



**Board of Riley County
Commissioners
Regular Meeting
Minutes
September 07, 2023**

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

Cindy Kabriel
785-565-6200

Commission Chambers

8:00 AM

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

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

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

8:00 AM

Call to Order

Attendee Name	Title	Status	Arrived
John Ford	County Commissioner	Present	8:00 AM
Kathryn Focke	County Commissioner	Present	8:00 AM
Greg McKinley	County Commissioner	Absent	8:00 AM
Rich Vargo	County Clerk	Present	8:00 AM
Clancy Holeman	Counselor/Director of Administrative Services	Present	8:00 AM
Evan McMillan	Assistant County Engineer	Present	8:00 AM
Brittany Phillips	Budget and Finance Officer	Present	8:00 AM
Michele Reid	Payroll, Benefits & Employee Relations Manager	Present	8:08 AM
Shelley Woodard	Deputy County Counselor	Present	8:13 AM
John Ellermann	Public Works Director/County Engineer	Present	8:24 AM
Craig Cox	Deputy County Counselor	Present	8:25 AM
Ron Fehr	City of Manhattan	Present	8:50 AM
Michael Boller	Noxious Weed Director	Present	8:56 AM

Pledge of Allegiance

Public Comment

1. Public Comments

McMillan said the culvert replacement on Union Road is scheduled to begin Monday, September 11, 2023.

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

Move to add an executive session to the Counselor's time on the agenda today.

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

Commission Comments

2. Commission Comments

Focke's Comments:

Friday was a catch-up day after a long week and I followed up on phone calls, e-mails, and other activities.

Saturday, I attended the KSU football game.

Sunday, I went with several friends to Riley to Schatzey's Schnitzels for some German food. They plan to be open to the public one day per month going forward.

Tuesday, I came into the office to do some work and visited with Amanda Webb on the Keats project. We scheduled a tax district meeting for September 20th at 7:00 p.m. at the community building to update the residents on the status of their wastewater project.

Wednesday, I attended the Heartland Works, Inc. meeting that was held in Manhattan at the Discovery Center. It was a hybrid meeting with some people participating via Zoom.

The consent agenda included the two boards' acceptance of reports by the staff. Gina Coffman, director, gave updates on various statistics for July and updates on programs underway. The meeting was the last for Jack Allston, who is retiring and moving to South Carolina. He leaves behind a great legacy of work in the area. The Elected Officials Board will need to appoint two new members.

After that, I attended the Westloop Business Association meeting held at the KSU Foundation event center. A presentation was made by Natalie Gordon concerning progress on the Childcare Business Accelerator grant. They have entered into an agreement with Ascension hospital to build a childcare incubator building on the north side of their property (facing Kimball) that will house eight potential private childcare businesses. The facility should be completed by 2025, but on-going development of new childcare providers will continue. This is a pilot project with lots of good ideas.

Another announcement was made by the Boys & Girls Club about the upcoming “Little Apple Duck Dash” on September 17th at A&H Farms.

Ford's Comments:

Friday morning, I listened to the first K-State Research and Extension E-Call of the new semester. It was titled “The Role of Housing in Economic Development.” Mollea Wainscott, Asst. Director of Dodge City, Kansas Economic Development gave a presentation on how Dodge City leveraged partnerships, grants, and other resources to improve housing in their community. This presentation did give some really good insight and innovations on how to approach both housing that is attached to a local economic development plan. A really good Q&A session followed as you can imagine.

Friday night I took some time to attend and walk around Purple Power Play down at Blue Earth Plaza. Not to take anything away from the Aggieville Business District or anyone else who have hosted but for me having this event downtown is rather nostalgic and traditional. I will also admit I didn't stay and mingle as long as I would have liked because it was incredibly hot, but there were a ton of vendors, live entertainment, and lots and lots of people which is always wonderful to see.

Want to give a huge shout-out to the #1 in Class 6A Manhattan High Football squad for their convincing 33-19 win over #2 Derby at Bishop Stadium. This win is the 3rd in 12 months vs. the Panthers and a great way to start their defense of last year's state title. Also with the win runs their unbeaten streak to 14 in a row which I believe stands as a school record. Let's keep it going and ROLL TRIBE!!

Saturday, I watched K-State easily dispatch Southeast Missouri St. 45-0 at home. Thought the game went very well and we were able to get a lot of players into the game to get experience and it is always good to see the Wildcats start 1-0.

Other than that the Labor Day weekend was quiet for me.

Lastly, I want to give condolences to the families of Woodson County Commissioner Wayne Faulkner who passed away in a tragic accident over the weekend and our very own Be Stoney, who was a longtime fixture at K-State and who I served two years on the RCPD Law Board. She also played an integral part in the hiring of our current RCPD Director. My thoughts go out to both of their families during this difficult time.

McKinley's Comments:

Absent

Business Meeting

3. Recommendation for Scrap Metal Removal Quote

Move to accept the quote for scrap metal removal from Hess and Sons Salvage Inc. for the price of \$122.00 per ton of Scrap Iron, the price of \$0.07 per pound of Air Conditioning Units, and a cost of \$15.00 per unit for Freon removal.

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

4. Review and Approve Theatres Rentals Event Contract with American Multi-Cinema, Inc.

Holeman presented the AMC Theater Rental Agreement.

Move to approve the Chair to sign the AMC Theatres Rentals Event agreement as presented.

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

5. Thank you letter to Randolph City for use of their facility for a Riley County Commission Meeting

Move to sign a thank you letter to Randolph City for use of their facility for a Riley County Commission Meeting.

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

6. Sign Riley County Employee Action Form(s)

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

- Stephany Kilbourn, a new hire, as an As Needed Intern/Volunteer, in the Health Department, at a Range TASND.
- Xinia Cervantes, a new hire, as an As Needed Intern/Volunteer, in the Health Department, at a Range TASND.
- Jordan Kramer, a new hire, as a part-time Elections Clerical Assistant, in the Clerk/Election Department, at a Range TASND, at \$15.00 per hour.
- Teri Keys, a new hire, as an As Needed Election Board Worker, in the Clerk/Election Department, at a Range TEMP.
- Christopher Randol, a new hire, as an As Needed Election Board Worker, in the Clerk/Election Department, at a Range TEMP.
- Kaisei Nagai-Velasquez, a new hire, as an As Needed Election Board Worker, in the Clerk/Election Department, at a Range TEMP.
- Chanta-Leiana Davis, a new hire, as an As Needed Election Board Worker, in the Clerk/Election Department, at a Range TEMP.

7. Approve payroll/accounts payables (when completed)

Move to approve the payroll vouchers in the amount of \$671,217.12 and the following warrant vouchers for September 8, 2023:

2022 Budget

County General	\$1,587.00
TOTAL.	\$1,587.00

2023 Budget

County General	\$502,470.21
Disaster Fund	105,919.94
Health Department	89,345.62
Motor Vehicle Operations	171.01
Community Corrections	21,258.95
Capital Improvements Fund	111,500.00
Emergency 911	175,592.77
Solid Waste	4,668.55
County Building	6,943.27
RCPD Levy/Op	3,438.18
Riley Co Fire Dist #1	10,150.23
Fire Dist Projects	71.09
University Park W&S	1,016.66

Hunters Island Water Dist	10.40
Moehlman Bottoms	4.98
Terra Heights Sewer	160.00
Konza Water Operations	29.86
University Park Lagoon	630.00

TOTAL..... \$1,033,381.72

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

Review Minutes

8. Board of Riley County Commissioners - Regular Meeting - Aug 31, 2023 6:00 PM

Move to approve the minutes.

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

Review Tentative Agenda

9. Tentative Agenda

Press Conference Topics

10. Discuss Press Conference

8:30 AM **Clancy Holeman, Counselor/Director of Administrative Services**

- 8:30 AM** 11. Administrative Work Session

Move the County Commission, including Chairwoman Focke and Vice Chairman Ford, recess into executive session on potential litigation for the purpose of consultation with Shelley Woodard, Deputy County Counselor; Craig Cox, Deputy County Counselor; and Clancy Holeman, County Counselor, attorneys for the commission,, which would be deemed privileged in the attorney-client relationship, an exception to the Kansas Open Meetings Act, the open meeting to resume in the County Commission Chambers at 8:50 a.m. Rich Vargo, Riley County Clerk and John Ellermann, Public Works Director/County Engineer, 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
ABSENT:	McKinley

8:50 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
ABSENT:	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:	Kathryn Focke, County Commissioner
AYES:	Ford, Focke
ABSENT:	McKinley

8:50 AM

Ron Fehr, Manhattan City Manager

12. City of Manhattan general update

Fehr presented a City of Manhattan general update.

9:15 AM

Michael Boller, Noxious Weed Director

13. Staff Update

Boller presented the Noxious Weed/HHW staff update.

9:26 AM

Adjournment

Move to adjourn.

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