



**Board of Riley County
Commissioners
Regular Meeting
Minutes
August 25, 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
Christian Bright	Manhattan Mercury	Present	8:30 AM
Lexi Garcia	Manhattan Mercury	Present	8:30 AM
Mel Van Der Stelt		Present	8:35 AM
Michele Reid	Payroll & Benefits Spec & HR Associate	Present	8:36 AM
Katharine Hensler	Museum Director	Present	8:49 AM
Rhonda Zellweger	KMAN	Present	8:52 AM
John Ellermann	Public Works Director/County Engineer	Present	9:06 AM
Joe McGraw		Present	9:20 AM
Judge Kendra Lewison	District Court	Present	9:44 AM
Bob Isaac	Planner	Present	9:44 AM
Shelly Williams	Community Corrections Director	Present	9:50 AM
Brett Clark	ISO I - Adult Community Corrections	Present	9:50 AM
Amanda Webb	Planning/Special Projects Director	Present	10:00 AM
Darrin Hobbs	Planning Compliance Specialist	Present	10:00 AM
Craig Cox	Deputy County Counselor	Present	10:00 AM
Amy Manges	Register of Deeds	Present	10:20 AM
Dennis Hoard		Present	10:20 AM
Caroline Hoard		Present	10:20 AM
Anna Burson	County Appraiser	Present	10:40 AM
Vivienne Uccello	PIO	Present	10:40 AM
Julie Gibbs	Health Department Director	Present	10:44 AM
Rodney Dugan		Present	11:15 AM

Pledge of Allegiance

Public Comment

1. Public Comments

Commission Comments

2. Commission Comments

McKinley's Comments:

Tuesday, I attended the active violence training put on for the county employees. It was a very interesting class and he had some good statistics and stories.

Other than that, I mostly stayed at home doing projects. The only time I left home was to go to the paint store to restock.

Focke's Comments:

Monday, I attended the Intergovernmental Luncheon at the Bluemont Hotel. Introductions of all those present were made.

A presentation was made by the Health Department (Shanika Rose) and the Flint Hills Wellness Coalition (Debbie Nuss) on the preliminary results of the Community Health Improvement Plan (CHIP). The commissioners have each attended individual meetings at the health department to go over these results and gave their input prior to this meeting.

There will be a presentation to the public on Thursday, September 8th from 12:00 - 1:30 p.m. at the Family and Child Resource Center. Reservations need to be made by Friday, September 2nd.

The other agenda topic was on Security Options and Procedures for USD 383. Discussion was led by Curt Herrman, School Board Chair, who asked for suggestions and discussions of various options for security and safety in their buildings. Expenditures have been made for security at the schools, which include steel doors and auto locks. They have also held active shooter drills. He led a discussion on the possibility of adding SRO's (Security Resource Officers) at the schools that could cost the district approximately \$30M. Various participants, including the RCPD, discussed where and how these officers could be

used in the district.

The next meeting will be held on September 26th at the Bluemont Hotel.

Tuesday, I met with Jerry Lonergan, Flint Hills Regional Council Director. He brought me up to date on his background and what the group has been doing to get the program running efficiently. He gave me a consolidated print out of their financial projections and assessment of their cash position through the end of their fiscal year in 2023. They are addressing many of the concerns that I had while on the board.

Tuesday afternoon, I attended the funeral service for Jerry Weis at the First Lutheran Church. It was very well attended by many members of the community and KSU.

Ford's Comments:

Monday afternoon I attended the August Intergovernmental Luncheon at the Bluemont Hotel. Got an update from the Riley County Health Department and the Flint Hills Wellness Coalition on the preliminary results of the Community Health Improvement Plan, as well as discussion on security options and procedures for USD 383. There certainly was good dialog on both presentations and as usual this meeting was very well attended.

Also Monday afternoon I met with Michelle Sink, Area Director with Big Brothers/Big Sisters to discuss some of the ongoing challenges they are faced with as an organization and regionally. I also was able to dialog and hear about some of the strategies they are putting in place moving forward and for the future. It was great to hear and receive this information and I appreciated Michelle's willingness to sit down and meet.

Tuesday afternoon I attended the August Board of Directors meeting with Pawnee Mental Health via Zoom. Started with a Finance Committee Meeting before the actual meeting. Some of the items discussed in the board meeting were an executive session on matters of non-elected personnel. Introductions of both new staff and board members. Robbin Cole provided an Executive Director's report which also included a bi-annual report of both safety and marketing/development by other staff. Heard several other committee reports including the Finance Committee. We discussed the Recovery Month Proclamations for September, and other activities that coincide with it for the month. We approved participation in the School Mental

Health Initiative for the 2022-23 school year. We will meet again in late September.

Thursday afternoon I met with Riley County Appraiser, Anna Burson to discuss a couple of items relevant to her work and department. Sounds like things are rolling along quite nicely there and I certainly appreciate the time spent chatting on these items.

Also Thursday afternoon I met with Riley County Extension Director, Gary Fike to discuss and brainstorm some ideas in reference to CiCo Park and the Fairgrounds and the Rural Economic Development Advisory Board. Thought our conversation and dialog went extremely well and I always appreciate Gary's time and discretion.

Business Meeting

3. Approve payroll/accounts payables (when completed)

Move to approve the payroll vouchers in the amount of \$649,929.89 and the following warrant vouchers for August 26, 2022:

2021 Budget

Road & Bridge Cap Project	\$434,349.46
Exp Lakesd Sew/UP Water	340.00
TOTAL.....	\$434,689.46

2022 Budget

County General	\$1,009,209.46
Health Department	85,348.46
EMS Grants	426.96
County Auction	552.27
Motor Vehicle Operations	5,845.37
Community Corrections	29,743.22
Capital Improvements Fund	25,049.79
Emergency 911	7,638.45
Solid Waste	232,055.31
County Building	7,320.26
Road & Bridge Cap Project	6,594.62
RCPD Levy/Op	193.00
Landfill Closure	1,638.13

Riley Co. Fire Dist. #1	21,761.06
University Park W&S	4,886.25
Hunters Island Water Dist	3,253.87
Carson Sewer Benefit Dist	178.66
Deep Creek Sewer	1,124.49
Moehlman Bottoms	1,322.32
Valleywood Operations	2,013.03
Terra Heights Sewer	2,597.65
Terra Heights Sinking	9,442.00
Konza Water Operations	7,354.53
Univ Park W&S Cap Reserve	13,728.00
Lakeside Heights Sewer	48.81

TOTAL..... \$1,479,325.97

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

Review Minutes

4. Board of Riley County Commissioners - Regular Meeting - Aug 22, 2022 8:30 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

5. Tentative Agenda

Press Conference Topics

6. Discuss Press Conference

9:00 AM Katharine Hensler, Museum Director

7. Request to Film Historical Documentary Segment at the Goodnow House State Historic Site

Hensler presented the request to film documentary at the Goodnow House State Historic Site.

Move to approve for PBS Wichita to be permitted to film their documentary at the Goodnow House State Historic Site under the conditions listed.

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

9:15 AM Clancy Holeman, Counselor/Director of Administrative Services

8. Administrative Work Session

Holeman discussed scheduling the Riley County Legislative Conference with our state legislators.

The Board agreed by consensus for an in-person meeting.

The Board suggested December 1st or 5th for the conference.

9:35 AM Cory Meyer, IT/GIS Director

9. IT/GIS Staff Update - August 2022

Meyer presented the IT/GIS staff update.

9:50 AM Shelly Williams, Community Corrections Director

10. 21st Judicial District Drug Court Update

Williams presented the 21st Judicial District Court PowerPoint.

Clark discussed the Drug Court process.

Dawn, drug court participant, discussed her positive experience with the Drug Court Process.

10:05 AM John Ellermann, Public Works Director/County Engineer

11. Stagg Hill Rd. - Possible Vacation of Right-of-Way

Ellermann presented the request to vacate a right-of-way on Stagg Hill Road for future development.

Ellermann stated to develop the property, the owner would have to go through the Planning and Development Department for zoning.

The Board said they did not see any problems with the request.

10:20 AM Bob Isaac, Planner

12. Rezone an unplatted tract of land from “AG” (Agricultural District) to “SF-1” (Single Family Residential) and plat the tract into a single lot.

Isaac presented the request for a rezone and plat for Hoard Addition.

Move to approve “Resolution No. 082522-38, Resolution amending the zoning map of Riley County concerning the use of certain real estate located in Jackson Township” - rezone an unplatted tract of land from “AG” (Agricultural District) to “SF-1” (Single Family Residential).

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

Move to approve "Resolution No. 082522-39, A Resolution approving the Hoard Addition and accepting the street rights of way, easements, and licenses as shown to be dedicated on said plat."

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

10:30 AM Amy Manges, Register of Deeds

13. Year-To-Date-Revenue

Manges presented the Register of Deeds year to date revenue.

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:	Kathryn Focke, County Commissioner
AYES:	Ford, Focke, McKinley

14. Out of State Travel Request - 2022 City MatCH MCH Leadership Conference

Gibbs presented the Out of State Travel Requests.

Move to approve the Out of State Travel Requests for the MCH Supervisor and MCH Nurse to attend the Maternal and Child Health Conference September 20, 2022 - September 23, 2022 in Chicago, Illinois.

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

15. Updated Covid 19 Guidance for Riley County Employees

Gibbs presented the recommended Covid 19 Guidance for Riley County employees.

Ford stated he feels that sick employees need to stay home, if not sick

they should be at work. Ford said he does not feel a one size fits all works.

Focke said unfortunately we are not past it. Focke stated she supports following the guidelines through this fall.

McKinley stated it is county policy so he wears the mask.

Move to approve the updated Covid 19 Guidance for Riley County employees.

RESULT:	ADOPTED [2 TO 1]
MOVER:	Kathryn Focke, County Commissioner
SECONDER:	Greg McKinley, County Commissioner
AYES:	Focke, McKinley
NAYS:	Ford

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:	Kathryn Focke, County Commissioner
AYES:	Ford, Focke, McKinley

11:15 AM **Craig Cox, Deputy County Counselor**

16. Rodney Dugan Lagoon Request

Cox presented the Rodney Dugan lagoon request.

Move the Board adopts the findings of the Hearing Officer and grant Rodney Dugan a variance from the three-acre requirement to construct a lagoon.

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

Holeman said KDHE would like to do samplings of the two properties in Fairmont up to twice a year.

The Board agreed by consensus to allow the two samplings per year for the two properties in Fairmont.

11:25 AM Adjournment

Move to adjourn.

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