



**Board of Riley County
Commissioners
Regular Meeting
Minutes
September 02, 2021**

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

Cindy Kabriel
785-565-6200

Commission Chambers

8:30 AM

[District 1 – John Ford, Chair](#)

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

[District 3 – Kathryn Focke, 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
Julieann Wurtz		Present	8:30 AM
Elizabeth Ward	Human Resource Manager	Present	8:30 AM
David Adams	EMS/Ambulance Director	Present	8:30 AM
Tami Robison	Budget and Finance Officer	Present	8:31 AM
Michael Boller	Noxious Weed Director	Present	8:38 AM
Sam Hennigh	KMAN	Present	9:00 AM
John Ellermann	Public Works Director/County Engineer	Present	9:09 AM
Russel Stukey	Emergency Management Director	Present	9:22 AM
Julie Gibbs	Health Department Director	Present	9:50 AM
Amanda Smeller	Planning/Special Projects Director	Present	9:52 AM

Pledge of Allegiance

Public Comment

1. Public Comments

Ford read Gibbs report:

Riley County has identified 81 new cases and 64 new recoveries since last week. We are currently monitoring 137 active cases. We reported 2 new deaths yesterday, one from last week that was unfortunately not reported in our press release. That individual was a fully vaccinated 66 year old male, who tested positive on August 5, 2021, and passed away August 19, 2021 at Ascension Via Christi. The other individual was a

32 year old female, who tested positive on the 19th and passed away on the 29th. Her vaccination status is unknown. Yesterday there were 11 patients at Ascension Via Christi Hospital. 3 are in ICU. The good news is that our percent positive continues to trend down. Last week we were at 3.85% that's down from 4.83% where we were the week prior and that gives us a 14 day average percent positive of 4.36%.

We are still offering free drive up testing through collaboration with KDHE on Tuesdays and Thursdays from 10:00 a.m.-4:00 p.m. at the mall parking lot and this will go on through September. Tuesday we had 242 people come through and that has been the largest number we have seen since starting to test at the mall. We are also doing symptomatic testing at the HD every day. Along with this we have other testing opportunities elsewhere in the county. We were in Ogden yesterday where we tested 20 individuals and we will be in Riley next Wednesday from 10:00 a.m.-12:00 p.m. with our saliva kits available to test anyone who is symptomatic or asymptomatic.

As far as vaccination efforts, we have had quite a few remote vaccine events so far. We were at Mount Zion Church last Wednesday and vaccinated 17 individuals and we were at Manhattan Arts Center on Friday and vaccinated 35 individuals. We were also at MHS and Susan B Anthony during school hours offering vaccinations and we were able to vaccinate 30 students. We will be vaccinating at Eisenhower Middle School next Wednesday.

We are busy planning for the booster shot clinics, which will start September 21st. These will likely be hosted on Tuesdays and Thursdays through October. Along with this we are getting more requests for flu vaccine clinics so we are working on planning for those events as well. We will know more later today about when our flu vaccine will be here once we've met with our rep.

Holeman asked the Board to add an executive session to his time.

Move to add an executive session to Holeman's administrative time.

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

Commission Comments

2. Commission Comments

Ford's Comments:

Monday afternoon I joined in on NACo's national teleconference call with the Economic Development Administration (EDA) for an overview of the EDA's American Rescue Plan Act (ARPA) grant programs. The EDA team discussed investment priorities, eligibility requirements, program details and deadlines. Craig Buerstatte, Secretary for Regional Affairs, U.S. Economic Development Administration; Michele Chang, Deputy Assistant of Policy, U.S. Economic Development Administration; Shelby Wenner, Office of Public Affairs, U.S. Economic Development Administration; and the Honorable Judge Joseph Wood, Washington County, Arkansas all gave presentations during the call.

Also Monday afternoon I met with Jim Genandt and others at the Manhattan Area Technical School to discuss what they are working on currently, their plans for the future, as well the challenges and issues they are facing. I will also say as a 2003 Graduate and Student Government Association alum I'm really proud to see how much they have grown and what they mean to the community and region. I was certainly honored they gave me the opportunity to help provide some thought and dialog and they continue to work towards the future. They really are a hidden gem for us here locally and their success will really be all of our success moving forward.

Wednesday afternoon I spoke with Alice Massimi about the .2% sales tax and how we can continue to develop a message from the Riley County side, put together a usable handout with pliable information to give out at presentations, and what items and or information are we still needing as we continue to work through the fall. Definitely glad she is still on board with us in a contract role to help put the foundation of this together as we get to the November election.

Also Wednesday afternoon I had another Zoom call to discuss efforts for an Entrepreneurial Center and RCPD Substation at the Aggieville Parking Garage. Most of the discussion centered around finding and developing a potential funding source and the need for hiring a grant writer once we do, work on a potential Tarleton study for the project, and how to get that information to the public and media once it's developed and done. It was also mentioned the City of Wichita is working on a project similar to this one and that be useful to developing a plan for this as well. We will have another Zoom call in October to discuss further.

McKinley's Comments:

Wednesday I attended Military Relations lunch. Tod Scalf, Program Director for MWR at Fort Riley's main purpose was to discuss a new MWR card that will be available to non-military people. This will allow you to use some of the facilities on post such as Spare Time Entertainment, outdoor adventure park museum, and automotive skills center. More information is available on line. They also discussed upcoming Apple Day Festival. They are having the activities this year, but access will be limited to DOD ID people only. And those who live off post will have to sign up online.

My wife had knee surgery so I have spent a lot of time taking care of her. She is doing fine.

Focke's Comments:

Monday afternoon I went to Keats to check out the park playground. It was supposed to be done at the end of the month and it isn't. Spent some time talking to Phyllis who lives at the north corner of the park. They had just had the area of the new leach field smoothed out by a neighbor. We discussed the park and sewer district.

Concerning the park, I'd like to know whose idea it was to move the playground and why it has taken the entire summer to get it finished.

Wednesday I attended the Heartland Works board via Zoom. Director David Brennan is retiring as Executive Director and the process for hiring a new director will be published next week. The job description is in the process of being updated. One person has shown interest in the job.

Reports on the work force centers were made and no major changes in unemployment have been made. The extra \$300/week for unemployment benefits will end on Saturday, September 4th, and it is hoped that more people will re-enter the work force. Major concerns continue with child care for people re-entering the work force.

Business Meeting

3. Official Statement-G.O. Refunding Bond Series B, 2021

Move for the Chairman of the Board to sign the Official Statement for the completion of the G.O. Refunding Bond Series B, 2021.

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

4. Action on Portable Communication Device Allowance Form(s)

Move to approve the Portable Communication Device Allowance Forms.

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

5. Sign Tax Roll Corrections

Move to approve the Tax Roll Corrections from the 2021 tax sale properties.

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

6. Action on Certification of Voting Delegate for KAC 46th Annual Conference & Exhibition

Move to appoint Focke, as the voting delegate for the KAC 46th Annual Conference & Exhibition; Ford, as 1st Alternate; and McKinley, as 2nd Alternate.

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

7. Sign Riley County Personnel Action Form(s)

The Board of County Commissioners signed a Riley County Personnel Action Form for Alexander Knox, for a promotion, as a full time Paramedic, in the EMS/Ambulance Department, at a grade Para step 2.

Review Minutes

8. Board of Riley County Commissioners - Regular Meeting - Aug 30, 2021 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

9. Tentative Agenda

Press Conference Topics

10. Discuss Press Conference

9:00 AM

Tami Robison, Budget and Finance Officer

11. 2022 Budget-Finalize for Publication

Robison presented the 2022 Budget and Revenue Neutral Rate (RNR) Publication.

Move to approve the Riley County Budget Summary for the Notice of RNR and Budget Hearings to be published in the local newspaper.

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

9:15 AM

Michael Boller, Noxious Weed Director

12. Staff Report

Boller presented the Noxious Weed September staff report.

9:30 AM

Russel Stukey, Emergency Management Director

13. Out of state travel request to look at used fire truck.

Stukey presented the Out of State Travel Request.

Move to approve the Out of State Travel Request for Deputy Chief Doug Russell to travel to Georgia to inspect a used fire truck being considered for purchase to be funded by the RCFD#1 budget.

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

9:50 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

14. RCHD WIC Approved Budget

Gibbs presented the WIC budget.

Move to approve a Contract with KDHE and Kansas WIC Local Agency.

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

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

9:55 AM Elizabeth Ward, Human Resource Manager

15. Personnel Incentive Program – Commissioner participation

Ward asked if the Board is to be included in the personnel COVID-19 vaccination incentive program.

Focke asked about the other elected officials and department heads.

The Board by consensus agreed to opt out of the COVID-19 vaccination incentives.

Ward reported 84.9% of the regular employees have reported receiving their vaccination status.

10:00 AM Amanda Smeller, Planning/Special Projects Director

16. Planning & Development - Staff Update

Smeller presented the Planning and Development staff update.

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

10:15 AM 17. Administrative Work Session

Move that the County Commissioners, including Chairman Ford, Commissioner McKinley, and Commissioner Focke, with Clancy Holeman, Riley County Counselor, and Elizabeth Ward, Human Resource Manager, recess into executive session on a performance matter of non-elected personnel, an exception to the Kansas Open Meetings Act and to protect the privacy of the employee, the open meeting to resume in the County Commission Chambers at 10:35 a.m.

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

10:35 AM

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

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

10:35 AM

Gary Rosewicz, Assistant County Engineer

18. Bid opening for Riley County Transfer Station Truck Scales

The Board of County Commissioners opened the following bids for the Riley County Transfer Station truck scales.

<u>Company</u>	<u>Make and Model</u>	<u>Delivery Date</u>	<u>Estimated length of time to install</u>	<u>Base Bid</u>
WH Scale 4145 NW 25 th Topeka, KS 66618	Rice Lake	March 2022	2 days	\$51,491.00
Scale, Sales and Services 8615 Vernon Ave Omaha, NE 68134	Rice Lake	8-10 weeks from acceptance	3-4 days	\$38,500.00
Salina Scale 415 N 9 th Salina, KS 67401	B-TEK CT4711DT	December 31, 2021	36 hours	\$58,420.50
Fairbanks Scales 6601 Royal Street Pleasant Valley, MO 64068	Talon HVXSD	December 7, 2021	2 days	\$69,558.00

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

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

10:45 AM

Gary Rosewicz, Assistant County Engineer

19. Bid opening for West 32nd Avenue bridge replacement

The Board of County Commissioners opened the following bids for the West 32nd Avenue bridge replacement.

<u>Company</u>	<u># of working days:</u>	<u>Proposed starting date:</u>	<u>Base Bid</u>
King Construction Co., Inc. PO Box 849 Hesston, KS 67062	150	January 31, 2022	\$1,284,589.40
Ebert Construction Co., Inc. PO Box 198 Wamego, KS 66547	200	April 4, 2022	\$1,759,338.12
Engineer's Estimate			\$1,232,959.30

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

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

Adjournment

Move to adjourn.

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