



**Board of Riley County
Commissioners
Regular Meeting
Minutes
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

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
Joshua Gering	EMS/Ambulance Assistant Director	Present	8:30 AM
Anna Burson	County Appraiser	Present	8:30 AM
Elizabeth Ward	Human Resource Director	Present	8:30 AM
Russel Stukey	Emergency Management Director	Present	9:00 AM
Michael Boller	Noxious Weed Director	Present	9:05 AM
Steve Schurle	Appraiser's Office	Present	9:30 AM
Kurt Moldrup	RCPD	Present	9:34 AM
Craig Cox	Deputy County Counselor	Present	9:45 AM
Shelley Woodard	Deputy County Counselor	Present	9:52 AM
John Ellermann	Public Works Director/County Engineer	Present	10:02 AM
Brittany Phillips	Budget and Finance Officer	Present	10:45 AM
Katharine Hensler	Museum Director	Present	10:45 AM
Julie Gibbs	Health Department Director	Present	10:45 AM
Lori Muir	Real Estate Specialist	Present	10:45 AM
Doug Russell	Assistant Fire Chief	Present	10:45 AM
Gary Fike	County Extension Director	Present	10:45 AM
Evan McMillan	Assistant County Engineer	Present	10:45 AM
Sherie Taylor	GIS	Present	10:45 AM
Amy Manges	Register of Deeds	Present	10:45 AM
Amanda Webb	Planning/Special Projects Director	Present	10:45 AM
Cory Meyer	IT/GIS Director	Present	10:45 AM
Jacob Gaylon	GIS	Present	10:45 AM
Baldwin Fisher	Emergency Management Planner	Present	10:45 AM

Pledge of Allegiance

Public Comment

1. Public Comments

Commission Comments

2. Commission Comments

Focke's Comments:

Tuesday afternoon I attended the Riley County LEPC meeting held here in our chambers. The last meeting was in January. There were many events since that time including the Wamego July 4th celebration, Topeka Stampede, PT County Active Violence Drill, and the Riley County Fair. Along with training & exercises for CERT training, USD 383 active violence tabletop exercises, airport full scale exercise, and IPPW workshop. Reports were made by attendees present on past and present events and trainings.

The next meeting is scheduled for October 3rd.

A list of cooling stations in the area was handed out.

Wednesday, I attended the Military Relations Luncheon at the Campus Hilton. Two new Colonels at Ft. Riley did short introductions of themselves Commanders Col. Chad Corrigan, Aviation Brigade and Col. Jeffrey Pickler, Division Artillery.

Other announcements were made by Vern Turner of the Flint Hills Veterans Coalition that is having a raffle of an art piece of forged and fabricated steel that will support the broadcast of the Flint Hills Veterans Day Parade.

Wednesday afternoon, my computer person met me at my home office to help get my computer going after an attempted “hack” that morning. After getting it back online, I was able to review materials for today’s meeting. Fortunately, nothing on my computer, phone or iPad had been affected.

I also spoke to several people concerning the 4-10 proposal before us today.

The Westloop Business Meeting that I normally attend on the first Wednesday was canceled for this month and will meet in September.

Ford's Comments:

This week has been mostly about getting caught up at work which we are very close in doing.

Wednesday afternoon I listened in on the KAC Webinar County Reimbursement for State Hospital Wait Times. This call discussed SB 228 which directs KDADS to reimburse counties of the costs associated in holding persons in custody while waiting for examination, evaluation, or treatment before standing trial. This bill also directs KDADS to make reimbursements to care providers, law enforcement, and over county entities for unpaid cost of observation and transportation. Deputy Secretary for KDADS Scott Brunner laid out the process for these reimbursements and walked everybody through the documentation and billing requirements for the state to make those payments and answered questions from those entities that were part of the call.

K-State football started its fall camp this week, which means football season and fall are just right around the corner.

Lastly it was nice to finally get some rain and cooler weather yesterday. It was much needed as things were starting to wilt pretty badly in the area.

McKinley's Comments:

Monday after our meeting I met with Shilo Heger about some questions on the budget and financials in general.

After that I discussed the same issues with Rich Vargo.

Tuesday, I spent a lot of time going over all the info we have been given about the 4-10 schedule.

Wednesday my wife and I celebrated our 48th wedding anniversary. Yes, she probably deserves sympathy cards for this.

Business Meeting

3. Sign Tax Roll Corrections

Move to approve the Tax Roll Corrections from the 2023 tax sale.

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

4. Sign Riley County Employee Action Form(s)

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

- Jairus Kelley, a full-time AEMT, in the EMS/Ambulance Department, at a Range 20, at \$18.29 per hour.
- Adrianna Yeakel, a full-time EMT, in the EMS/Ambulance Department, at a Range 20, at \$16.38 per hour.
- John Candido, a full-time EMT, in the EMS/Ambulance Department, at a Range 20, at \$17.20 per hour.
- Chris Albanese, a full-time EMT, in the EMS/Ambulance Department, at a Range 20, at \$16.38 per hour.
- Josh Schwanke, a full-time Paramedic, in the EMS/Ambulance Department, at a Range 20, at \$19.98 per hour.
- Tristan Gooden-Heit, a Volunteer Firefighter Stipend, in the Riley County Fire District #1, at a Range TASND.

Review Minutes

5. Board of Riley County Commissioners - Regular Meeting - Jul 31, 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

6. Tentative Agenda

Press Conference Topics

7. Discuss Press Conference

9:00 AM Russel Stukey, Emergency Management Director

8. Staff Time Report for Emergency Management & Fire District #1

Stukey presented the Emergency Management/Fire District #1 staff report.

9:15 AM Michael Boller, Noxious Weed Director

9. Staff Update

Boller presented the Noxious Weed/HHW staff report.

9:30 AM Anna Burson, Appraiser

10. Appraiser's Office August Staff Update

Burson presented the Appraiser's Office staff update.

9:45 AM Kurt Moldrup, RCPD Assistant Director

11. Public Hearing for FY2023 Edward Byrne Memorial Justice Assistance Grant (JAG)

Focke opened the public hearing.

Moldrup presented the Edward Byrne Memorial Justice Assistance Grant Program Application.

No public comment.

Focke closed the public hearing.

Move to approve the FY2023 Edward Bryne Memorial Justice Assistance Grant (JAG) Program application for the Riley County Police Department.

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

10:00 AM Craig Cox, Deputy County Counselor

12. Resolution for Issuance of County's GO Bonds, Series A, 2023 for High Plains Ranch Street Benefit District

Cox presented the Issuance of Bond Resolution for the High Plains Ranch Road paving project.

Move to approve "Resolution No. 080323-41, A Resolution of Riley County, Kansas, Authorizing the Issuance of the County's General Obligation Bonds, Series A, 2023, in the Principal Amount of \$92,500 Specifying the Terms and Details of the Bonds and Providing for the Levy and Collection of Special Assessments or Taxes to Pay the Principal of and Interest on the Bonds When Due."

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

10:15 AM Clancy Holeman, Counselor/Director of Administrative Services

13. Administrative Work Session

10:35 AM Rich Vargo, County Clerk

14. Request to Fill - As Needed Election Clerical Assistants

Vargo presented the Temporary Election Workers request.

Move to approve advertising for Temporary Election Workers for the Clerk's office.

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 Elections Clerical Assistant Part-Time, in the Clerk/Election Department.

10:45 AM Vivienne Leyva, PIO and Shilo Heger, Treasurer

15. Discussion of Expanded Hours Survey Results and Strategies for Employee Retention and Recruitment

Heger presented the background of the employee survey of the #2 request of "More Time Off".

Leyva presented the Customer and Employee Survey results.

The Board discussed the proposal.

The Board and staff discussed alternatives to consider.

The Board suggested reviewing the leave policies and types of leave available.

The Board discussed educating and encouraging employees to not check work email, text, and phone calls during leave time.

Fisher discussed how technology leases us to our jobs. Fisher said he does not see the need to check emails while on time off.

11:54 AM Adjournment

Move to adjourn.

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