



**Board of Riley County
Commissioners
Regular Meeting
Minutes
September 09, 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
AJ Dome	Manhattan Mercury	Present	8:30 AM
Christian Bright	Manhattan Mercury	Present	8:30 AM
Elizabeth Ward	Human Resource Manager	Present	8:30 AM
Joshua Gering	EMS/Ambulance Assistant Director	Present	8:53 AM
John Ellermann	Public Works Director/County Engineer	Present	8:54 AM
Sam Hennigh	KMAN	Present	9:04 AM
Russel Stukey	Emergency Management Director	Present	9:23 AM
Amanda Smeller	Planning/Special Projects Director	Present	9:29 AM
Michelle Markvicka	Administrative Assistant II	Present	9:30 AM
Janet Nichols	Chamber of Commerce	Present	9:45 AM
Daryn Soldan	Chamber of Commerce	Present	9:45 AM
Julie Gibbs	Health Department Director	Present	10:00 AM
Tami Robison	Budget and Finance Officer	Present	10:26 AM
John Martens	Deputy Fire Chief	Present	10:43 AM
Craig Cox	Deputy County Counselor	Present	10:49 AM
Lori Muir	Real Estate Specialist	Present	11:00 AM
Jodie Grimes	Account Clerk/License	Present	11:00 AM

Pledge of Allegiance

Public Comment

1. Public Comments

Commission Comments

2. Commission Comments

Ford's Comments:

Thursday post BOCC meeting I met with Amanda Smeller, Riley County Planning and Development Director to discuss a handful of items including the start to a comprehensive plan update or overhaul, current and future CDBG funding, and a couple of other potential grant opportunities for Riley County and the region. Amanda asked if I can help her involvement in community activities and other regional groups and organizations.

Thursday afternoon via Zoom I met with Lisa Sisley and Kristin Brighton principals with New Boston Creative to talk about and discuss some possible third party contract work to help Riley County develop an informational message campaign on the .2% Road and Bridge Sales Tax on November's municipal ballot. Conversation went well and they are going to work with Alice Massimi to develop a plan for all of this and a contract to provide their services over the next two months.

Thursday afternoon as well I had the bi-monthly Zoom with the Riley County Mental Health Task Force. Got several updates from local entities including the Crisis Stabilization Unit, Ascension Via Christi, and the RCPD/PMH Co-Responders. Brynne Haverkamp is taking over for Bruce Johnson as director at the Crisis Stabilization Unit. Bruce is taking another position within Pawnee Mental Health. Robbin Cole discussed some new strategies to recruit and keep personnel at Pawnee moving forward as well. Discussion was also had on the next steps ahead for this task force, some of those topics are dealing with transitional housing, drug and mental health courts, substance abuse detox opportunities, and transportation difficulties.

Both Friday and Tuesday afternoon I spoke with (via Zoom) members from the Manhattan Area Chamber of Commerce and others about a more detailed educational and informational campaign on the Riley County side, and lay out the needs and reasons for the .2% Road and Bridge Sales Tax. Great ideas and innovations were had and there will certainly be more to follow with this.

Speaking of sales tax I already spoke to and gave a presentation to the Downtown Manhattan, Inc. Board and other downtown merchants on the importance and need of this tax moving forward. This dialog went extremely well and really enjoyed answering the questions that came

up as well.

Wednesday afternoon I had the first Microsoft Teams meeting of the new NACo Community Economic Development and Workforce Steering Committee. Guest Speakers were Arthur Jemison, Principal Deputy Assistant Secretary Office of Community Planning from the Dept. of Housing and Urban Development. He discussed the Biden Administration housing priorities and HUDs relationships with local governments. Jonathan Harris, Associate Legislative Director NACo, he discussed the August National Jobs Report. Michael Matthews, NACo Associate Legislative Director for the CEWD Committee, he gave us a Congressional and National Legislative update.

Wednesday afternoon I also met with Public Works Director John Ellermann to discuss the sales tax and several other related items in regards to the department and activities. Spent about two hours there and I appreciated him taking the time to chat.

Lastly, I was very happy to see K-State get the win versus Stanford in Dallas 24-7 on Saturday. Great way to start the year and for the most part the team looked pretty good.

McKinley's Comments:

Had a great week enjoying the nice weather. Had most of the kids and grandkids out for the day Sunday.

I ran into Greg McHenry at Home Depot Monday. We were both picking up bags of mulch for our labor day. Waiting in line at the checkout, I did not think it was the right time to ask how the rehearing of the Home Depot tax appeal went.

Focke's Comments:

Thursday afternoon, September 2nd, I went down to Manhattan Avenue and witnessed the “Big Boy” Union Pacific engine that came through town. It stopped for about 20 minutes. Lots of people were there taking pictures and enjoying the arrival and departure.

Saturday I watched the KSU game and spent time with friends.

Sunday, went to a community play in Salina “Fiddler on the Roof” with several friends. A good friend was in the play.

This week I helped a friend pick out some tile for her kitchen and attended the Common Table membership and board meeting. Got an

update on the grant monies available for the providers, which are almost spent. Number of attendees are remaining stable at 65 - 80 per night. I planned, shopped, and cooked for 80 for the Thursday night meal at my church on Wednesday.

I attended the ATA board meeting via Zoom on Wednesday afternoon. There was not a quorum in attendance, so no business could be conducted. Reports from staff were made and discussion of the new web site and mobile app was held. It was determined that we should have quarterly meetings in the future and the next one will be held the second Wednesday of December on the 8th.

I followed up with Craig Cox on the progress on the High Plains Ranch main road that needs to be re-surfaced. He is meeting with the township to discuss future maintenance prior to working on a Tax Benefit District.

Business Meeting

3. Highway Use Permit, Larson Construction, Inc.

Move to approve the Highway Use Permit granting Larson Construction, Inc. permission to perform installation of water main in right of way at 1725 Wildcat Creek Rd, 6010 Tuttle Terrace, and 6020 Tuttle Terrace. The Riley County Board of Commissioners had approved the Highway Use Permit Application previously submitted by Mid Kansas Underground for this work. However, it was determined that Larson Construction, Inc. would actually be the company to complete the work so a corrected application has been submitted.

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

4. Highway Use Permit, Larson Construction, Inc.

Move to approve the Highway Use Permit granting Larson Construction permission to work in the right of way to install water meters in multiple locations along Freeman Road. The Riley County Board of Commissioners had approved the Highway Use Permit Application previously submitted by Mid Kansas Underground for this work. However, it was determined that Larson Construction, Inc. would actually be the company to complete the work so a corrected application has been submitted.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Greg McKinley, 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:

- Clayton Glessner, for a status change, as a full time AEMT, in the Ambulance/EMS Department, at a grade EMTAEMT step 5, at \$15.85 per hour, effective October 6, 2021.
- KaiaMae Treadwell, an EMT, in the Ambulance/EMS Department, for Separation from County Service, effective September 1, 2021.

6. Discuss Joint City/County/County Meeting Agenda

- September - no topics
- October - County Sales Tax for Roads & Bridges

7. Approve payroll/accounts payables (when completed)

Move to approve the payroll vouchers in the amount of \$554,210.73 and the following warrant vouchers for September 10, 2021:

2021 Budget

County General	\$418,172.15
Health Department	80,397.60
Motor Vehicle Operations	3,888.61
Community Corrections	17,249.30
Economic Development	8,238.23
Emergency 911	723.10
Solid Waste	21,382.06
County Building	7,284.96
RCPD Levy/Op	32,253.87
County Bond & Interest	38,224.07
Riley Co Fire Dist #1	6,466.65
Fairmont Heights Cap Proj	79,281.65
Exp Lakesd Sew/UP Water	250.00
Valleywood Operations	95.76
Konza Water Operations	456.90

TOTAL \$714,364.91

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

Review Minutes

8. Board of Riley County Commissioners - Regular Meeting - Sep 2, 2021
8:30 AM

Move to approve the minutes.

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

Review Tentative Agenda

9. Tentative Agenda

Press Conference Topics

10. Discuss Press Conference

9:00 AM

Clancy Holeman, Counselor/Director of Administrative Services

11. Administrative Work Session

Holeman discussed the Dark Store and Constitutional Home Rule legislation. Holeman stated KAC has asked him to participate in a Pod Cast on both subjects.

Holeman said he has been asked to do a panel discussion on the Dark Store Theory at the KAC Conference.

Holeman stated he will also present to the County Commissioners Association at KAC on the Home Rule Authority.

Holeman discussed working on the Nuisance Abatement process as has been approved for Sedgwick County.

Holeman discussed the Home Depot Hearing Appeal to the State Board of Tax Appeals.

Holeman asked the Board to keep the dates of November 1, 4, 8, 15 and 18th from noon - 2:00 p.m. open for the County Legislative Conference.

9:20 AM Joshua Gering, Asst. EMS Director

12. Open Position Request

Gering presented the request to fill four open PRN positions and an open full-time AEMT position.

Move to approve the request to fill four open PRN positions and an open full time AEMT position.

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

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

- an EMT/AEMT - PRN (four positions), in the EMS/Ambulance Department.
- an AEMT, in the EMS/Ambulance Department, at a grade EMT/AEMT.

9:30 AM Elizabeth Ward, Human Resource Manager

13. Riley County Employee Day 2021

Ward presented the Riley County Employee Day agenda and budget.

Move to approve the agenda and budget for the 2021 Riley County Employee Day.

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

9:45 AM Daryn Soldan, Manhattan Area Chamber of Commerce

14. Economic development update

Soldan presented an update on economic development projects.

Nichols presented an update on Fort Riley activities.

10:00 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 Monthly Update

Gibbs presented the RCHD 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

10:30 AM Budget and Planning Committee - Tami Robison, Budget and Finance Officer

16. Monthly Cash Flow Reports for August 2021

Robison presented the monthly cash flow reports.

10:50 AM John Martens, Deputy Fire Chief

17. Authorization to negotiate purchase of used fire truck.

Martens asked for authorization to negotiate purchase of a used fire truck.

Move to approve Emergency Services Director negotiate for best possible price not to exceed \$20,000 plus shipping for a used KME custom all-wheel drive pumper listed with Brindlee Mountain Fire Apparatus and authorize purchase with funds to come from RCFD#1 budget.

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

11:00 AM Craig Cox, Deputy County Counselor

18. Animal Control Resolution and Animal Shelter Resolution

Cox presented the proposed Animal Control Resolution.

Cox stated staff will make revisions and bring the item back to the Board in a month.

Adjournment

Move to adjourn.

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