



**Board of Riley County  
Commissioners  
Regular Meeting  
Minutes  
July 28, 2022**

115 North 4th Street  
Manhattan, KS 66502  
[www.rileycountyks.gov](http://www.rileycountyks.gov)

Cindy Kabriel  
785-565-6200

**Commission Chambers**

**8:30 AM**

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

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

[District 1 – John Ford, 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  |
| Christian Bright | Manhattan Mercury                             | Present | 8:31 AM  |
| Michele Reid     | Payroll & Benefits Spec & HR Associate        | Present | 8:37 AM  |
| Barry Wilkerson  | County Attorney                               | Present | 8:59 AM  |
| Cory Meyer       | IT/GIS Director                               | Present | 9:35 AM  |
| Vivienne Uccello | PIO                                           | Present | 9:45 AM  |
| Amanda Webb      | Planning/Special Projects Director            | Present | 10:01 AM |
| David Adams      | EMS/Ambulance Director                        | Present | 10:20 AM |
| John Ellermann   | Public Works Director/County Engineer         | Present | 10:20 AM |
| Robert Springer  |                                               | Present | 10:20 AM |
| Joanne Springer  |                                               | Present | 10:20 AM |
| Julie Gibbs      | Health Department Director                    | Present | 10:20 AM |
| Russel Stukey    | Emergency Management Director                 | Present | 11:00 AM |
| Kile Morrison    |                                               | Present | 11:00 AM |
| Kurt Moldrup     | RCPD                                          | Present | 11:00 AM |
| Bob Isaac        | Planner                                       | Remote  | 10:20 AM |

**Pledge of Allegiance**

**Public Comment**

1. Public Comments

**Commission Comments**

## 2. Commission Comments

## McKinley's Comments:

After our meeting Monday I went to the Intergovernmental Luncheon where we heard from Mary Martell from Stormont Vail Health about their plans for this area.

Monday evening I went to the grandkids ball games. A couple of days after 100 degree days, I had to put on a jacket.

Wednesday I went to the freezer/cooler behind the FCRC building. The Food and Farm Council was using the photo op to help launch the Flint Hill's Recovery program. This will be used to recover food that would be wasted to be distributed to area agencies.

Later I attended by zoom the KAC legislative policy committee. Clancy Holeman presented our four proposals and there were three other proposals including the Vehicle Title and Registration fee that County Treasurers almost got through last year. It was brought up that after the recent Supreme Court ruling in the Johnson County case that Dark Store supporters may also try to get legislation in to reinforce their views. On LAVTR, Jay Hall said it was originally installed when counties agreed to eliminate some fees they had been charging in return for the funds from the state. We can't reinstate the fees, but they have stopped their side.

## Focke's Comments:

Monday I attended the Intergovernmental Luncheon at the Bluemont Hotel. It was well attended by fourteen agencies, with reports from most of them. The main speaker was Mary Martell of Stormont Vail Health systems. She gave a presentation on the history of the organization that started in Topeka and the building currently under construction in Manhattan. She showed the rendition of the interior and exterior of the medical facility that should be finished in 2023.

Clancy Holeman made a presentation on legislative issues that Riley County will be lobbying for in the next legislative session.

Tuesday and Wednesday I reviewed the preliminary report from Archimages on the public safety headquarters under consideration, and reviewed items for today's meeting. I had several PT sessions, some

medical tests, and an appointment with my Orthopedic Surgeon.

Ford's Comments:

Monday at noon I attended the Intergovernmental Luncheon at the Bluemont Hotel. It was nice to get an update from Mary Martell, Vice President of Stormont Vail, and see the work in progress going on with the new clinic here in Manhattan up in the Edge Collaboration District at K-State. As usual it was also good to get updates from the various community organizations and to see what they continue to work on and the progress they are making here in the region.

Tuesday late afternoon I was able to catch up on the last day of the NACo Annual Conference and Exposition. Denise Winfrey from Cook County, Illinois will be this year's President and also elected were First Vice President Mary Jo McGuire from Ramsey Co. Minnesota and Second Vice President James Gore from Sonoma Co. California. Larry Johnson this year's President now becomes immediate past president. Congratulations to them all and I look forward to working with them and the other members of the Community Economic Workforce and Development Committee moving forward.

Very thankful over this week for the cooler temperatures and rain. It feels very much like fall, even though we have a long way to go for summer.

### Business Meeting

3. Highway Use Permit, Cox Communications

Move to approve the Highway Use Permit granting Cox Communications permission to work in the right of way near 1000 S Scenic Dr. to remove the current aboveground cabinet and replace it with a smaller Doghouse pedestal. Cox Communications will also set an underground vault and run a 2" conduit between the Doghouse pedestal, the existing vault, and the new vault.

|                  |                                    |
|------------------|------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>         |
| <b>MOVER:</b>    | Kathryn Focke, County Commissioner |
| <b>SECONDER:</b> | John Ford, County Commissioner     |
| <b>AYES:</b>     | Ford, Focke, McKinley              |

4. Sign Riley County Personnel Action Form(s)

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

- Anne Johnson, a rehire, as a Custodian I, in the Public Works/Facilities Department, at a grade D step 4, at \$16.77 per hour.
- Allana Saenger-Parker, a Curator of Design, in the Museum Department, for Separation from County Service, effective August 5, 2022.

5. Approve payroll/accounts payables (when completed)

Move to approve the payroll vouchers in the amount of \$669,420.59 and the following warrant vouchers for July 29, 2022:

**2022 Budget**

|                           |                |
|---------------------------|----------------|
| County General            | \$ 811,535.90  |
| Disaster Fund             | 27,655.31      |
| Health Department         | 74,818.99      |
| Court Services            | 300.00         |
| Motor Vehicle Operations  | 2,032.27       |
| Community Corrections     | 19,459.65      |
| Capital Improvements Fund | 55,060.47      |
| Emergency 911             | 8,892.31       |
| Solid Waste               | 246,879.96     |
| County Building           | 41,604.47      |
| Road & Bridge Cap Project | 5,804.38       |
| RCPD Levy/Op              | 3,222.33       |
| Landfill Closure          | 7,735.00       |
| Riley Co. Fire Dist. #1   | 12,588.13      |
| Riley Co Fire Dist CapOut | 25,000.00      |
| University Park W&S       | 4,676.61       |
| Hunters Island Water Dist | 3,055.36       |
| Carson Sewer Benefit Dist | 28.72          |
| Deep Creek Sewer          | 1,242.42       |
| Moehlman Bottoms          | 1,247.52       |
| Valleywood Operations     | 37.97          |
| Terra Heights Sewer       | 433.02         |
| Konza Water Operations    | 6,461.05       |
| Konza Water Cap Reserve   | 1,363.76       |
| Univ Park W&S Cap Reserve | 5,720.00       |
| Lakeside Heights Sewer    | 51.44          |
| TOTAL. . . . .            | \$1,366,907.04 |

|                  |                                    |
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| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>         |
| <b>MOVER:</b>    | John Ford, County Commissioner     |
| <b>SECONDER:</b> | Kathryn Focke, County Commissioner |
| <b>AYES:</b>     | Ford, Focke, McKinley              |

**Review Minutes**

6. Board of Riley County Commissioners - Regular Meeting - Jul 25, 2022  
8:30 AM

Move to approve the minutes.

|                  |                                    |
|------------------|------------------------------------|
| <b>RESULT:</b>   | <b>ACCEPTED [UNANIMOUS]</b>        |
| <b>MOVER:</b>    | John Ford, County Commissioner     |
| <b>SECONDER:</b> | Kathryn Focke, County Commissioner |
| <b>AYES:</b>     | 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**      **Clancy Holeman, Counselor/Director of Administrative Services**

10. Administrative Work Session

Holeman discussed the report to the Intergovernmental Meeting on Riley County's Legislative Priorities.

Holeman stated he did present the Legislative Priorities to KAC yesterday.

**9:35 AM Cory Meyer, IT/GIS Director**

11. IT/GIS Staff Update - July 2022

Meyer presented the IT/GIS staff update.

**9:50 AM Break**

**10:05 AM Vivienne Uccello, PIO**

12. July 2022 Monthly Communications Update

Uccello presented the PIO July Communications update.

**10:20 AM Bob Isaac, Planner**

13. Rezone a tract of land from "AG" (Agricultural District) to "SF-1" (Single Family Residential) and plat the tract into a single lot.

Isaac presented the rezone & plat for Payne Estates.

Move to approve "Resolution No. 072822-34, Resolution amending the zoning map of Riley County concerning the use of certain real estate located in Grant Township" - "AG" (Agricultural District) to "SF-1" (Single Family Residential).

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|------------------|------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>         |
| <b>MOVER:</b>    | John Ford, County Commissioner     |
| <b>SECONDER:</b> | Kathryn Focke, County Commissioner |
| <b>AYES:</b>     | Ford, Focke, McKinley              |

Move to approve "Resolution No. 072822-35, A Resolution approving Payne Estates and accepting the street rights of way, easements and licenses as shown to be dedicated on said plat."

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|------------------|------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>         |
| <b>MOVER:</b>    | John Ford, County Commissioner     |
| <b>SECONDER:</b> | Kathryn Focke, County Commissioner |
| <b>AYES:</b>     | Ford, Focke, McKinley              |

**10:30 AM Julie Gibbs, Health Department Director**

Move to recess as the Board of County Commissioners and convene as the Board of Health.

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|------------------|------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>         |
| <b>MOVER:</b>    | John Ford, County Commissioner     |
| <b>SECONDER:</b> | Kathryn Focke, County Commissioner |
| <b>AYES:</b>     | Ford, Focke, McKinley              |

14. RCHD Update

Gibbs presented the RCHD update.

Move to recess as the Board of Health and reconvene as the Board of County Commissioners.

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|------------------|------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>         |
| <b>MOVER:</b>    | John Ford, County Commissioner     |
| <b>SECONDER:</b> | Kathryn Focke, County Commissioner |
| <b>AYES:</b>     | Ford, Focke, McKinley              |

**11:00 AM David Adams, EMS/Ambulance Director**

15. EMS/Ambulance Facility Update

Adams presented the EMS/Ambulance Facility update.

16. Contract with Anderson Knight Architects

Adams presented the North County EMS/Ambulance Station contract.

Move to approve the Agreement with Anderson Knight Architects, LLC for the North Riley County EMS Station, Leonardville, Kansas.

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|------------------|------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>         |
| <b>MOVER:</b>    | John Ford, County Commissioner     |
| <b>SECONDER:</b> | Kathryn Focke, County Commissioner |
| <b>AYES:</b>     | Ford, Focke, McKinley              |

17. Public Safety Headquarters Report and Preliminary Site Plan

Morrison presented the Public Safety Headquarters Study Report, Preliminary Site Plan and cost.

Morrison stated the project timeline is 18-19 months to complete construction depending on supply chain issues.

Focke discussed concerns with dispatch's current space in the Riley County Police Department.

Ford stated he likes the layout and location on a site Riley County owns.

Ford discussed the furniture and appliance costs.

McKinley suggested putting the third floor space as an alternate in the bid.

Morrison stated it could be an alternate in the bid or have the Construction Manager At-Risk consider it during the process.

11:40 Ford left the meeting.

### Adjournment

Move to adjourn.

|                  |                                    |
|------------------|------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>         |
| <b>MOVER:</b>    | Kathryn Focke, County Commissioner |
| <b>SECONDER:</b> | Greg McKinley, County Commissioner |
| <b>AYES:</b>     | Focke, McKinley                    |
| <b>ABSENT:</b>   | Ford                               |