



**Board of Riley County
Commissioners
Regular Meeting
Minutes
August 22, 2022**

115 North 4th Street
Manhattan, KS 66502
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
Gary Fike	County Extension Director	Present	8:30 AM
Sharon Bairow-Riffey	Extension	Present	8:30 AM
Greg McClure	Extension Agent	Present	8:30 AM
Gregg Eyestone	Extension Agent	Present	8:30 AM
John Jobe	Extension Agent	Present	8:30 AM
Darrin Hobbs	REACH Chair	Present	8:30 AM
Brandy Bruna	Extension Agent	Present	8:30 AM
Megan Dourgherty	Extension Agent	Present	8:30 AM
Vivienne Uccello	PIO	Present	8:30 AM
Christian Bright	Manhattan Mercury	Present	8:33 AM
Elizabeth Ward	Human Resource Manager	Present	8:33 AM
Rhonda Zellweger	KMAN	Present	8:45 AM
Amy Manges	Register of Deeds	Present	9:17 AM
Robbin Cole	Pawnee Mental Health Services Director	Present	9:25 AM
Anna Burson	County Appraiser	Present	9:25 AM
Steve Schurle	Commercial Real Estate Analyst	Present	9:25 AM
Adam Johnson	Pawnee Health Substance Abuse Coordinator	Present	9:25 AM
Julie Gibbs	Health Department Director	Present	9:42 AM

Pledge of Allegiance

Public Comment

1. Public Comments

Hobbs presented the Employee of the Month Award to Sharon Bairow-Riffey in Extension.

Commission Comments

2. Commission Comments

McKinley's Comments:

My son and grandson were out helping me with some home repairs. The next day my grandson tested positive for Covid so I will be wearing a mask for 10 days.

Focke's Comments:

Thursday I attended the Good Morning Manhattan meeting sponsored by the Chamber via zoom in the BOCC Chambers. Presenters included Stephanie Peterson, David Rosowsky (KSU), and Aaron Estabrook (Housing). The business award luncheon will be held on September 13th and Business After Hours that evening.

Friday I had an appointment with my orthopedic surgeon to check on the progress of my knee. Afterwards I had a physical therapy session. I rescheduled a meeting with Julie Gibbs for next week so she could catch up in the office after being gone. I had a painter at the house to finish the painting project.

Over the weekend I reviewed documents for our meeting today and other meetings during the week. Enjoyed normal activities and the cooler weather.

Ford's Comments:

Thursday afternoon we were able to sign and get the employment contract in place to hire Jared Tremblay as the permanent Planning Manager for the Flint Hills Metropolitan Planning Organization. Jared has been with the organization for six six years as a Project Manager and served as the Interim Director replacing Stephanie Peterson back in April. I'm very confident he will do a wonderful job and I look forward to working with him moving forward.

Saturday morning I met with the Riley County Republicans up at Vista Drive Inn. It was a packed house and there were candidates in several

of the State House races, officials from both Congressman Mann and Senator Moran's offices and local officials from Manhattan City and USD 383 as well. I gave an update on everything that's going on here in Riley County and spoke extensively on the August 2nd primary and elections in general.

Spent the weekend catching up on some things at home and watching a little preseason NFL.

Business Meeting

3. Sign Tax Roll Corrections from the 2022 Tax Sale

Move to approve the Tax Roll Corrections from the 2022 Tax Sale.

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

4. Sign Recovery Month Proclamation

Move to sign the Recovery Month Proclamation for September 2022 for Pawnee Mental Health Services.

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

5. Sign Riley County Personnel Action Form(s)

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

- James Watiti, a status change, as an EMT, in the Ambulance/EMS Department, at a grade EMT step 2, at \$15.96 per hour.
- Kodi Smith, a status change, as an EMT, in the Ambulance/EMS Department, at a grade EMT step 2, at \$15.96 per hour.
- Caitlin Burenheide, a status change, as an Paramedic, in the Ambulance/EMS Department, at a grade Para step 4, at \$20.51 per hour.
- Katie Wolf, a new hire, as an On Call Juvenile Intake Officer, in the Community Corrections Department, at a grade B step 4, at \$15.21 per hour.

Review Minutes

6. Board of Riley County Commissioners - Regular Meeting - Aug 18, 2022 9:00 AM

Move to approve the minutes.

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

Review Tentative Agenda

7. Tentative Agenda

The Board agreed by consensus to begin the Thursday, September 1, 2022 meeting at 9:00 a.m.

Press Conference Topics

8. Discuss Press Conference

9:00 AM

Robbin Cole, Pawnee Mental Health Services Director

9. Pawnee Mental Health Services update

Absent

9:15 AM

Clancy Holeman, Counselor/Director of Administrative Services

10. Administrative Work Session

11. Pending County Projects County Counselor

Holeman reviewed the Commission Project List.

9:30 AM**Press Conference**

12. Recovery Month September Proclamation - Greg McKinley and Robbin Cole (2-3 minutes)

McKinley presented the Recovery Month September Proclamation to Robbin Cole.

Cole emphasized that recovery is for everyone and anyone can be impacted.

Cole introduced Adam Johnson the Substance Abuse Coordinator.

13. Property Fraud Alert - Amy Manges (2-3 minutes)

Manges said the Riley County Register of Deeds' Office has successfully subscribed to a fraud notification service called Property Fraud Alert. We are taking proactive steps to protect people from property fraud in Riley County.

Property Fraud Alert is similar to a credit alert system. While it will not prevent fraud from happening, it provides an early warning system so people can take appropriate action if fraud occurs. When we tested the system, we received a notice within seven minutes of uploading our data for the day but it could take as long as 48 hours.

The system is live and people and businesses can now sign up to receive notification by phone or email anytime their name is filed in association with a land record in the Riley County Register of Deeds' Office.

The system is easy to use but people must sign up to be able to receive the notifications. There is no charge for the public to use this service and businesses as well as individuals can sign up.

We recommend that people sign up with several variations of their name. Using my dad as an example, someone named William who may go by Bill should sign up as William King and Bill King.

Thankfully, mortgage and property fraud does not seem to be a current problem in Riley County, but nationwide it is becoming more of an issue. We started searching for notification services after our office

began getting frequent phone calls and questions from the public about fraud and fraud protection. This started back in 2020. Thankfully, I've been with the department since 2001 and I have only seen one questionable mortgage cross my desk. We're grateful to be able to get out ahead of any potential problems and offer this service to our residents now.

So far the system is working well. We had a few bugs to work out in the beginning, but the company adjusted and were able to fix the problem. Several other counties in Kansas are participating including Chase, Crawford, Ford, Shawnee, and Washington. We chose the most affordable system, with a good record of service.

People can visit the company website, Property Fraud Alert dot com to sign up, or they can call the company at 1-800-728-3858. I'm also working with Vivienne Uccello, Riley County Public Information Officer, to put information on the Riley County website, send a news release to the media, and share information on social media.

14. Turf program and Extension Master Gardener trainees class - Gregg Eyestone (2-3 minutes)

Eyestone said a free Fall Lawn Care program will be given on Saturday, August 27th beginning at 10:00 a.m. Blueville Nursery at 5439 Anderson is hosting the program, which will include information on seeding, fertilizing, and weed management.

Eyestone said the new Extension Master Gardener class will begin on Thursday, September 1st. Interested volunteers can sign up online or come to the Extension office to get an application. The cost is \$100. Contact the office at 785-537-6350 for additional information.

15. Flint Hills Leadership Program - Vivienne Uccello (2-3 minutes)

Uccello said she is very pleased to announce Steve Schurle has been accepted into the 2022-23 class of the Flint Hills Regional Leadership Program that brings people together from Geary, Riley, Pottawatomie, and Wabaunsee Counties to develop leadership skills and broaden their understanding of the Flint Hills region.

Schurle is a Riley County Commercial Real Estate Analyst in the Appraiser's Office.

Schurle earned his Bachelor of Science degree in Agribusiness from K-State. After graduation he worked as a loan officer for K-State Credit

Union, then joined the County Appraiser's Office in 2016. He currently serves on the Employee REACH Committee and has participated in community activities like Stuff the BUS to gather school supplies for children, Purple Powerplay on Poyntz, and the Little Apple Duck Dash.

The Flint Hills board members shared a lot of positive comments about him and were very pleased to get his application. Schurle mentioned that he recognizes we need each other for continued growth and by participating in the Flint Hills Regional Leadership Program, Schurle hopes to gain a better understanding of how the region is intertwined.

I want to thank you for supporting the program and for investing in Riley County employees. We appreciate these opportunities for growth and development.

9:45 AM

Clancy Holeman, Counselor/Director of Administrative Services

16. Executive session to discuss a performance matter involving non-elected personnel

Move that the County Commissioners, including Chairman McKinley, Vice Chair Focke, and Commissioner Ford, along with Clancy Holeman, County Counselor, attorney for the Commission, recess into executive session pursuant to the non-elected personnel matters exception to the Kansas Open Meetings Act, for the purpose of hearing the appeal of a disciplinary action, and to protect the privacy of the employee, the open meeting to resume in the County Commission Chambers at 11:15 a.m. Julie Gibbs, Health Department Administrator & Local Health Officer, and Elizabeth Ward, Human Resource Manager, will be present during a portion of the executive session to provide factual information.

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

11:15 AM

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

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

Move the record reflect action shall be taken consistent with the following consensus reached in executive session.

The County Commission approves the disciplinary action reviewed today in executive session and the County Counselor shall notify the parties.

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

11:21 AM **Adjournment**

Move to adjourn after the Intergovernmental Luncheon at 12:00 (noon).

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

12:00 PM **Intergovernmental Luncheon**

17. Intergovernmental Luncheon Agenda