



**Board of Riley County
Commissioners
Regular Meeting
Minutes
November 27, 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	Remote	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
Shelley Woodard	Deputy County Counselor	Present	8:30 AM
Anna Burson	County Appraiser	Present	8:30 AM
Brittany Phillips	Budget and Finance Officer	Present	8:30 AM
Russel Stukey	Emergency Management Director	Present	8:36 AM
Evan McMillan	Assistant County Engineer	Present	8:36 AM
Katharine Hensler	Museum Director	Present	8:50 AM
Lori Feldkamp	Big Lakes Developmental Center	Present	9:13 AM
Vivienne Leyva	PIO	Present	9:19 AM
Barry Wilkerson	County Attorney	Present	9:25 AM
Bethany Fields	Deputy County Attorney	Present	9:25 AM
Elizabeth Ward	Human Resources Director	Present	9:27 AM
Amanda Webb	Planning/Special Projects Director	Present	9:38 AM

Pledge of Allegiance

Public Comment

1. Public Comments

Commission Comments

2. Commission Comments

Focke's Comments:

Tuesday afternoon I went to Kansas City to pick up my daughter from the airport. She is visiting for a week and will be returning to Virginia tomorrow.

I spent most of last week spending time with her.

I did have some follow up conversations with Amanda Webb and Shelley Woodard concerning the Keats project.

Saturday night, we attended the KSU/Iowa State football game in the snowstorm. We made it through the first half and then watched the final half on TV.

Sunday, I went over today's meeting packet and documents.

Ford's Comments:

Hopefully everyone had a safe a wonderful Thanksgiving holiday and got through the first measurable snowfall of the season and in quite some time in the area. Certainly thankful for the area Public Works crews who looked to be out in force taking care of the roads and other important transportation infrastructure.

I also want to give a shout out to Hardin County Executive Keith Taul and his administrative staff for providing me the space this morning to do this call from. They have been more than accommodating and I so very much appreciate that as well.

Last Monday we did have a short meeting of the Riley County Law Board at Manhattan City Hall. I had the opportunity to run that meeting as our chair was out on vacation for the holiday. We passed the normal consent agenda, got an update on activities and events from the Fraternal Order of Police Lodge #17 including Tip a Cop and Shop with a Cop programs over the holidays. We heard an end of the year review of the budget from Captain Jager and Director Peete and the end of the year unused funds will be used to boost the workers compensation and insurance fund balances as well as IT and any leftover funds from there will be used on technology purchase to upgrade digital ticket readers. We also had two executive sessions to deal with affirmation of matters of non-elected personnel.

Tuesday morning I left for Kentucky and got in late afternoon to get settled in for the Thanksgiving holiday and spent some time late that evening in Louisville at the hospital with my mom.

Wednesday I spent most of the day in Louisville waiting to see if they

would be releasing my mom from the hospital, got the opportunity to tour and visit Churchill Downs where they run the Kentucky Derby every May. I was able to go through the grandstands and see track level where the race takes place which was pretty neat.

Thanksgiving went well, this year instead of baking turkey we chose the more nontraditional route of frying them which was excellent. Made a couple of videos of the excursion to remember it and we had a really good time, and my mom came home late in the afternoon as well which was a miracle of sorts.

Friday I spent the day doing some shopping and catching up with some of my favorite places while back home. Black Friday here was kind of crazy, so I avoided a lot of places due to that.

Saturday I spent the evening over Harrison County, Indiana with a friend from high school watching what was a very disappointing K-State game. First snow game in 23 years and I was 600 miles away, but what I saw from our defense was embarrassing if not just horrible in losing to Iowa State 42-35.

Sunday watched a lot of NFL football including wins by the Chiefs and Jaguars and ate quite a bit of leftover turkey and other goodies from Thanksgiving.

Will be catching up on a few things today and getting ready to head back home bright and early tomorrow morning.

McKinley's Comments:

WIBW tv has a program called Salute our Heroes where they acknowledge local people. Last week the honoree was Laurie Harrison, Riley County Emergency Management Coordinator. It was a great video that discussed the work she does here. Congratulations Laurie.

K-State women's basketball was second in the tournament. Losing in the finals in another close game with Iowa.

Saturday evening I watched an unusual football game. Strange weather and strange play of the game.

Business Meeting

3. Notices to Township Boards - Cereal Malt Beverage Licenses for Dara's Fast Lane (5321 Tuttle Creek Blvd and 1132 Pillsbury Drive)

Move to sign the Notices to Township Boards - Cereal Malt Beverage Licenses Dara's Fast Lane (5321 Tuttle Creek Blvd and 1132 Pillsbury Drive).

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

4. 2023 Audit Engagement Letter

Move to approve and sign the audit engagement letter with James Gordon & Associates CPA, P.A., commencing 2023 audit services.

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

5. Advisory Board appointment letters and Resolution

Move to approve the following appointments and “Resolution No. 112723-60, A Resolution appointing Riley County representatives to Council/Advisory Boards.”

Scott Eilert Comm Dist 2	December 2, 2023 – December 1, 2026	Big Lakes Developmental Center
Rudy Haun Comm Dist	January 1, 2024 – January 2, 2027	Big Lakes Developmental Center
Eric Peck Comm Dist 1	January 1, 2024 – December 31, 2025	Riley County Planning Board\ Board of Zoning Appeals

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

6. Sign Riley County Employee Action Form(s)

The Board of County Commissioners signed a Riley County Employee Action Form for Riley Davis, an EMT, in the EMS/Ambulance Department, for Separation from County Service, effective November 20, 2023.

Review Minutes

7. Board of Riley County Commissioners - Regular Meeting - Nov 20, 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

8. Tentative Agenda

Press Conference Topics

9. Discuss Press Conference

9:00 AM Katharine Hensler, Museum Director

10. Staff Update - October 2023

Hensler presented the Museum staff update.

9:15 AM Lori Feldkamp, Big Lakes Developmental Center Director

11. Big Lakes Developmental Center update

Feldkamp presented the Big Lakes Developmental Center update.

9:30 AM Press Conference

12. Recognition of Bethany Fields receiving Prosecutor of the Year Award
- Barry Wilkerson (3-5 minutes)

Wilkerson recognized Bethany Fields, Deputy County Attorney, for

receiving 2022-2023 Prosecutor of the Year Award.

Fields said she is also a prosecutor on the Drug Court and thanked the Board for their support.

9:40 AM Amanda Webb, Planning/Special Projects Director

13. Comprehensive plan update

Webb presented an update on the Comprehensive Plan.

10:10 AM Shelley Woodard, Deputy County Counselor

14. Administrative Work Session

No update.

10:15 Ford left the meeting.

15. A Resolution Finding the Keats Sewer Project is Still Feasible

Woodard presented the Keats Sewer Project Feasibility Resolution.

Move to approve "Resolution No. 112723-61, A Resolution finding the Keats Sewer project is still feasible based on action taken by the Board of County Commissioners following public hearing held on November 16, 2023."

RESULT:	ADOPTED [2 TO 1]
MOVER:	Greg McKinley, County Commissioner
SECONDER:	Kathryn Focke, County Commissioner
AYES:	Focke, McKinley
NAYS:	Ford

10:30 AM Brittany Phillips, Budget and Finance Officer

16. 2023 Budget Amendment

Phillips presented the 2023 Budget Amendment.

Move to approve the publication of the 2023 Budget Amendment hearing.

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

10:38 AM**Adjournment**

Move to adjourn.

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