



**Board of Riley County
Commissioners
Regular Meeting
Minutes
December 14, 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	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
Anna Burson	County Appraiser	Present	8:30 AM
Brittany Phillips	Budget and Finance Officer	Present	8:38 AM
Michele Reid	Payroll, Benefits & Employee Relations Manager	Present	8:42 AM
Kevin Larson	Riley County Council on Aging	Present	9:05 AM
Shilo Heger	Treasurer	Present	9:24 AM
Daryn Soldan	Chamber of Commerce	Present	9:45 AM
Christian Bishop	Chamber of Commerce	Present	9:45 AM
Julie Gibbs	Health Department Director	Present	10:00 AM
Kaylyn Speth	WIC Supervisor	Present	10:00 AM
David Adams	EMS/Ambulance Director	Present	10:22 AM
Evan McMillan	Assistant County Engineer	Present	10:23 AM
John Ellermann	Public Works Director/County Engineer	Present	10:23 AM
Elizabeth Ward	Human Resources Director	Present	10:37 AM
Usha Reddi	Senator District 22	Remote	12:00 PM
Nate Butler	Representative District 68	Remote	12:00 PM
Mike Dodson	Representative District 67	Present	12:00 PM
Sydney Carlin	Representative District 66	Present	12:00 PM
Lewis Bloom	Representative District 64	Present	12:00 PM
Tom Bruno	Lobbyist	Present	12:00 PM
Barry Wilkerson	County Attorney	Present	12:00 PM
Brian Peete	RCPD	Present	12:00 PM
Pat Proctor	Representative District 41	Present	12:00 PM
Amy Manges	Register of Deeds	Present	12:00 PM
Mark French	RCPD	Present	12:00 PM
Brad Jager	RCPD	Present	12:00 PM
Kenny Titus	Representative District 51	Present	12:00 PM

Pledge of Allegiance**Public Comment**

1. Public Comments

Commission Comments

2. Commission Comments

Focke's Comments:

Tuesday morning I was on In Focus at KMAN radio. Items discussed were 2023 accomplishments and 2024 projects (info provided by Vivienne). Also discussed were the statistics of employee recruitment and retention and current openings (from Elizabeth) we also talked about the comprehensive plan that was being developed by the community for 2025 through 2040.

Other items discussed were the Legislative Conference being held today, the upcoming Rural Conference in March, and other issues. A caller asked about the First Christian Church and wanted to know what was happening on it, since he hadn't heard about it in quite some time. After being on the radio, I stopped by the Health Department Holiday Party but was unable to stay through lunch as I had a dental appointment. It was very well attended.

That evening I attended the Fort Riley Middle School Choir Concert at Fort Riley. The students did a great job.

Wednesday I reviewed documents and worked on the reviews of department heads that we finished on Monday. I also went over documents for the meeting today.

Wednesday evening I attended a community meeting in Keats that was set up by Representative Bloom that I was invited to attend. They had members of KDHE in attendance to answer questions on their part in the wastewater grant process.

Ford's Comments:

Tuesday I joined everybody out at the Health Department for their

Holiday Party and lunch. They had a white elephant gift exchange that was quite entertaining and many of the departments dressed up their department doors in holiday décor in which I judged 1st, 2nd, and 3rd places for bragging rights throughout the year. I have to say it wasn't very easy and we had some very clever entries this year to say the least. I also like attending this event because the Health Department has a fun and very energetic staff which makes it a great event.

Tuesday evening I attended the Established Business Leaders holiday event at the Manhattan Hilton Garden Inn. It was hosted by the Manhattan Area Chamber of Commerce and it was great to catch up with some of the area business leaders to see all that is going on with them as we wrap up the 2023 calendar year.

Wednesday afternoon I had my monthly Microsoft Teams call with the National Association of Counties Community Economic and Workforce Development Committee. After some opening remarks from our Chair Martha Schrader, Commissioner Clackamas County, Oregon. We heard from Mr. Marek Laco and Mr. Scott Estrada, professional staff members from the House Education and Workforce Committee on a Workforce Innovation and Opportunity Act Reauthorization Proposal. We also heard from Mr. Tushar Kansal, Senior Officer, Housing Policy Initiative with the Pew Charitable Trust. His group did a recent survey on how the majority of Americans favor local policies that enable more housing. He gave us an overview and summary of that work and survey. We also had an open discussion that really highlighted some of the work and efforts that counties from across the country are working on to promote workforce development, workforce housing, and to spur economic growth in their sectors. We will meet again in January 2024.

McKinley's Comments:

I was in the office Tuesday writing up the department head evaluations. While I was here I also had a meeting with Clancy Holeman.

Business Meeting

3. Retail Dealer's 2024 Cereal Malt Beverages Licenses for Dara's Fast Lane, 5321 Tuttle Creek Blvd. & Dara's Fast Lane, 1132 Pillsbury Drive

Move to sign Retail Dealer's 2024 Cereal Malt Beverages Licenses for Dara's Fast Lane, 5321 Tuttle Creek Blvd. and Dara's Fast Lane, 1132 Pillsbury Drive.

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

4. Sign Riley County Employee Action Form(s)

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

- Caitlin Vinson, for a transfer, as a Paramedic, in the EMS/Ambulance Department, at a Range 4, at \$22.74 per hour.
- Andrew Pellant, a new hire, as an Intensive Supervision Officer/Case Manager - Drug Court, in the Community Corrections - Adult Services Department, at a Range 12, at \$32.95 per hour.

5. Approve payroll/accounts payables (when completed)

Move to approve the payroll vouchers in the amount of \$677,865.75 and the following warrant vouchers for December 15, 2023:

2023 Budget

County General	\$830,274.21
Disaster Fund	42,806.72
Health Department	81,751.47
Motor Vehicle Operations	1,900.32
Community Corrections	60,913.80
Capital Improvements Fund	86,981.54
Emergency 911	948.55
Solid Waste	7,057.07
County Building	21,069.63
Road & Bridge Cap Project	4,236.75
RCPD Levy/Op	20,245.89
Riley Co Fire Dist #1	15,022.57
Fire Dist Projects	10,251.50
Hunters Island Water Dist	12.72
Moehlman Bottoms	6.09
Terra Heights Sewer	9,892.00
Konza Water Operations	36.51
TOTAL	\$1,193,407.34

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

AYES:	Ford, Focke, McKinley
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Review Minutes

6. Board of Riley County Commissioners - Regular Meeting - Dec 11, 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

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 Riley County Legislative Conference today at 12:00 p.m.

Holeman reviewed Riley County's Legislative Priorities.

9:20 AM**Kevin Larson, RCCOA**

10. Riley County Council on Aging update

Larson presented the Council on Aging update.

9:30 AM Shilo Heger, Treasurer

11. November 2023 Revenue Reporting - Riley County Treasurer

Heger presented the Treasurer's Report.

Heger said the Treasurer's Office will close on Friday, December 29, 2023 at noon to the public for year end.

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

12. Economic development update

Soldan provided a Chamber of Commerce update.

Bishop presented an update on the Veterans Day activities and Fort Riley activity.

10:00 AM Julie Gibbs, Health Department Director

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

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

13. RCHD Monthly Update

Gibbs presented the Health Department update.

14. RCHD WIC Update

Speth provided the WIC Program update.

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

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

10:30 AM Budget and Planning Committee - Brittany Phillips, Budget and Finance Officer

15. Monthly Cash Flow Report for November 2023

Phillips presented the monthly cash flow reports.

10:40 AM David Adams, EMS/Ambulance Director

16. Request To Fill Open Position

Adams requested to fill the EMT position.

Move to approve to fill an open full time EMT position within the EMS/Ambulance department.

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

The Board of County Commissioners signed a Riley County Position Action Form for an EMT, in the EMS/Ambulance Department, at a Range EMT.

10:50 AM Evan McMillan, Assistant County Engineer

17. University Park Lagoon Project

Focke opened the Public Hearing.

McMillan presented the University Park Lagoon Project and loan request.

McMillan stated the total project cost is \$1,962,210. McMillan said they have received \$1,500,000 through a grant.

Slaymaker said McMillan has done a great job in communicating and getting the grants. Slaymaker asked what is the potential cost growth on the project and the size of growth allowed for the system?

McMillan said these costs are preliminary but contingencies are included.

McMillan stated they are waiting on the final report to determine the size.

Focke closed the Public Hearing.

Move to approve moving forward with pursuing a loan from KDHE's State Revolving Loan Fund Program in the amount of \$462,210.00.

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

11:00 AM

John Ellermann, Public Works Director/County Engineer

18. Transfer of Funds from the Public Works/Parks Budget to the CIP

Ellermann presented the Public Works Budget request for the Community Parks.

Move to transfer \$7,000 from the Public Works/Parks budget to CIP for the University Park project.

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

11:05 AM

Shelley Woodard, Deputy County Counselor

19. Keats Sewer Project Kansas Water Office Grant Application Update

Woodard presented the Keats Sewer Project KWO Grant Application update.

Move the Keats Working Group be given the authority to decide which grant application, or applications, to submit to the Kansas Water Office after speaking with Matt Unruh if that conversation takes place after

the Board meeting on December 18, 2023.

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

Adjournment

Move to adjourn after the Legislative Conference.

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

12:00 PM

Legislative Conference

20. The 2024 Legislative Session Riley County Priorities

Focke welcomed everyone to the Riley County Legislative Meeting.

Holeman discussed the county nuisance abatement authority statewide.

Dodson said he has a bill pre-filed which addresses the statewide constitution giving the same kind of authorities to counties.

Dodson said he is not so sure why we are being so timid on enforcement of nuisance abatement.

Holeman stated the court is aware of their authority but unwilling to enforce by sending the offender to jail.

Bloom said sending someone to jail for nuisance abatement is going too far.

Reddi said Home Rule authority is a hot topic.

Holeman discussed missing demand transfers.

Dodson said Vic Miller, co-sponsor Carlin, sponsored a bill to do the LAVTR refund directly to the taxpayer on residential property.

Burson discussed agricultural and residential property value determination.

Burson spoke of the effects of a cap on residential property values.

Discussion followed on property taxes.

Proctor discussed exempting veterans from property taxes.

Holeman discussed SCR 1611 and Supplemental Note, cap on value.

Holeman presented the County Appraiser's letter in the packet.

Burson said SCR 1611 creates an inequitable tax burden.

Reddi said this bill did not pass the first time but did pass the second time. Reddi stated it will go to the House next. Reddi said there will be a tax bill on a flat income tax.

Focke stated she learned a lot and appreciate the participation.

Ford thanked everyone for their service.

McKinley thanked the legislators for coming today.

1:56 Adjourned.