



**Board of Riley County
Commissioners
Regular Meeting
Minutes
October 28, 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
Christian Bright	Manhattan Mercury	Present	8:30 AM
John Ellermann	Public Works Director/County Engineer	Present	8:30 AM
Elizabeth Ward	Human Resource Manager	Present	8:34 AM
Sam Hennigh	KMAN	Present	8:58 AM
Craig Cox	Deputy County Counselor	Present	9:10 AM
Cory Meyer	Interim IT/GIS Director	Present	9:35 AM
Sandi Harper	ISO II - Adult, Community Corrections	Present	9:50 AM
Jessie Hubbard	Administrative Assistant II	Present	9:50 AM
Bob Isaac	Planner	Present	10:05 AM
Amy Manges	Register of Deeds	Present	10:09 AM
Julie Gibbs	Health Department Director	Present	10:15 AM
Breva Spencer	Family Connections Supervisor	Present	10:15 AM
Alvin Perez	Public Works Operations/Fleet Manager	Present	10:45 AM

Pledge of Allegiance

Public Comment

1. Public Comments

Ellermann said the Rose Hill Road bridge project will begin Monday, November 1, 2021.

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

Move to add an executive session to the Counselor's administrative time today.

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

Commission Comments

2. Commission Comments

Ford's Comments:

Monday afternoon I attended and moderated the October Intergovernmental Luncheon meeting. Thanks to both Julie Gibbs and Rich Vargo on their updates on the continued work on both COVID-19 and municipal elections. Once again it's always good to get an update from all the local entities to see what they are doing and working on.

Monday afternoon I met with both Riley County Attorney Barry Wilkerson and RCPD Law Board Attorney Mike Gillespie to discuss several non-related items and several pertaining to RCPD in my attempt to get caught up on a few things including the upcoming process to replace Director Dennis Butler. Appreciated both gentlemen's time, and hopefully their insight will serve me well moving forward.

Monday evening I was on a Zoom call with Florence's apparent company Gibraltar to put together the final touches on my employee profile that will appear on their updated website coming shortly. Apparently I'm one of 30 employees across the country that is getting to tell my story both with the company and abroad over the last nearly 7 years.

Tuesday afternoon I listened in on NACo's National Membership Call that provided the latest updates and information on the ARPA's Fiscal Recovery Fund from the U.S. Treasury and a recap of key provisions included in S.3011. If passed, it would allow for increased local control of how ARPA funds are spent and allow counties to bypass some of the most burdensome requirements of Treasury's rule on the use of the funds. It will be one of NACo's top priorities in the upcoming weeks to get done and passed to help better assist the national counties moving

forward.

Tuesday afternoon I attended via Zoom the monthly Board of Directors meeting of Pawnee Mental Health. Had an update on finances from the Finance Committee. Had several updates including the upcoming Driving the Dream event on November 4th, KanCare Compliance Attestation, an Executive Director Report from Robbin Cole, a Finance Oversight Committee report, dialog on the board's intentions for continued services, and the board's self-evaluation. The county of the month was Republic County.

McKinley's Comments:

Monday noon was the Intergovernmental Luncheon meeting. We heard updates from the local entities. The City of Manhattan had the news that while east end of Kimball is closing, the west end of Kimball and the bridges on Fort Riley Boulevard are opening.

Tuesday I attended the Flint Hills Veterans Coalition. They were finalizing their work for Veterans Day. The parade, the indoor ceremony after the parade, exhibits at the mall and the senior center, and the displays in City Park after the parade.

Focke's Comments:

Monday I attended the Intergovernmental Luncheon meeting and heard reports from county officials plus Fort Riley. Linda Cook's report on the mask mandate at KSU was based on Riley County being a "high risk" of COVID infections. I'm not sure where they got those figures, but we are not in that category recently. The report from Ron Fehr focused on all the transportation closings of roadways going forward.

Tuesday I painted the rest of my master bathroom, which took longer than I had anticipated. Late afternoon I met with the Personnel Support Committee at my church. We are losing a key staff member and we made a recommendation for staff raises for next year's budget.

Wednesday I discussed the sales tax initiative with several concerned citizens. I've not scheduled any additional presentations this close to Election Day. Practiced with the church's bell choir that evening.

My daughter is traveling by car cross country to spend time at home until their house sells in DC and the new one in Virginia closes. She should be here this afternoon.

Business Meeting

3. Transfer Station Truck Scale- Contract with Scales Sales & Service, LLC.

Move to approve and sign the contract with Scales Sales & Service, LLC, Omaha, NE, in the amount of \$40,000.00, for the Transfer Station Truck Scale.

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 Riley County Personnel Action Forms for the following:

- Jonathan Kickhaefer, a new hire, as a Public Works Operator II, in the Public Works/Operations Department, at a grade I step 4, at \$19.18 per hour.
- Devon Ferris, a Covid 19 Contact Tracer, in the Health Department, for Separation from County Service, effective October 28, 2021.

Review Minutes

5. Board of Riley County Commissioners - Regular Meeting - Oct 25, 2021 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

6. Tentative Agenda

Press Conference Topics

7. Discuss Press Conference
 - Rich Vargo - 2021 General Election

9:00 AM Barry Wilkerson, County Attorney

8. Staff update

Wilkerson presented the County Attorney's Office update.

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

- 9:15 AM 9. Administrative Work Session

Move the County Commission, including Chairman Ford, Commissioner McKinley, and Commissioner Focke, recess into executive session on pending litigation for the purpose of consultation with Craig Cox, Deputy County Counselor, and Clancy Holeman, Riley County Counselor, attorneys for the commission, which would be deemed privileged in the attorney-client relationship, an exception to the Kansas Open Meetings Act, the open meeting to resume in the County Commission Chambers at 9:35 a.m.

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

- 9:35 AM Move the Board of County Commissioners come out of executive session.

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

Holeman asked to add to the end of the agenda discussion of a letter to a congressional member on ARPA Funds.

9:35 AM Cory Meyer, Interim IT/GIS Director

10. IT/GIS Staff Update - October 2021

Meyer presented the IT/GIS staff update.

9:50 AM Sandi Harper, Community Corrections

11. Staff Update

Harper presented the Community Corrections staff update.

10:05 AM Bob Isaac, Planner

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

Isaac presented the Vinduska Addition.

Move to approve “Resolution No. 102821-46, A Resolution approving the Vinduska Addition 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

10:15 AM Julie Gibbs, Health Department Director and Brea Spencer, Maternal and Child Health Supervisor

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

13. Approval to hire the MCH Bilingual Case Manager/Navigator beginning January 1, 2022

Spencer presented the position approval for the MCH Bilingual Case Manager/Navigator.

Move to approve hiring the new position under ELC grant funding beginning January 1, 2022 through December 31, 2023.

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

The Board of County Commissioners signed a Riley County Position Action Form for a MCH Bilingual Navigator, in the Health Department, at a grade Q.

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

10:20 AM **Amy Manges, Register of Deeds**

14. Year-To-Date-Revenue

Manges presented the Register of Deeds monthly update.

10:30 AM Rich Vargo, County Clerk

15. Salary Approval for PIO

Vargo presented the salary request for a PIO candidate.

Move the Board approve the conditional offer to the selected PIO candidate with an annualized salary of \$75,316.80.

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

10:45 AM John Ellermann, Public Works Director/County Engineer

16. Power Broom Replacement

Ellermann presented the CIP request to replace a damaged power broom.

Move to approve using CIP funds to replace the damaged broom with a 2018 Superior Broom for \$44,000 minus \$1,000 trade-in.

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

Holeman presented a letter to Tracey Mann, US House Representative District #1, in support of expanding the authority of use of ARPA funds.

Ford expressed concerns with expanding the authority due to not being clear on what is meant by "government services".

Focke stated she is not comfortable signing the letter.

Adjournment

Move to adjourn.

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