



**Board of Riley County
Commissioners
Regular Meeting
Minutes
October 19, 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	Remote	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
Brittany Phillips	Budget and Finance Officer	Present	8:30 AM
Evan McMillan	Assistant County Engineer	Present	8:30 AM
Michele Reid	Payroll, Benefits & Employee Relations Manager	Present	8:35 AM
John Ellermann	Public Works Director/County Engineer	Present	8:50 AM
Katharine Hensler	Museum Director	Present	8:52 AM
Amy Manges	Register of Deeds	Present	9:01 AM

Pledge of Allegiance

Public Comment

1. Public Comments

Commission Comments

2. Commission Comments

Focke's Comments:

Monday afternoon I met with Shelley Woodard to make a plan for going forward with the Keats project. I will try to reach the property owner on his cell phone and try to set up an in-person meeting. If we don't hear back, then a letter will be sent.

Tuesday I had a doctor's appointment and received some injections that pretty much did me in for the rest of the day and night.

Wednesday I had my furnace checked for the winter season and spent time working on a letter to the Keats property owner. It should be ready to go out by today. I updated my home computer to the Windows 11 and it has been really messed up. Can't seem to access or attach any documents to e-mails. Sorry I even tried. Hopefully I'll get it fixed this afternoon.

That evening I attended bell choir practice at my church.

Ford's Comments:

On Monday afternoon I attended the October meeting of the Riley County Law Board which was held at the Firearm Training Center in Zeandale. Some of the items of discussion included an update from the Fraternal Order of Police Lodge #17 and several events they are working on. Mellissa Mosher, Victim Advocate Coordinator for RCPD spent some time discussing Domestic Violence Awareness Month. We also spent some time as a board discussing the Gensis Health Clubs Corporate Partnership Program and the contract that goes with it. We voted and passed the consent agenda and had two executive sessions to deal with non-elected personnel and litigation.

Wednesday afternoon I attended the October meeting of the Flint Hills Metropolitan Planning Organization. Among the items of discussion were approval of the minutes from the August meeting and an update, Amendment 3 to the 2023 UPWP, we discussed and had a presentation on KDOT's Carbon Reduction Plan, conducted an executive session for the annual review of the Planning Director, got updates from staff on EV Readiness, SRTS, and the Transportation Demand Model, KDOT also provided an update. We also had a discussion on Local Matches, the 2024 UPWP and COLA, and lastly a review and update to the federal holiday policy in the MPO Operations Manual. We will meet again in November.

I wanted to take a moment to say thanks to the individual who dropped off the autographed copy of the book "Rise to Greatness" the story on Abraham Lincoln to me what an amazing and generous gift.

McKinley's Comments:

Wednesday I attended the Juvenile Detention board meeting. There had been a discussion about expanding by adding a facility at the old Saline

County jail. We had a presentation by the architect who was hired to look into this. He did a space analysis to show a couple of options on what could be done. The pricing for construction came in more than double what would be needed to make it financially viable.

Business Meeting

3. Change Order #1 for the 2023 Asphalt Overlay Program

Move to approve Change Order Number Final for the 2023 Asphalt Overlay Program with Shilling Construction in the amount of - \$125,771.60 for a total adjusted contract amount of \$1,154,480.40.

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

4. Bid Recommendation for Fancy Creek Bridge Replacement Project

Move to approve the low bid submitted by Reece Construction Co., Inc. for the Fancy Creek bridge replacement project in the amount of \$361,981.98.

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

5. Approve payroll/accounts payables (when completed)

Move to approve the payroll vouchers in the amount of \$669,128.54 and the following warrant vouchers for October 20, 2023:

2022 Budget

Capital Improvements Fund	\$234,021.00
Road & Bridge Cap Project	7,164.50
TOTAL.	\$241,185.50

2023 Budget

County General	\$537,399.09
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Disaster Fund	268,794.86
Health Department	167,897.82
21 st Distr Adult Drug Crt	1,043.22
Court Services	675.00
Register Deeds Tech Fund	2,249.90
Motor Vehicle Operations	7,082.73
Community Corrections	16,273.37
Capital Improvements Fund	4,655.00
Emergency 911	7,177.00
Solid Waste	232,470.86
County Building	3,967.87
Road & Bridge Cap Project	22,812.89
RCPD Levy/Op	25,001.62
Landfill Closure	1,674.22
Riley Co Fire Dist #1	20,673.83
Fire Dist Projects	195.39
University Park W&S	6,906.11
Hunters Island Water Dist	168.50
Carson Sewer Benefit Dist	228.42
Deep Creek Sewer	174.86
Moehlman Bottoms	168.50
Terra Heights Sewer	350.00
Konza Water Operations	577.91

TOTAL. \$1,328,618.97

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

Review Minutes

6. Board of Riley County Commissioners - Regular Meeting - Oct 16, 2023 8:30 AM

Move to approve the minutes.

RESULT:	ACCEPTED [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
- Rich Vargo - General Election update

9:00 AM Katharine Hensler, Museum Director

9. Monthly Staff Report - Riley County Historical Museum
- Hensler presented the Museum staff report.

9:15 AM Amy Manges, Register of Deeds

10. Year-To-Date-Revenue
- Manges presented the Register of Deeds revenue report.

9:30 AM Clancy Holeman, Counselor/Director of Administrative Services

11. Administrative Work Session
- Holeman discussed the ongoing technology security issues with the state courts.
- Holeman discussed the updated Commission Project List.

9:50 AM Gary Fike, County Extension Director

12. General Staff Update
- Fike presented an Extension staff report.

10:01 AM**Adjournment**

Move to adjourn.

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