



**Board of Riley County
Commissioners
Regular Meeting
Minutes
November 10, 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
Christian Bright	Manhattan Mercury	Present	8:30 AM
Elizabeth Ward	Human Resource Manager	Present	8:33 AM
Vivienne Uccello	PIO	Present	9:16 AM
Darell Edie	Budget & Finance Officer	Present	9:16 AM
Joshua Gering	EMS/Ambulance Assistant Director	Present	9:16 AM
Tasha Drake	Health Department	Present	9:16 AM
Amanda Webb	Planning/Special Projects Director	Present	9:18 AM
Russel Stukey	Emergency Management Director	Present	9:18 AM
Shannon Sterling	Administrative Assistant II	Present	9:19 AM
John Ellermann	Public Works Director/County Engineer	Present	9:27 AM
Daryn Soldan	Manhattan Area Chamber of Commerce	Present	9:35 AM
Janet Nichols	Manhattan Area Chamber of Commerce	Present	9:35 AM
Craig Cox	Deputy County Counselor	Present	10:00 AM

Pledge of Allegiance

Public Comment

1. Public Comments

Commission Comments

2. Commission Comments

McKinley's Comments:

After Monday's meeting I met with Elizabeth to go over some of end of the year reviews.

Monday evening I attended the K-State basketball game. The first official game for Coach Tang and an enjoyable brand of basketball.

Tuesday morning I was on In Focus. Had a good discussion about the elections and work we have been doing recently. I brought up that Roger and Kim Davis had been on national TV and were given a trip to Mexico. Brandon Peoples found the online video and played it on the radio.

Tuesday evening I attended the Riley City Council Meeting. There was a lot of discussion about the large sewer project that has been going on for a long time. There have been a lot of problems, but they are getting close to completion. They also discussed the Municipal Court that they have been working on for years that is finally ready to get started.

Last night I went to the special Rural Fire Board meeting. The purpose was to approve the SOG's and work on their end of the year awards. It was a long meeting, but they wanted to get the SOG's set up correctly.

Focke's Comments:

Monday afternoon I spent time following up on some phone calls and answering e-mails from constituents. Checked in with Amanda Webb in planning to be brought up to date on an issue out on Hwy 177.

Tuesday I helped make some phone calls (virtually) for the election and watched the returns with some friends that evening.

Congratulations to Governor Kelly for being re-elected.

Wednesday I spent time with my daughter and talked to a constituent concerning a road sign that was stolen from Hwy 113 for the Top of the World subdivision. The problem was resolved by KDOT.

I did research on some possible lagoon sites for the Keats area and will meet with planning after today's meeting.

Ford's Comments:

Monday afternoon I finally got the opportunity to take a tour of the former American Institute of Baking facility that is now for sale. Along on the tour were members from Pawnee Mental Health, members of their foundation and Julie Gibbs from the Riley County Health Department. Not sure what the future may bring, but it could be a possibility for both Pawnee Mental Health and the Riley County Health Department. There's lots of space but will have to get creative both on a design and the financial resources to make it happen if that is an actual realistic opportunity.

Monday afternoon as well I spoke to Amanda Webb, Riley County Planning Director on a couple of unrelated property concerns around Riley County. It was good to get some clarification on these items and hopefully we can get them resolved moving forward as well.

Monday night I watched the Jerome Tang era start for K-State. The Wildcats won vs. UT Rio Grande at home in Bramlage 93-59. Though the opponent wasn't really good, it looks like this could be a fun group to watch this year throughout the season and I like the energy coach Tang is bringing to this group.

Tuesday evening, I watched the returns of the mid-term election come in. Extremely grateful for the 3,353 voters who chose to cast a ballot for me to remain as their County Commissioner for the next 4 years. I will work hard to accomplish the goals and objectives we have set out to do and I appreciate each one of you for the honor to serve my community as well.

Wednesday afternoon I joined the monthly meeting of the National Association of Counties Community Economic Workforce and Development Committee meeting via Microsoft Teams. After some opening comments from our Chair Martha Schrader, Commissioner of Clackamas County, Oregon we heard from Arabella Pluta-Eglers, Program Manager, Children, Youth and Families with NACo on the Counties for Kids Initiative. After that we heard from Jenny Scheutz, Senior Fellow at Brookings Metro on the Aspen Housing Solutions Matchmaker Tool. Michael Matthews, Legislative Director for the CEWD with NACo gave us a post day after the election update from Capitol Hill and updated us on a few items from NACo including the 2023 Policy Conference in Washington, D.C. in February.

Wednesday evening, I met with Riley County Attorney Barry Wilkerson. Since we have finally worked through the process of hiring a new RCPD Director It was a good time to sit down and chat on few items and a couple of county related items moving ahead. I know Barry is extremely busy with cases and other office related requests, so I

appreciated him taking the time to sit and chat dialog with me.

Business Meeting

3. Sign Riley County Personnel Action Form(s)

The Board of County Commissioners signed Riley County Personnel Action Forms for the following:

- Tharrin D'Aloria, a Volunteer Firefighter, in the Rural Fire District #1 Department, for Separation from County Service, effective September 13, 2022.
- Bobby Walker III, a UA Technician, in the Community Corrections Department, for Separation from County Service, effective November 3, 2022.

4. Discuss Joint City/County/County Meeting Agenda

No topics.

5. Intergovernmental Luncheon Agenda

No topics.

Review Minutes

6. Board of Riley County Commissioners - Regular Meeting - Nov 7, 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

Holeman discussed the closing of the purchase of the Leonardville lot for the north county ambulance facility.

Holeman reported the Riley County Legislative Conference is December 12, 2022.

9:20 AM Training Committee

10. 2022 Riley County Employee Day Results Overview

Ward, Webb, Holeman, Gering, and Uccello presented an overview of the 2022 Employee Day.

9:35 AM Budget and Planning Committee - Darell Edie, Budget and Finance Officer

11. Monthly Cash Flow Report for September 2022

Edie presented the monthly cash flow reports.

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

12. Economic development update

Soldan presented an economic development update.

Nichols thanked Commissioner Ford for Operation Green Light.

Nichols discussed Veterans Day events and Fort Riley events and activities.

Nichols thanked Commissioner McKinley for his help with the Veterans Day Parade.

10:00 AM Craig Cox, Deputy County Counselor

13. Lakeside Heights Sewer District #3 and University Park Water District #4 Cost Increase Public Hearing

Cox presented the Lakeside Heights Sewer #3 & University Park Water #4 cost increase.

Cox stated the Board could decide to continue with the project at the increased cost or stop the project. Cox said the benefit district property owners would be responsible for \$4,889.11 to date.

McKinley opened the public hearing.

Newel stated this process started with him in 2017. Newel asked how we got from \$329,000 to \$432,000.

Newel said he wants to proceed with the project.

Eddins said he purchased his property in 2016. Eddins said he was aware there was not water service at the time of purchase. Eddins stated Mr. Hobson told them water would be provided in 6 months.

Henneberg said he is on pause because this project is on hold. Henneberg discussed concerns on the services in the area for the number of houses in the area.

Ellermann said the additional cost is engineering and other costs associated with the project.

Focke asked, how many houses are in the subdivision?

Cox said there are seven property owners in this project.

Taylor stated he has two properties in the district. Taylor asked on top of this 43% increase we still have to pay 1.5 times the water and sewer rate. Taylor asked if anyone would qualify for any type of variance.

Cox stated once in a district you cannot get out.

Cox said variances could be allowed if the Board dissolved the water and sewer district.

McKinley closed the public hearing.

Move to table the Lakeside Heights Sewer District #3 and University Park Water District #4 project increased costs.

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

10:15 AM John Ellermann, Public Works Director/County Engineer

14. Bid Recommendation - Lakeside Heights Utility Expansion No. 3

Move to table the bid to Larson Construction Inc., in the amount of \$329,641.00 contingent on USDA subsequent funding.

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

10:30 AM Evan McMillan, Assistant County Engineer

15. Bid Recommendation - Industrial Shredder Bid Recommendation

McMillan said due to the high cost of replacement and lower costs associated with contract shredding, staff recommends that we move forward with contracting out the shredding as some other departments are currently doing.

Move to decline the proposed bid for the industrial shredder.

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

10:50 AM Elizabeth Ward, Human Resource Manager

16. 2022 Annual Performance Review

Ward reported departments have started their annual performance reviews.

Ward discussed the proposed format for the 2022 Department Heads Annual Performance Reviews.

11:16 AM Adjournment

Move to adjourn.

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