



**Board of Riley County
Commissioners
Regular Meeting
Minutes
November 17, 2022**

115 North 4th Street
Manhattan, KS 66502
www.rileycountyks.gov

Cindy Kabriel
785-565-6200

Commission Chambers

9:00 AM

[District 2 – Greg McKinley, Chair](#)

[District 3 – Kathryn Focke, Vice Chair](#)

[District 1 – John Ford, Member](#)

9:00 AM

Call to Order

Attendee Name	Title	Status	Arrived
John Ford	County Commissioner	Present	9:00 AM
Kathryn Focke	County Commissioner	Present	9:00 AM
Greg McKinley	County Commissioner	Present	9:00 AM
Rich Vargo	County Clerk	Present	9:00 AM
Clancy Holeman	Counselor/Director of Administrative Services	Present	9:00 AM
Darrin Hobbs	REACH Committee Chair	Present	9:00 AM
Christian Bright	KMAN	Present	9:00 AM
Elizabeth Ward	Human Resource Manager	Present	9:00 AM
Michele Reid	Payroll & Benefits Spec & HR Associate	Present	9:00 AM
Michelle Adams	Administrative Analyst - AP	Present	9:00 AM
Darell Edie	Budget & Finance Officer	Present	9:00 AM
Lori Muir	Real Estate Specialist	Present	9:00 AM
Vivienne Uccello	PIO	Present	9:00 AM
Amy Manges	Register of Deeds	Present	9:01 AM
Cindy Kabriel	Administrative Assistant II	Present	9:02 AM
Shilo Heger	Treasurer	Present	9:43 AM
Gary Fike	County Extension Director	Present	9:46 AM
John Ellermann	Public Works Director/County Engineer	Present	9:53 AM
Kurt Moldrup	RCPD Interim Director	Present	10:03 AM
Joshua Gering	EMS/Ambulance Assistant Director	Present	10:13 AM
Kile Morrison	Archimages	Present	10:15 AM
Amanda Webb	Planning/Special Projects Director	Present	10:18 AM
Russel Stukey	Emergency Management Director	Present	10:30 AM

Pledge of Allegiance

Public Comment

1. Public Comments

Hobbs presented the Employee of the Month Award to Michelle Adams.

Commission Comments

2. Commission Comments

McKinley's Comments:

After the meeting Monday I met with Russel Stuke. Someone had sent me some questions about how some of the fire vehicles were being relocated. Russel talked about the location of vehicles within the various stations and sent a response to the resident.

Tuesday morning, I had a meeting about the Flint Hills Regional Council. They have hired an outside consultant to review the organization. I met with the consultant and Jerry Lonergan to discuss what I have seen as the problems with the group. We also went over what things the group could do better going forward.

Later Tuesday the Flint Hills Veterans Coalition met to review the parade and the Ceremony of Honor. Overall, everything went very well. There were more participants in the essay contest than they have had in a long time. The parade went well, but three schools canceled because of the weather and the Army band could not be there because they were deployed to Poland. In other business they are going to change from a 501c19 to a 501c3 to better fit what they are doing.

Wednesday the North Central Kansas Regional Juvenile Detention Facility board met. They are going to purchase a vehicle to transport the youth to the doctor, dentist, etc. Now they must hire someone each time. The vehicle is specially equipped for transporting their residents. We all acknowledged the assistant director who is retiring after 29 years of working at the facility. He has done a great job.

Unfortunately, I was able to see first-hand our fire department at work Wednesday afternoon. A house down the block had a fire and the response was very impressive. I don't know what all the damages were, but all the occupants were able to get out okay.

Focke's Comments:

Thursday, November 10th I met with several staff members in the planning department to identify and discuss additional lagoon sites for

Keats.

Friday I participated in the Veterans Day Parade and the program afterwards. It was very well attended, both for the parade and the ceremony that followed.

Tuesday, this week, I met with Clancy Holeman concerning several issues. I continued to review documents for the Public Safety Headquarters and rankings for the CMAR applicants. I also got caught up with messages and appointment scheduling for next week.

Wednesday I reviewed paperwork for the Law Board special meeting, held yesterday afternoon. The meeting included an executive session to discuss the continuing process for hiring the new police director, Brian Peete. There will be more discussion at next Monday's regular Law Board meeting (in Ogden).

Ford's Comments:

Monday afternoon K-State had their KSUnite Conference. I attended a separate part of the conference called "Conversations with the Manhattan Business Community" at the Bluemont Room in the K-State Student Union. There were two parts to this. The first was an hour-long panel discussion with members from the local business community as well as several people from the Chamber of Commerce. That went very well. The second part was a roundtable discussion that would have had several facilitators including me, but we really didn't get the student base that we were expecting so it kind of moved to a networking session instead which was okay. Enjoyed the dialog there too as well as the invite to the event.

Tuesday afternoon I attended the monthly meeting of the Board of Directors of the Manhattan Area Chamber of Commerce. Among the items of discussion were an update on financials and membership accounts, approval to some by-law changes, discussion and possible approval of a small business council, an update to an entrepreneurship proposal, and a discussion on both membership to the state Chamber of Commerce and a plan and incentive for new office construction.

Wednesday afternoon I chaired the monthly policy board meeting of the Flint Hills MPO via Zoom. Items of discussion at the meeting were an update on financials of the organization which are good now. KDOT gave an update on their work and efforts and changes of personnel including the representative to the MPO. We voted on an amendment to the local match amount in the Unified Planning Work Program for 2023 which will stay at the original 80/20 local match split for the year.

Lastly, we discussed Title VI Board Appointments and what that can and should be for the MPO. We will meet again just before Christmas to finalize the work of 2022.

Wednesday evening, I finally made it back over to the City of Ogden for their city council meeting. I took some time to update them on a couple of relevant things going on in the area and to discuss some work and a different approach to the DCHIP application they applied for this last year. Hopefully time will allow me to get over there a little in the early part of 2023.

Business Meeting

3. Highway Use Permit, Cox Communications

Move to approve the Highway Use Permit granting Cox Communications permission to work in the right of way to replace 345 feet of CIC along Rocky Ford Avenue.

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

4. Retail Dealer's 2023 Cereal Malt Beverages License for Stag Hill Golf Club

Move to sign a Retail Dealer's 2023 Cereal Malt Beverages License for Stag Hill Golf Club, 4441 Stag Hill Road, Manhattan, Kansas 66502.

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

5. 2023 Riley County and Pawnee Mental Health Services Contract

Move to approve the 2023 Riley County and Pawnee Mental Health Services contract.

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

6. Approve payroll/accounts payables (when completed)

Move to approve the following warrant vouchers for November 4, 2022:

2022 Budget

County General	\$225,858.82
Health Department	45,414.99
Motor Vehicle Operations	4,354.42
Community Corrections	8,860.12
Solid Waste	4,043.05
Riley Co. Fire Dist. #1	4,323.95

TOTAL. \$292,855.35

Move to approve the payroll vouchers in the amount of \$669,910.30 and the following warrant vouchers for November 18, 2022:

2020 Budget

Road & Bridge Cap Project	\$310.00
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TOTAL. \$310.00

2022 Budget

County General	\$833,030.92
Disaster Fund	8,183.49
Health Department	53,106.77
Court Technology	587.38
Court Services	450.00
War Memorial	300.00
County Auction	206.03
Motor Vehicle Operations	4,383.17
Community Corrections	18,267.43
Capital Improvements Fund	44,484.00
Emergency 911	2,655.62
Solid Waste	255,108.17
County Building	20,957.59
Road & Bridge Cap Project	10,234.12
RCPD Levy/Op	30,236.06
Landfill Closure	2,675.39
Riley Co. Fire Dist. #1	54,249.39
University Park W&S	6,718.25

Deep Creek Sewer	100.00
Terra Heights Sewer	350.00
Konza Water Operations	67.86

TOTAL. \$1,346,351.64

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

Review Minutes

7. Board of Riley County Commissioners - Regular Meeting - Nov 14, 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

8. Tentative Agenda

Press Conference Topics

9. Discuss Press Conference

9:15 AM Amy Manges, Register of Deeds

10. Year-To-Date-Revenue

Manges presented the Register of Deeds' year to date revenue.

9:30 AM Clancy Holeman, Counselor/Director of Administrative Services**11. Administrative Work Session**

Holeman discussed the Riley County Legislative Conference.

Holeman stated the conference is for dialogue between the Board and currently elected legislative officials.

9:50 AM Shilo Heger, Treasurer**12. October 2022 Revenue Reporting - Riley County Treasurer**

Heger presented the October Treasurer's Report.

10:00 AM Gary Fike, County Extension Director**13. November 2022 Extension Staff Report**

Fike presented the November Extension staff report.

Fike discussed a call he received from a Parks employee regarding the north wall of Pottorf Hall. Fike stated each year they have to repaint due to a problem with the wall and a floor issue in the Clover Room. Fike said he would like to hire a contractor to evaluate the facility.

10:15 AM Kurt Moldrup, Interim RCPD Director**14. RCPD update**

Moldrup presented a Riley County Police Department update.

10:30 AM John Ellermann, Public Works Director/County Engineer**15. Construction Management at Risk Selection Phase I**

Ellermann reported the Board has received five Construction Management at Risk qualifications to evaluate.

The Board and staff reviewed the Construction Management at Risk qualifications.

Move to approve the firms selected as BHS Construction, McCown Gordon Construction, and Kendall Construction to add to the short list to phase II of the selection process and invite them to submit proposals.

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

Adjournment

Move to adjourn.

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