



**Board of Riley County
Commissioners
Regular Meeting
Minutes
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

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
Anna Burson	County Appraiser	Present	8:30 AM
Elizabeth Ward	Human Resource Director	Present	8:33 AM
Evan McMillan	Assistant County Engineer	Present	8:37 AM
John Ellermann	Public Works Director/County Engineer	Present	8:40 AM
Shelley Woodard	Deputy County Counselor	Present	8:56 AM
David Adams	EMS/Ambulance Director	Present	9:08 AM
Lori Feldkamp	Big Lakes Developmental Center Director	Present	9:12 AM

Pledge of Allegiance

Public Comment

1. Public Comments

Commission Comments

2. Commission Comments

Focke's Comments:

Friday, I spent some time with Rich Vargo going over some financial numbers. Afterwards, I spent time in the office going over paperwork for today's meeting, answered e-mails, and made some follow-up

phone calls.

Later that morning I went to the fairgrounds and visited with Gary Fike in the fairground's office. While there I looked at 4-H exhibits in Pottorf Hall, went through the livestock and poultry barns, and visited with various people.

Saturday, I went to the iris sale at the KSU gardens and purchased some additional iris rhizomes for my house and for my daughter. Later that evening, I went to the fairgrounds and visited various vendor booths and watched some cattle judging. The rodeo had a huge crowd and there were lots of people in attendance throughout the fairgrounds. The weather was fairly cool, so it was more pleasant than normal.

Ford's Comments:

Thursday afternoon I listened to July's "Connecting Kansas Counties" Zoom call hosted by KAC. This month's topic was actions and work being done to get back the Local Ad-Valorem Tax Reduction Fund for Kansas counties and other local taxing jurisdictions. Mike Taylor, Lobbyist for the Kansas County Commissioners Association gave a history of this fund, how it worked over the years, when it stopped being funded, and the challenges of getting it restarted. Bruce Chladny, Executive Director for KAC gave a presentation on all the organizations working on it and went through the Toolkit for LAVTR and spoke of the outline they are focused on at this point. A lot of good stuff has been put into place and can be used by all. There were some specific questions asked by county officials to really get a read on what the path is moving forward.

Thursday afternoon I also had a teleconference call with my doctors in Topeka. This is just my usual monthly check-in and though things have slowed down considerably in my weight loss journey, progress is still continuing, and my blood pressure and other factors are still where they need to be. Also, worthy to point out that starting next month I will be moving my appointments to Manhattan officially as the new Stormont Vail campus will be open for my needs. I wanted to give everybody in Topeka a shout-out as they have been amazing to work with over the last year plus and I wouldn't be where I am currently at without them.

Sunday afternoon I spent out at the Riley County Fair judging the Chocolate Chip Cookie Baking competition at Pottorf Hall. Overall, we had forty-two total entries in two categories, Plain Chocolate Chip and Variety Chocolate Chip. In the plain category Hannah Silva was the winner and Joise Dixon was our reserve. In the variety category Lilla Wanklyn was the winner with Rebecca Gould as our reserve. Also wanted to give a shout-out to Tyler Jackson from Manhattan City

Lifestyle Magazine who judged with me, to everyone who came out and watched the competition in person, and to everyone who had an entry. Judging was tough once again and we really had some good and unique cookies to choose from.

Wanted to mention that I had several emails of concern in regard to Friday evenings storm and why the Fair and other activities were not shut down. It is of my opinion that it was handled well, and the safety of all involved and attending was taken into account, and the evening ended with everybody and everything being okay which speaks volumes of staff and fairgoers as well.

McKinley's Comments:

Friday, I went to the very hot Riley County Fair. Lots of great projects by the 4-H kids. On the way home we were caught in the wind and rainstorm.

Sunday, I looked over the information for today's meeting and reviewed some of the budget information.

Business Meeting

3. Flat Rock Rd. Culvert Replacement Project- Easements

Move to approve a Grant of Permanent Easement and a Temporary Construction Easement with Edward A. Bergsten Trust and the Marcelyn M. Bergsten Trust to lay out, relocate, widen, or alter a certain public road known as Flat Rock Road.

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

4. 2023 Riley County Trash Service Contract (Julie Winter - Zoom)

Move to approve the Agreement with Howie's Enterprises LLC for Riley County Trash Services 2023 in the amount of \$26,734.80 per year; with the option to extend the contract annually up to four additional years.

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

AYES:	Ford, Focke, McKinley
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5. Sign Riley County Employee Action Form(s)

The Board of County Commissioners signed a Riley County Employee Action Form for Jill Seaton, an Officer Manager, in the County Counselor Department, for Separation from County Service, effective August 31, 2023.

Review Minutes

6. Board of Riley County Commissioners - Regular Meeting - Jul 27, 2023 8:30 AM

Move to approve the minutes.

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

Review Tentative Agenda

7. Tentative Agenda

Press Conference Topics

8. Discuss Press Conference

9:00 AM

Clancy Holeman, Counselor/Director of Administrative Services

9. Administrative Work Session

Holeman asked the Board to add an executive session at the end of the meeting today.

Move to add an executive session to the end of today's meeting.

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

10. Pending County Projects County Counselor

Holeman presented the Commission Projects list.

11. Request to Fill Counselor Office Manager Position

Move to approve recruiting to fill the position of Office Manager for internal recruitment.

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

The Board of County Commissioners signed a Riley County Position Action Form for an Office Manager, in the County Counselor's Office, at a Range 16.

9:20 AM Lori Feldkamp, Big Lakes Developmental Center Director

12. Big Lakes Developmental Center update.

Feldkamp presented the Big Lakes Developmental Center update.

9:30 AM Press Conference

9:35 AM John Ellermann, Public Works Director/County Engineer

13. Public Safety Headquarters - Construction Manager at Risk Agreement

Ellermann presented the Public Safety Headquarters-Construction Manager at Risk Agreement.

McKinley asked if this included both building projects.

Ellermann was not sure. Ellermann will ask if it includes both

buildings.

McKinley asked, when does pre-construction end and construction begin?

Ellermann stated he was not sure but will find out.

Move to table the Agreement for Construction Manager at Risk services with BHS Construction for the Riley County Public Safety Headquarters.

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

9:43 AM

Executive Session to discuss confidential legal advice regarding potential litigation issues.

Move the County Commission, including Chairwoman Focke, Vice Chairman Ford, and Commissioner McKinley, recess into executive session on potential litigation for the purpose of consultation with Clancy Holeman, Riley County Counselor, attorney 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 10:00 a.m.

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

10:00 AM

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

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

AYES:	Ford, Focke, McKinley
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10:01 AM**Adjournment**

Move to adjourn.

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