



**Board of Riley County
Commissioners
Regular Meeting
Minutes
October 20, 2022**

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

Cindy Kabriel
785-565-6200

Commission Chambers

8:30 AM

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

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

[District 1 – John Ford, 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
Anna Burson	County Appraiser	Present	8:30 AM
Lori Muir	Real Estate Specialist	Present	8:30 AM
Darrin Hobbs	REACH Chair	Present	8:30 AM
Sharon Bairow-Riffey	Extension Receptionist & FCS Secretary	Present	8:30 AM
Christian Bright	Manhattan Mercury	Present	8:30 AM
Elizabeth Ward	Human Resource Manager	Present	8:31 AM
John Ellermann	Public Works Director/County Engineer	Present	8:31 AM
Marla Johnson	Human Resources Assistant	Present	8:31 AM
Linda Morse	Manhattan City Commissioner	Present	4:00 PM
Wynn Butler	Manhattan City Commissioner	Present	4:00 PM
Mark Hatesohl	Manhattan City Commissioner	Present	4:00 PM
Ron Fehr	Manhattan City Manager	Present	4:00 PM
John Matta	Manhattan City Commissioner	Present	4:00 PM
Mike Matson	Manhattan City Commissioner	Present	4:00 PM
Usha Reddi	Manhattan City Commissioner	Present	4:00 PM

Pledge of Allegiance

Public Comment

1. Public Comments

Ward introduced Marla Johnson the new Human Resources Assistant in the Clerk's Office.

Ellermann said the Riley County Konza Water District will have a water service outage Wednesday, October 26th beginning at 9:00 a.m.

Ellermann said the City of Manhattan will be conducting a planned outage of their wholesale water main to our system. The work is necessary to address a maintenance issue discovered during levee construction.

2. Employee of the Year Picture

The Board took a picture with Sharon Bairow-Riffey the Employee of the Year.

Commission Comments

3. Commission Comments

McKinley's Comments:

This week I attended the Kansas Association of Counties (KAC) Conference. The first keynote was about funds available from BIL for a number of projects and other funds for bridges and roads. The second keynote was funding available for moderate income housing. They both had a lot of good information. There were a number of workshops over the days. One was on better communications with citizens, and we are already doing most of the things they suggested. Another was on communication within the county, and it only reinforced my thoughts that we do not need a county administrator. The last one I attended was How to Read Kansas Statutes by Jay Hall. It was informative, but also very entertaining.

Focke's Comments:

Friday morning, I met with Barry Wilkerson to make several reference calls for the Director of RCPD. In the afternoon Amanda Webb, Perry Piper, and I took a road trip to Wildcat Township to look at potential lagoon sites for the Keats wastewater project. We looked at several locations that might be suitable.

Later I worked on a written summary of all the references we had called so that we would have that information available to other Law Board members. Sunday evening, Barry and I made a final call to a reference who couldn't talk at any other time.

Monday, I drove to the KAC Conference in Overland Park. After checking in, I joined the monthly Law Board meeting that was held in Leonardville via Zoom. The audio was really bad, so I didn't hear a lot of what was discussed in the early part of the meeting. They finally got it fixed before our executive session, in which we discussed details of the upcoming schedule for three candidates for the position of Riley County Police Department Director, who will be in Manhattan next week. A press release was read that gave the names of the candidates with the time and location for the public to meet and ask questions of the candidates on Thursday, October 27th at the Manhattan Fire Station, Denison & Kimball, starting at 6:00 p.m.

I was able to attend several break-out sessions that afternoon. That evening, I attended the Women of KAC Gathering that included speakers on the Amelia Earhart's statue that was designed and cast in Kansas and shipped to Washington, DC, where it was unveiled in the Statutory Hall at the Capitol in August this year. A second presentation was made on women of legacy, and the importance of documenting that history for future generations.

Tuesday and Wednesday were busy days at the conference, with various informative sessions on state and national issues and sessions for the affiliate and associate groups of the KAC. The conference ended at about noon on Wednesday.

Ford's Comments:

It's been quite the whirlwind over the last week and a half for me, and it has never felt so good to be back home as it does at this point in time.

Thursday while I did Zoom into the morning commission meeting, I was traveling to Kentucky to see and spend with family after the passing of my grandmother last Saturday.

Friday, we had the funeral services and buried my grandmother later that day. She was 77 years old and will be forever missed by family and friends. For me it's an end of era as she was the last of my grandparents, but I'm extremely grateful for the time spent with all of them through the years and for the lessons each one has taught me along the way.

Friday evening Manhattan High beat Lansing 65-0 to run its record to 7-0 and stay ranked number 1 in Class 6A so congratulations to them and I hope they keep the momentum rolling.

The weekend was spent relaxing and spending some more time with family while I was there in Kentucky.

Early Monday morning I traveled back to Kansas City for the 47th Annual Kansas Association of Counties and Exposition. While traveling back I also was able to Zoom in on the monthly meeting of the RCPD Law Board, which was held in person in Leonardville. I did have a hard time hearing everybody, but I know it was short meeting. Several items were discussed including crime numbers and data and we had two separate executive sessions. One dealing with personnel and affirmation of discipline and another one to finalize the details of the interview and public forum for the three RCPD Director candidates that were released publicly during the meeting.

Due to traveling on Monday I missed much of the early day's activities and breakout sessions, but heard they were solid and very informative.

Tuesday was day two of the KAC Conference and we heard from staff and members of the KAC Board of Directors and currently NACo President Denise Winfrey from Will County, Illinois. The ACEC 61st Annual County Public Improvement Award was presented to Kingman County. After a quick break we heard two presentations. The first was from Jonathan Clayton, Director of Economic Recovery at the Kansas Department of Commerce and the last one was given by Alissa Ice and Jason Fizell from the Kansas Housing Resource Corporation. I also took in the "Balancing Values and Build Community Within County Leadership" breakout session presented by Patty Gentrup, Consulting Services Manager from the KU Public Management Center. After lunch we had a breakout session with the other large urban Kansas counties and discussed the challenges, we face with the state including "Dark Store" SB13, Revenue Neutral Rate and the impacts of the demand transfer losses including LATVR. Last part of the day was the exposition that feature many different booths, vendors, equipment, and technology, which was exceptional this year.

Wednesday, we finished off the KAC Conference by discussing each of the breakout sessions by population at breakfast. I sat in on the Public Health Emergency Preparedness State and Local Overview. Presenters were Aften Gardner, Public Health Administrator, Wallace County as well as Rebecca Adamson, PH, MSN, APRN-C, Preparedness Program Section Director, KDHE and Jason Tiller, Director Saline County Health Department.

Lastly, we had our KCCA meeting which included a change to the KCCA Constitution, an update on financials, committee members, and governing members as well. Heard an update from the KAC Executive Director and NACo. The first presenter was Tracey Burton from the

Kansas Natural Resources Coalition, and we heard from the Kansas Treasurers on the Motor Vehicle Bill that will be reintroduced this session from Shilo Heger, Riley County Treasurer and Joe Grisolano, Crawford County Treasurer. The last person we heard from was Mike Taylor, KCCA Lobbyist on legislative priorities for next year.

Wednesday afternoon after I got back from Kansas City, we had our monthly Zoom call of the Flint Hills MPO. It was a short meeting as we heard a few updates from the MPO, as well as KDOT. We passed an update to Amendment 2 of the Unified Planning Work Program and discussed 2023 UPWP updates as well as our local matches, which will be an 80/20 split once again. The organization is also making plans to hire a new Transportation Planner in the near future to replace Jared Tremblay who had the position before. We will meet again on November 16th.

Business Meeting

4. Highway Use Permit, WTC Communications

Move to approve the Highway Use Permit granting WTC Communications, Inc. permission to work in the right of way to place fiber optic cable along Avery Avenue to Pottorf Hall.

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

5. Sign Riley County Personnel Action Form(s)

The Board of County Commissioners signed a Riley County Personnel Action Form for Patricia Council, for a promotion, as an Appraiser III-Land, in the Appraiser's Department, at a grade 13 at \$2,881.81 biweekly.

6. Approve payroll/accounts payables (when completed)

Move to approve the payroll vouchers in the amount of \$614,705.42 and the following warrant vouchers for October 21, 2022:

2020 Budget

Road & Bridge Cap Project	\$20,348.50
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TOTAL. \$20,348.50

2022 Budget

County General	\$667,128.33
Health Department	80,167.26
Motor Vehicle Operations	4,380.55
Community Corrections	14,643.09
Emergency 911	842.65
Solid Waste	207,081.47
County Building	19,173.89
Road & Bridge Cap Project	1,554.00
RCPD Levy/Op	19,507.51
Landfill Closure	1,174.62
Riley Co. Fire Dist. #1	7,121.02
University Park W&S	7,025.47
Hunters Island Water Dist	78.60
Carson Sewer Benefit Dist	2,944.00
Deep Creek Sewer	298.29
Deep Creek Capital Replac	2,620.00
Moehlman Bottoms	41.95
Terra Heights Sewer	362.10
Konza Water Operations	199.87
Lakeside Heights Sewer	1.05

TOTAL. \$1,036,345.72

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

Review Minutes

7. Board of Riley County Commissioners - Regular Meeting - Oct 13, 2022
8:30 AM

Move to approve the minutes.

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	John Ford, County Commissioner
SECONDER:	Kathryn Focke, County Commissioner
AYES:	Ford, Focke, McKinley

Review Tentative Agenda

8. Tentative Agenda

Press Conference Topics

9. Discuss Press Conference
- Rich Vargo - November General Election

Holeman asked the Board to table the executive session scheduled at 10:30 a.m. today indefinitely.

The Board agreed by consensus to cancel the executive session at 10:30 a.m. today.

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

10. Konza Prairie Community Health and Dental Center update

Hallgren presented an update on the Konza Prairie Community Health and Dental Center.

9:15 AM Clancy Holeman, Counselor/Director of Administrative Services

- 9:15 AM 11. Executive session for preliminary discussions relating to the acquisition of real property

Move that the Board of Riley County Commissioners, including Chairman McKinley, Vice Chair Focke, and Commissioner Ford, along with Clancy Holeman, County Counselor, attorney for the Commission and Rich Vargo, County Clerk recess into executive session pursuant to the preliminary discussions relating to the acquisition of real property exception to the Kansas Open Meetings Act, in order to discuss an

initial offer of purchase by the County, the open meeting to resume in the County Commission Chambers at 9:30 a.m.

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

9:30 AM

Move the Board of County Commissioners come out of executive session.

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

Move the record reflect action shall be taken consistent with the consensus reached in executive session.

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

Holeman asked the Board to add an executive session to his administrative time.

Move to add an executive session for preliminary discussion relating to the acquisition of real property to the Counselor's administrative time.

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

9:30 AM

Clancy Holeman, Counselor/Director of Administrative Services

9:30 AM

12. Administrative Work Session

Move that the Board of Riley County Commissioners, including Chairman McKinley, Vice Chair Focke, and Commissioner Ford, along with Clancy Holeman, County Counselor, attorney for the Commission and Rich Vargo, County Clerk recess into executive session pursuant to the preliminary discussions relating to the acquisition of real property exception to the Kansas Open Meetings Act, in order to discuss an initial offer of purchase by the County, the open meeting to resume in the County Commission Chambers at 9:45 a.m.

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

9:45 AM

Move the Board of County Commissioners come out of executive session.

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

Move the record reflect action shall be taken consistent with the consensus reached in executive session.

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

9:50 AM

John Ellermann, Public Works Director/County Engineer

13. Bid opening for 2022 High Plains Ranch Road asphalt overlay

The Board of County Commissioners opened the following bids for the 2022 High Plains Ranch Road asphalt overlay:

Company	Total Bid
Shilling Construction Co., Inc. PO Box 1568 Manhattan, KS 66502	\$146,653.00
Engineer's Estimate	\$170,950.00

Move to refer the bids to staff for evaluation and recommendation.

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

10:00 AM Anna Burson, Appraiser

14. Request to refill Appraiser III

Burson presented the request to fill the Residential Appraiser III position.

Move to approve the request to refill the Appraiser III - residential.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	John Ford, 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 Appraiser III – Residential, in the Appraiser's Department, at a grade 12.

10:15 AM Josh Kyle, Captain RCPD

15. RCPD update

Kyle presented an RCPD update.

10:30 AM Clancy Holeman, Counselor/Director of Administrative Services

16. Executive session to discuss a performance matter involving non-elected personnel

Cancelled.

Adjournment

Move to adjourn after the Joint City/County/County Meeting at 4:00 p.m.

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

4:00 PM

Joint City/County/County Meeting (at County Offices)

17. City/County/County Meeting Agenda

McKinley stated a resident came in and suggested only elected officials serve on the Law Board rather than citizens at large. McKinley asked what Manhattan City thinks about all elected officials being appointed on the Law Board.

Morse stated the statute is clear, but both Boards can appoint other elected officials as citizens.

Reddi stated non-elected citizens are not held accountable to the Law Board decisions. Reddi stated Mike Dodson had discussed a legislative change requiring the Law Board consist of all elected officials.

Ford said if it is all elected officials they take into account Manhattan City and Riley County budgets and understand the impact.

Butler said he believes the intent was to have three citizens on there and it is clear. Butler stated it was not for the elected official to fulfill the spots.

Matta said when he was on there the elected officials pass the RCPD budget then complain about the impact when they have to fund it.

Hatesohl asked what is the purpose of the Law Board? Is it policy, then residents should be on it? Hatesohl said he would like to get more elected officials on the Law Board.

Ford suggested taking into account GDP and cost of living to set some boundaries, and if not, it has to go to the elected bodies.

Focke stated she does not really want to change the statute and Manhattan City and Riley County should have equal representation and having two citizens at large may make it better.

Morse stated she is not in favor of a statutory change.

Hatesohl expressed concern with the two year cycle of Law Board appointments when every other mayor gets to make appointments.

4:46 Adjourned.