



**Board of Riley County
Commissioners
Regular Meeting
Minutes
July 25, 2024**

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
Genayla Warnken	4-H Royalty	Present	8:30 AM
Alexzandra Anderson	4-H Royalty	Present	8:30 AM
Kelly Wendland	4-H	Present	8:30 AM
Brittany Phillips	Budget and Finance Officer	Present	8:30 AM
Michele Reid	Payroll, Benefits & Employee Relations Manager	Present	8:30 AM
Evan McMillan	Assistant County Engineer	Present	8:30 AM
Vivienne Leyva	PIO	Present	8:30 AM
Ashlyn Easterday	Payroll Clerk	Present	8:30 AM
Emma Loura	Manhattan Mercury	Present	8:50 AM
Amanda Webb	Planning/Special Projects Director	Present	9:03 AM
John Ellermann	Public Works Director/County Engineer	Present	9:04 AM
Sam Johnson	BG Consultants	Present	9:07 AM
Brian Foster	BG Consultants	Present	9:07 AM
Bryant Parker	Deputy County Counselor	Present	9:10 AM
Lori Feldkamp	Big Lakes Developmental Center Director	Present	10:00 AM
Elizabeth Ward	Human Resources Director	Present	10:13 AM

Pledge of Allegiance

Public Comment

1. Public Comments

McMillan announced the Transfer Station is closed this Saturday due to replacing the scales.

2. Presentation of the 4-H Cookie Jar by the Riley County 4-H Fair Royalty

Alexzandra Anderson and Genanyla Warnken presented the 4-H Cookie Jar to the Board.

Commission Comments

3. Commission Comments

Focke's Comments:

Monday afternoon I attended the Intergovernmental Luncheon held at the KSU Student Union. Amanda Webb did a presentation on the Comprehensive Plan update that is underway. She went through the process that is ongoing, and a consultant has been hired to continue on with the process. The meeting was well attended, and all entities present gave updates on their organizations and activities.

That evening, I attended the Manhattan City Manager finalist candidate's community reception at the Discovery Center. Each of the four finalists did a short speech and then talked with people around the tables who had questions.

Mayor Susan Adamchak gave a short explanation of how the process will work moving towards a decision this week.

Tuesday, I had a doctor's appointment and then spent some time in the office going over some paperwork and projects. That evening, I attended an event for Kansas Senator Reddi at the Historic Depot. It was well attended, and former State Senator Lana Oleen was the main speaker.

Wednesday, I spent some time in the office going over today's agenda and documents. I also early voted in the Primary Election, at the Courthouse Plaza Building.

McKinley's Comments:

Monday noon was the Intergovernmental Luncheon. The speaker was

Amanda Webb discussing our work on a comprehensive plan.

Monday evening, we attended the Manhattan Catbackers. The speaker was Gene Taylor. He touched on several subjects but spent most of the time talking about the law suit settlement requiring paying the athletes. The cost will be about 22 million a year and there are a lot of questions about how it will be distributed. He did a great job giving information and entertaining.

Tuesday night was the Riley City Council meeting. The paper had already posted an article about the reduced speed we approved. It showed up on Facebook and received a lot of complaints. Speed reduction was okay, but they need sidewalks. The city council discussed some possible sidewalk options but no way to finance them.

Yesterday I gave Bryant Parker a tour of a lot of north county east of Tuttle Creek Boulevard including some of the problem areas we have been discussing. We had a good tour and a general discussion of the county work.

Ford's Comments:

Monday afternoon I had a Teams summary call with NACo's Veterans and Military Services to go through some of the policy and resolution discussions that took place during the Annual Conference and Exposition in Hillsborough County, Florida last week. Rachel Mackey, Legislative Assistant for the Veterans and Military Services Committee for NACo went through and reviewed the resolutions that were passed and the policies that were discussed and still will need some direction and guidance on those for the 2024-2025 cycle. We also will have a new chair for the term, Sid Conklin, Commissioner for Randolph County, Missouri.

Tuesday afternoon I attended the Board of Directors meeting for Pawnee Mental Health via Zoom. Somehow, I wasn't able to get connected to the Finance Committee meeting. However, during the regular meeting Chief Financial Officer Lindsay Miller discussed FY2025 Agency Budget and it was passed and approved by the board. Mike Rezkalla gave his Chief Financial Officer's report, We also heard from Eric Martin on a Program Recovery Services update which includes a Sober Living House now as well. We next got a Marketing and Development Report from Di Hinrichs-Toburen. Committee Reports included a draft review of the FY 2025 from the Finance Oversight Committee. Other business included a resignation from the board of directors and discussions on distributing the City and County sign-up sheet for Recovery Month.

Business Meeting

4. Sign Riley County Employee Action Form(s)

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

- Shalondra Booker, a new hire, as an On Call Juvenile Officer, in the Community Corrections Department, at a Range 1, at \$17.69 per hour.
- Brittany Boren, a new hire, as an On Call Juvenile Officer, in the Community Corrections Department, at a Range 1, at \$17.69 per hour.
- Emily Goswick, a new hire, as an On Call Juvenile Officer, in the Community Corrections Department, at a Range 1, at \$17.69 per hour.
- Roxanne Pakeman, a new hire, as an Administrative Assistant, in the Attorney's Department, at a Range 4, at \$19.03 per hour.
- Casey Keller, a new hire, as a Volunteer Firefighter, in the Fire District #1 Department, at a Range TASND.
- Lydia Preston, a new hire, as an Intern/Volunteer, in the Health Department, at a Range TASND.
- Brecken Wilkinson, a new hire, as an Intern/Volunteer, in the Health Department, at a Range TASND.

5. Approve payroll/accounts payables (when completed)

Move to approve the payroll vouchers in the amount of \$720,773.36 and the following warrant vouchers for July 26, 2024:

2023 Budget

County General	\$1,202.79
TOTAL.	\$1,202.79

2024 Budget

County General	\$561,422.85
Disaster Fund	594,910.04
Health Department	136,450.06
Court Services	150.00
County Auction	46.62
Motor Vehicle Operations	670.15
Capital Improvements Fund	98,264.57
Emergency 911	3,072.83
Solid Waste	256,744.37
County Building	10,040.60

Road & Bridge Cap Project	552.25
RCPD Levy/Op	10,589.04
Landfill Closure	1,967.79
Riley Co Fire Dist #1	22,878.62
Fire Dist Projects	29,077.93
University Park W&S	8,517.74
Hunters Island Water Dist	3,249.06
Carson Sewer Benefit Dist	502.49
Deep Creek Sewer	560.53
Moehlman Bottoms	1,231.14
Valleywood Operations	250.47
Terra Heights Sewer	1,274.98
Konza Water Operations	7,099.31
Lakeside Heights Sewer	92.34
University Park Lagoon	21,206.52
KDOC Adult Services	5,259.75
KDOC Juvenile Services	4,353.83
KDOC Juv Reinvestment	931.92
BJA Grant	1,117.38
21st Jud Dist DC ADSAP	525.00
City Alcohol Funds	180.87
GMCF Grant	98.41

TOTAL \$1,783,289.46

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

Review Minutes

6. Board of Riley County Commissioners - Regular Meeting - Jul 22, 2024 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
 - Rich Vargo-Primary Election

9:00 AM Vivienne Leyva, PIO

9. Monthly Communications Update

Leyva presented the monthly communications update.

9:15 AM Clancy Holeman, Counselor/Director of Administrative Services

10. Administrative Work Session

- 9:15 AM 11. Executive session to discuss confidential legal advice regarding potential litigation issues

Move the County Commission, including Chairman Ford, Vice Chairman McKinley, and Commissioner Focke, recess into executive session on potential litigation with Clancy Holeman, County Counselor, and Bryant Parker, Deputy County Counselor, attorneys for the commission, which would be deemed privileged in the attorney-client relationship, an exception to the Kansas Open Meetings Act, the open meeting to resume in the County Commission Chambers at 9:50 a.m. Brian Foster and Samuel Johnson, BG Consultants; Amanda Webb, Planning/Special Projects Director; Rich Vargo, County Clerk; Brittany Phillips, Budget and Finance Officer; John Ellermann, Public Works Director/County Engineer, will be present during a portion of the executive session.

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

- 9:50 AM Move the Board of County Commissioners come out of executive session.

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

9:50 AM

Bob Isaac, Planner

12. Special Use Authorization to allow for the construction, operation and maintenance of a 300,000 gallon rural water district water tower.

Isaac presented the Special Use for a 300,000 Water Tower.

Move to approve “Resolution No. 072524-39, Resolution amending the zoning map of Riley County concerning the use of certain real estate located in Wildcat Township” and approving the request for a Special Use Authorization to allow for the construction, operation and maintenance of a 300,000 gallon rural water district water tower, as it has been determined that it meets the minimum requirements of the Riley County Land Development Regulations and the Riley County Sanitary Code.

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

10:05 AM

Lori Feldkamp, Big Lakes Developmental Center Director

13. Big Lakes Developmental Center update

Feldkamp presented the Big Lakes Developmental Center update.

10:20 AM **Clancy Holeman, Counselor/Director of Administrative Services**

10:20 AM 14. Executive session to discuss confidential legal advice regarding potential litigation issues

Move the County Commission, including Chairman Ford, Vice Chairman McKinley, and Commissioner Focke, recess into executive session on potential litigation for the purpose of consultation with Clancy Holeman, Riley County Counselor, and Bryant Parker, Deputy County Counselor, attorneys for the commission, which would be deemed privileged in the attorney-client relationship, an exception to the Kansas Open Meetings Act, the open meeting to resume in the County Commission Chambers at 10:40 a.m. Elizabeth Ward, Human Resources Director, and Michele Reid, Human Resources Manager, will be presented during a portion of the executive session.

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

10:40 AM Move the Board of County Commissioners come out of executive session.

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

10:41 AM Executive Session

Move the County Commission, including Chairman Ford, Vice Chairman McKinley, and Commissioner Focke, recess into executive session on potential litigation for the purpose of consultation with Clancy Holeman, Riley County Counselor, and Bryant Parker, Deputy County Counselor, attorneys for the commission, which would be

deemed privileged in the attorney-client relationship, an exception to the Kansas Open Meetings Act, the open meeting to resume in the County Commission Chambers at 10:55 a.m. Elizabeth Ward, Human Resources Director, and Michele Reid, Human Resources Manager, will be presented during a portion of the executive session.

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

10:55 AM

Move the Board of County Commissioners come out of executive session.

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

10:56 AM

Adjournment

Move to adjourn.

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