. I think I satisfied the issues on the latter part, but not on the possible property tax increase for the 2022 budget. I'm going to continue to dialog with them as we continue to work through the budget calendar at this point.

I also want to give a shout out to a couple of our own here in Riley County, James Marstall who works as an EMS Paramedic and Field Training Officer for being featured on WIBW's "Salute Our Heroes" and Riley County Treasurer Shilo Heger for being appointed to serve as the treasurer of the National Association of County Collectors Treasurers and Finance Officers. I always love to see the hard work and efforts of our employees and staff being honored, recognized, and rewarded. Keep up the wonderful work James and Shilo, Riley County certainly appreciates both of you.

McKinley's Comments:

Monday after our meeting I met with the Chamber of Commerce Business Advocacy Committee. We discussed several of the things we have been working on, but they were primarily interested in the road and bridge sales tax question coming up in November. I went over the details of what has been done with the previous taxes and what is included in this proposal. They were pleased that some of the work is in the Manhattan area. They had some suggestions on information to include in the presentation and I relayed them to John Ellermann.

Had some calls and personal discussions with residents regarding the sales tax and budgeting.

Focke's Comments:

I've been out of town for the last week and have missed several meetings. I'll be catching up over the weekend with various boards that I'm on. I have gone over the two meetings of the BOCC that I've missed.

I was amazed in my travels on the huge amount of travelers in the airports. There were long lines in all areas in D.C., Chicago, and Kansas City. All air travelers are required to wear masks in the airports and on the planes. I was fortunate to not experience any disruptions of irate passengers about wearing masks.

Business Meeting

4. South Otter Rd. Bridge Replacement Project- Bid Recommendation

Move to approve the bid from Ebert Construction Co., Inc. in the amount of \$319,332.63.

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

5. Sign Riley County Personnel Action Form(s)

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

- Barbara Scoville, an As Needed Museum Assistant, in the Museum Department, for Separation from County Service, effective June 23, 2021.
- Caitlin Burenheide, for a transfer (from FT position to As Needed position), as a Paramedic, in the EMS/Ambulance Department, effective July 24, 2021.
- Rodney Robison, a new hire, as a Temporary Election Worker, in the Election Department, at a grade Temp step Elec, at a Stipend per event.

Review Minutes

6. Board of Riley County Commissioners - Regular Meeting - Jul 19, 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

7. Tentative Agenda

Press Conference Topics

8. Discuss Press Conference

9:00 AM Barry Wilkerson, County Attorney

9. Staff update

Wilkerson presented the County Attorney's Office update.

9:15 AM Craig Cox, Deputy County Counselor

10. Administrative Work Session

Cox stated Holeman has visited with Russel Stuke regarding the current disaster declaration expiring.

Cox updated the Board on the 2021 Tax Sale.

Cox said county staff is working hard on the Fairmont Heights Sewer Improvement District.

Cox stated there is a meeting with the White Canyon residents regarding their access road.

11. Revised Objection Letter to Listing of First Christian Church on National and State Historic Registers

Cox presented the revised objection letter to the listing of First Christian Church on National and State Historic Registers.

McKinley asked to have the corner with the church property highlighted so it can be identified.

Focke asked if Holeman asked the committee who designated the historic district why the church was left out.

Move to approve the objection letter as presented.

RESULT:	ADOPTED [2 TO 1]
MOVER:	Greg McKinley, County Commissioner
SECONDER:	John Ford, County Commissioner
AYES:	Ford, McKinley
NAYS:	Focke

9:35 AM

Amanda Smeller, Planning/Special Projects Director

12. Permission to hire Planning Compliance Specialist at Grade P Step 9

Smeller presented the request to place the Planning Compliance Specialist position hire for Darrin Hobbs at a Grade P, Step 9.

Move to approve the proposed salary placement of Grade P, Step 9 for the Planning Compliance Specialist position.

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

9:50 AM

Jessie Hubbard, Administrative Assistant II

13. FY21 Line-Item Adjustments/FY22 Revised Budget/Year-End Outcome Report/Out-of-State Travel Request

Hubbard presented the FY21 Adult Services Line-Item Adjustments and the FY21 Juvenile Services Line-Item Adjustments.

Move to approve the FY21 Adult Services Line-Item Adjustments and the FY21 Juvenile Services Line-Item Adjustments.

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

Hubbard presented the FY2022 Community Corrections Grant Funds Revised Budget Summary and Narrative Signatory Approval.

Move to approve the FY22 Revised Adult Services & Behavioral Health Budget.

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

Hubbard presented the FY21 Year-End Outcome report.

Move to approve the FY21 Year-End Outcome Report.

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

Hubbard presented the Out of State Travel Requests.

Move to approve the Out of State Travel Requests for Shelly Williams, Brett Clark, and Megan Lewis to attend NADCP All Rise National Conference.

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

10:05 AM Alice Massimi, PIO

14. PIO Monthly Update

Massimi presented the PIO monthly update.

10:20 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

15. Riley County Health Department request to fill a full time nurse position in the clinic.

Gibbs presented the request to fill the Public Health Nurse position.

Move the Board of Health approve the request to hire a full time Public Health Nurse to fill a position in the clinic.

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

The Board of County Commissioners signed a Riley County Position Action Form for a Public Health Nurse, in the Health Department, at a grade S.

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:	Kathryn Focke, County Commissioner
AYES:	Ford, Focke, McKinley

10:35 AM Jennifer Reifschneider and Director Dennis Butler - RCPD

16. Edward Bryne Memorial Justice Assistance Grant (JAG) Program FY 2021 - Local Solicitation for the Riley County Police Department

Butler presented the 2021 Edward Bryne Memorial Justice Assistance Grant application.

Move to approve the Edward Bryne Memorial Justice Assistance Grant (JAG) Program FY 2021 Local Solicitation Application for the Riley County Police Department.

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

10:45 AM Amy Manges, Register of Deeds

17. Year-To-Date Revenue

Manges presented the Register of Deeds year to date revenue report.

Adjournment

Move to adjourn.

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