



**Board of Riley County
Commissioners
Regular Meeting
Minutes
September 16, 2024**

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
Anna Burson	County Appraiser	Present	8:30 AM
Elizabeth Ward	Human Resources Director	Present	8:38 AM
Emma Loura	Manhattan Mercury	Present	8:44 AM
Russel Stukey	Emergency Management Director	Remote	9:00 AM
Amanda Webb	Planning/Special Projects Director	Present	9:03 AM
Bryant Parker	Deputy County Counselor	Present	9:15 AM
Brittany Phillips	Budget and Finance Officer	Present	9:30 AM
Evan McMillan	Assistant County Engineer	Present	9:30 AM
Shilo Heger	Treasurer	Present	9:32 AM
Sara Dahl	University Park Board Member	Present	9:50 AM

Pledge of Allegiance

Public Comment

1. Public Comments

Holeman asked to add two executive sessions, one to his administrative time and one at the end of the meeting.

Move to add an executive session to the counselor's administrative time and one to the end of the meeting.

RESULT: ADOPTED [UNANIMOUS]

MOVER:	Greg McKinley, County Commissioner
SECONDER:	Kathryn Focke, County Commissioner
AYES:	Ford, Focke, McKinley

Commission Comments

2. Commission Comments

Focke's Comments:

Thursday afternoon I had my flu and COVID shots at my doctor's office. I've had no side effects, except for two sore arms this weekend.

Friday morning, I went to the KSU Radio Tower Event. It was well attended, and the speakers spoke to the history of radio at KSU and the towers that are still located west of Nichols Hall. The history included a really entertaining theatrical presentation on how the radio was started with the help of the infamous Dr. John Brinkley of Milford.

Later that afternoon, I stopped by the Riley County Attorney's office and met the Assistant Riley Attorney, Christina Trocheck.

Friday night I attended the KSU football game. It was a late night by the time I got home and to bed. The game was another sellout crowd with over 52,000 people. It was also "Harley" night.

Saturday, I caught up on house cleaning and yard work.

McKinley's Comments:

Thursday afternoon I met with Kaylyn Speth to learn about the WIC program. After my dumb questions when she was here recently, I thought I needed to learn more. She explained all that WIC does and how the funding works. WIC does cover a lot more than I realized and I appreciate her taking the time to go over it.

Friday night I attended the K-State football game. I was in the top level of the press box which is open and even up there the crowd was so loud we could not hear each other talk. The speed show Dylan Edwards put on is why we wanted him here so bad.

Ford's Comments:

Thursday afternoon I had my first Teams meeting of the new fiscal year with NACo's Veterans and Military Services Committee. After

some opening remarks and introductions from our new chair Sid Conklin, Commissioner, Randolph County, Missouri he also discussed the welcome packet and shared some goals and directions for the committee for the 2024-25 year. Our guest speaker Steve Gonzales, Deputy Staff Director, House Committee on Veterans Affairs (Majority) gave us a very in-depth update on work and efforts taking place in the House Veterans Committee. We then heard from Rachel Mackey, Legislative Assistance, Veterans and Military Service, NACo. She gave us the usual legislative update from Capitol Hill which included discussion on government funding and VA Dental Funding and the PACT Act. We also discussed the upcoming Operation Green Light initiative which will take place in November.

Friday morning, I met with the WIC Team at the Riley County Health Department as we hosted a delegation from the nation of Columbia including members from their Ministry of Health, Ministry of Commerce, and their INVIMA department. We had members from KDHE, University of Tennessee, USDA Foreign Agriculture Service, and the USDA Food and Nutrition Service. We discussed in depth the program, took a tour of the facility, held a mock client visit, visited Dillons on the west side of Manhattan and looked at several aisles and departments while we were there, and had a question-and-answer session that was also open to the media.

Friday night I watched K-State dispatch the Arizona Wildcats 31-7. The Wildcats looked good in winning at home against a top 20 team, and the crowd was absolutely electric from what it appeared.

Saturday, I headed over to Ogden for their 2024 Fall Festival. Beautiful day to have this event, I was able to catch the parade this year, and they had many more food and retail vendors than in years past which was great to see, and as always, they had live entertainment and games and activities throughout the day.

The rest of the weekend I spent at home catching up on things and watching some college and NFL football.

Business Meeting

3. Sign Riley County Employee Action Form(s)

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

- Vaughn Powell, for retirement, as a Commercial Pesticide Applicator, in the Noxious Weed/HHW Department, for Separation from County Service, effective September 27, 2024.

- Jennie Brown, a new hire, as a Temporary Election Day Worker, in the Election Department, at a Range Election.
- Laura Miller, a new hire, as a Temporary Election Day Worker, in the Election Department, at a Range Election.
- Brianna Martin, a new hire, as a Temporary Election Day Worker, in the Election Department, at a Range Election.

Review Minutes

4. Board of Riley County Commissioners - Regular Meeting - Sep 12, 2024 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

5. Tentative Agenda

Press Conference Topics

6. Discuss Press Conference

9:00 AM

Elizabeth Ward, Human Resources Director

7. Department Head Leave Calendar proposal

Ward presented the Paylocity calendar for tracking department head leave.

Ford said he suggested the current email notification.

McKinley stated he likes the Paylocity calendar option.

The Board agreed by consensus to continue with the email notifications and access to the Paylocity calendar for appointed department head schedules.

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

9:15 AM 8. Administrative Work Session

Move the County Commission, including Chairman Ford, Vice Chairman McKinley, and Commissioner Focke, recess into executive session on potential litigation with Clancy Holeman, County Counselor, attorney 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 9:30 a.m.

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

9:30 AM Move the Board of County Commissioners come out of executive session.

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

9. Pending County Projects County Counselor

9:30 AM Press Conference

10. Public Notice for Lasita Road - Evan McMillan (1-2 minutes)

McMillan said a structure replacement project on Lasita Road is scheduled to begin Monday, September 23, 2024. The project is located approximately 9/10ths of a mile north of the Green Randolph Road. Lasita Road will be closed to through traffic during construction from the Green Randolph Road north to the intersection of Pleasant Hill Road. The project is expected to be completed by Friday, September 27, 2024 weather permitting.

9:35 AM

Shilo Heger, Treasurer

11. August 2024 Revenue Reporting - Riley County Treasurer

Heger presented the August Treasurer's report.

9:50 AM

Evan McMillan, Assistant County Engineer

12. University Park Lagoon Project Funding - University Park Loan Rate Selection SRF

McMillan presented the USDA funding application for the University Park Lagoon project.

Dahl, University Park Improvement Board Member, stated the community would prefer the 20 year funding option.

Move to approve the next steps for the USDA funding application.

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

9:57 AM

Executive session to discuss confidential legal advice regarding potential litigation issues

Move the County Commission, including Chairman Ford, Vice Chairman McKinley, and Commissioner Focke, recess into executive session on potential litigation with Clancy Holeman, County Counselor, and Bryant Parker, Deputy 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 10:20 a.m. Rich Vargo, County Clerk; Elizabeth Ward, Human Resources Director; and Brittany Phillips, Budget and Finance Officer, will be present during a portion of the executive session to provide factual information.

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

10:20 AM

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

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

Move the record reflect no binding action was taken during the executive session.

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

10:21 AM

Adjournment

Move to adjourn.

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

12:00 PM

Law Enforcement Agency Meeting

13. Law Board Meeting Agenda

