



**Board of Riley County
Commissioners
Regular Meeting
Agenda
July 27, 2023**

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

Cindy Kabriel
785-565-6200

Commission Chambers

8:30 AM

[District 2 – Greg McKinley, Member](#)

[District 3 – Kathryn Focke, Chair](#)

[District 1 – John Ford, Vice Chair](#)

8:30 AM

Call to Order

Pledge of Allegiance

Public Comment

1. Public Comments
2. Presentation of Riley County Commissioners 4-H cookie jar by Riley County 4-H King and Queen

Commission Comments

3. Commission Comments

Business Meeting

4. Sign Riley County Employee Action Form(s)
5. Approve payroll/accounts payables (when completed)

Review Minutes

6. Board of Riley County Commissioners - Regular Meeting - Jul 24, 2023 8:30 AM

Review Tentative Agenda

7. Tentative Agenda

Press Conference Topics

8. Discuss Press Conference

9:00 AM

Craig Cox, Deputy County Counselor

9:50 AM Shelly Williams, Community Corrections Director

- 14. Monthly Staff Update
- 15. Juvenile Services Line-Item Adjustments

10:05 AM Vivienne Leyva, PIO

- 16. July 2023 Communications Update

10:20 AM David Adams, EMS/Ambulance Director

- 17. Request to Fill Positions- EMT & Paramedic

Adjournment

In order to comply with provisions of the Americans with Disabilities Act (ADA), Riley County will make reasonable efforts to accommodate the needs of persons with disabilities. Please contact the Division of Human Resources at (785) 537-6303 (voice and TTY) for assistance.



COUNTY CLERK & ELECTIONS
Personnel

Rich Vargo
County Clerk
110 Courthouse Plaza
Manhattan, KS 66502
Phone: 785-565-6200

COMMISSION AGENDA REPORT

FROM: Elizabeth Ward, Human Resources Director

MEETING: July 27, 2023

SUBJECT: Sign Riley County Employee Action Form(s)

PRESENTER: Elizabeth Ward, Human Resources Director

Enclosures:

- 2023-07 PW SCortez EAF (DOCX)

RILEY COUNTY EMPLOYEE ACTION FORM

Company Code: 166734

Full Legal Name: Steven Cortez**Status Change Date:** 07/25/2023**Status Change:** Separation**Date of Hire:** 06/06/2023**Seniority:** 1 Month(s)**Position:** Seasonal Laborers**Position Type:** Part-Time**Pay Range:** SSNL**Pay Type:** Hourly**Base Rate:** \$14.00**Annualized Pay:** \$14,000**Funds Codes:** 1-County General, 40 Public Works Project 81 Parks**Supervisor:** David Willis**Department Head:** John Ellermann

BoCC Chairman _____

Date: _____

BoCC Member _____

Date: _____

BoCC Member _____

Date: _____

Attachment: 2023-07 PW SCortez EAF (13608 : Employee Action Form (Green Sheet))



**Board of Riley County
Commissioners
Regular Meeting
TENTATIVE Agenda
July 31, 2023**

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

Cindy Kabriel
785-565-6200

Commission Chambers

8:30 AM

[District 2 – Greg McKinley, Member](#)

[District 3 – Kathryn Focke, Chair](#)

[District 1 – John Ford, Vice Chair](#)

8:30 AM

Call to Order

Pledge of Allegiance

Public Comment

Commission Comments

Business Meeting

Review Minutes

Review Tentative Agenda

Press Conference Topics

9:00 AM

Clancy Holeman, Counselor/Director of Administrative Services

1. Administrative Work Session

9:20 AM

Lori Feldkamp, Big Lakes Developmental Center Director

2. Big Lakes Developmental Center update.

9:30 AM

Press Conference

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**Board of Riley County
Commissioners
Regular Meeting
TENTATIVE Agenda
August 03, 2023**

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

Cindy Kabriel
785-565-6200

Commission Chambers

8:30 AM

[District 2 – Greg McKinley, Member](#)

[District 3 – Kathryn Focke, Chair](#)

[District 1 – John Ford, Vice Chair](#)

8:30 AM

Call to Order

Pledge of Allegiance

Public Comment

Commission Comments

Business Meeting

Review Minutes

Review Tentative Agenda

Press Conference Topics

Russel Stukey, Emergency Management Director

1. Staff update

9:15 AM

Michael Boller, Noxious Weed Director

2. Staff update

9:30 AM

Anna Burson, Appraiser

3. Staff update

10:15 AM



**COUNTY
COUNSELOR/ADMINISTRATIVE
SERVICES**
Resolution

Clancy Holeman
Counselor/Director of
Administrative Services
115 North 4th Street
Manhattan, KS 66502
Phone: 785-565-6844

RESOLUTION

FROM: Jana Chingway, Senior Legal Assistant

MEETING: July 27, 2023

SUBJECT: Sale of Temporary Note for University Park and Lakeside Heights Sewer Districts.

PRESENTER: Craig D. Cox, Deputy Riley County Counselor

POSSIBLE MOTION(S)

- A. "I move the Board adopt Resolution No. 072723, A Resolution of Riley County, Kansas Authorizing the Offering for Sale of the County's General Obligation Temporary Notes, Series 8, 2023 in the Approximate Principal Amount of \$275,000."
- B. "I move the Board not adopt A Resolution of Riley County, Kansas Authorizing the Offering For Sale of the County's General Obligation Temporary Notes, Series 8, 2023 in the Approximate Principal Amount of \$275,000."

Enclosures:

- Resolution No 072723 (PDF)

ADOPTED AND APPROVED by the governing body of Riley County, Kansas on July 27, 2023.

BOARD OF COUNTY COMMISSIONERS,
RILEY COUNTY, KANSAS

By _____
Kathryn Focke, Chair

[seal]

By _____
John Ford, Vice Chair

By _____
Greg McKinley, Member

ATTEST:

By _____
Rich Vargo, County Clerk

Attachment: Resolution No 072723 (13612 : Sale of Temporary Notes)

- Conference Room Audio/Visual Updates
- Ft Riley WIC Internet and Phone Upgrades
- Ambulance Wifi Installation

Geographic Information Systems (GIS)

- Sanborn Ortho flight - 3 inch and 6-inch imagery
- Imagery Flight meetings, Adjacent Counties
- ESRI User Conference
- Damage Assessment Application for Field Collection
- Participated in NG911 road renaming committee meeting.
- Recreating the basemap “Physical Hillshade” for the next update of the GIS website
- Working with Northpoint on updates to GIS website for new esri map viewer
- Finalize planning/back-end work to supply access to Ortho Oblique imagery to non-County (ie. RCPD, KSUPD, KSU) users.
- Make monthly NG911 data submissions, and also attend State NG911 Strategic Planning yearly meeting (via Zoom).
- Ag Use Changes from 2021 Ag Survey, end of month Building Permit, Enviro. Health, and Zoning updates, etc.
- Participated in Riley County Township meeting as an available resource for GIS related/maps questions.
- Updated GIS Website with latest city utility data, updated city zoning data, USD 383 Early learning boundaries, Impaired Streams-KDHE
- ImageNow System Replacement
- ESRI Major Version Upgrade Testing
- Panda Parcel Fabric Implementation
- Election Changes

**Signed,
Cory Meyer**

Enclosures:



IT/GIS
Purchase > \$10K

Cory Meyer
IT/GIS Director
110 Courthouse Plaza
Manhattan, KS 66502
Phone: 785-537-6305

COMMISSION AGENDA REPORT

FROM: Cory Meyer
MEETING: July 27, 2023
SUBJECT: Dell PC Rotation Purchase
PRESENTER: Cory Meyer

BACKGROUND

Annually we replace 40-50 desktop computers as part of the 7-year rotation that we have created.

DISCUSSION

This purchase is for 40 desktops that will be used in the County Clerk and District Court Offices. The desktops are a direct purchase through Dell who is the preferred vendor of choice.

FISCAL IMPACT

The necessary funds for this purchase exist in the 2023 IT/GIS budget for the 40 desktops. The total cost for the 40 desktops is \$36,722.

ALTERNATIVES

- . Approve the measure
- . Deny the measure
- . Modify or develop alternatives if other concerns or factors arise
- . Schedule work session to discuss issue further

RECOMMENDATION(S)

The IT/GIS Director and staff recommend that the BOCC approve the purchase of 52 desktop as part of our annual desktop replacement rotation.

POSSIBLE MOTION(S)

1. Allow IT/GIS to proceed with this purchase.
2. Disallow IT/GIS to proceed with this purchase.
3. Table the decision for more discussion at a later time.

Enclosures:

- Dell PCs (PDF)



Riley County Community Corrections

Monthly Update

(Adult) Drug Court

- 6 team members attended the NADCP RISE23 Conference
 - Attached includes 3 pages of take aways from 3 of the participants who attended.
 - Categorized by topic
- 22 current participants
 - 3 graduates
 - 1 revocation



