



**Board of Riley County
Commissioners
Regular Meeting
Minutes
August 17, 2023**

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

Cindy Kabriel
785-565-6200

Commission Chambers

9:00 AM

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

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

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

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
Darrin Hobbs	REACH Committee Chair	Present	9:00 AM
Gary Fike	County Extension Director	Present	9:00 AM
Lynne Berry	Extension	Present	9:00 AM
Alvin Perez	Public Works Operations/Fleet Manager	Present	9:00 AM
Evan McMillan	Assistant County Engineer	Present	9:00 AM
Steve Snyder	Parks	Present	9:00 AM
Isaac Drake	Parks	Present	9:00 AM
Scott Cassity	Parks	Present	9:00 AM
John Ellermann	Public Works Director/County Engineer	Present	9:00 AM
Cindy Kabriel	Senior Administrative Assistant	Present	9:00 AM
Michele Reid	Payroll, Benefits & Employee Relations Manager	Present	9:00 AM
Gary Olds		Present	9:00 AM
Anna Burson	County Appraiser	Present	9:00 AM
Brittany Phillips	Budget and Finance Officer	Present	9:00 AM
Jon Harkness	Parks	Present	9:00 AM
Shelley Woodard	Deputy County Counselor	Present	9:20 AM
Katharine Hensler	Museum Director	Present	10:11 AM
Kurt Moldrup	RCPD	Present	10:11 AM
Julie Gibbs	Health Department Director	Present	10:41 AM
Sklyar German	Health Department	Present	10:41 AM
Brett Wege	Parks	Present	9:00 AM
Pat Weixelman	Pottawatomie County Commissioner	Present	4:00 PM
Chad Kinsley	Pottawatomie County Administrator	Present	4:00 PM
Linda Morse	Manhattan City Commissioner	Present	4:00 PM
John Matta	Manhattan City Commissioner	Present	4:00 PM

Wynn Butler	Manhattan City Commissioner	Present	4:00 PM
Asia Sampson	Health Department	Present	4:00 PM
Ron Fehr	Manhattan City Manager	Present	4:00 PM
Shelly Williams	Community Corrections Director	Present	4:00 PM
Barry Wilkerson	County Attorney	Present	4:00 PM
Jenni Ebert		Present	4:00 PM
Brad Jager	RCPD	Present	4:00 PM

Pledge of Allegiance

Public Comment

1. Public Comments

Olds discussed the Riley County Budget Overview Pamphlet. Olds said he appreciates the document. Olds stated he would like to have included the projected revenue on the document.

Hobbs presented the Employee of the Month Award to Jon Harkness, Public Works/Parks Department.

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

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

Commission Comments

2. Commission Comments

Focke's Comments:

Monday after our meeting I made some phone calls and dealt with other issues before the County Officials Meeting. The meeting was well attended, and a good discussion was held on department activities and concerns.

Early Tuesday morning, I was awakened by my smoke and carbon

monoxide alarm going off. After checking the house, garage, and outside, I changed some batteries, but the alarms went off again in a short time, after which I disconnected them.

Tuesday night, my daughter insisted that I call the gas company to get it checked out. The fire department was also notified, so it was a long night before they determined that there was no carbon monoxide and that one of the smoke alarms was defective.

I was impressed with the response time and professionalism of both the fire department and gas company responders.

Wednesday, I had some follow up discussions about the Keats project and spent most of the afternoon going through today's meeting reports and issues.

This morning I attended the "Good Morning Manhattan" breakfast hosted by the Chamber of Commerce. The main speaker was Vice President of KSU who went through the history of land grant universities and what KSU is doing on the 105 strategy.

Ford's Comments:

Monday afternoon I attended the quarterly County Officials Luncheon here in the BOCC Chambers over the noon hour. It was good to have the opportunity to chat and listen in a little more depth to our department heads, what they are working on in real time, and what some of the challenges and concerns they and their staffs are facing.

Tuesday afternoon I attended the Manhattan Area Chamber of Commerce Board of Directors meeting. We started off with an update on financials through the end of July as well as membership accounts and incoming President for 2024 Jack Wassenberg spent some time talking about the nominating committee. Among the topics of discussion for action items was a very in-depth and robust dialog on the "possibility" of County Stampede returning to Manhattan/Tuttle Creek in 2024. A lot will still have to happen, and a lot of logistics will have to be sorted through before it can even come to fruition just so we are tracking. Mike Matson led a follow-up discussion on federal and state chamber priorities, and I also discussed the dynamics involved in the state returning the LAVTR funds back to local units of government as statutorily required. Got an update from chamber staff and reminders of some upcoming events throughout the rest of the year as well.

Wednesday afternoon I attended the Policy Board Meeting of the Flint Hills Metropolitan Planning Organization. We got an update on the organizations financials as of August 8th. We also heard updates on the

Transportation Demand Model, Safe Routes to Schools, projects for KDHE, bringing back a US-24 Corridor Committee, and the 2022 MPO Audit. We also heard an update from KDOT. Some of the action items we voted on were the minutes from the May meeting, approval of the 2024 Transportation Improvement Plan's public comments, the UPWP Amendment #2, and we discussed our plan for a planning manager review sometime in a fall meeting.

This morning, I attended Good Morning Manhattan hosted by the Manhattan Area Chamber of Commerce at the Four Points Sheraton. Guest speaker was K-State Vice President and Director of Community Affairs Marshall Stewart also Mike Matson, Director of External Affairs for the Chamber spoke on his role with the agency as well. Well attended by many organizations in the community and region as well which was good.

McKinley's Comments:

From comments on the list serve, I found out that there are commissioners in other counties that do not understand appraisals. It will make it hard for KAC to go forward with some discussions.

Yesterday I attended the North Central Kansas Regional Juvenile Detention Facility board meeting. We had a couple of executive sessions to discuss some personnel issues. The rest of the meeting was reviewing financials and DCF policies.

Business Meeting

3. Highway Use Permit, Evergy

Move to approve the Highway Use Permit granting Evergy permission to work in the right of way replacing existing poles and overhead wire along Barton Road between Falcon Road and Walnut Creek Road.

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

4. Advisory Board appointment letters and Resolution

Move to approve "Resolution No. 081723-43, A Resolution appointing Riley County representatives to Council/Advisory Boards" and sign letters.

Megan Dougherty Comm Dist 1	September 1, 2023- August 31, 2026	Food and Farm Council 3 year
Maureen Olewnik Comm Dist 1	September 1, 2023- August 31, 2026	Food and Farm Council 3 year
Andrea DeJesus Comm Dist 3	September 1, 2023- August 31, 2026	Food and Farm Council 3 year
Jack Platt Comm Dist 1		Solid Waste Management Committee
Torre Dunlea Comm Dist	August 17, 2023- December 31, 2025	Public Health Advisory Council

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

5. Agreement for Operation of the Riley County Transfer Station

Move to approve the Agreement for Operation of the Riley County Transfer Station with Hamm, Inc.

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

6. Sign Riley County Employee Action Form(s)

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

- Kenzie Decklar, a new hire, as an As Needed Volunteer Firefighter Stipend, in the Riley County Fire District #1 Department, at a Range TASND.
- Baylea Perez, a new hire, as an As Needed Intern/Volunteer, in the Health Department, at a Range TASND.

7. Intergovernmental Luncheon Agenda

Review Minutes

8. Board of Riley County Commissioners - Regular Meeting - Aug 14, 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

9. Tentative Agenda

Press Conference Topics

10. Discuss Press Conference

9:30 AM

Clancy Holeman, Counselor/Director of Administrative Services

11. Order Assigning Partition Fence Responsibility

Holeman presented the Order Assigning Partition Fence Responsibility.

The Board agreed by consensus the gate should be the responsibility of the applicant.

Holeman said he will bring the subject back with the revisions for the Board to consider.

Move the Board authorize counsel to present an original with the following changes to the BOCC for signature at the next available public meeting.

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

10:00 AM

Gary Fike, County Extension Director

12. County Fair Update

Fike presented an Extension staff report.

10:15 AM Kurt Moldrup, Assistant RCPD Director

13. RCPD update

Moldrup presented a Riley County Police Department update.

10:30 AM Katharine Hensler, Museum Director

14. Museum Staff Report

Hensler presented the Museum staff report.

10:45 AM Julie Gibbs, Health Department Director

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

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

15. RCHD Update

Gibbs presented the Health Department update.

16. RCHD Request for Signature on Grant

Gibbs presented the Health Department request for signature on the grant.

Move to approve and sign the Health Department application for the Workforce Development Funding through KDHE.

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

AYES:	Ford, Focke, McKinley
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17. RCHD PHEP Update

German presented the Public Health Emergency Preparedness update.

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

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

11:15 AM

Clancy Holeman, Counselor/Director of Administrative Services

18. Administrative Work Session

Move to remove the executive session which was placed at the end of today's meeting.

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

Adjournment

Move to adjourn after the Joint City/County/County Meeting at 4:00 p.m. at County Offices.

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

4:00 PM

Joint City/County/County Meeting (at County Offices)

19. City/County/County Meeting Agenda

Sampson presented the Substance Abuse Task Force Update/Opioid

Funds Discussion.

Morse asked, what will she do after the funding ends this month?

Sampson said if funding is not located, she will have to move to another position.

Wilkerson introduced Jenni Ebert who has a personal story with opioids.

Ebert said her son passed away due to an opioid laced with fentanyl. Ebert stated she feels had they been educated on fentanyl it would have made a difference to her family.

Ebert said adults need to speak to kids on opioids and fentanyl.

Focke asked, what other drugs are laced with fentanyl?

Sampson stated all drugs could be laced with fentanyl.

Ebert stated in 2021, 107,000 people lost their lives to fentanyl.

Gibbs said the Task Force will have its second meeting in September.

Weixelman stated there should be documentation on how many people we are reaching. Weixelman said we need to be tough on this.

Gibbs stated we need to keep Sampson on in her position.

Williams said we need to have a coordinated effort to not duplicate efforts.

5:05 Adjourned.