



**Board of Riley County
Commissioners
Regular Meeting
Minutes
August 15, 2024**

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

Cindy Kabriel
785-565-6200

Commission Chambers

9:00 AM

[District 1 – John Ford, Chair](#)

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

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

9:00 AM

Call to Order

Attendee Name	Title	Status	Arrived
John Ford	County Commissioner	Present	9:00 AM
Kathryn Focke	County Commissioner	Present	9:00 AM
Greg McKinley	County Commissioner	Present	9:00 AM
Rich Vargo	County Clerk	Present	9:00 AM
Clancy Holeman	Counselor/Director of Administrative Services	Present	9:00 AM
Vivienne Leyva	PIO	Present	9:00 AM
Elizabeth Ward	Human Resources Director	Present	9:00 AM
Brittany Phillips	Budget and Finance Officer	Present	9:00 AM
Emma Loura	Manhattan Mercury	Present	9:00 AM
Amy Manges	Register of Deeds	Present	9:00 AM
Anna Burson	County Appraiser	Present	9:00 AM
Michele Reid	Payroll, Benefits & Employee Relations Manager	Present	9:00 AM
Bryant Parker	Deputy County Counselor	Present	9:00 AM
Laurie Harrison	Emergency Management Coordinator	Present	9:02 AM
Alvin Perez	Public Works Operations/Fleet Manager	Present	9:44 AM
Susan Boller	Elections Manager/Deputy Clerk	Present	9:47 AM
Anita Cook	Elections Senior Analyst	Present	9:47 AM
Keirsten Cragg	Elections Specialist	Present	9:47 AM
Annaliese Trout	Elections Account Clerk	Present	9:47 AM
John Ellermann	Public Works Director/County Engineer	Present	9:49 AM
Brian Peete	RCPD	Present	10:06 AM
Richard Jahnke		Present	10:14 AM
Gary Fike	County Extension Director	Present	10:17 AM
Cory Meyer	IT/GIS Director	Present	10:45 AM
Russel Stukey	Emergency Management Director	Present	10:45 AM

Pledge of Allegiance

Public Comment

1. Public Comments

Ward reported that the Bake Sale to raise funds for the United Way had over 100 items donated and raised \$575.

Commission Comments

2. Commission Comments

Focke's Comments:

Monday afternoon I took Bryant Parker on a tour of my commission district. We went south to several townships and then up through Wildcat Township. It was a great afternoon to drive and stop at different points and discuss various topics related to the area.

Tuesday morning, I had a personnel meeting at my church. That afternoon I took some public information flyers up to Keats and, with the help of local resident, Mel Knudson, we put the flyers on every door in the Keats Sewer District. A special thanks to Mr. Knudson for his help. Hopefully, with all the press coverage, e-mails, and the flyers, the citizens of Keats will not be alarmed when various entities mark and survey their neighborhoods prior to the infrastructure design for the lagoon.

Wednesday, I attended the Substance Misuse Task Force's quarterly meeting. Subcommittee updates were given on response and prevention. Scott Voos, Director of Be Able volunteered to be the Response Subcommittee Chair. Grant updates were given with KFA (Kansas Fights Addiction) #3 applications submitted, and Round #4 RFP's due on September 14th. The new director of the ER at the hospital was in attendance and asked what they could do to help. Also discussed was the Narcan availability at KSU residence halls, fraternities and sororities this year. RCPD reported that they have two additional Resource Officers in the Pottawatomie County schools. The next quarterly meeting is November 13th.

Wednesday afternoon I reviewed today's agenda and documents.

McKinley's Comments:

Tuesday morning, I was on In Focus on KMAN. I had Bryant Parker along as a guest. Bryant was able to give a good description of what the County Counselor's office does and how he is getting involved in the work there. I talked about the new EMS building and the revenue

neutral rate. We only made it to about half of what we had listed to discuss, but the hour does seem to go by fast.

After In Focus, I attended the Flint Hills Veterans Coalition meeting. It is now getting close enough to November 11th that they were working on more details for the parade and the indoor ceremony. After the meeting I went to the Manhattan shops to reserve the barricades for the parade. Still don't know how I was roped into the barricade placement, but I have always had a great response from county employees to help.

I gave money to the 4-H auction. The young lady whose hog I paid for brought by a big pan of cookies and brownies last night. Thank you Waverly.

Ford's Comments:

Wednesday evening, I met with Riley County Attorney Barry Wilkerson. We took some time to discuss items and challenges in his offices, space needs, courts and judicial in general as well as RCPD and Law Board related items. It has been a while since we had the opportunity to get together to chat, so I appreciated him taking the time to meet with me.

Thursday morning, I attended Good Morning Manhattan hosted by the Manhattan Area Chamber of Commerce at the Four Points by Sheraton. President Jim Genandt from the Manhattan Area Technical College and President Kevin Ingram from the Manhattan Christian College gave presentations and updates from their perspective colleges. Also, Allison Muth gave an update on the Classroom to Career program as well.

Speaking of the Manhattan Area Technical College, congratulations to them on being ranked as the number one, two-year college in America from WalletHub. They have been consistently in the top ten for a handful of years, but now have earned the official top spot.

Lastly, I have confirmed that the recent trenching work that has been going on in my neighborhood is indeed new fiber being put in by WTC and I cannot wait until the process is complete and finally have local broadband service.

Business Meeting

3. EMPG FY24 application

Move to approve the FY24 EMPG application.

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

4. Sign Tax Roll Corrections

Move to approve the Tax Roll Corrections. These are abates from the 2024 Tax Sale.

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

5. Sign Riley County Employee Action Form(s)

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

- Kaleb Antonucci, a new hire, as a Temporary Election Day Worker, in the Clerk/Election Department, at a Range Election.
- Stacy Vars, a new hire, as a Temporary Election Day Worker, in the Clerk/Election Department, at a Range Election.
- Rebecca Burton, a new hire, as a Temporary Election Day Worker, in the Clerk/Election Department, at a Range Election.
- Connie Roberts, a new hire, as a Temporary Election Day Worker, in the Clerk/Election Department, at a Range Election.
- Andrea Orellana, for a status change for increased hours, as a Temporary Part Time Drug Endangered Children Coordinator, in the Health Department, effective August 17, 2024.
- Giselle Nunez, a new hire, as an Intern/Volunteer, in the Health Department, at a Range TASND.

6. Discuss Intergovernmental Luncheon topics and attendees

No topics and attendees: BOCC, Clancy, Rich, Bryant

Review Minutes

7. Board of Riley County Commissioners - Regular Meeting - Aug 12, 2024 8:30 AM

Move to approve the minutes.

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

Review Tentative Agenda

8. Tentative Agenda

Press Conference Topics

9. Discuss Press Conference

9:30 AM Clancy Holeman, Counselor/Director of Administrative Services

10. Administrative Work Session

Holeman said he did not have an update.

9:50 AM John Ellermann, Public Works Director/County Engineer

11. Bid opening for a Stainless Steel Dump Box

The Board of County Commissioners opened the following bids for a stainless steel dump box:

Company	Total Bid
American Equipment Co 3250 Harvester Road Kansas City, KS 66115	\$40,727.00

Move to refer the bids to staff for evaluation and recommendation.

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

AYES:	Ford, Focke, McKinley
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10:00 AM Primary Election Canvass

12. Procedures for Canvass of Ballots

Vargo presented the procedures for the Canvass of Ballots.

Boller presented the 2024 Primary Canvass Report and Provisional Ballots.

Move the Board of County Canvassers approve the 2024 Primary Election Results and Provisional Ballots.

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

10:15 AM Brian Peete, RCPD Director

13. RCPD update

Peete presented a Riley County Police Department update.

10:30 AM Gary Fike, County Extension Director

14. 2024 Riley County Fair Wrap Up Report and Fairgrounds Fund

Fike presented the Riley County Fair update.

Fike asked if the Board of County Commissioners would support the Fair Board work on a capital campaign to improve the fairgrounds.

The Board agreed by consensus.

10:45 AM Executive Session:

10:45 AM 15. Discussion, authorized by K.S.A. 75-4319(12), of security measures which, if discussed at an open meeting would jeopardize such security measures protecting public

Move the County Commission, including Chairman Ford, Vice Chairman McKinley, and Commissioner Focke, recess into executive session with Clancy Holeman, Riley County Counselor and Bryant Parker, Deputy County Counselor, attorneys for the commission, and other necessary county staff, for a discussion of security measures protecting public systems, facilities or equipment, an exception to the Kansas Open Meetings Act, the open meeting to resume in the County Commission Chambers at 11:00 a.m.

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

11:00 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

11:01 AM

Adjournment

Move to adjourn.

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