



**Board of Riley County
Commissioners
Regular Meeting
Minutes
September 18, 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
Rich Vargo	County Clerk	Present	8:30 AM
Clancy Holeman	Counselor/Director of Administrative Services	Present	8:30 AM
John Ellermann	Public Works Director/County Engineer	Present	8:30 AM
Brittany Phillips	Budget and Finance Officer	Present	8:31 AM
David Adams	EMS/Ambulance Director	Present	8:53 AM
Amanda Webb	Planning/Special Projects Director	Present	8:53 AM
Darrin Hobbs	Planning Compliance Specialist	Present	8:53 AM
Gregg Eyestone	Extension Agent	Present	9:30 AM
Gary Olds		Present	9:32 AM
Craig Cox	Deputy County Counselor	Present	10:10 AM
Shelley Woodard	Deputy County Counselor	Present	10:10 AM

Pledge of Allegiance

Public Comment

1. Public Comments

Commission Comments

2. Commission Comments

Focke's Comments:

Friday, I spent some time in the office going over today's meeting,

following up on e-mails and phone calls. I also met with Amanda Webb, Craig Cox, and Shelley Woodard to go over the upcoming meeting details with the Keats sewer district this Wednesday, the 20th.

Later that evening, I attended a Democratic Party social at the Douglass Center with some of the city and school board candidates. It was well attended and a lot of good questions were asked of the candidates.

Saturday, I went down to Aggieville to watch the KSU football game with some friends. The rest of the weekend, I spent catching up around the house and yard.

Ford's Comments:

Thursday afternoon I had my first Microsoft Teams call with NACo's Veterans and Military Services Committee. We had some opening introductions and a welcome by Trista Martinson, Commissioner, Ramsey County, Minnesota. We also got a PACT Act implementation from Cynthia McJunkin and Denise Henderson from the U.S. Department of Veterans Affairs. Rachel Mackey, Legislative Director, Veterans and Military Service with NACo gave us a legislative update from Washington, D.C. Chair Martinson and Rachel Mackey talked and discussed Operation Greenlight for Veterans for 2024 and the committee schedule update and general discussion followed to close out the call.

Also Thursday afternoon I listened in on the Council of Foreign Relations State and Local Officials Webinar "Update on U.S.-Latin American Relations. Will Freeman, Fellow for Latin American studies at CFR was the presenter. He discussed the political landscape in Latin America and its implications for migration trends, the opioid crisis as well as trade relations with the United States. A really good question and answer session followed afterward.

Friday afternoon I joined a list of numerous folks out at Florence Manufacturing to celebrate 20 years officially in the Manhattan area. We had employees as well as their families attend the event, there was food and games available on site and several raffles with gifts and other items given away. We had tours of the plant available for those that wanted to do so. We had a special presentation for eight individuals serving in roles with the company who have been employed for the full 20 years here in Manhattan as well. The Chamber of Commerce also made a presentation and presented a framed award celebrating the 20 years in the community as well.

Congratulation to the Manhattan High Indians who ran their record to 3-0 on the season by beating Hays soundly 49-7 at Bishop Stadium

Friday night.

Saturday morning I attended the monthly Coffee Talk held by the Riley County Republicans out at Doughbro. I provided a short update on all we are working on here in Riley County, I also spoke separately on the LAVTR funding and the need for its return. Heard updates from other entities and talked about some upcoming events including a School Board and City Commission Candidates forum taking place October 5th at Pottorf Hall.

Also Saturday I managed to make it down to City Park to check out the Annual Car Show they have. A lot of really cool cars and antique vehicles were on display. I think I heard there were 120 cars on display and it was discussed they thought they would raise close to 5,000 dollars for a handful of area agencies in the community, which is always good.

Saturday didn't work out so well for K-State as they dropped a heartbreaker to rival Missouri 30-27 in Columbia in a game I will only describe as up and down for four quarters. Hopefully we shake it off before facing UCF on Saturday night.

After the game I headed over to Ogden to hang out at their annual Fall Fest. Pleasant afternoon to be out and about and catching up with everyone, They had all kind of vendors selling items, a silent auction and raffle, several food vendors, and games. A Cornhole Tournament and live entertainment from 4:00 to 11:00 p.m. I think this may have been the largest festival to date and it was very well attended.

Sunday, I watched the Kansas City Chiefs dispose of my Jacksonville Jaguars 17-9 in Jacksonville. Pretty hard-fought game by the defenses which one would not have thought would occur considering how good offensively both teams are supposed to be. I also caught up on some things at home and went through both ours and the Law Board agendas in preparation for both meetings today.

McKinley's Comments:

Spent the weekend in Kansas City. I was the driver for my wife and her high school friend that was in town from Texas. Saturday was their 50th high school reunion in Louisburg. They saw a lot of people they had not seen in a long time and had a good time. I listened to the first part of the K-State football game on the radio and then during the reunion I watched the second half on my phone. Disappointing game of missed opportunities.

Sunday, we had lunch at my brothers in Topeka. My aunt and uncle

were in town from St Louis for his 65th high school reunion. It was good to catch up with them.

Business Meeting

3. Out of State Travel Request for Snow Conference

Move to approve the Out of State Travel Request for Eric Ziegenhirt to attend the 2023 APWA Snow Conference in Loveland, Colorado.

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

4. Certification of Unpaid Fees

Move to approve the Certification of Unpaid Fees and/or Charges for Utility Services on property located in Riley County, Kansas located at 5241 Terra Heights, Manhattan, Kansas in the amount of \$1,694.28. A special assessment will be placed against Doreen M Ray, Trust.

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

Review Minutes

5. Board of Riley County Commissioners - Regular Meeting - Sep 14, 2023 8:30 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

6. Tentative Agenda

Press Conference Topics

7. Discuss Press Conference

9:00 AM Amanda Webb, Planning/Special Projects Director

8. Short Term Rental licensing

Webb & Hobbs presented the short term rental licensing update.

9:15 AM David Adams, EMS/Ambulance Director

9. Staff Update

Adams presented the EMS/Ambulance staff update.

9:30 AM Press Conference

10. Public Notices - John Ellermann (2-3 minutes)

Ellermann said a structure replacement project on Homestead Road is scheduled to begin Monday, September 25, 2023. The project is located approximately 115 feet west of Falcon Road (Hwy 24). Homestead Road will be closed to through traffic during construction from Crooked Creek Road to Falcon Road (Hwy 24).

Ellermann said the project is expected to be completed by Friday, September 29, 2023 weather permitting.

Ellermann said the culvert replacement project located on Flat Rock Road is tentatively scheduled to begin Monday, September 25, 2023. The project is located on Flat Rock Road, approximately 3.5 miles east of Hwy 77 between Toburen Road and Swede Creek Road. Flat Rock Road will be closed to through traffic during construction. Traffic control will be installed at the intersections to direct traffic.

Ellermann said the project has been allotted 80 working days, and is expected to be completed by January 12, 2024, weather permitting.

11. Saturday's Ornamental Grass program - Gregg Eyestone (2-3 minutes)

Eyestone said to join Riley County, K-State Research and Extension for a free program on Ornamental Grasses this Saturday, September 23rd. The program will be at Blueville Nursery beginning at 10:00 a.m. Eyestone said learn about grasses that will enhance your landscape.

9:40 AM Rich Vargo, County Clerk

12. Year to date budget and expenditure reports

Vargo presented the year to date budget and expenditure reports.

9:55 AM Shilo Heger, Treasurer

13. August 2023 Revenue Reporting - Riley County Treasurer

Heger presented the Treasurer's report.

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

14. Administrative Work Session

15. Pending County Projects County Counselor

Holeman reviewed the Commission Projects List.

16. Corrected Order Assigning Partition Fence Responsibility

Holeman presented the Fence View Order.

Move to approve the corrected Order Assigning Partition Fence Responsibility for Craig Hopkins/Thomas Hopkins/Marshall Corbin and Janet Pralle.

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

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

10:28 AM Adjournment

Move to adjourn.

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

12:00 PM Law Enforcement Agency Meeting

17. Law Board Meeting Agenda