



**Board of Riley County
Commissioners
Regular Meeting
Minutes
September 11, 2023**

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

Cindy Kabriel
785-565-6200

Commission Chambers

8:30 AM

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

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

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

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
Cindy Kabriel	Senior Administrative Assistant	Present	8:30 AM
Clancy Holeman	Counselor/Director of Administrative Services	Present	8:30 AM
Anna Burson	County Appraiser	Present	8:30 AM
Craig Cox	Deputy County Counselor	Present	8:30 AM
John Ellermann	Public Works Director/County Engineer	Present	8:30 AM
Brittany Phillips	Budget and Finance Officer	Present	8:30 AM
Michele Reid	Payroll, Benefits & Employee Relations Manager	Present	8:35 AM
Shelley Woodard	Deputy County Counselor	Present	8:50 AM
Amanda Webb	Planning/Special Projects Director	Present	8:55 AM
David Alexander		Present	8:55 AM
Lori Muir	Real Estate Specialist	Present	8:55 AM
Robbin Cole	Pawnee Mental Health Services Director	Present	9:21 AM
Vivienne Leyva	PIO	Present	9:21 AM
Brian Foster	BG Consultants	Present	9:29 AM
Eric Martin	PMHS Recovery Services Manager	Present	8:50 AM
Russel Stukey	Emergency Management Director	Present	10:19 AM
David Akin		Present	8:45 AM
James Slaymaker		Present	8:50 AM

Pledge of Allegiance

Public Comment

1. Public Comments

Ellermann said the culvert replacement on Union Road is scheduled to begin Wednesday, September 13th.

Ellermann said the structure replacement project on Homestead Road is scheduled to begin Monday, September 25th.

Ellermann said Friday morning they started the asphalt overlay projects.

Holeman asked the board to add an executive session to his administrative work session at 10:40 a.m.

Move to add an executive session to Clancy Holeman's administrative work session at 10:40 a.m.

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

Commission Comments

2. Commission Comments

Focke's Comments:

Thursday afternoon/evening I helped serve food at the community meal held at First Lutheran Church. Afterwards, I attended the Worship Committee meeting.

Friday morning I had an MRI of my lower back and then came to the office to review some paperwork and return some messages.

That afternoon, I attended the dedication of the Tracz Family Band Hall at KSU Memorial Stadium. Attendees were allowed to go into the newly remodeled facility for the band and staff for a reception. It is a very well designed and much needed facility for the KSU marching band and was funded by "friends of the band".

Saturday, I attended the KSU vs. Troy football game at Bill Snyder Family Stadium.

Sunday evening, I attended the "9/11 Day of Remembrance" event at the City Park. A picnic was hosted by the RCPD, followed by a ceremony with the presentation of colors and other special remarks.

Ford's Comments:

Thursday post commissioner meeting I attended part of the Mental Health Summit hosted by Pawnee Mental Health and several other community partners. Although I missed most of the morning session including several speakers and a panel discussion, I was able to get there during the breakout sessions that were divided into five groups and be part of that discussion and dialog and hear from the other groups as well. Had a great conversation on many of the challenges and needs associated with mental health here in the region. I certainly appreciated all who were in attendance for this summit.

Also Thursday afternoon we had our Pre-Law Board meeting at the Law Enforcement Center to finalize the agenda for September 18th meeting we will be having in Keats. Nothing of any real importance for this meeting, but there are a couple of other items that are being discussed and researched for future meetings, however.

Thursday evening I listened to Manhattan High on the radio beat Topeka High in Topeka 55-19 to run their record to 2-0 on the season and run their now school record winning streak to 15 games, congratulations to the Indians on both accounts there.

Friday afternoon I met with Janna Williams from the Flint Hills Regional Council to discuss the Office of Local Defense Community Cooperation Grant and what that may mean for Riley County as well as updating me on what some of the other local entities are interested in with this grant.

Also Friday afternoon I listened in via Facebook Live to K-State President Richard Linton and others discuss the launching of the University's Strategic Plan dubbed Next-Gen K-State. The president and others provided information and details on how K-State will be working to lead both the nation and even globally as the next generation land-grant institution and accomplish this goal by the year 2030. It sounds like a pretty robust plan and strategy, however I think we are poised and, in a position, to actually see it all the way through to be honest.

Saturday, I attended the K-State and Troy game and watched the Wildcats win 42-13 to another packed house. It was a little warm to start but overall the afternoon turned out pretty nice and I had the chance to do some tailgating and catch up with people I hadn't seen in quite some time, which is always nice.

Sunday, I watched the start of the NFL season including my Jacksonville Jaguars who beat the Indianapolis Colts 31-21 to win the opening game of the season for the first time since 2018.

Sunday I also attended the 9/11 Day of Remembrance down at the Manhattan City Park, hosted by the Flint Hills Volunteer Center. Heard from many different people from the community including Lieutenant Governor David Toland and Lieutenant General (retired) Perry Wiggins from the Governor's Military Council to name a few. Also wanted to give a shout out to all the volunteers who took the time to put this event together and to RCPD who provided the BBQ and food. I can tell you seeing nearly 3,000 flags with the names and ages of all those that perished on September 11th is not only sombering but really puts things into perspective.

Speaking of September 11th it is still hard to believe 22 years have passed since that fateful day and that there are 2,997 families missing a loved one and will forever have a void. I'm always reminded of a huge mural that was at ground zero when I visited there for Spring Break back in 2003. It simply read and it is a quote from Yakov Smirnoff "The human spirit is not measured by the size of the act, but by the size of the heart."

McKinley's Comments:

On September 1st we started the Master Gardener classes with Gregg Eyestone. The first class was just a review of the program and a botany class.

After the class I met with Vivienne Leyva, PIO. We had a good discussion about the local paper and its' inability to get the facts correct. Also discussed what kind of response was needed.

Saturday morning, I attended the north county republican meeting in University Park. There was a lot of discussion on the University Park lagoons. They had questions I could not answer and told them I would send an email later with answers.

Saturday evening, I did get to attend the K-State football game. Even in the shade it was warm but I was able to watch the game from the top level of the press box with my grandkids. Our team looked great.

Tuesday, I met with Evan McMillan to go over the latest on the University Park lagoon project. They were supposed to do the soil samples by this week. He is still talking to an adjacent landowner about purchasing some more land. He is also working on funding availability.

Wednesday, I met with Rich Vargo to clarify some election questions that had come up. Also discussed a lot of general items going on in the county.

Wednesday afternoon was the Flint Hills ATA board meeting. K-State cut back on some of their funding but they are trying to get it reinstated. They are still funding the route from the parking at the

stadium to several points on campus but not funding the free access for students for the in-town buses. The city is looking at setting up a separate trolley to run from downtown to Aggieville in the future.

Thursday, I sent an email to University Park answering their questions on their lagoon project and the election question.

Friday was another Master Gardener class. The topics were plant diseases and soils. We had a tour of some of the labs in Throckmorton Hall.

Saturday, I watched the K-State game from home and enjoyed the results.

Noting today's date made me think back to what I was doing that day 22 years ago. The news just kept getting stranger as the day went on.

Business Meeting

3. Event Notice for GO Bond Series B, 2023

Move to acknowledge and accept that our Event Notice for GO Bond Series B, 2023 has been filed on behalf of Riley County.

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

4. Recovery Month Proclamation

Move to sign the Recovery Month Proclamation for September 2023 for Pawnee Mental Health Services.

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

5. Advisory Board appointment letters and Resolution

Move to approve the following appointments, sign letters, and approve "Resolution No. 091123-51 , A Resolution appointing Riley County representatives to Advisory Boards."

Randy James Comm Dist 1	No expiration	Park Board
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Ben Hamill Comm Dist 1	No expiration	Solid Waste Management Committee
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RESULT:	ADOPTED [UNANIMOUS]
MOVER:	John Ford, County Commissioner
SECONDER:	Greg McKinley, County Commissioner
AYES:	Ford, Focke, McKinley

6. Sign Riley County Employee Action Form(s)

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

- Keane Adolph, for a promotion, as a Mechanic Technician II, in the Public Works Department, at a Range 8, at \$23.90 per hour.
- Paul Keck, a Public Works Operator II, in the Public Works Department, for Separation from County Service, effective September 19, 2023.

Review Minutes

7. Board of Riley County Commissioners - Regular Meeting - Sep 7, 2023 8:00 AM

Move to approve the minutes.

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

Review Tentative Agenda

8. Tentative Agenda

Press Conference Topics

9. Discuss Press Conference

9:00 AM**Shelley Woodard, Deputy County Counselor**

10. A Resolution Authorizing Project Cancellation, Special Assessments, and Public Hearing for Lakeside Heights Sewer #3 and University Park Water #4

Woodard said the Board created the Lakeside Heights Sewer District #3 by Resolution No. 062617-37 to construct a gravity sewer collection system and created University Park Water District #4 by Resolution No. 062617-38 to construct water production and distribution facilities.

Woodard said there is a 43% increase with the current costs. A hearing was held pursuant to K.S.A. 19-27a06 to approve the cost increases and the matter was tabled. The property owners in the districts objected to the cost increases and wanted to cancel the project.

Woodard presented a resolution amending resolution no. 062617-37 and resolution no. 062617-38.

Move to approve “Resolution No. 091123-52, amending Resolution Nos. 062617-37 and 062617-38 determining that the enlargement of the Lakeside Heights District in Riley County, Kansas and the enlargement of University Park Water District in Riley County, Kansas is not feasible.”

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

9:15 AM**Amanda Webb, Planning/Special Projects Director**

11. Planning & Development - Staff Update

Webb presented a Planning and Development update.

9:30 AM**Press Conference**

12. Presentation of Recovery Month Proclamation for September - Kathryn Focke and Robbin Cole (3-5 minutes)

Focke presented the Recovery Month Proclamation for September 2023 to Robbin Cole.

Cole said not only is September recovery month, but yesterday was worldwide suicide prevention day. Cole said there is a connection between substance abuse and suicide.

Cole introduced Eric Martin, Substance Abuse Recovery Manager.

Martin discussed what they are doing at Pawnee Mental Health Services in the area of substance abuse.

13. Public Notice - John Ellermann (1-2 minutes)

Ellermann said a culvert replacement project on Union Road will begin Wednesday, September 13th.

14. Inaccurate information published in local newspaper article about the 2024 Riley County budget - Vivienne Leyva (2-3 minutes)

Leyva said she wanted to correct the newspaper article about the 2024 budget. Leyva said the 2024 budget is actually \$92.3 million and she discussed all the incorrect information in the article and presented the correct information.

Leyva said the new RSV vaccine will be available at the health department.

9:40 AM Clancy Holeman, Counselor/Director of Administrative Services

9:42 AM 15. Executive session for preliminary discussions relating to the acquisition of real property

Move that the Board of Riley County Commissioners, including Chairwoman Focke, Vice Chairman Ford, and Commissioner McKinley, along with Craig Cox, Deputy County Counselor; Shelley Woodard, Deputy County Counselor; and Clancy Holeman, County Counselor, attorneys for the commission, along with Amanda Webb, Planning/Special Projects Director; and Brian Foster, BG Consultants, Inc., recess into executive session pursuant to the preliminary discussions relating to the acquisition of real property exception to the Kansas Open Meetings Act, the open meeting to resume in the County Commission Chambers at 10:10 a.m.

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

AYES:	Ford, Focke, McKinley
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Move to add Brittany Phillips, Budget and Finance Officer.

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

10:10 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

10:10 AM

John Ellermann, Public Works Director/County Engineer

16. Public Works Project Update

Ellermann presented a Public Works project update.

10:25 AM

Russel Stukey, Emergency Management Director/Fire Chief

17. Request Permission to advertise for bids for RCFD #1, Station 102, Ashland

Stukey requested permission to advertise for bids for Ashland fire station.

Move to direct RCFD #1 staff to advertise for bids for construction of St. 102, Ashland.

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

10:40 AM **Clancy Holeman, Counselor/Director of Administrative Services**

10:40 AM 18. Administrative Work Session

Move the County Commission, including Chairwoman Focke, Vice Chairman Ford, and Commissioner McKinley, recess into executive session on potential litigation for the purpose of consultation with Shelley Woodard, Deputy County Counselor, and Clancy Holeman, Riley 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 11:00 a.m.

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

11:00 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 no binding action was taken during the executive session.

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

19. Pending County Projects County Counselor

11:00 AM John Ellermann, Public Works Director/County Engineer

20. Request to fill two open Public Works Operator II Position

Ellermann presented a request to refill two Public Works Operator II positions.

Move to approve the Public Works Department advertise to hire the two open Public Works Operator II positions.

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

The Board of County Commissioners signed a Riley County Position Action Form for two Public Works Operator II, in the Public Works Department, at a Range 7.

The commissioners discussed appointing someone to Manhattan City's park steering committee and the proposal to pave the parking lot at CiCo Park.

The commissioners suggested appointing David Willis.

11:13 AM Adjournment

Move to adjourn.

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