



**Board of Riley County
Commissioners
Regular Meeting
Minutes
September 20, 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
Natasha Walker	Health Department	Present	8:30 AM
Craig Cox	Deputy County Counselor	Present	8:30 AM
Sam Hennigh	KMAN	Present	8:30 AM
Elizabeth Ward	Human Resource Manager	Present	8:31 AM
John Ellermann	Public Works Director/County Engineer	Present	8:35 AM
Carmen Walker	Health Department	Present	8:40 AM
Dani Hallgren	Konza Prairie Community Health & Dental Center	Present	8:30 AM
David Adams	EMS/Ambulance Director	Present	9:00 AM
Michele Reid	Payroll & Benefits Spec & HR Associate	Present	9:10 AM
Bob Isaac	Planner	Present	9:56 AM
Stanley Cook		Present	10:00 AM
Gary Fike	County Extension Director	Present	10:40 AM
Shilo Heger	Treasurer	Present	10:41 AM
Tami Robison	Budget and Finance Officer	Present	10:41 AM
Russel Stukey	Emergency Management Director	Present	10:43 AM

Pledge of Allegiance

Public Comment

1. Public Comments

Ford spoke on the passing of Cheryl Collins, Riley County Museum Director.

Commission Comments

2. Commission Comments

Ford's Comments:

Thursday afternoon I had the bi-monthly Zoom call of the Manhattan Area Recovery Task Force. Got an update from all the entities on the current Covid-19 response. Talked a little on the recent Biden Administration vaccine mandates and what they may mean for the area. We discussed the current situation at the area and regional hospitals. Talked about issues within the workplace and developing a final letter to come back to the city as outlined in the development of this task force to possibly come a little later in the year.

Friday morning I took some time to stop the Riley County Historical Museum to see how everybody was doing after the sudden passing of Cheryl Collins. As you can imagine this is tight a knit group and her loss has certainly left an indelible hole. I hope we all take some time and reach out to all of them and let them know we are thinking about them and are willing to help. Cheryl was a local icon and her loss will be very difficult if not impossible to replace. It wasn't just her wealth of knowledge of local history and times, but the manner and energy in which she presented it. I was heartbroken and stunned to hear of her passing and my thoughts and condolences going out to her, and her family during this difficult time. I truly wish them all the best.

On a bit more of a positive note was happy to see K-State pick up win number three on Saturday vs Nevada 38-17, and Manhattan High pasted Highland Park on Friday night 70-0 to pick up win number three as well.

McKinley's Comments:

Thursday evening I attended the third Thursday events downtown. There was a good crowd and I saw a lot of friends. The highlight, or at least the loudest event was the air guitar contest. I did see the performance by world champion Nordic Thunder. He is quite an entertainer. Watched some of the local contestants, but no I did not enter.

Friday evening there was open house at the K-State Gardens. They just keep adding to the gardens and they are really beautiful. It was a nice evening and they had a string quartet playing. It was quite a contrast to

the night before.

Saturday enjoyed the K-State football game.

Sunday the Riley County Genealogical Society had an event celebrating the reopening of their library. I had not been in their before. It was really impressive all the information they have. It is just not Riley County information. They have materials from all the counties in Kansas and from every state.

Finally and most importantly my thoughts and prayers go out to Cheryl Collins' family. She did a great job at the museum. My Cheryl story was last year. She had said she was always looking for more local history. I told her there was a lady that had a birthing house back in the 30's, which is where my mom was born. For those who could not afford the hospital the women came in and the doctors delivered the babies there. This lady then took care of the mother and baby until they were ready to go home. Cheryl said she had never heard this. About two weeks later I received a couple of emails with a stack of information about this lady and a copy of my mom's birth announcement from the paper. Cheryl just loved history.

Focke's Comments:

Thursday morning I attended the Chamber of Commerce Good Morning Manhattan breakfast, via Zoom in our chambers. Chairman Ford made a PowerPoint presentation of the sales tax initiative that I plan to use for upcoming meetings.

Thursday evening I heard of the passing of Cheryl Collins the Director of the Riley County Historical Museum. My condolences to her family and the staff at the Museum.

Friday morning I attended the Flint Hills Regional Planning Board of Directors meeting. We received a \$126,617.00 grant from the Department of Defense for sustainability and to update policies to help us with compliance issues. It will include 1) policies, 2) staff training, and 3) grant management.

The rest of the meeting focused on financials and the necessity to re-finance the organization's debt. The principal of \$114,801 and interest of \$7,464 will be due February 2022, and the bank (Central National) has asked us to develop a strategy for re-payment before they will re-finance. The plan is to pay it off in 3 years by December of 2023 (a one year extension).

I asked where the debt came from and apparently it was from startup costs beginning in 2010 and was mainly from Big Lakes issues that I'm not familiar with. The staff is working diligently to get this resolved.

This weekend I did chores around the house and attended the KSU football game on Saturday afternoon.

Business Meeting

3. Bid Recommendation for Transfer Station Truck Scale

Move to approve the bid from Scales, Sales & Service, LLC in the amount of \$38,500.00 plus \$1,500.00 for weekend installation for a total of \$40,000.00.

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

4. Sign Riley County Personnel Action Form(s)

The Board of County Commissioners signed a Riley County Personnel Action Form for Lindsay Flores, a new hire, as an Office Assistant II, in the Attorney's Department, at a grade E step 4, at \$15.78 per hour.

Ward asked the Board to allow the Museum Department to close on Tuesday from 12:00 (noon) - 5:00 p.m.

Ward asked the Board to consider granting administrative leave, upon department head approval for Riley County staff to attend Cheryl Collins services.

The Board agreed by consensus to allow the Museum Department to close on Tuesday, September 21st from 12 (noon) to 5:00 p.m. and grant administrative leave, upon department head approval for Riley County staff to attend Cheryl Collins service.

Elizabeth Ward, Human Resource Manager

5. Riley County Summer Intern Introduction

Ward introduced the following Riley County Interns:

Health Department:

Natasha Walker

Carmen Walker

Review Minutes

6. Board of Riley County Commissioners - Regular Meeting - Sep 16, 2021
9:00 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

7. Tentative Agenda

Press Conference Topics

8. Discuss Press Conference

9:00 AM Dani Hallgren, Konza Prairie Community Health and Dental Center

9. Konza Prairie Community Health and Dental Center update

Hallgren presented a Konza Prairie Community Health and Dental Center update.

9:15 AM David Adams, EMS/Ambulance Director

10. Staff Update

Adams presented an EMS/Ambulance staff update.

11. Position Request

Adams presented the request to fill the Emergency Medical Technician position.

Move to approve the request to fill the Emergency Medical Technician position with an internal or external candidate.

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

The Board of County Commissioners signed a Riley County Position Action Form for an EMT, in the EMS/Ambulance Department.

9:30 AM Press Conference

10:00 AM Bob Isaac, Planner

12. Public Hearing to plat a tract of land into one (1) residential lot.

Isaac presented the Callaghan Ranch Subdivision request.

Move to approve “Resolution No. 092021-40, A Resolution approving the Callaghan Ranch Subdivision and accepting the street rights of way, easements and licenses as shown to be dedicated on said plat.”

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

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

13. Administrative Work Session

Holeman updated the Board on the Commission List projects.

Holeman stated the Riley County Legislative Conference will be Thursday, November 4, 2021.

14. Pending County Projects County Counselor

10:45 AM Tami Robison, Budget and Finance Officer

15. 2022 Riley County RNR Hearing

Robison presented the 2022 Riley County Revenue Neutral Rate Hearing.

Ford opened the hearing for public comment.

No public comment.

11:00 Ford closed the hearing.

Move to approve "Resolution No. 092021-41, A Resolution of Riley County, Kansas to Exceed the Revenue Neutral Rate in its Property Tax Levy for the tax year of 2022."

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

11:00 AM Tami Robison, Budget and Finance Officer

16. 2022 Riley County Fire District #1 RNR Hearing

Robison presented the 2022 Riley County Fire District #1 Revenue Neutral Rate Hearing.

Ford opened the hearing for public comment.

No public comment.

11:15 Ford closed the hearing.

Move to approve "Resolution No. 092021-42, A Resolution of Riley County, Kansas to Exceed the Revenue Neutral Rate in its Property Tax Levy of Riley County Fire District No. 1 for the tax year of 2022.

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

11:15 AM Tami Robison, Budget and Finance Officer

17. 2022 Riley County Public Hearing

Robison presented the 2022 Riley County Budget.

Ford opened the hearing for public comment.

No public comment.

Ford closed the hearing.

Move to approve and sign the 2022 Riley County Budget Certificate as published in the amount of \$81,348,651 and the Special District Funds Certificate totaling \$2,288,817.

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

Move to approve the 2022 Riley County Agency appropriations as listed below:

AGENCY:	FINAL:
Emergency Shelter	\$ 11,000
Genealogical Society	\$ 3,500
Animal Shelter	\$ 60,000
Riley County Extension	\$599,645
Riley County Council on Aging	\$275,000
Pawnee Mental Health	\$300,000
Big Lakes Development	\$217,260
Community Corrections	\$ 7,081
Riley County Conservation District	\$ 55,136
ATA Bus	\$120,000
Chamber of Commerce	\$ 55,000

Flint Hill's Veteran's Coalition	\$ 1,015
Downtown Manhattan, Inc.	\$ 5,000
Riley County General Eco Devo	\$132,850

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

Adjournment

Move to adjourn.

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

12:00 PM Law Enforcement Agency Meeting

18. Law Board Meeting Agenda