



**Board of Riley County
Commissioners
Regular Meeting
Minutes
December 12, 2024**

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	Remote	8:30 AM
Rich Vargo	County Clerk	Present	8:30 AM
Bryant Parker	Deputy County Counselor	Present	8:30 AM
Jacob Hansen	Deputy County Counselor	Present	8:30 AM
Anna Burson	County Appraiser	Present	8:30 AM
Doug Russell	Assistant Fire Chief	Present	8:30 AM
Russel Stukey	Emergency Management Director	Present	8:34 AM
Ashlyn Easterday	Payroll Clerk	Present	8:36 AM
Emma Loura	Manhattan Mercury	Present	8:38 AM
Jason Smith	Chamber of Commerce	Present	8:55 AM
Stephanie Peterson	City of Manhattan	Present	8:55 AM
Zach Burton		Present	8:55 AM
Cory Meyer	IT/GIS Director	Present	9:14 AM
Christian Bishop	Chamber of Commerce	Present	9:45 AM
Elizabeth Ward	Human Resources Director	Present	9:52 AM
Diane Creek	Health Department Director	Present	9:55 AM
Breva Spencer	Family Connections Supervisor	Present	10:00 AM
Sara Haybarker	Health Department	Present	10:00 AM
Bradley Harrison		Present	10:50 AM
Craig Beardsley		Present	10:55 AM

Pledge of Allegiance

Public Comment

1. Public Comments

Commission Comments

2. Commission Comments

Focke's Comments:

Monday afternoon we had evaluations of department heads. Most are complete now. I had a conversation with Bryant Parker concerning the RHID proposal that we received that day.

Tuesday I had some oral surgery that took some time. I've spent the rest of the week taking care of the after-effects. I have been limited in activities and food since then, but I am doing much better.

Wednesday I studied the documents for today's meeting, reviewed the final applications for the Law Board for today's interviews, and studied the issues for the afternoon legislative meeting.

McKinley's Comments:

No comments.

Ford's Comments:

Wednesday afternoon I came down to the BOCC Chambers and made a blood donation with the American Red Cross. It has been a while since I donated, and the end of the year and Christmas time is a good time to do so. I urge everybody with the nation's blood shortage to take a moment and donate. With the new app and process it was quick and easy, and I was done in less than ten minutes total.

Also Wednesday I had my monthly Teams meeting with NACo's Community Economic and Workforce Development Steering Committee. After some opening and welcome remarks from our Chair Angela Conley, Commissioner, Hennepin, County Minnesota we heard from Heather Voorman, Assistant Vice President, Government Affairs, National Association of Home Builders. She gave a presentation on "Looking Forward: Housing Policy in 2025 and Beyond" and their work with federal legislators to get policy moving forward. The second speaker was Steve Voytek, Policy Advisor for Foresight Policy+Law. He gave an update and overview on the WIOA Workforce Policy for 2025. Michael Matthews Legislative Director, CEWD, NACo gave us his usual legislative update from Capitol Hill and all that is going on during the now lame duck session and an early preview of what to expect with the new Congress in 2025. Lastly, we had an open

discussion and dialog with Angela Conley, Chair to close out the meeting.

Wednesday evening, I attended Business After Hours and the 2024 Christmas celebration out at Briggs Automotive. Thanks to the Manhattan Area Chamber of Commerce, Russ Briggs, and everyone at Briggs Auto for putting together this amazing celebration.

Business Meeting

3. Purchase Authorization for a used fire truck.

Move to approve purchasing the used 1998 International 4800 wildland pumper for the amount of \$30,000 with funds to come from RCFD #1 fund 184.

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

4. Travel Authorization for Deputy Chief Doug Russell and Battalion Chief David Russell

Move to approve the Out of State Travel Request for Doug and David Russell to go to Benson, Arizona to inspect and possibly purchase a used fire truck with travel expense to be paid out of RCFD #1 fund 183.

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

5. Discuss Joint City/County/County Meeting at County Office December 19th

No topics.

6. Approve payroll/accounts payables (when completed)

Move to approve the payroll vouchers in the amount of \$735,678.11 and the following warrant vouchers for December 13, 2024:

2024 Budget

County General	\$ 814,557.25
Health Department	80,466.48
Court Services	325.00
Motor Vehicle Operations	1,829.27
Emergency 911	1,657.37
Solid Waste	5,928.97
County Building	2,261.31
Road & Bridge Cap Project	6,821.75
RCPD Levy/Op	1,371,547.10
Landfill Closure	638.30
Riley Co Fire Dist #1	9,924.70
Riley Co Fire Dist CapOut	30,000.00
Hunters Island Water Dist	12.52
Moehlman Bottoms	5.99
Konza Water Operations	5,611.93
KDOC Adult Services	13,758.72
KDOC Juvenile Services	4,419.82
KDOC Juv Reinvestment	964.95
BJA Grant	1,836.58
City Alcohol Funds	40.00
GMCF Grant	250.00
Daniel Keating Foundation	175.00

TOTAL..... \$ 2,353,033.01

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

Review Minutes

7. Board of Riley County Commissioners - Regular Meeting - Dec 9, 2024 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

8. Tentative Agenda

Press Conference Topics

9. Discuss Press Conference

9:00 AM Brittany Phillips, Budget and Finance Officer

10. RHID Policy

Phillips presented the draft Riley County Reinvestment Housing Incentive District (RHID) Policy.

The Board discussed many questions regarding RHID's.

9:20 AM Cory Meyer, IT/GIS Director

11. IT/GIS Staff Update - December 2024

Meyer presented the IT/GIS staff update.

9:30 AM Shilo Heger, Treasurer

12. November 2024 Revenue Reporting - Riley County Treasurer

Heger presented the Treasurer's report.

Heger reported the 1st half tax is due on Friday, December 20, 2024. She reminded residents that the office closes at noon on Friday.

Heger said the Treasurer's Office will close at noon to the public on Tuesday, December 31, 2024.

9:45 AM Jason Smith, Manhattan Area Chamber of Commerce

13. Economic development update

Bishop discussed Veterans Day activities. She said there were over 1,800 parade attendees and over 600 at the breakfast.

Smith presented the economic development update.

10:00 AM Rich Vargo, County Clerk

Move to recess as the Board of County Commissioners and convene as the Board of Health.

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

14. Health Department staff update

Vargo discussed the Health Department transition.

10:05 AM Diane Creek, Health Department Director

15. Staff update

Creek discussed meeting with staff and other department heads. She stated the experience has been good.

10:10 AM Breva Spencer, Maternal and Child Health Supervisor and Sarah Haybarker, Maternal & Child Health Social Worker

16. MCH Program Updates and Safe Kids Riley County Presentation

Spencer discussed the MCH Programs.

Haybarker discussed the Safe Kids Program.

Move to recess as the Board of Health and reconvene as the Board of County Commissioners.

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

10:30 AM

Laurie Harrison, Emergency Management Director

Move to recess as the Board of County Commissioners and convene as the Board of Health.

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

17. Wildcat Region MRC update

Harrison presented the Wildcat Region MRC update.

Move to recess as the Board of Health and reconvene as the Board of County Commissioners.

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

10:40 AM

Budget and Planning Committee - Brittany Phillips, Budget and Finance Officer

18. Monthly Cash Flow Report for November 2024

Phillips presented the monthly cash flow reports.

10:50 AM

Board of County Commissioners

19. Law Board Member interview with Bradley Harrison

The Board interviewed Bradley Harrison for the Law Board position.

11:10 AM Board of County Commissioners

20. Law Board Member interview with Craig Beardsley

The Board interviewed Craig Beardsley for the Law Board position.

Adjournment

Move to adjourn after the Legislative Conference.

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

12:00 PM Legislative Conference

21. The 2024 Legislative Session Riley County Priorities

The Board held the Riley County Legislative Conference.

Adjourned 1:32