



**Board of Riley County
Commissioners
Regular Meeting
Minutes
November 07, 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
John Ellermann	Public Works Director/County Engineer	Present	8:30 AM
Michele Reid	Payroll & Benefits Spec & HR Associate	Present	8:34 AM
Darell Edie	Budget & Finance Officer	Present	8:53 AM
Lt. Daryl Ascher	RCPD	Present	9:30 AM
Anna Burson	County Appraiser	Present	9:45 AM
Steve Schurle	Commercial Real Estate Analyst	Present	9:45 AM
Russel Stukey	Emergency Management Director	Present	9:53 AM
Julie Gibbs	Health Department Director	Present	10:15 AM
Heather Ritchey	Child Care Licensing Supervisor	Present	10:15 AM
Evan McMillan	Assistant County Engineer	Present	10:26 AM

Pledge of Allegiance

Public Comment

1. Public Comments

Commission Comments

2. Commission Comments

McKinley's Comments:

Thursday evening, I attended the Riley County Extension Annual meeting. After all the business there was a program on the Underground Railroad in Riley County by Allana Parker. I learned a lot of Riley County history. It was good to see Allana again and got to see some pictures of the baby.

Saturday, we went to the K-State football game. It was not the outcome I wanted, but it was an exciting game the second half. One of my wife's best friends from high school who she had not seen in almost 50 years was up for the weekend and they had a great visit.

Focke's Comments:

Thursday afternoon we had a final day to complete my fireplace project and am happy to say that all is finally finished and, it is working!

Thursday evening, I attended the annual meeting of the KSU Research and Extension. It was a great event held at the Midwest Dream Car facility. The program included award presentations and recognitions, the swearing in of new board members, and a presentation by the Riley County Museum on the Underground Railroad in Riley County.

Friday, I drove to the Kansas City International Airport to pick up my daughter, who will be visiting for the next week. It was a miserable day and I drove in heavy rain both to and from Kansas City. The plane was also delayed over two hours due to weather conditions.

Saturday evening, we attended the KSU football game with Texas.

Ford's Comments:

Thursday afternoon I listened in on the Kansas City Tech Summit Zoom meeting. Very interesting presentation was given by Chad Heath, Information Technology Operations Manager with the Coca-Cola Company called "Remain Calm and Respond Urgently". This was an overview on both proper cybersecurity protocols and responding to crisis using technology.

Also Thursday afternoon I attended the November meeting of the Flint Hills Mental Health Task Force. Among the items of discussion were a CSU and RCPD/PMHS Co-Responder report from Brynne Haverkamp. Maggie Rasette gave an update from Ascension Via Christi, and several others from the hospital were in attendance as well. These reports included some very good data and told an interesting story

currently too. Robbin Cole spent some time discussing the new and open Sober Living House and gave other updates as well. Most of the rest of the dialog centered around the challenges mental health professionals are facing locally and there are many. This group will meet again in early January.

Thursday evening, I attended the Extension Annual Meeting and Banquet at the Midwest Car Museum. Had a great dinner from the Farmhouse in Riley and got a very informative presentation on “The Underground Railroad” in Riley County by Allana Parker. New members on the executive board were sworn in by Riley County Clerk Rich Vargo.

Friday morning, I joined Janet Nichols from the Chamber of Commerce, Keith Coleman from the American Legion Post 17, and Dan Watkins from VFW Post 1786 on the last segment of KMAN’s In Focus Program to discuss “Operation Green Light” and our plans for it here in Manhattan during Veterans Day week.

Friday night Manhattan High beat Wichita East 48-20 in the regional round to run their record to 10-0 and move on in the Class 6A playoffs.

Saturday after not being able to get tickets to last week’s game I was able to attend with another high school friend for the Texas game on Harley Day. Beautiful night for football but was disappointed the outcome of the game with K-State losing to Texas 34-27.

Sunday I was downtown to help Janet Nichols and other volunteers get the lights up around downtown for “Operation Green Light”. We put up nearly 60 bulbs in and around the downtown area to be shown all week leading up to Veterans Day Friday.

Lastly, I want to Congratulate Roger and Kim Davis from the Riley County Fire District #1 who as you recall were part of story some time ago on WIBW called “Salute Our Heroes”. Producers at Live with Kelly and Ryan picked up on it and had them on the national show Friday morning. They discussed their years of service together and encouraged people across the country to volunteer as well. This was a well-deserved honor to say the least and they won a free trip to Mexico. What a great way to display the best of Riley County on a national stage with a national audience.

Business Meeting

3. Tabor Valley Rd Bridge Replacement Project- Bluestem Electric Utility Agreement

Move to approve an Agreement relative to performing certain work and/or the occupancy of the County's highway right-of-way by the facilities of a utility with Bluestem Electric COOP to relocate any of their facilities which would be in conflict with the construction of the Tabor Valley Road Bridge Replacement. There will be no cost to Riley County.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	John Ford, 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 a Riley County Personnel Action Form for Veldean Martin, a new hire, as a Museum As Needed, in the Museum Department, at a grade Temp, at \$12.40 per hour.

5. Sign Riley County Position Action Form(s)

Move to approve and sign a Riley County Position Action Form for an Emergency Management Planner I (grant funded from part time to full time), in the Emergency Management Department, at a grade H.

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

Review Minutes

6. Board of Riley County Commissioners - Regular Meeting - Nov 3, 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

7. Tentative Agenda

Press Conference Topics

8. Discuss Press Conference

9:00 AM Clancy Holeman, Counselor/Director of Administrative Services

9. Administrative Work Session
10. Pending County Projects County Counselor

Holeman presented the Commission Project List.

Holeman stated he contacted the local legislative delegation on the date change for the Riley County Legislative Session.

McKinley asked about the District Court appeal from Prairiewood regarding Liquid Arts Winery amendment of the development plan.

9:20 AM John Ellermann, Public Works Director/County Engineer

11. High Plains Ranch Rd. Overlay Project

Ellermann presented the High Plains Ranch Road Overlay Project.

Move to approve the Contract Agreement with Shilling Construction, Co., Inc. for the 2022 High Plains Ranch Road Asphalt Overlay project.

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

No action taken on financing a loan.

9:30 AM Press Conference

12. RCPD update - Lt. Daryl Ascher (3-5 minutes)

Ascher presented a Riley County Police Department update.

13. November General Election - Rich Vargo (2-3 minutes)

Vargo reported advance voting closes today at 12:00 (noon) by state law.

Vargo reported as of Saturday 5,919 voters have participated in person and by mail in total.

Vargo said the polls are open tomorrow from 7:00 a.m.-7:00 p.m.

9:35 AM John Ellermann, Public Works Director/County Engineer

14. Using Salt/Sand Mix for Snow & Ice Treatment

Ellermann discussed mixing sand with the salt this year for snow & ice treatment.

Ellermann discussed the cost savings.

Move to approve to use a salt/sand mixture of 1:1 this winter season.

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

9:45 AM Anna Burson, Appraiser

15. Appraiser's Office Staff Update

Burson presented the Appraiser's Office staff update.

10:00 AM Russel Stukey, Emergency Management Director

16. Monthly Staff Time Report

Stukey presented the 911, Emergency Management and Fire staff reports.

10:15 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:	Kathryn Focke, County Commissioner
AYES:	Ford, Focke, McKinley

17. RCHD APRN request for out of state travel

Gibbs presented the Out of State Travel Request.

Move to approve the Out of State Travel for Thereasa Stewart to attend the Colposcopy training courses through ASCCP in Tampa, Florida.

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

18. RCHD Approval of Child Care Licensing Updated Fees

Gibbs presented the Health Department Child Care Licensing 2023 fee update.

Ford expressed concerns with raising the cost on child care since we are struggling with child care in our community.

Ritchey discussed the reasoning for the proposed cost increases.

Focke discussed concerns as well including the cost of hiring people.

McKinley said the impact on child care centers is not significant, but can have an impact.

Focke suggested a sliding fee based on the size of the child care center.

McKinley and Ford agreed.

Ritchey stated staff would come back with a proposed revised fee schedule.

Move to table the Riley County Health Department's proposed changes to the fee structure for child care licensing in all counties where the Riley County Health Department conducts child care licensing surveys.

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

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:	Kathryn Focke, County Commissioner
AYES:	Ford, Focke, McKinley

10:35 AM Evan McMillan, Assistant County Engineer

19. Change Order #1 for the 2022 Asphalt Overlay Program

McMillan presented Change Order Number 1 for the 2022 Asphalt Overlay Program.

Move to approve Change Order Number 1 Final for the 2022 Asphalt Overlay Program with Shilling Construction in the amount of a decrease of \$148,486.53 and to reduce the total project cost to \$1,037,253.97.

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

10:40 AM Adjournment

Move to adjourn.

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