



**Board of Riley County
Commissioners
Regular Meeting
Minutes
October 05, 2023**

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

Cindy Kabriel
785-565-6200

Commission Chambers

9:30 AM

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

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

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

9:30 AM

Call to Order

Attendee Name	Title	Status	Arrived
John Ford	County Commissioner	Present	9:30 AM
Kathryn Focke	County Commissioner	Present	9:30 AM
Greg McKinley	County Commissioner	Present	9:30 AM
Rich Vargo	County Clerk	Present	9:30 AM
Shelley Woodard	Deputy County Counselor	Present	9:30 AM
Kaylyn Speth	WIC Supervisor	Present	9:30 AM
Michele Reid	Payroll, Benefits & Employee Relations Manager	Present	9:38 AM
Michael Boller	Noxious Weed Director	Present	9:48 AM
Scott Carmichael	Riley County Conservation District Director	Present	10:21 AM
Jennifer Ebert	Community Health Educator	Present	10:37 AM
David Adams	EMS/Ambulance Director	Present	10:40 AM
Julie Gibbs	Health Department Director	Present	10:43 AM
Elizabeth Ward	Human Resource Director	Present	10:49 AM
John Ellermann	Public Works Director/County Engineer	Present	10:56 AM
Lori Muir	Real Estate Specialist	Present	10:58 AM

Pledge of Allegiance

Public Comment

1. Public Comments

Speth discussed the WIC program, which is funded through federal funding. Speth stated if there is a government shutdown our local WIC program would not be affected.

Commission Comments

2. Commission Comments

Focke's Comments:

Wednesday I attended the Military Relations Luncheon at the Hilton Hotel/Campus. The guest speakers were Robbin Cole and Becky Woodward from Pawnee Mental Health. Robbin spoke about mental health issues for veterans and the high suicide rate. Geary County has the highest rates of all veteran suicides. Early intervention is the best opportunity to alter the course of mental illness. A program available is “Mental Health First Aid” that focuses on recognizing and responding to mental health problems. It is available to community organizations and is an 8-hour course. “988” is the suicide and crisis hotline in Kansas. Becky Woodward is the Chief Clinical Officer at Pawnee and oversees all the clinical departments of mental health therapy, recovery services, community-based services for kids and adults, crisis, and medical services.

Upcoming events of the Chamber are:

October 11th - After Hours hosted by Fox Home Innovations
October 30th - November 3rd - Veterans Small Business Week
November 2nd - MRC Luncheon at Four Points by Sheraton
November 10th - Veterans Day Parade
November 11th - Ft. Riley Day at the KSU football game

Wednesday afternoon I attended the Westloop Business Association meeting at the KSU Foundation building event center. The main speaker was the Kansas representative for Farm Bureau. He had a PowerPoint presentation on the various programs available with Farm Bureau. There are 106,000 members in Kansas in all 105 counties. The local office has over 150 employees for their various programs. One of which is “Engaged Kansas” that is focused on supporting and helping to elect local political leaders. They have a “campaign school” to find and equip people to run for local offices and have a website available. Another program is “Shop Kansas Farms” that focuses on the marketing of farming, a regional food system, and supporting the RKAP (rural Kansas Apprenticeship program) through the Department of Commerce for local farmers. The second speaker was Kendra Kuhlman, new executive director of the Manhattan Arts Center. They have re-vamped their programs and are working on a strategic plan and a focus on “Arts for All”. The last event on the agenda were presentations by some of the City Commission Candidates, who had 5 minutes each to speak to the group. Candidates in attendance were Susan Adamchek, Peter Oppelt, John Matta, and Rafael Rodriguez, Jr.

That evening I attended bell choir practice at my church.

Ford's Comments:

Monday post BOCC meeting I met with Riley County Treasurer Shilo Heger to discuss and look over the new OpenGov Dashboard that she has been working on and see if there is anything else that I would like to add to it moving forward. Looks like she will be working with us to get this up and running in the weeks and months ahead as well. We also discussed a few aspects of her office and some alternatives they may be looking into to help the department move along and run more effectively and efficiently as well.

Also on Monday I met with Human Resources Director Elizabeth Ward to discuss a couple of things including Employee Day on this upcoming Monday and strategic planning that hopefully we can get started on sometime in early 2024. I also had several other thoughts and ideas I thought appropriate that I wanted to get some feedback on, and I also started discussing some early plans and visions for budgeting on the FY 2025 budget as well. Most of this will require plenty of follow-up as we work into 2024 but I wanted to get started on it now.

Tuesday afternoon I did listen in on a webinar hosted by KAC with the Kansas Office of Broadband Development on the importance of a public comment section for the Digital Equity Strategic Plan. This webinar gave me a chance to catch up on details of the plan itself as well as steps being taken to share comments for development and consideration that will ultimately be added to the final version somewhere down the road.

Tuesday evening I headed down to the City Park and checked out the 3rd Annual Community Night Out. This was a public safety expo that was held over at the Wefald Pavilion and included members and equipment from Riley County Rural Fire District #1, Riley County EMS/Ambulance, Riley County Emergency Management, Manhattan Fire Department, Fort Riley Military Police, and the Riley County Police Department who also provided food in the form of delicious pulled pork sandwiches. It was a very pleasant evening for this event, and there were a lot of people roaming around checking everything out which was the point. Kudos to all the agencies in attendance and to everyone that came out in support as well.

Thursday morning I had the opportunity to attend the “United in Purpose” Annual Campaign Kickoff for the Konza United Way at the Shamrock Zone at Bill Snyder Family Stadium. With Riley County being part of one of their employee campaigns I felt it was important to be attendance for this event. On hand were many other community leaders, fellow donors and we all got a firsthand look at the funding priorities and how to work with some of the area and local agencies to meet critical needs as we move into 2024.

Also throughout the week I have been in contact with staff from the City of Ogden and others to get some details, figures, and logistics on several of the grants and funding resources they are working on for Riley Avenue and other city projects so that can be presented to Congressional staff on Tuesday when I meet with them on Capitol Hill while I'm out at the AUSA Conference in Washington, D.C. I also intended to discuss our ongoing struggles with infrastructure projects in Keats and University Park during this meeting as well.

McKinley's Comments:

Quiet start to the month and I had no meetings this week.

Business Meeting

3. Sign Riley County Employee Action Form(s)

The Board of County Commissioners signed a Riley County Employee Action Form for Ulyesses Stewart, Jr., a new hire, as an As Needed Volunteer Firefighter Stipend, in the Riley County Fire District #1 Department, at a Range TASND.

4. Approve payroll/accounts payables (when completed)

Move to approve the payroll vouchers in the amount of \$727,684.41 and the following warrant vouchers for October 6, 2023:

2022 Budget

Road & Bridge Cap Project	\$4,825.00
TOTAL.	\$4,825.00

2023 Budget

County General	\$1,509,085.56
Disaster Fund	30,635.08
Health Department	96,956.59
Motor Vehicle Operations	176.98
Community Corrections	25,324.75
Emergency 911	4,289.38
Solid Waste	5,736.70

County Building	2,607.66
Road & Bridge Cap Project	2.73
RCPD Levy/Op	2,884.25
Riley Co Fire Dist #1	9,826.66
University Park W&S	3,227.35
Hunters Island Water Dist	2,888.69
Deep Creek Sewer	100.00
Moehlman Bottoms	1,297.97
Terra Heights Sewer	1,142.50
Konza Water Operations	5,359.74
Univ Park W&S Cap Reserve	1,250.00
Lakeside Heights Cap Rsrv	5,000.00
High Plains Ranch-Ben Dis	10,742.08
University Park Lagoon	225.00

TOTAL. \$1,718,759.67

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 - Oct 2, 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

10:00 AM Michael Boller, Noxious Weed Director

8. Noxious Weed Staff Update

Boller presented the Noxious Weed/HHW staff report.

10:15 AM Shelley Woodard, Deputy County Counselor

9. Administrative Work Session

Woodard said there is not a lot to report. Woodard stated they are working on the same projects.

10:35 AM Scott Carmichael, Riley County Conservation District Director

10. Riley County Conservation District update

Carmichael presented the Riley County Conservation District update.

10:50 AM Julie Gibbs, Health Department Director

Move to recess as the Board of County Commissioners and convene as the Board of Health.

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

11. RCHD Community Health Educator Update

Gibbs and Ebert discussed the Community Health Educator goals.

Move to recess as the Board of Health and reconvene as the Board of County Commissioners.

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

11:00 AM Shelley Woodard, Deputy County Counselor

12. Lakeside Heights Sewer #3 and University Park Water #4 Project Special Assessments Confirmation

Woodard presented the Lakeside Heights Sewer #3 and University Park #4 Project resolution.

Move to approve “Resolution No. 100523-55, A Resolution confirming special assessments and amending property owners from Resolution No. 091123-52 on termination of the enlargement of Lakeside Heights Sewer District #3 and University Park Water District #4, both in Riley County, Kansas.”

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

11:05 AM David Adams, EMS/Ambulance Director

13. Building Update

Adams presented an update on the North County Ambulance Facility and EMS Headquarters.

11:37 AM Adjournment

Move to adjourn.

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