



**Board of Riley County
Commissioners
Regular Meeting
Minutes
November 09, 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	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
Brittany Phillips	Budget and Finance Officer	Present	8:30 AM
John Ellermann	Public Works Director/County Engineer	Present	8:30 AM
Evan McMillan	Assistant County Engineer	Present	8:30 AM
Shelley Woodard	Deputy County Counselor	Present	8:43 AM
Cory Meyer	IT/GIS Director	Present	8:56 AM
Daryn Soldan	Chamber of Commerce	Present	9:45 AM
Christian Bishop	Chamber of Commerce	Present	9:45 AM
Allison Muth	Chamber of Commerce	Present	9:45 AM
Julie Gibbs	Health Department Director	Present	9:55 AM
Jacob Clarke	Health Department	Present	10:00 AM
Elizabeth Ward	Human Resources Director	Present	10:02 AM

Pledge of Allegiance

Public Comment

1. Public Comments

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

Move to add an executive session to Holeman's time at 9:00 a.m. today.

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

Commission Comments

2. Commission Comments

Focke's Comments:

Monday afternoon Clancy Holeman, Shelley Woodard, and I met with the Keats property owner to go over the Keats wastewater system needs of up to 15 acres, and the offer made on some of his property. It was a lengthy meeting with no outcome at this time.

Tuesday I went to my polling place to vote. Afterwards I met with Amanda Webb in Planning and Development to discuss the Comprehensive Planning meeting held the night before in Keats. She reported that the meeting turned into a discussion of the Keats Sewer District issues. Several people spoke and many were not aware of the issues.

Later that evening, I watched the election results for the county and national elections.

Wednesday morning, I attended the Substance Misuse Task Force meeting. A productive meeting was held with reports and updates from Jenny Ebert, Shelly Williams of Community Corrections, and Julie Gibbs of the Health Department. The 2023 report and recommendations document was handed out and discussed. 2024 Goals and Outcomes and Recommendations need to be completed and discussed at the next meeting.

Wednesday afternoon, I spent time in the office going over today's meeting and documents and worked on a handout for Monday's meeting of the County Officials Luncheon.

Ford's Comments:

Wanted to start this morning off with an update on Operation Green Light. As everyone is probably aware several teams put up green on 3rd, 4th, and 5th Streets here in downtown Manhattan on Monday. KAC did a long social media post on it and pictures appeared on NACo's national website page they have dedicated to it as well. I wanted to take a moment to say thanks to everyone involved in the process who made

this happen.

Tuesday of course was the local municipal election here in Riley County and I wanted to say thanks to all here at the county who made this happen, and to all the workers and volunteers who worked on Tuesday to help as well. Congratulations to all who won their respective races and my gratitude to all who made a conscious effort to run in these races this time out. It's not an easy thing to do and I understand how difficult it is to come up short in the end after putting so much effort into it.

Wednesday afternoon I had my monthly Teams call with NACo's Community Economic and Workforce Development Committee. After some opening remarks from our Chair Martha Schrader, Commissioner Clackamas Co., Oregon we heard from Ms. Nelzy Silva, Acting Director, Office of Intergovernmental Affairs with the U.S. Department of Labor on National Apprenticeship Week, and the various things going on around it. Next we heard from Ms. Spencer Taylor, Director of Revenue Recovery with NACo on a new initiative they are working on called NACo EDGE and the Public Promise Insurance directive. Michael Matthews, Legislative Director, CEWD, NACo gave us an update on what is happening up on Capitol Hill in Washington, D.C. and we followed up with an open discussion where many counties offered what they are doing on the topic discussed during the meeting. Some really good initiatives are going around the country to say the least and we closed the meeting after some final thoughts from the Chair.

Also Wednesday afternoon had a Pre-Law board meeting at the Law Enforcement Center. Not a whole lot on this upcoming meeting's agenda. We will be discussing some usage for some leftover year end funds and just the regular standard agenda items. I will be acting as chair for this meeting as our current chair will be out on vacation for the holiday.

McKinley's Comments:

Monday attended the women's game and went home and watched the men's game. Good to be back in basketball season.

Tuesday I had a home visit by someone concerned about the Keats sewer project. There are a lot of things he doesn't like about the project and we had a long discussion. After that I called Amanda Webb, Planning/Special Projects Director to go over some of the things he brought up and to clarify some of the citizens' facts that were not correct.

Wednesday morning was the Flint Hills Veterans Coalition meeting to finalize everything for the Veterans Day parade. The numbers are up from last year but still below pre-covid numbers. They have a Veterans Day essay contest for kids and only received entries from Manhattan Catholic. The VFW also has an essay contest and received entries from Manhattan Catholic, Wamego, Riley County, and others but neither received anything from Manhattan schools. They awarded \$1,000 scholarships for this year. Two to Manhattan Tech and six to K-State.

I then had a meeting with Jason Smith and Mike Matson at the Chamber. I had questions about some things going on in Manhattan and we discussed those and several items of local projects.

Wednesday evening I attended the Comprehensive Plan meeting in Riley. Amanda Webb does a good job presenting these. There were only nine people there. Not a lot of questions but there were several positive comments on the information given in the meeting.

Business Meeting

3. Flat Rock Road Culvert Change Order

Move to approve Change Order Number 1 with Ebert Construction Co., Inc. for the Flat Rock Road culvert replacement project in the amount of \$7,968.00 for an adjusted contract price of \$222,980.82.

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

4. Agreement with Schwab-Eaton, P.A. for the Interim Bridge Inspections - 2023

Move to approve and sign the agreement for the Interim Bridge Inspections - 2023 with Schwab Eaton P.A., in the amount of \$2,100.00.

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

5. Discuss topics for Joint City/County/County Meeting Agenda

No items.

Review Minutes

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

7. Tentative Agenda

Press Conference Topics

8. Discuss Press Conference

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

- 9:00 AM 9. Administrative Work Session

Move the County Commission, including Chairwoman Focke, Vice Chairman Ford, and Commissioner McKinley, recess into executive session on potential litigation for the purpose of consultation with Clancy Holeman, County Counselor, and Shelley Woodard, Deputy 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 9:20 a.m.

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

9:20 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 no binding action was taken during the executive session.

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

9:20 AM Budget and Planning Committee - Brittany Phillips, Budget and Finance Officer

10. Monthly Cash Flow Report for October 2023

Phillips presented the monthly cash flow reports.

9:30 AM Shilo Heger, Treasurer

11. October 2023 Revenue Reporting - Riley County Treasurer

9:45 AM Daryn Soldan, Manhattan Area Chamber of Commerce

12. Economic development update

Soldan presented the Manhattan Area Chamber update.

Muth discussed local business challenges.

Bishop presented an update on Veterans Day and Fort Riley activities.

10:00 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

13. RCHD Monthly Update

Gibbs presented the Health Department update.

14. RCHD Public Health Clinic Update

Clark presented a Health Clinic update.

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

10:32 AM Adjournment

Move to adjourn.

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