



**Board of Riley County
Commissioners
Regular Meeting
Minutes
November 15, 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
Tami Robison	Budget and Finance Officer	Present	8:30 AM
John Ellermann	Public Works Director/County Engineer	Present	8:34 AM
Elizabeth Ward	Human Resource Manager	Present	8:38 AM
David Adams	EMS/Ambulance Director	Present	8:52 AM
Marvin Rodriguez		Present	9:06 AM
Sam Hennigh	KMAN	Present	9:13 AM
Shilo Heger	Treasurer	Present	9:43 AM
Susan Boller	Election Supervisor/Deputy Clerk	Present	9:47 AM
Keirsten Cragg	Administrative Assistant	Present	9:47 AM
Anita Cook	Elections Senior Analyst	Present	9:48 AM
Russel Stukey	Emergency Management Director	Present	10:19 AM
Anne Smith	aTa Bus Director	Present	11:08 AM
Alvin Perez	Public Works Operations/Fleet Manager	Present	11:12 AM
Julie Gibbs	Health Department Director	Present	9:30 AM
Millicent Atta-Yeboah	CDRR Coordinator	Present	9:03 AM

Pledge of Allegiance

Public Comment

1. Public Comments

Holeman asked the Board to table the executive session scheduled for today to next Monday.

Move to table the executive session on today's schedule to next Monday.

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

Commission Comments

2. Commission Comments

Ford's Comments:

Monday afternoon we had the last County Officials Luncheon for 2021. Big thanks goes out to Amanda Smeller for taking the time to start breaking down and discussing the early update to our Vision 2025 Comprehensive Plan. I look forward to seeing how this moves ahead in the future and what steps we take to accomplish it.

Also Monday afternoon I listened in via tele-conference and we started the interview process to permanently fill the IT/GIS Director and Historical Museum Director position. I think we're very fortunate in the fact that we have two very quality internal candidates for these positions. It says something about the work and efforts of their predecessors before them.

Tuesday afternoon I listened in on a NACo National Membership call to discuss in a little more depth the recently passed Infrastructure Investments and Jobs Act (IIJA) in the U.S. Congress and what this will mean for counties and how it may help rebuild our nation's infrastructure and economy by investing in locally-owned infrastructure and preserving local decision-making in the process.

Also Tuesday afternoon I met with Tara Claussen via Zoom from Konza United Way to discuss a possible Riley County employee campaign for the organization. Hopefully, there will be a lot more to come on this as well.

Wednesday afternoon I listened in on another NACo National Membership call this time to discuss the Biden Administration's vaccination mandates and the three key executive and regulatory requirements for both public and private sector employees as well as the health and medical sectors. The discussion was an overview of

these measures and the overall implications for counties.

Wednesday afternoon I had my monthly teleconference call with NACo's Community Economic and Workforce Development Steering Committee. Among the people on the call were Scott La Rochelle, Senior Legislative Assistant for the House Ways & Means Committee. He discussed the Build Better Act, the major provisions, and the next steps. Also NACo Associate Legislative Director for the CEWD Committee Michael Matthew and Sarah Gilmont gave us a full legislative update and what to expect moving forward.

Also Wednesday I had the latest Zoom call to discuss the Aggieville Parking Garage and a possible RCPD Substation. Still a pretty fluid conversation as we look for funding mechanisms to make it happen.

Thursday since I couldn't do it in person because of Covid, I watched the Veterans Day Parade and Ceremony on KMAN's Facebook Live Stream. Very happy to see it was back to normal and the weather cooperated as well.

Friday morning I had a Zoom call with the Community Waste Team as part of the Food and Farm Council. Riley County Planning Director Amanda Smeller discussed potential APRA funding to support composting efforts at the county transfer station. The last item was continued dialog and updates on the Restaurant Champion Program.

Congratulations to K-State for winning their 4th straight game on Saturday versus West Virginia 34-17 and sadly Manhattan High lost Friday night at home versus Lawrence High 41-22 in the Class 6A State Quarterfinals.

McKinley's Comments:

Last Monday after our meeting I attended the County Officials Luncheon and heard Amanda give a good education on the importance and procedures needed for a Comprehensive Plan. In the afternoon we had interviews for a couple of open department head positions.

Tuesday morning I was on KMAN In Focus. At the request of Brandon Peoples I brought Deputy Fire Chief John Martens. John introduced himself and we discussed the new organization of the county Fire Department, a little fire safety information, and gave an invitation for more volunteers. We also discussed the ambulance, recently passed sales tax, and the new federal vaccination rules.

After In Focus I went to the Flint Hills Veterans Coalition meeting.

They were reviewing the final plans for all the Veterans Day events.

Thursday for the parade I was in charge of spreading out the barricades at the side streets and collecting after the parade. A big thank you to the others that volunteered to help with this Barry Wilkerson, David Adams, and Sherie Taylor. It was great weather and had large crowd at the parade and at the Vet Fest in City Park.

I have had a lot of contact with residents this week from emails, meetings, and phone calls about a number of items. Trying to answer a lot of questions.

Enjoyed the K-State and Chiefs games this weekend.

Focke's Comments:

Monday the County Officials Luncheon Meeting was held at the end of the BOCC meeting. Amanda Smeller discussed the revisions and highlights of the revised Riley County Comprehensive Land Development Regulations that have been under review. After the meeting, several executive sessions were held for personnel issues.

Tuesday I met with the electrician on a kitchen consult to determine electrical outlets and devices. In the evening I attended an event with Governor Laura Kelly and other elected officials and citizens.

Wednesday I shopped for the Common Table meal to be held on Thursday and delivered food and other supplies to the church. Attended bell choir in the evening where we practiced for the funeral of a fellow bell ringer that will be held this week.

Thursday I participated in Veterans Day events on the review stand for the parade and the ceremony later at Peace Memorial Auditorium in City Hall. It was well attended and a good event to honor veterans and active service people.

Saturday I attended the KSU/West Virginia football game. It was a great game and win for the Cats.

Business Meeting

3. Great American Smoke Out

Move to approve the Great American Smoke Out Proclamation.

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

4. Transfer Station Truck Scale - Change Order #1

Move to approve Change Order Number 1 for the Transfer Station Truck Scale with Scales Sales & Service, LLC to install a new truck scale in the amount of \$1,200.00 for a total adjusted contract price of \$41,200.00.

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

5. 2021 GAAP Waiver Resolution

Move to approve "Resolution No. 111521-47, A Resolution exempting Riley County, Kansas, from the provisions of KSA 75-1120a(a)" (2021 GAAP Waiver Resolution).

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

6. Sign Tax Roll Corrections

Move to approve the Tax Roll Corrections.

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

7. Sign Riley County Personnel Action Form(s)

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

- Dillon Schmidt, a new hire, as an EMT, in the EMS/Ambulance Department, at a grade EMT step 2, at \$14.30 per hour.
- Evan McMillan, a new hire, as an Assistant Public Works Director/Assistant County Engineer, in the Public Works Department,

at \$3,759.04 biweekly, effective December 1, 2021.

- Sheyenne Bassler, a new hire, as a Public Health Nurse, in the Health Department, at a grade S step 2, at \$2,339.20 biweekly, effective November 22, 2021.
- Cory Meyer, for a promotion, as an IT/GIS Director, in the IT/GIS Department, at a grade FF at \$4,153.85 biweekly, effective November 15, 2021.
- Vivienne Uccello, a new hire, as a Public Information Officer, in the Clerk's Department, at a grade S step 9 at \$2,896.80 biweekly, effective November 29, 2021.

Review Minutes

8. Board of Riley County Commissioners - Regular Meeting - Nov 8, 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

9. Tentative Agenda

Press Conference Topics

10. Discuss Press Conference

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

11. Administrative Work Session

12. Pending County Projects County Counselor

Holeman reviewed the Commission Projects List.

Holeman discussed the federal rules on vaccination mandates.

13. Nationwide Settlement Agreement of Opioid Litigation--Opportunity to "Opt In"

Holeman asked the Board if they would like to Opt-In to the Opioid Settlement Agreement.

Move the Board authorize counsel to register Riley County as described in the notice and that counsel be authorized to sign settlement documents on behalf of Riley County.

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

9:15 AM David Adams, EMS/Ambulance Director

14. EMS/Ambulance Staff Update

Adams presented the EMS/Ambulance staff update.

9:30 AM Press Conference

15. Presentation of Proclamation for the Great American Smokeout - John Ford and Julie Gibbs (3 minutes)

Ford presented the Proclamation for the Great American Smokeout to Millicent Atta-Yeboah.

9:45 AM Shilo Heger, Treasurer

16. October 2021 Revenue Reporting - Riley County Treasurer

Heger presented the October Treasurer's Report.

10:00 AM General Election Canvass

Vargo reviewed the General Election Canvass process.

Boller presented the 2021 City/School General Election Canvass Report.

Move to Certify the 2021 City/School General Election Canvass as presented.

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

10:30 AM Russel Stukey, Emergency Management Director

17. Present Monthly October Staff Update for EM/Fire/911

Stukey presented the EM/Fire/911 staff report.

10:45 AM Clancy Holeman, Counselor/Director of Administrative Services

18. Executive session to discuss confidential legal advice regarding potential litigation issues

Tabled to next Monday, December 22, 2021.

11:15 AM Anne Smith, aTa Bus Director

19. Letter of support for aTa Bus for a grant application

Smith presented the grant application for aTa Bus.

Move to approve a letter of support for a grant for aTa Bus.

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

11:20 AM John Ellermann, Public Works Director/County Engineer**20. Wildcat Creek Park Bridge Replacement CIP Amendment**

Ellermann presented the Wildcat Park Bridge replacement project CIP amendment.

Move to approve the increase of the CIP budget of \$50,000 for the Wildcat Park Bridge Replacement Project.

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

Adjournment

Move to adjourn.

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

12:00 PM Law Enforcement Agency Meeting**21. Law Board Meeting Agenda**