



**Board of Riley County
Commissioners
Regular Meeting
Minutes
October 03, 2024**

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

Cindy Kabriel
785-565-6200

**Riley City Hall, 222 S. Broadway, Riley,
Kansas**

6:00 PM

[District 1 – John Ford, Chair](#)

[District 2 – Greg McKinley, Vice Chair](#)

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

6:00 PM

Call to Order

Attendee Name	Title	Status	Arrived
John Ford	County Commissioner	Present	6:00 PM
Kathryn Focke	County Commissioner	Present	6:00 PM
Greg McKinley	County Commissioner	Present	6:00 PM
Rich Vargo	County Clerk	Present	6:00 PM
Clancy Holeman	Counselor/Director of Administrative Services	Present	6:00 PM
Bryant Parker	Deputy County Counselor	Present	6:04 PM
Jacob Hansen	Deputy County Counselor	Present	6:00 PM
Anna Burson	County Appraiser	Present	6:00 PM
James Bridgers	IT Specialist	Present	6:00 PM
Jana McKinley		Present	6:00 PM
Russel Stukey	Emergency Management Director	Present	6:00 PM
Richard Jahnke		Present	6:54 PM
Darci Pottroff	Riley City Mayor	Present	6:00 PM

Pledge of Allegiance

Public Comment

1. Public Comments

Stukey stated Bryant will be bring the land swap agreement for the University Park Fire Station.

Commission Comments

2. Commission Comments

Focke's Comments:

Monday afternoon, I went on the NBAF tour with our group. I was grateful to have gone on the tour to see their containment facility, and I learned a lot about their operation going forward.

Tuesday, I spent most of the day in meetings at my church.

Wednesday, I attended the Military Relations Committee meeting at the Holiday Inn-Campus. The guest speaker was Monica Forest of Valley Hope. The program was founded in Kansas in 1967 and currently, there are five drug and alcohol rehab facilities across the state that includes residential treatment programs, medical detoxification, medication-assisted therapy, plus flexible out-patient services. She shared how Valley Hope supports our military community and took questions from the audience.

After the luncheon, I attended the Westloop Business Association's monthly meeting at the Foundation Event Center on Kimball Avenue. The program included the director of Pottawatomie County's Economic Development Corporation. Their funding is through their County's County Commission (2/3) and private investors (1/3). She reported that Scorpions is still on hold, as they continue to search for investors. Caterpillar doesn't have a time line in place for closure, but their facility has now been listed for sale and the county is hoping to keep all the employees in the county. The second presentation was by the KSU Track and Field coaches. They moved into their facility at KSU and have great plans going forward for their athletes.

Thursday, I went through all the documents for this evening's meeting in Riley, followed up on e-mails and phone calls, and picked up pies that I ordered from the Fort Riley Fall Apple Day, coming up this Saturday, October 5th from 9:00 am to 4:00 p.m.

McKinley's Comments:

Monday afternoon we took a tour of the containment area of NBAF. We had a briefing by staff before the tour. Then various staff showed us through their work areas and explained the work that will be done in each area. It is a very impressive building and will serve the country for many years.

Tuesday was the biweekly update on the EMS building with the architect and contractor. Everything is still moving along well. The CMU work will be done this week, stone veneer will start next week, installing the underground work in the ambulance bay and hope to pour the floor by end of next week., interior walls are going up in the admin side, structural steel working on the ambulance station side, and then

the ambulance bay after the floor is ready.

Later Tuesday was the ribbon cutting and open house for the ATA bus addition. It will be good to have everyone back working in the same building.

Exchanged email and phone with some residents with questions. Complained about the hot weather in October.

Ford's Comments:

Monday afternoon I with a contingency of other Riley County officials attended a full tour of the National Bio and Agro-Defense Facility. I had the opportunity to get a briefing on all that is going on at the facility currently and what the plan is moving forward to become fully operational. We then toured all of the containment labs, BSL3 and BSL4 lab space and some of the other spaces in between. This was something that has been on my to do list for quite some time so I'm glad I was able to tour this important facility to our region. Big thanks to Katie Pawlosky and Jason Walker of their Community Relations team for setting all this up.

Tuesday although I arrived late, I stopped out at the ATA Open House and got a tour of the new addition they had planned and finally have gotten constructed. They did an excellent job with designing and laying out this new space both for their needs in the present and for whatever use may be needed into the future as well. I was also happy to hear they have two new buses in their fleet . They also had some food and beverages and some of their new fleet staged outside so it could be viewed as well.

Tuesday evening, I actually watched the Vice-Presidential debate at some friends' house. First time in a long I watched one of these, and I have to say I was pleasantly surprised. Both candidates did a wonderful job sticking to the issues and policy questions and not throwing jabs and insults at one another. I wasn't impressed, however, with moderators overseeing the debate, they in fact did a horrible job.

Wednesday I listened in on Part One of the Council of Foreign Affairs along with the Brookings Initiative series "Elections '24: Issues at Stake" this is going to be a series of virtual calls throughout the month of October aimed at exploring the United States role in the world, how international affairs issues affect voters, and the foreign policy issues at stake in November. This combined initiative is aimed to bring public attention to consequential policy issues confronting voters and policymakers in the run up to the 2024 election.

So, October is usually a football only month, but this year it also means baseball. For the first time ever my favorite teams, the Kansas City Royals and the Atlanta Braves are in the playoffs at the same time. Both made it as Wildcards and the Royals swept Baltimore two games to none in Baltimore but unfortunately the Braves were swept two games to none by the San Diego Padres. Let's see how the Royals fare against the New York Yankees in the American League Division series. Monday night is going to be crazy in Kansas City with both the Royals and Chiefs playing on the same night.

Business Meeting

3. Sign a Tax Roll Correction

Move to approve the Tax Roll Correction.

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

4. Closing Upon Purchase of Property for Keats Sewer Project

Move that the Board approve the Second Amendment to the Option Agreement and Final Settlement Statement and Sales Validation Questionnaire as presented by Charlson & Wilson, Escrow Agent for the transaction, and authorize the Chair of the Riley County Board of County Commissioners to execute said Second Amendment, Final Settlement Statement, Sales Validation Questionnaire and all other documents that may be required by the Escrow Agent to authorize Closing upon the purchase of the Property under the Option Agreement.

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

5. Action on Mobile Device Reimbursement Request Form

Move to approve the Mobile Device Reimbursement Request Form.

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

AYES:	Ford, Focke, McKinley
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6. Approve payroll/accounts payables (when completed)

Move to approve the payroll vouchers in the amount of \$727,810.39 and the following warrant vouchers for October 4, 2024:

2024 Budget

County General	\$ 865,683.59
Disaster Fund	5,765.25
Health Department	111,710.74
County Auction	2,022.00
Capital Improvements Fund	151,706.11
Emergency 911	231,542.89
Solid Waste	5,378.79
County Building	5,419.22
Road & Bridge Cap Project	1,115.00
RCPD Levy/Op	2,576.33
Riley Co Fire Dist #1	10,229.19
University Park W&S	3,349.68
Hunters Island Water Dist	2,824.61
Carson Sewer Benefit Dist	833.33
Deep Creek Sewer	285.00
Moehlman Bottoms	1,246.12
Terra Heights Sewer	350.00
Terra Heights Sinking	9,923.00
Konza Water Operations	3,994.73
KDOC Adult Services	12,890.07
KDOC Juvenile Services	4,131.35
KDOC Juv Reinvestment	972.37
BJA Grant	1,291.68
Kansas Fights Addiction	64,988.77
City Alcohol Funds	152.60

TOTAL..... \$1,500,382.42

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

Move to approve the Request for Proposals No. 2024-A for indigent

defense services.

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

Move to approve the Real Estate Purchase Agreement with the University Park Improvement District for the Fire Station.

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

Review Minutes

7. Board of Riley County Commissioners - Regular Meeting - Sep 30, 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

8. Tentative Agenda

Press Conference Topics

9. Discuss Press Conference

6:15 PM

Clancy Holeman, Counselor/Director of Administrative Services

10. Administrative Work Session

11. Vandahl Fence View

Holeman discussed the Vandahl Fence Viewing scheduled for tomorrow.

Move the BOCC conduct the fence view as requested.

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

6:30 PM**Darci Pottroff, Riley City Mayor**

12. Riley City update

Pottroff presented an update on Riley City projects.

Pottroff discussed the upcoming fall festival.

Pottroff reported on their lead and copper reports being submitted.

Pottroff discussed the Riley City's code enforcement.

6:40 PM**Russel Stukey, Emergency Management Director**

13. EM / Fire Staff Update for the month of March

Stukey presented the EM/Fire District staff update.

6:55 PM**Anna Burson, Appraiser**

14. Appraiser's Office October Staff Update

Burson presented the Appraiser's Office staff update.

7:02 PM**Adjournment**

Move to adjourn.

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