



**Board of Riley County
Commissioners
Regular Meeting
Agenda
December 15, 2022**

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

Cindy Kabriel
785-565-6200

Commission Chambers

8:30 AM

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

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

[District 1 – John Ford, Member](#)

8:30 AM

Call to Order

Pledge of Allegiance

Public Comment

1. Public Comments

Commission Comments

2. Commission Comments

Business Meeting

3. Notice to Township Board - Cereal Malt Beverage License for Britt's Farm
4. 2022 CIP Authorization
5. Sign Riley County Personnel Action Form(s)
6. Approve payroll/accounts payables (when completed)

Review Minutes

7. Board of Riley County Commissioners - Regular Meeting - Dec 12, 2022 8:30 AM

Review Tentative Agenda

8. Tentative Agenda

Press Conference Topics

9. Discuss Press Conference

9:00 AM

Shilo Heger, Treasurer

10. November 2022 Revenue Reporting - Riley County Treasurer

9:15 AM

Board of County Commissioners

11. Law Board Member interview with Rhonda Zellweger

9:30 AM

Clancy Holeman, Counselor/Director of Administrative Services

12. Administrative Work Session

- 9:50 AM Darell Edie, Budget and Finance Officer**
13. 2022 Budget Amendment Public Hearing
- 10:00 AM Gary Fike, County Extension Director**
14. Medicare Enrollment
- 10:15 AM Kurt Moldrup, Interim RCPD Director**
15. RCPD update
- 10:30 AM Board of County Commissioners**
16. Law Board Appointments
- 10:45 AM Elizabeth Ward, Human Resource Manager**
17. 2022 Yearend Letter to Employees
- 11:00 AM John Ellermann, Public Works Director/County Engineer**
18. Old Shop Site Remediation
- 11:10 AM Evan McMillan, Assistant County Engineer**
19. Change Order #3 for the W. 32nd Avenue Bridge Replacement Project
- 1:30 PM John Ellermann, Public Works Director/County Engineer**
20. Executive Session for Phase III interviews of firms proposing to provide pre-construction services and construction of a new Public Safety Headquarters, pursuant to “Construction Management at Risk” statutes.
- 2:30 PM John Ellermann, Public Works Director/County Engineer**
21. Executive Session for Phase III interviews of firms proposing to provide pre-construction services and construction of a new Public Safety Headquarters, pursuant to “Construction Management at Risk” statutes.
- 3:30 PM John Ellermann, Public Works Director/County Engineer**
22. Executive Session for Phase III interviews of firms proposing to provide pre-construction services and construction of a new Public Safety Headquarters, pursuant to “Construction Management at Risk” statutes.

Adjournment

In order to comply with provisions of the Americans with Disabilities Act (ADA), Riley County will make reasonable efforts to accommodate the needs of persons with disabilities. Please contact the Division of Human Resources at (785) 537-6303 (voice and TTY) for assistance.



COUNTY CLERK & ELECTIONS
License

Rich Vargo
County Clerk
110 Courthouse Plaza
Manhattan, KS 66502
Phone: 785-565-6200

COMMISSION AGENDA REPORT

FROM: Annaliese Trout, Account Clerk/License

MEETING: December 15, 2022

SUBJECT: Notice to Township Board - Cereal Malt Beverage License for Britt's Farm

PRESENTER: Rich Vargo, County Clerk

POSSIBLE MOTION(S)

Move to sign the Notice to Township Board - Cereal Malt Beverage License for Britt's Farm (1000 S. Scenic Drive).

Move to deny

Enclosures:

- Notice to Township Board Britts Farm (PDF)

The board of county commissioners in any county shall not issue a license without giving the clerk of the township board in the township where the applicant desires to locate, written notice by registered mail, of the filing of such application.

NOTICE TO TOWNSHIP BOARD

State of Kansas, Riley County, ss.

To the Township Clerk, Ogden Township, in said County:

This is to notify the members of your Township Board that application has been filed with the County Commissioners by Britt's Farm 1000 S Scenic Dr Manhattan, KS 66503

for a license to sell cereal malt beverages at retail in said Township, at 1000 S Scenic Dr Manhattan, KS 66503

(Location as stated in application)

such sales* _____ to be broken case lots.

The Township Board may within ten (10) days file advisory recommendations as to the granting of such license and such advisory recommendations shall be considered by said Board of County Commissioners before such license is issued—K.S.A. 41-2702.

Done by the Board of County Commissioners, this 15th day of December 20 22

Attest:

Chairman.

County Clerk.

(SEAL)

*If sales are in original and unbroken case lots, insert the word "not" before "to be in broken case lots."

Attachment: Notice to Township Board Britts Farm (13043 : Notice to Township Board Cereal Malt Beverage License)



COUNTY CLERK & ELECTIONS
Budget

Rich Vargo
County Clerk
110 Courthouse Plaza
Manhattan, KS 66502
Phone: 785-565-6200

COMMISSION AGENDA REPORT

FROM: Darell Edie, Budget & Finance Officer

MEETING: December 15, 2022

SUBJECT: 2022 CIP Authorization

PRESENTER: Darell Edie, Budget & Finance Officer

Move to approve and sign the CIP Authorization Forms and Purchase Authorization approved on December 5, 2022.

Move to modify

Move to table

No action required.

The Board agreed by consensus to

Enclosures:

- CIP PROJECT FUNDING FORMS APPROVE 12052022 (PDF)

**RILEY COUNTY CAPITAL IMPROVEMENT PROGRAM
CIP PROJECT FUNDING AUTHORIZATION FORM**

4.a

GENERAL INFORMATION (Completed by Budget & Finance Officer)

Project # 2 Fund(s) Name: CIP

PROJECT INFORMATION (Completed by Department Head)

Department: EMS/Ambulance Date: 09/20/2022

Category(circle): FACILITIES INFRASTRUCTURE EQUIPMENT TECHNOLOGY

Project Name: Zoll "X" Series Cardiac Monitor Total Cost \$: \$94,000

Brief Description:

This request is to replace two (2) cardiac monitors used in all of our ambulances. This equipment is used to care for almost all of the patients seen by Riley County EMS and provides us the capability for 12/15 lead EKG's as well as capnography which is the standard of care for EMS.

Project Justification:

These are the same cardiac monitors we use on all of our ambulances and is going to replace two (2) machines that have exceeded their life span of 7 years. The monitors these will replace will be kept in a back up role and will be utilized for a replacement if a front line machines is down for maintenance and as well as at multiple sporting events. Currently, for these types of scenarios we utilize older cardiac monitors some of which are no longer being supported by the manufacturer. We also have replaced the cardiac monitors historically kept in administrators vehicles with less pricey, ~~more cost effective AED's. This is the first request for cardiac monitors since 2009.~~

Operating Cost Implications:

None, as we already utilize the same batteries and chargers.

Department Head Name (PRINT): David A Adams

Department Head (SIGNATURE): DAVID ADAMS

TECHNOLOGY PROJECTS (Completed by IT/GIS Director)

For computer related projects, the Department Head must provide the following information and submit to the IT Director for approval.

Y N

☐

Will this project be used exclusively by your department?

☐

Will this project require support from Information Technology?

Information Technology Director's Signature: _____

To be completed by IT:

Y N

☐

Will the project require the implementation of new technologies/costs?

If so, what & costs? _____

☐

Is the project duplicated in other CIP requests?

☐

Is the project compatible with the technology development plans of Riley County?

CERTIFICATION OF PROJECT AUTHORITY

CASH:

Cash Available: _____

☐

This project is funded for start-up as cash is available.

☐

This project is not funded for start-up as cash is not available.

BUDGET:

Budget Available: _____

☐

This project is funded for start-up as budget authority is available.

☐

This project is not funded for start-up as budget authority is not available.

APPROVAL:

Approved Amount: _____

☐

This project is funded.

☐

This project is not funded.

Shilo Heger 12/9/22
Shilo Heger, Riley County Treasurer Date

Rich Vargo 12/9/22
Rich Vargo, Riley County Clerk Date

Chairman _____ Date
Board of County Commissioners

Attachment: CIP PROJECT FUNDING FORMS APPROVE 12052022 (13042 : CIP Authorization)

RILEY COUNTY CAPITAL IMPROVEMENT PROGRAM CIP PROJECT FUNDING AUTHORIZATION FORM

GENERAL INFORMATION (Completed by Budget & Finance Officer)

Project # 1 Fund(s) Name: CIP

PROJECT INFORMATION (Completed by Department Head)

Department: EMS/Ambulance Date: 9/17/2022

Category(circle): ☐ FACILITIES ☐ INFRASTRUCTURE ☐ EQUIPMENT ☐ TECHNOLOGY

Project Name: New Ambulance Total Cost \$: \$325,000.00

Brief Description:

We are needing to replace an ambulance that is currently in 'in service, back up status'. This new ambulance will be a primary responding unit which will allow us to move an older ambulance to a less busy status but will become a primary 1st out ambulance when a first out truck is out of service or it will

Project Justification:

The unit that we are looking to replace has been in service for 12 years and has 200,780 road miles and 10,422 hours on the motor which when combined using the National EMS formula equates to the engine having over 315,000 miles on the engine. This unit is no longer used except for emergencies and then in only a back up status, in town only. In the past we have been able to 'remount' an ambulance, meaning that they remove the box, refurbish it, and place the box on a new chassis. We are unable to do a remount as this ambulance is a 'medium duty' Freightliner and the boxes on these trucks will only fit on another freightliner. The county has moved away from Freightliner/medium duty chassis due to their high cost to operate.

Operating Cost Implications:

There are no special costs associated with this purchase.

Department Head Name (PRINT): David A Adams Department Head (SIGNATURE): _____

TECHNOLOGY PROJECTS (Completed by IT/GIS Director)

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APPROVAL:

Approved Amount: _____

☐ This project is funded.

☐ This project is not funded.

Shilo Heger
Shilo Heger, Riley County Treasurer

12/1/22
Date

Rich Vargo
Rich Vargo, Riley County Clerk

12/1/22
Date

Chairman
Board of County Commissioners

Date

Attachment: CIP PROJECT FUNDING FORMS APPROVE 12052022 (13042 : CIP Authorization)

**RILEY COUNTY CAPITAL IMPROVEMENT PROGRAM
CIP PROJECT FUNDING AUTHORIZATION FORM**

4.a

GENERAL INFORMATION (Completed by Budget & Finance Officer)

Project # _____ Fund(s) Name: CIP _____

PROJECT INFORMATION (Completed by Department Head)

Department: Riley Co Nox Weed Date: 11/28/2022

Category(circle): FACILITIES INFRASTRUCTURE EQUIPMENT TECHNOLOGY

Project Name: _____ Total Cost \$: 135,000

Brief Description: _____

2012 New Holland T6020 Mower Replacement

Project Justification: _____

Current Mower has aged out and has already cost thousands in repair

Operating Cost Implications: _____

Purchase will reduce maintenance cost tremendously & ensure service.

Department Head Name (PRINT): Michael Blier Department Head (SIGNATURE): [Signature]

TECHNOLOGY PROJECTS (Completed by IT/GIS Director)

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APPROVAL:

Approved Amount: _____

☐

This project is funded.

☐

This project is not funded.

[Signature] 12/9/22
Shilo Heger, Riley County Treasurer Date

[Signature] 12/9/22
Rich Vargo, Riley County Clerk Date

Chairman Board of County Commissioners Date

RILEY COUNTY CAPITAL IMPROVEMENT PROGRAM CIP PROJECT FUNDING AUTHORIZATION FORM

GENERAL INFORMATION (Completed by Budget & Finance Officer)

Project # _____ Fund(s) Name: CIP _____

PROJECT INFORMATION (Completed by Department Head)

Department: Riley County Police Department- Jail Date: 10/03/2022

Category(circle): FACILITIES INFRASTRUCTURE EQUIPMENT TECHNOLOGY
American Digital Security

Project Name: Riley County Jail Master Control Camera/ Door Systems Total Cost \$: \$ 275,000.00

Brief Description:

The operating system/servers responsible for controlling the doors and cameras at the Riley County Jail are unreliable and are failing. This project is needed to upgrade the system to correct problematic issues and improve jail operations and safety.

Project Justification:

The server and software for the Riley County Jail are outdated and failing. The jail was built with a camera and door system that is primarily utilized by a Corrections Officer in Master Control to facilitate and monitor activity in the jail. When the system fails, staff cannot monitor the safety and security of the jail. Response times to incidents cause safety issues when dealing with inmates. Updated servers and software will provide current technology with greater assurance for jail staff as they currently face understaffing conditions.

Operating Cost Implications:

RCPD will elect to purchase a maintenance subscription from American Digital Security (ADS) that will go into effect one year following implementation. The annual expense of \$7,125.00 will be paid by RCPD using their funds.

Department Head Name (PRINT): John Ellermann Department Head (SIGNATURE): 

TECHNOLOGY PROJECTS (Completed by IT/GIS Director)

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Y N

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APPROVAL:

Approved Amount: _____

☐ This project is funded.

☐ This project is not funded.

 12/9/20
Shilo Heger, Riley County Treasurer Date

 12/9/20
Rich Vargo, Riley County Clerk Date

Chairman _____ Date _____
Board of County Commissioners

RILEY COUNTY CAPITAL IMPROVEMENT PROGRAM CIP PROJECT FUNDING AUTHORIZATION FORM

GENERAL INFORMATION (Completed by Budget & Finance Officer)

Project # _____ Fund(s) Name: _____

PROJECT INFORMATION (Completed by Department Head)

Department: LEC Date: 10/11/2022

Category(circle): **FACILITIES** INFRASTRUCTURE EQUIPMENT TECHNOLOGY

Project Name: Replace 1 Roof Top HVAC Unit Total Cost \$: \$ 60,000.00

Brief Description:

Replace 2 aging roof top HVAC units on the jail.

Project Justification:

There are 9 existing roof top HVAC units which are original to the construction of the building 21 years ago. All but 1 of the units have been replaced to date. This is the final one and most difficult unit to replace.

Operating Cost Implications:

The repair costs for these units is steadily increasing each year, with the heat exchangers being the key repair item.

Department Head Name (PRINT): John Ellermann Department Head (SIGNATURE): 

TECHNOLOGY PROJECTS (Completed by IT/GIS Director)

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APPROVAL:

Approved Amount: _____

☐ This project is funded.

☐ This project is not funded.

 12.9.22
Shilo Heger, Riley County Treasurer Date

 12.9.22
Rich Vargo, Riley County Clerk Date

Chairman _____ Date _____
Board of County Commissioners

RILEY COUNTY CAPITAL IMPROVEMENT PROGRAM CIP PROJECT FUNDING AUTHORIZATION FORM

GENERAL INFORMATION (Completed by Budget & Finance Officer)

Project # _____ Fund(s) Name: CIP

PROJECT INFORMATION (Completed by Department Head)

Department: Public Works Date: 10/11/2022

Category(circle): FACILITIES INFRASTRUCTURE EQUIPMENT TECHNOLOGY

Project Name: Motor Graders (4) Total Cost \$: \$ 460,000.00

Brief Description:

Buy out of the current lease of 4 motor graders.

Project Justification:

Public Works is currently leasing 4 CAT 12M2 motor graders for approximately \$13,700 annually. The lease will end in July 2023. These motor grader are averaging 400 hours a year. At the end of the lease agreement we will have the option of buying the current machines, turning them in and entering into another lease or buying new. By using the lease buy-out option of the motor graders we are able to own the machine that still have many good hours left for a fraction of the cost of buying new machines

Operating Cost Implications:

The original purchase price of these machines were \$210,000 in 2013. We are being told a new motor grader could cost \$300,000 or more without a firm delivery date. The final "buy-out" payment will cost \$115,000 per machine in July 2023.

Department Head Name (PRINT): John Ellemann Department Head (SIGNATURE): John Ellemann

TECHNOLOGY PROJECTS (Completed by IT/GIS Director)

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Y N

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Information Technology Director's Signature: _____

To be completed by IT:

Y N

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APPROVAL:

Approved Amount: _____

☐

This project is funded.

☐

This project is not funded.

Shilo Heger Shilo Heger, Riley County Treasurer

12-9-22 Date

Rich Vargo Rich Vargo, Riley County Clerk

12-9-22 Date

Chairman

Board of County Commissioners

Date



COUNTY CLERK & ELECTIONS
Personnel

Rich Vargo
County Clerk
110 Courthouse Plaza
Manhattan, KS 66502
Phone: 785-565-6200

COMMISSION AGENDA REPORT

FROM: Elizabeth Ward, Human Resource Manager

MEETING: December 15, 2022

SUBJECT: Sign Riley County Personnel Action Form(s)

PRESENTER: Elizabeth Ward, Human Resource Manager

Enclosures:

- 2022-12 Fire M Arnold (green) (PDF)
- 2022-12 Fire C Lauw (green) (PDF)
- 2022-12 Fire S Linenberger (green) (PDF)
- 2022-12 HD A Sampson (PDF)

RILEY COUNTY EMPLOYEE ACTION FORM

Company Code: 166734

Full Legal Name: Max Arnold

Status Change Date: 12/5/2022

Status Change: New Hire

Date of Hire: 12/5/2022

Seniority: 0 Month(s)

Position: Volunteer Fire Stipend Paid

Position Type: As Needed

Pay Grade: 166734

Pay Type: Hourly

Base Rate: \$0

Annualized Pay: \$0

Funds Codes: 183-Riley Co Fire Dist #1, 183-Fire District #1, 0-None

Supervisor: John Martens

Department Head: Russel Stukey

BoCC Chairman _____

Date: _____

BoCC Member _____

Date: _____

BoCC Member _____

Date: _____

RILEY COUNTY EMPLOYEE ACTION FORM

Company Code: 166734

Full Legal Name: Connor Lauw

Status Change Date: 12/5/2022

Status Change: New Hire

Date of Hire: 12/5/2022

Seniority: 0 Month(s)

Position: Volunteer Fire Stipend Paid

Position Type: As Needed

Pay Grade: 166734

Pay Type: Hourly

Base Rate: \$0

Annualized Pay: \$0

Funds Codes: 183-Riley Co Fire Dist #1, 183-Fire District #1, 0-None

Supervisor: John Martens

Department Head: Russel Stukey

BoCC Chairman _____

Date: _____

BoCC Member _____

Date: _____

BoCC Member _____

Date: _____

RILEY COUNTY EMPLOYEE ACTION FORM

Company Code: 166733

Full Legal Name: Shaun Linenberger**Status Change Date:** 12/9/2022**Status Change:** Reactivate**Date of Hire:** 3/11/2019**Seniority:** 0 Month(s)**Position:** Volunteer Fire Stipend Paid**Position Type:** As Needed**Pay Grade:** 166733**Pay Type:** Hourly**Base Rate:** \$15.96**Annualized Pay:** \$33196.8**Funds Codes:** 183-Riley Co Fire Dist #1, 183-Fire District #1, 0-None**Supervisor:** David Adams**Department Head:** Elizabeth Ward

BoCC Chairman _____

Date: _____

BoCC Member _____

Date: _____

BoCC Member _____

Date: _____

RILEY COUNTY EMPLOYEE ACTION FORM

Company Code: 166733

Full Legal Name: Asia Sampson

Status Change Date: 12/19/2022

Status Change: New Hire

Date of Hire: 12/19/2022

Seniority:

Position: Community Health Educator

Position Type: Temporary

Pay Grade: 166733

Pay Type: Hourly

Base Rate: \$17.86

Annualized Pay: \$18574.4

Funds Codes: 30-Health Department, 400-HD-General, 0-None

Supervisor: Julie Gibbs

Department Head: Julie Gibbs

BoCC Chairman

Date:

BoCC Member

Date:

BoCC Member

Date:



**Board of Riley County
Commissioners
Regular Meeting
TENTATIVE Agenda
December 19, 2022**

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

Cindy Kabriel
785-565-6200

Commission Chambers

8:30 AM

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

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

[District 1 – John Ford, Member](#)

8:30 AM

Call to Order

Pledge of Allegiance

Public Comment

Commission Comments

Business Meeting

Review Minutes

Review Tentative Agenda

Press Conference Topics

9:00 AM

Amy Manges, Register of Deeds

1. 2022 Accomplishments and 2023 Goals

9:15 AM

David Adams, EMS/Ambulance Director

2. Staff update

9:30 AM

Press Conference

9:55 AM

Robbin Cole, Pawnee Mental Health Services Director

10:10 AM

Clancy Holeman, Counselor/Director of Administrative Services

3. Administrative Work Session

12:00 PM

Law Enforcement Agency Meeting

Adjournment

In order to comply with provisions of the Americans with Disabilities Act (ADA), Riley County will make reasonable efforts to accommodate the needs of persons with disabilities. Please contact the Division of Human Resources at (785) 537-6303 (voice and TTY) for assistance.



**Board of Riley County
Commissioners
Regular Meeting
TENTATIVE Agenda
December 22, 2022**

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

Cindy Kabriel
785-565-6200

Commission Chambers

8:30 AM

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

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

[District 1 – John Ford, Member](#)

8:30 AM

Call to Order

Pledge of Allegiance

Public Comment

Commission Comments

Business Meeting

Review Minutes

Review Tentative Agenda

Press Conference Topics

9:00 AM

Barry Wilkerson, County Attorney

1. Staff update

9:15 AM

Clancy Holeman, Counselor/Director of Administrative Services

2. Administrative Work Session

9:50 AM

Shelly Williams, Community Corrections Director

3. Staff update

Adjournment

Announcements

County Offices will be closed Friday, December 23rd and Monday, December 26th in observance of Christmas Day holiday.

The Board of County Commissioners will not be in session on Monday, December 26th.

Attachment: 12-22-22 tentative agenda (11720 : Tentative Agenda)

In order to comply with provisions of the Americans with Disabilities Act (ADA), Riley County will make reasonable efforts to accommodate the needs of persons with disabilities. Please contact the Division of Human Resources at (785) 537-6303 (voice and TTY) for assistance.



COUNTY TREASURER'S OFFICE
Staff Update

Shilo Heger
Treasurer
110 Courthouse Plaza
Manhattan, KS 66502
Phone: 785-537-6320

STAFF REPORT

FROM: Shilo Heger

MEETING: December 15, 2022

SUBJECT: November 2022 Revenue Reporting - Riley County Treasurer

PRESENTER: Shilo Heger

Enclosures:

- November 2022 Financials (PDF)

**Riley County Balance Sheet
November 30, 2022**

10.a

Assets		Liabilities/Fund Balances		
KS State Bank-Checking	52,541,336.01	County General		22,175,872.84
KS State Bank-ARP	14,237,978.02	Disaster Fund (ARPA Funds)		14,237,978.02
Riley State Bank	135,460.64	Health Department		1,368,348.72
Leonardville State Bank	5,000.00	Capital Improvements Fund		9,038,618.96
Sunflower Bank	0.00	Economic Development		181,640.41
Cash on Hand	45,566.19	RCPD Levy/Inmate Medical		1,432,312.22
CD/CDARS	6,453,904.51	Bond & Interest		211,314.95
		Road & Bridge Capital Projects		6,544,559.18
		Landfill Closure		35,402.12
		County Building		245,697.97
		County Auction		252,779.03
		Solid Waste		689,054.95
		Emergency Management		728,883.72
		Fire District #1		609,760.49
		Register of Deeds Tech Fund		177,154.89
		Clerk Tech Fund		146,006.02
		Treasurer Tech Fund		93,293.12
		Motor Vehicle Operations		61,601.28
		RCPD Ops/IT Reserve/Seizure		2,607,935.25
		District Court-Technology		174,130.94
		Court Services		4,092.95
		EMS Grants		5,443.54
		Museum Bequest		6,582.25
		War Memorial Fund		10,670.07
		Miscellaneous		96,053.25
		Community Corrections		179,692.37
		JJA Prevention	Teen Court	Adult Services
		Juvenile Intake Case Manager	Juvenile Service	Special Alcohol
		County Attorney		4,920.42
		Special Prosecutor Trust	PATF	
		Benefit Districts		971,227.33
		University Park	Moehlman Bottoms	Deep Creek
		Carson Sewer	Valleywood	Lakeside Heights
		Hunters Island	Terra Heights	Konza
		Mertz/McGehee Drainage		
		Funds to be Distributed		565,189.36
		City Funds	Wildlife & Parks	School Funds
		Township Funds	Special Assessments	State Funds
		Cemetery Funds		
		Tax Holding Funds		10,563,028.75
		Commercial Vehicle Fees	16/20M Truck Taxes	Advance Tax
		Recreational Vehicle Tax	Current Ad Valorem Tax	Sales Tax Coll
		Motor Vehicle Tax	Delinquent PP Tax	Driver's License
		Motor Vehicle Registrations	Delinquent RL Tax	Veh Rental Excise
TOTAL ASSETS	\$ 73,419,245.37	TOTAL LIABILITIES & FUND BAL		73,419,245.37

Attachment: November 2022 Financials (13021 : November Treasurer's Report-2022)

Investments and Interest
November 30, 2022
Investments & Year to Date Interest

Bank	CDs	Checking Savings	Year to Date Interest	2021 Interest
KS State Bank	\$0.00	\$66,779,314.03	\$698,429.99	
Riley State Bank	\$0.00	\$135,460.64	\$696.17	
Peoples State Bank	\$0.00	\$5,000.00	\$5.49	
Sunflower	\$0.00	\$0.00	\$0.00	
UMB	\$1,700,000.00	\$0.00	\$1,775.61	
Landmark National Bank	\$0.00	\$0.00	\$0.00	
Intrust	\$0.00	\$0.00	\$600.17	
Capitol Federal	\$0.00	\$0.00	\$0.00	
Community 1st National Bank	\$0.00	\$0.00	\$0.00	
United Bank	\$0.00	\$0.00	\$0.00	
Municipal Investment Pool	\$1,100,000.00	\$0.00	\$0.00	
Commerce Bank	\$3,653,904.51	\$0.00	\$7,734.50	
Central National Bank	\$0.00	\$0.00	\$0.00	
Total	\$6,453,904.51	\$66,919,774.67	\$709,241.93	\$107,389.02
Cash & Transfer items	\$45,566.19			
Total on Deposit	\$73,419,245.37			
			2022	2021
Interest Transfers				
Capital Improvements #145			\$97,892.50	\$4,539.98
Emergency 911 #148			\$8,038.12	\$433.22
Reg of Deeds Technology #106			\$1,853.76	\$91.16
Clerk Technology #107			\$1,420.31	\$58.95
Treasurer Technology #108			\$885.32	\$30.58
RCPD Seizure Funds			\$2,912.10	\$156.09
Total Transfers			\$113,002.11	\$5,309.98
Net Interest to County General			\$596,239.82	\$99,574.73
Less Interest Paid for Treasury Bond			-\$2,633.40	
Net Interest Earned			\$593,606.42	
Budget			\$ 25,000.00	\$200,000.00
% Collected			2384.96%	49.79%
% Over(Under Budget)			2293.29%	
Interest to CIP - Radio Project			\$0.00	\$2,504.31
Interest - ARPA Fund			\$167,678.73	\$888.53
Interest rate on active checking account		4.23%		
Interest rate on one year investments		0.000%		

Attachment: November 2022 Financials (13021 : November Treasurer's Report-2022)

**General Fund Revenue Detail
Through November 30, 2022**

	November		Year To Date		
	Actual	Budget	Actual	Budget	Variance
Motor Vehicle					
Motor Vehicle	0.00	0.00	2,049,516.88	2,025,421.00	24,095.88
Vehicle Rental Excise	0.00	0.00	37,492.28	23,275.00	14,217.28
Recreational Vehicle	0.00	0.00	19,394.64	18,876.00	518.64
Commercial Vehicles	0.00	0.00	84,288.60	80,995.00	3,293.60
Ad Valorem					
RL/Oil/PP	0.00	0.00	23,552,142.80	23,798,682.00	-246,539.20
Intangible	0.00	0.00	261,266.29	243,862.00	17,404.29
16/20 M Trucks	0.00	0.00	17,340.10	18,250.00	-909.90
Watercraft	0.00	0.00	10,611.26	12,028.00	-1,416.74
Delinquent Tax	0.00	0.00	474,753.80	0.00	474,753.80
Sales Tax	215,216.37	141,666.67	2,029,020.23	1,558,333.33	470,686.90
Payment In Lieu of Tax	0.00	0.00	40,087.00	18,500.00	21,587.00
City/County Highway	0.00	0.00	1,055,648.78	947,152.00	108,496.78
Interest/Penalties	13,982.20	20,833.33	430,750.54	229,166.67	201,583.87
Investment Interest	137,928.74	2,083.33	596,239.82	22,916.67	573,323.15
Recording Fees	28,624.00	22,916.67	437,114.00	252,083.33	185,030.67
Hertiage Trust Fund	2,113.00	2,083.33	32,146.00	22,916.67	9,229.33
Juvenile Supervision Fees	51.07	25.00	455.41	275.00	180.41
Diversion Fees	4,936.43	4,583.33	45,177.02	50,416.67	-5,239.65
Franchise Fees	0.00	0.00	28,707.93	38,000.00	-9,292.07
Miscellaneous	1,112.49	0.00	2,955.11	0.00	2,955.11
Departments					
Clerk	400.00	250.00	4,989.46	2,750.00	2,239.46
Register of Deeds	1,458.10	1,666.67	36,915.99	18,333.33	18,582.66
Treasurer	1,437.06	625.00	5,155.44	6,875.00	-1,719.56
Clerk of the District Court	4,529.95	3,750.00	34,204.10	41,250.00	-7,045.90
Emergency Management	0.00	0.00	33,490.00	0.00	33,490.00
Coroner	0.00	0.00	9,692.13	0.00	9,692.13
Fair	1,816.00	1,666.67	25,128.00	18,333.33	6,794.67
Museum	0.00	0.00	20,658.74	0.00	20,658.74
Election	40.75	416.67	1,231.61	4,583.33	-3,351.72
Ambulance/EMS	182,777.90	100,307.33	1,437,246.67	1,103,380.67	333,866.00
Appraiser	75.00	1,300.00	6,579.78	14,300.00	-7,720.22
Planning & Development	5,375.07	2,916.67	41,385.07	32,083.33	9,301.74
Information Systems	12.00	0.00	15,187.00	0.00	15,187.00
General-General	2,442.39	0.00	387,228.27	0.00	387,228.27
Public Works	82,942.80	40,000.00	476,338.41	440,000.00	36,338.41
Noxious Weed	9,330.63	8,333.33	116,411.59	91,666.67	24,744.92
Total Before Transfers	696,601.95	355,424.00	33,856,950.75	31,134,705.00	2,722,245.75
Transfers In	0.00		59,130.95	0.00	0.00
Total After Transfers	696,601.95	355,424.00	33,916,081.70	31,134,705.00	2,781,376.70
Over/Under Budget Before Transfers	95.99%		8.74%		
Over/Under Budget After Transfers	95.99%		8.93%		

Attachment: November 2022 Financials (13021 : November Treasurer's Report-2022)

**2022 General Fund Revenue
Year To Date**

10.a

	November		Year To Date		
	Actual	Budget	Actual	Budget	% of Budget Collected
Motor Vehicle					
Motor Vehicle	0.00	0.00	2,049,516.88	2,025,421.00	101.19%
Vehicle Rental Excise	0.00	0.00	37,492.28	23,275.00	161.08%
Recreational Vehicle	0.00	0.00	19,394.64	18,876.00	102.75%
Commercial Vehicles	0.00	0.00	84,288.60	80,995.00	104.07%
Ad Valorem					
RL/Oil/PP	0.00	0.00	23,552,142.80	23,798,682.00	98.96%
Intangible	0.00	0.00	261,266.29	243,862.00	107.14%
16/20 M Trucks	0.00	0.00	17,340.10	18,250.00	95.01%
Watercraft	0.00	0.00	10,611.26	12,028.00	88.22%
Delinquent Tax	0.00	0.00	474,753.80	0.00	0.00%
Sales Tax	215,216.37	141,666.67	2,029,020.23	1,700,000.00	119.35%
Payment In Lieu of Tax	0.00	0.00	40,087.00	37,000.00	108.34%
City/County Highway	0.00	0.00	1,055,648.78	947,152.00	111.46%
Interest/Penalties	13,982.20	20,833.33	430,750.54	250,000.00	172.30%
Investment Interest	137,928.74	2,083.33	596,239.82	25,000.00	2384.96%
Recording Fees	28,624.00	22,916.67	437,114.00	275,000.00	158.95%
Hertiage Trust Fund	2,113.00	2,083.33	32,146.00	25,000.00	0.00%
Juvenile Supervision Fees	51.07	25.00	455.41	300.00	151.80%
Diversion Fees	4,936.43	4,583.33	45,177.02	55,000.00	82.14%
Franchise Fees	0.00	0.00	28,707.93	38,000.00	75.55%
Miscellaneous	1,112.49	0.00	2,955.11	0.00	0.00%
Departments					
Clerk	400.00	250.00	4,989.46	3,000.00	166.32%
Register of Deeds	1,458.10	1,666.67	36,915.99	20,000.00	184.58%
Treasurer	1,437.06	625.00	5,155.44	7,500.00	68.74%
Clerk of the District Court	4,529.95	3,750.00	34,204.10	45,000.00	76.01%
Emergency Management	0.00	0.00	33,490.00	0.00	0.00%
Coroner	0.00	0.00	9,692.13	0.00	0.00%
Fair	1,816.00	1,666.67	25,128.00	20,000.00	125.64%
Museum	0.00	0.00	20,658.74	0.00	0.00%
Election	40.75	416.67	1,231.61	5,000.00	24.63%
Ambulance/EMS	182,777.90	100,307.33	1,437,246.67	1,203,688.00	119.40%
Appraiser	75.00	1,300.00	6,579.78	15,600.00	42.18%
Planning & Development	5,375.07	2,916.67	41,385.07	35,000.00	118.24%
Information Systems	12.00	0.00	15,187.00	0.00	0.00%
General-General	2,442.39	0.00	387,228.27	0.00	0.00%
Public Works	82,942.80	40,000.00	476,338.41	480,000.00	99.24%
Noxious Weed	9,330.63	8,333.33	116,411.59	100,000.00	116.41%
Total Before Transfers	696,601.95	355,424.00	33,856,950.75	31,508,629.00	107.45%
Transfers In	0.00		59,130.95	0.00	0.00%
Total After Transfers	696,601.95	355,424.00	33,916,081.70	31,508,629.00	107.64%
Over/Under Budget Before Transfers	95.99%				
Over/Under Budget After Transfers	95.99%				
November = 91.67% of the Budget					

Attachment: November 2022 Financials (13021 : November Treasurer's Report-2022)

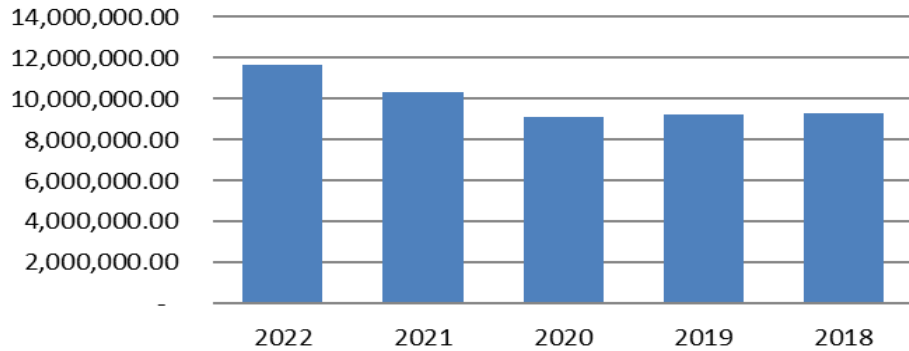
**Sales Tax Received
November 30, 2022**

	County General		Road & Bridge Cap Fund		Prior Year Variance	Total Collected	2022 Budget	% Over Budget
	2021	2022	2021	2022				
January (Nov Sales)	158,605.23	176,613.72	158,605.22	176,613.72	11.35%	353,227.44	283,333.33	24.6
February (Dec sales)	166,103.83	203,380.11	166,103.82	203,380.11	22.44%	406,760.22	283,333.33	43.5
March (Jan sales)	166,534.18	164,982.21	166,534.17	164,982.20	-0.93%	329,964.41	283,333.33	16.4
April (Feb sales)	152,296.10	153,999.52	152,296.09	153,999.52	1.12%	307,999.04	283,333.33	8.7
May (Mar sales)	176,602.73	191,055.04	176,602.72	191,055.03	8.18%	382,110.07	283,333.33	34.8
June (Apr sales)	176,260.61	194,557.33	176,260.61	194,557.33	10.38%	389,114.66	283,333.33	37.3
July (May sales)	176,957.79	166,841.98	176,957.78	166,841.98	-5.72%	333,683.96	283,333.33	17.7
August (June sales)	166,514.97	188,561.83	166,514.96	188,561.83	13.24%	377,123.66	283,333.33	33.1
September (July sales)	172,562.19	227,154.27	172,562.18	227,154.26	31.64%	454,308.53	283,333.33	60.3
October (Aug sales)	184,747.23	146,657.85	184,747.23	146,657.84	-20.62%	293,315.69	283,333.33	3.5
November (Sept sales)	152,750.23	215,216.37	152,750.23	215,216.36	40.89%	430,432.73	283,333.33	51.9
December (Oct sales)	213,312.75		213,312.74		-100.00%	0.00	283,333.33	-100.0
Year to Date	\$2,063,247.82	\$2,029,020.23	\$2,063,247.75	\$2,029,020.18	-1.66%	\$4,058,040.41	\$3,400,000.00	19.3

	2021	2022
Sales Tax Collected	\$4,126,495.57	\$4,058,040.41
Budget	\$3,000,000.00	\$3,400,000.00
% of Budget Collected	137.55%	119.35%
% Over Budget	37.55%	27.69%

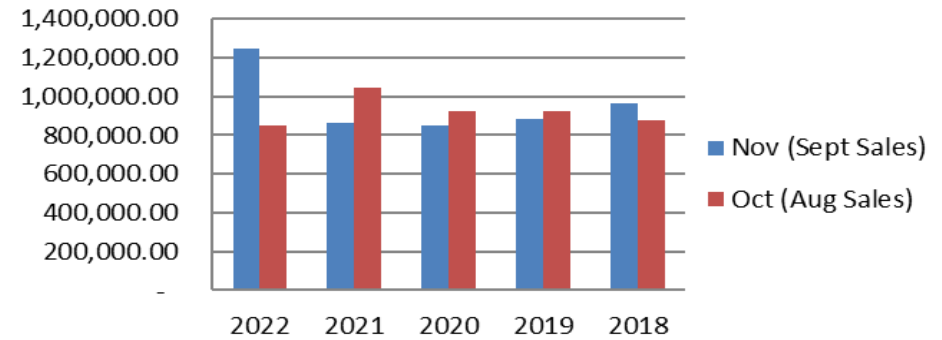
Attachment: November 2022 Financials (13021 : November Treasurer's Report-2022)

Sales Tax History Year to Date Nov (Sept Sales)



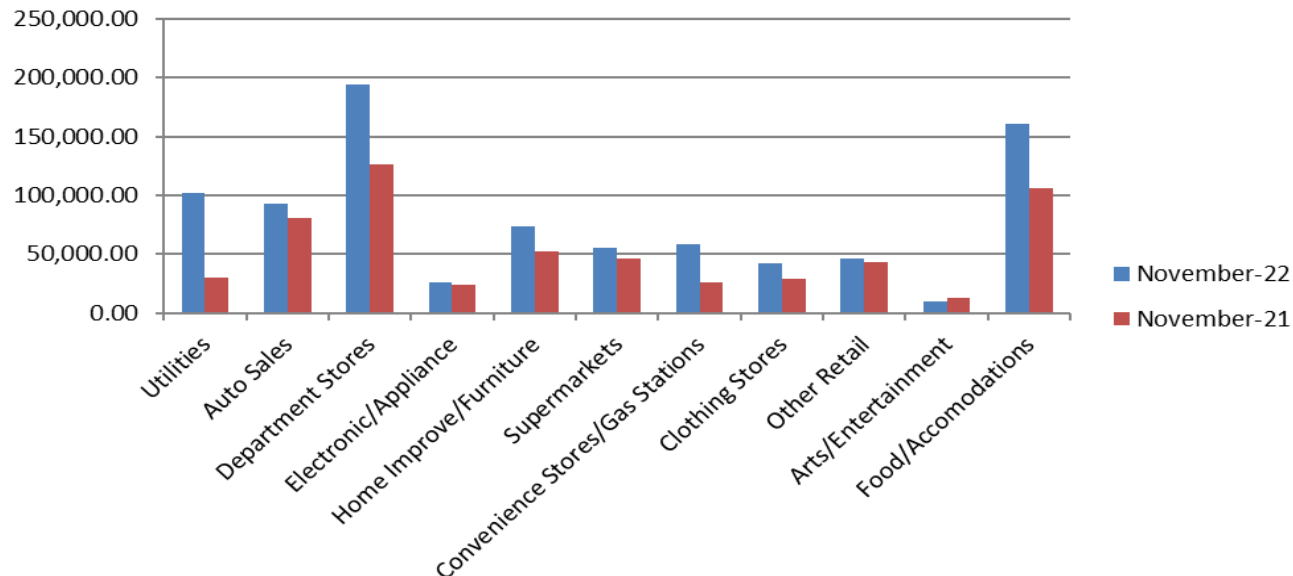
Year to Date Sales Tax is up 13.19% compared to November 2021

Sales Tax History Prior month comparison



November 2022 Sales Tax is up 46.75% compared to October 2022

Prior Year Comparison November 2021- November 2022



November 2022 Sales Tax is up 44.26% compared to November 2021

Auto/RV/MC Dealers	14.7%
Department Stores/Specialty Stores	53.5%
Electronic/Appliance	7.2%
Home Improve/Furniture	40.4%
Supermarkets	20.0%
Convenience Stores/Gas Stations	126.4%
Clothing Stores	47.4%
Other Retail	5.1%
Utilities	241.6%
Arts/Entertainment/ Recreation	-22.3%
Accommodation/Food Services	51.9%

Attachment: November 2022 Financials (13021 : November Treasurer's Report-2022)

**Sales Tax/Use Tax Comparison
2021/2022**

	2021	2022		2021	2022		2021	2022	
	Use Tax		% Change	Sales Tax		% Change	Total		% Change
Janaury (Nov Sales)	140,065.96	190,402.94	35.94%	731,676.02	807,598.12	10.38%	871,741.98	998,001.06	14.48%
February (Dec Sales)	140,908.95	227,253.05	61.28%	777,357.41	939,684.71	20.88%	918,266.36	1,166,937.76	27.08%
March (Jan Sales)	161,815.02	191,402.32	18.28%	758,830.43	755,219.05	-0.48%	920,645.45	946,621.37	2.82%
April (Feb Sales)	174,167.99	173,047.61	-0.64%	667,765.52	710,558.25	6.41%	841,933.51	883,605.86	4.95%
May (Mar Sales)	112,712.06	205,562.49	82.38%	863,595.03	890,657.42	3.13%	976,307.09	1,096,219.91	12.28%
June (Apr Sales)	148,631.96	198,980.22	33.87%	825,783.79	917,334.83	11.09%	974,415.75	1,116,315.05	14.56%
July (May Sales)	152,751.87	175,955.41	15.19%	825,518.10	781,336.83	-5.35%	978,269.97	957,292.24	-2.14%
August (Jun Sales)	171,338.18	189,906.14	10.84%	769,597.25	901,057.12	17.08%	940,935.43	1,090,963.26	15.94%
September (Jul Sales)	159,656.02	294,419.13	84.41%	815,450.80	1,019,828.55	25.06%	975,106.82	1,314,247.68	34.78%
October (Aug Sales)	192,104.36	94,837.19	-50.63%	851,857.11	753,681.88	-11.52%	1,043,961.47	848,519.07	-18.72%
November (Sep Sales)	149,523.03	201,542.57	34.79%	713,631.18	1,043,720.16	46.25%	863,154.21	1,245,262.73	44.27%
December (Oct Sales)	212,705.58	0.00	-100.00%	992,672.62	0.00	-100.00%	1,205,378.20	0.00	-100.00%



COUNTY CLERK & ELECTIONS
Boards

Rich Vargo
County Clerk
110 Courthouse Plaza
Manhattan, KS 66502
Phone: 785-565-6200

MEMORANDUM

FROM: Board of County Commissioners

MEETING: December 15, 2022

SUBJECT: Law Board Member interview with Rhonda Zellweger

PRESENTER: Board of County Commissioners

Enclosures:

- Law Board application Rhonda Zellweger (PDF)

Cindy Kabriel

From: noreply@civicplus.com
Sent: Monday, November 28, 2022 1:22 PM
To: Cindy Kabriel
Subject: Online Form Submittal: Advisory Council/Board Application Form

Advisory Council/Board Application Form

Personal Information

RILEY COUNTY APPLICATION FOR SERVING ON A COUNTY ADVISORY COUNCIL/BOARD

Following is a list of current County Advisory Council/Boards. If you have any questions or need additional information about the specific group(s) you are interested in, please contact the County Clerk's Office (565-6202).

Select the Board, Commission, or Committee applying for
 Law Enforcement Agency Board

PERSONAL INFORMATION

First Name	Rhonda
Last Name	Zellweger
Address1	2109 Halls Landing
Address2	<i>Field not completed.</i>
City	Manhattan
State	KS
Zip	66502
Phone Number	(315)382-4828
Business Address	<i>Field not completed.</i>
Business Phone Number	<i>Field not completed.</i>
Occupation	Retired
Email Address	rhondas941@gmail.com

Attachment: Law Board application Rhonda Zellweger (13046 : Law Board Interviews)

Statement of Interest

I have been in the area for more than three years and I adore my new community. I am a retired Deputy Sheriff Sergeant. I worked in multiple units and spent most of my career in Booking at the County Jail. While we did not have a sentenced facility or corrections officers during my tenure, we operated a pre-sentenced jail with well over 600 incarcerated persons. In addition to my regular duties, I was a Field Training Officer, and the FTO supervisor; I wrote lesson plans and instructed in the academies and in-services for deputies and supervisors; I managed the scratch schedules, leave schedules, and training schedules for my shift; I was responsible for figuring out the new computer systems we obtained, then creating lesson plans on them, and instructing our agency and other agencies in its use. I supervised sworn and civilian staff, evaluated staff, and was on the labor union board for a few years, and was also a union steward - even after being promoted. I was an instructor trainer, and a volunteer firefighter, and volunteer EMT. In 2020, I dispatched for RCPD for nine months before my mom needed a higher level of care, so I have knowledge of the units within the agency, and even got to completely tour the jail, and performed pat searches when they didn't have a female on duty. I was keenly aware of the value our taxpayers get for their dollar. I encouraged my staff to remember they are taxpayers so make sure you're getting your money's worth from your work performance. I can see both sides - that of needing to operate an agency effectively and safely, and that of the taxpayer expecting that my money is used sparingly, responsibly, and effectively.

LAW BOARD
SUPPLEMENTAL
QUESTIONS

1. What is your prior experience/background with Law Enforcement?

26 years as a Deputy Sheriff/13 of those as a Sergeant. I worked in multiple units, was a trainer, instructor, instructor trainer, and field training officer. I worked at 911 for nearly six months for my youngest, because we didn't have maternity leave. I worked street clothes for two years. I worked many years in the jail, although we did not have a correctional facility operated by the Sheriff while I was there. I dispatched for RCPD for less than a year before my mom had strokes on both sides. I've been a lifelong volunteer EMT, and I was a volunteer firefighter for 12 years, only quitting because I became a mom.

2. What do you see as your biggest strengths in helping RCPD and the Law Board if you have the opportunity to serve?

My biggest strengths in helping RCPD and the Law Board if I have the opportunity to serve are simple. I can see both sides because I am both sides. This is a time when many county taxpayers are struggling financially. The members of RCPD are county taxpayers. The members deserve to have the training and equipment that will best protect their mental and physical wellbeing. They deserve a fair wage, and they deserve respect. The taxpayers deserve physically and mentally well

- employees, responsible spending of taxes, and transparency in spending, and know that research and feedback were sought.
3. What other boards/committees and community engagement experience do you have?
- Onondaga Deputy Sheriff Benevolent Association - Board member
 Onondaga Deputy Sheriff Benevolent Association - Union steward
 Solvay Fire and South Bay Fire Departments - Volunteer firefighter
 Multiple agencies, both fire departments, community events - Volunteer EMT
 I was a member or chair of multiple committees in both my career and volunteer work. Some were fundraisers, some were community CPR lessons or other community education or outreach.
4. In your opinion, what are the core responsibilities of board members and the Law Board itself?
- Determining the appropriate and responsible use of funds to pay salaries and benefits, training, equipment, protective equipment; appoint skilled and experienced leadership (director); research and approve or deny budget proposals; be transparent with agency and with public; and the members of the board must conduct themselves properly as they represent the county, the agency, and the taxpayers.
5. What do you hope to bring to our board, in terms of your personal skills and abilities?
- I hope to bring a dual point of view, be open to ideas, help with research and data gathering, be an asset to the agency and the community, and build working relationships with them and the other board members.
6. What are your expectations of yourself and other board members in serving on this board?
- I expect all of us to keep our personal lives in order so we don't make the agency or the community lose trust in us. I expect us to be open to ideas and recommendations but use due diligence before making decisions.
7. How can you help our organization make connections and build relationships in the community?
- I have always worked, volunteered, and lived in the public view and understand that I am held to a higher standard because of the positions I've held throughout my life. The way I conduct myself will continue so I will not bring a negative reputé to myself, my previous agencies, or any agency I may be connected to in the future. My connection to my new community was slow due to the pandemic. However, I have fast-tracked my connection by working part-time as a news reporter. I had positive experiences at RCPD when I was briefly employed there. Director Butler told me during my exit interview that he would hire me back. I have also built connections with other members of the community. I was recently contacted to consider volunteering in a couple of other areas of community need. I am already working to secure licenses and certifications that expired during the pandemic to

be able to help. I will continue my lifelong service to community, especially in the one I specifically chose to live in.

*****The dropdown menu for references allows only one type to be chosen: Edward Salvagni has been a friend for nearly 40 years. He is also a family member, as he and I were married nearly 20 years and he's my children's father. He was also a colleague as he and I were hired together over 30 years ago, attended the academy together, worked together as deputies, and sergeants, and he was my shift commander after being promoted to lieutenant. He and I remain friends. Victoria Sacco was my colleague and became my friend, later my employee and is still a friend. David John and I have never worked together; we've known each other since 1980 when we started high school.

References

REFERENCES

Please submit at least one reference.

Reference Name	Edward Salvagni
Reference Phone Number	315-382-2661
Reference Email Address	esalvag3@gmail.com
Relationship	Supervisor

(Section Break)

Reference Name	Victoria Sacco
Reference Phone Number	315-447-8608
Reference Email Address	victoriasacco@ongov.net
Relationship	Colleague

(Section Break)

Reference Name	David John
Reference Phone Number	919-272-0722
Reference Email Address	davidjohncpa@exectaxtalent.com
Relationship	Friend

Sign and Submit

Type Your Name

Rhonda Zellweger

Thank you for your interest in serving Riley County

When an opening on a council/board occurs, the Riley County Commissioners will review the applications on file. If your application is selected, you will be contacted to confirm that you are still interested in serving on this council/board before an appointment is made.

All applications will remain on file for three years.

Questions?

Please contact the County Clerk's Office during regular business hours.

Phone: (785) 565-6200

Address: 110 Courthouse Plaza, Manhattan, Kansas 66502

Email not displaying correctly? [View it in your browser.](#)



COUNTY CLERK & ELECTIONS
Budget

Rich Vargo
County Clerk
110 Courthouse Plaza
Manhattan, KS 66502
Phone: 785-565-6200

COMMISSION AGENDA REPORT

FROM: Darell Edie, Budget and Finance Officer

MEETING: December 15, 2022

SUBJECT: 2022 Budget Amendment Public Hearing

PRESENTER: Darell Edie, Budget and Finance Officer

BACKGROUND

Authority for amending a budget fund or funds is found in K.S.A. 79-2929a(a). It provides for the governing body of any taxing subdivision or municipality which is subject to the budget law provisions of K.S.A. [79-2925](#) through [79-2936](#) and amendments thereto, which proposes to amend its adopted current budget during the year in which such budget is in effect, shall be subject to the same publication, notice and public hearing requirements as required by K.S.A. [79-2929](#), and amendments thereto, for the adoption of the original budget. In addition, such published budget shall show any proposed changes in the amount of expenditures, by fund. Any proposed increase in expenditures shall be balanced by previously unbudgeted increases in revenue other than ad valorem property taxes.

The Notice of Hearing on the amendment was published in the Manhattan Mercury on December 3, 2022 which is at least ten days prior to today's hearing.

DISCUSSION

The proposed 2022 Budget Amendment was attached and presented to the Commission on Monday, December 1, 2022. The following funds have been included for amendment:

- RCPD Fund - 172
- Solid Waste - 150
- CO Building Fund - 152
- Bond & Interest Fund - 181
- Riley County Fire #1 - 183

Riley CO Fire Cap Outlay - 184
Health Department Fund - 30
Hunters Island
Deep Creek - 242
Disaster Fund - 3

FISCAL IMPACT

The Riley County Mill Levy (ad valorem) tax is not affected by this amendment.

RECOMMENDATION(S)

Staff recommends approval of the 2022 budget amendment.

POSSIBLE MOTION(S)

Move to approve the 2022 Budget Amendment for the RCPD, Solid Waste, CO Building Fund, Bond and Interest Fund, Riley County Fire #1, Riley CO Fire Capital Outlay, Health Dept, Hunters Island, Deep Creek, and Disaster Fund.

Move to deny

Move to modify

Move to table

No action required.

The Board agreed by consensus to

Enclosures:

- 2022 Riley County Amended Budget (PDF)

2022

**Amended
Certificate
For Calendar Year 2022**

To the Clerk of Riley County, State of Kansas
We, the undersigned, duly elected, qualified, and acting officers of
Riley County
certify that: (1) the hearing mentioned in the attached publication was
held;(2) after the Budget Hearing this Budget was duly approved and
adopted as the maximum expenditure for the various funds for the year.

		Page No.	2022 Amended Budget		
			Amount of 2021 Tax that was Levied	Adopted 2022 Expenditures	Proposed Amended 2022 Expenditures
Table of Contents:					
Fund	<u>K.S.A.</u>				
RCPD Fund - 172	19-4485	1	4,492,682	4,907,175	4,935,211
Solid Waste -150		3		2,735,000	2,900,519
CO Building Fund - 152	19-15,116	4	356,151	393,000	395,894
Bond & Interest - 181	10-113	5		615,303	635,085
Riley County Fire #1 -183	19-3610	6		1,230,506	1,225,506
Riley CO Fire Cap Outlay -184		7		478,366	468,776
Health Dept - 30		8		4,610,403	5,038,551
Hunters Island		9		37,166	43,038
Deep Creek - 242		10		10,713	10,713
Disaster Fund - 3		11		7,209,348	7,384,348
Totals		xxxxxxxx	4,848,833	22,226,980	23,037,641
Summary of Amendments		12			

Attested date: _____

County Clerk

Assisted by: _____

Address: __________
Email: __________
Governing Body

CPA Summary

Attachment: 2022 Riley County Amended Budget (13053 : Public Hearing for the 2022 Budget Amendment)

Riley County

2022

Adopted Budget

RCPD Fund - 172	2022 Adopted Budget	2022 Proposed Budget
Unencumbered Cash Balance January 1	83,304	111,340
Receipts:		
Ad Valorem Tax	4,430,871	4,430,871
Delinquent Tax	0	0
Motor Vehicle Tax	365,326	365,326
Recreational Vehicle Tax	3,405	3,405
16/20M Vehicle Tax	3,292	3,292
Commercial Vehicle Tax	14,608	14,608
Vehicle Rental Excise Tax	4,200	4,200
Watercraft Tax	2,169	2,169
Non-collection	0	0
Miscellaneous reimbursements		
PY canceled encumbrance		
Interest on Idle Funds		
Total Receipts	4,823,871	4,823,871
Resources Available:	4,907,175	4,935,211
Expenditures:		
Contractual	4,905,675	4,933,711
Commodities	1,500	1,500
Capital Outlay	0	0
Total Expenditures	4,907,175	4,935,211
Unencumbered Cash Balance December 31	0	0

CPA Summary

Attachment: 2022 Riley County Amended Budget (13053 : Public Hearing for the 2022 Budget Amendment)

Riley County

2022

Adopted Budget

Solid Waste -150	2022 Adopted Budget	2022 Proposed Budget
Unencumbered Cash Balance January 1	420,000	336,519
Receipts:		
Ad Valorem Tax		
Delinquent Tax		
Motor Vehicle Tax		
Recreational Vehicle Tax		
16/20M Vehicle Tax		
Charges for Services	2,310,000	2,550,000
Miscellaneous Collections	5,000	14,000
Interest on Idle Funds		
Total Receipts	2,315,000	2,564,000
Resources Available:	2,735,000	2,900,519
Expenditures:		
Salaries	187,423	187,423
Employee Benefits	88,620	88,620
Contractual	2,276,596	2,442,115
Commodities	46,400	46,400
Capital Outlay	135,961	135,961
Total Expenditures	2,735,000	2,900,519
Unencumbered Cash Balance December 31	0	0

CPA Summary

Attachment: 2022 Riley County Amended Budget (13053 : Public Hearing for the 2022 Budget Amendment)

Riley County

2022

Adopted Budget

CO Building Fund - 152	2022 Adopted Budget	2022 Proposed Budget
Unencumbered Cash Balance January 1	5,251	8,145
Receipts:		
Ad Valorem Tax	356,151	356,151
Delinquent Tax		
Motor Vehicle Tax	29,370	29,370
Recreational Vehicle Tax	274	274
16/20M Vehicle Tax	265	265
Commercial Vehicle Tax	1,175	1,175
Vehicle Rental Excise Tax	340	340
Watercraft Tax	174	174
Interest on Idle Funds		
Total Receipts	387,749	387,749
Resources Available:	393,000	395,894
Expenditures:		
Contractual	377,000	379,894
Commodities	16,000	16,000
Capital Outlay		
Total Expenditures	393,000	395,894
Unencumbered Cash Balance December 31	0	0

CPA Summary

Attachment: 2022 Riley County Amended Budget (13053 : Public Hearing for the 2022 Budget Amendment)

Riley County

2022

Adopted Budget

Bond & Interest - 181	2022 Adopted Budget	2022 Proposed Budget
Unencumbered Cash Balance January 1	196,559	216,341
Receipts:		
Ad Valorem Tax		
Delinquent Tax		
Motor Vehicle Tax	1,430	1,430
Recreational Vehicle Tax	13	13
16/20M Vehicle Tax	13	13
Commercial Vehicle Tax	57	57
Vehicle Rental Excise Tax	16	16
Watercraft Tax	8	8
Special Assessments	183,112	183,112
Transfer from Economic Development	43,925	43,925
Transfer from CIP	190,170	190,170
G.O. Bond	0	
Interest on Idle Funds		
Total Receipts	418,744	418,744
Resources Available:	615,303	635,085
Expenditures:		
Principal	360,574	370,362
Interest	92,183	81,020
Contractual Services	0	
Cash Basis Requirement	162,546	183,703
Total Expenditures	615,303	635,085
Unencumbered Cash Balance December 31	0	0

CPA Summary

Riley County

2022

Adopted Budget

Riley County Fire #1 -183	2022 Adopted Budget	2022 Proposed Budget
Unencumbered Cash Balance January 1	10,000	5,000
Receipts:		
Ad Valorem Tax	1,086,505	1,086,505
Delinquent Tax	0	0
Motor Vehicle Tax	114,022	114,022
Recreational Vehicle Tax	1,970	1,970
16/20M Vehicle Tax	2,933	2,933
Commercial Vehicle Tax	8,213	8,213
Watercraft Tax	1,366	1,366
State Grant	0	0
Vehicle Rental Excise Tax	497	497
Transfer from Fire Station Projects	0	0
Misc Reimbursement	0	0
Investment Interest	0	0
Other Collections	5,000	5,000
Interest on Idle Funds		
Total Receipts	1,220,506	1,220,506
Resources Available:	1,230,506	1,225,506
Expenditures:		
Salaries	300,470	267,387
Employee Benefits	129,114	100,143
Contractual	224,750	216,659
Commodities	204,900	207,804
Capital Outlay	160,500	152,322
Transfer to Rural Fire Capital Outlay	30,000	100,416
Loan Principal	128,077	128,077
Loan Interest	52,695	52,698
Total Expenditures	1,230,506	1,225,506
Unencumbered Cash Balance December 31	0	0

CPA Summary

Attachment: 2022 Riley County Amended Budget (13053 : Public Hearing for the 2022 Budget Amendment)

Riley County

2022

Adopted Budget

Riley CO Fire Cap Outlay -184	2022 Adopted Budget	2022 Proposed Budget
Unencumbered Cash Balance January 1	448,366	368,360
Receipts:		
Ad Valorem Tax		
Delinquent Tax		
Motor Vehicle Tax		
Recreational Vehicle Tax		
16/20M Vehicle Tax		
Transfer from Fire District	30,000	100,416
Interest on Idle Funds		
Total Receipts	30,000	100,416
Resources Available:	478,366	468,776
Expenditures:		
Capital Outlay	478,366	468,776
Total Expenditures	478,366	468,776
Unencumbered Cash Balance December 31	0	0

CPA Summary

Riley County

2022

Adopted Budget

Health Dept - 30	2022 Adopted Budget	2022 Proposed Budget
Unencumbered Cash Balance January 1	387,476	692,774
Receipts:		
Ad Valorem Tax		
Delinquent Tax		
Motor Vehicle Tax		
Recreational Vehicle Tax		
16/20M Vehicle Tax		
State Grant	975,205	853,666
Federal Grant	1,634,950	1,744,827
Other Grants	13,800	123,737
Fees - Self Pay	95,150	51,133
Fees - Medicaid	46,500	54,883
Fees - Other Insurance	277,500	271,134
Outside Collections	25,296	75,031
Expense Reimbursements	0	16,840
Transfer in -- General Fund	1,154,526	1,154,526
Interest on Idle Funds	0	
Total Receipts	4,222,927	4,345,777
Resources Available:	4,610,403	5,038,551
Expenditures:		
Salaries	2,534,553	2,773,537
Employee Benefits	988,474	984,087
Contractual	755,603	854,203
Commodities	331,773	381,097
Capital Outlay	0	45,627
Total Expenditures	4,610,403	5,038,551
Unencumbered Cash Balance December 31	0	0

CPA Summary

Riley County

2022

Adopted Budget

Hunters Island	2022 Adopted Budget	2022 Proposed Budget
Unencumbered Cash Balance January 1	6,823	6,823
Receipts:		
Ad Valorem Tax		
Delinquent Tax		
Motor Vehicle Tax		
Recreational Vehicle Tax		
16/20M Vehicle Tax		
Outside Collections	30,193	29,065
Water/Sewer Deposits	150	150
Transfer from Hunter's Island Reserve	0	7,000
Interest on Idle Funds		
Total Receipts	30,343	36,215
Resources Available:	37,166	43,038
Expenditures:		
Contractual	14,230	8,950
Commodities	18,050	17,050
Capital Outlay	0	
Transfer to Hunter's Island Reserve	4,886	17,038
Total Expenditures	37,166	43,038
Unencumbered Cash Balance December 31	0	0

CPA Summary

Riley County

2022

Adopted Budget

Hunters Island - 238	2022 Adopted Budget	2022 Proposed Budget
Unencumbered Cash Balance January 1	65	65
Receipts:		
Ad Valorem Tax		
Delinquent Tax		
Motor Vehicle Tax		
Recreational Vehicle Tax		
16/20M Vehicle Tax		
Outside Collections	29,065	29,065
Water/Sewer Deposits	150	150
Transfer from Hunter's Island Reserve	0	7,000
Interest on Idle Funds		
Total Receipts	29,215	36,215
Resources Available:	29,280	36,280
Expenditures:		
Contractual	12,230	8,950
Commodities	17,050	17,050
Capital Outlay	0	
Transfer to Hunter's Island Reserve	0	10,280
Total Expenditures	29,280	36,280
Unencumbered Cash Balance December 31	0	0

CPA Summary

0

0

Adopted Budget

Hunters Island Capital - 242	0 Adopted Budget	0 Proposed Budget
Unencumbered Cash Balance January 1	6,758	6,758
Receipts:		
Ad Valorem Tax		
Delinquent Tax		
Motor Vehicle Tax		
Recreational Vehicle Tax		
16/20M Vehicle Tax		
Outside Collections	1,128	
Interest on Idle Funds		
Total Receipts	1,128	0
Resources Available:	7,886	6,758
Expenditures:		
Contractual	2,000	
Commodities	1,000	
Capital Outlay	4,886	6,758
Transfer to Hunter's Island Operating	0	
Total Expenditures	7,886	6,758
Unencumbered Cash Balance December 31	0	0

CPA Summary

Riley County

2022

Adopted Budget

Deep Creek - 242	2022 Adopted Budget	2022 Proposed Budget
Unencumbered Cash Balance January 1	4,463	4,463
Receipts:		
Ad Valorem Tax		
Delinquent Tax		
Motor Vehicle Tax		
Recreational Vehicle Tax		
16/20M Vehicle Tax		
Outside Collections	6,100	6,100
Water/Sewer Deposits	150	150
Interest on Idle Funds		
Total Receipts	6,250	6,250
Resources Available:	10,713	10,713
Expenditures:		
Contractual	5,300	7,050
Commodities	480	100
Capital Outlay	0	0
Transfer to Hunter's Island Operating	4,933	3,563
Total Expenditures	10,713	10,713
Unencumbered Cash Balance December 31	0	0

CPA Summary

Riley County

2022

Adopted Budget

Disaster Fund - 3	2022 Adopted Budget	2022 Proposed Budget
Unencumbered Cash Balance January 1		
Receipts:		
Ad Valorem Tax		
Delinquent Tax		
Motor Vehicle Tax		
Recreational Vehicle Tax		
16/20M Vehicle Tax		
Federal Grant	7,209,348	7,209,348
Investment Interest	0	175,000
Interest on Idle Funds		
Total Receipts	7,209,348	7,384,348
Resources Available:	7,209,348	7,384,348
Expenditures:		
Contractual		107,375
Commodities		5,600
Capital Outlay	7,209,348	7,271,373
Total Expenditures	7,209,348	7,384,348
Unencumbered Cash Balance December 31	0	0

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2022

**Notice of Budget Hearing for Amending the
2022 Budget**

The governing body of

Riley County

will meet on the day of December 15, 2022 at 9.50 A.M. at The Riley County Commission Chambers for the purpose of hearing and answering objections of taxpayers relating to the proposed amended use of funds.

Detailed budget information is available at The County Clerks Office
and will be available at this hearing.

Summary of Amendments

Fund	2022 Adopted Budget			2022 Proposed Amended Expenditures
	Actual Tax Rate	Amount of Tax that was Levied	Expenditures	
RCPD Fund - 172	6.631	4,492,682	4,907,175	4,935,211
Solid Waste -150			2,735,000	2,900,519
CO Building Fund - 152	0.526	356,151	393,000	395,894
Bond & Interest - 181			615,303	635,085
Riley County Fire #1 -183			1,230,506	1,225,506
Riley CO Fire Cap Outlay -184			478,366	468,776
Health Dept - 30			4,610,403	5,038,551
Hunters Island			37,166	43,038
Deep Creek - 242			10,713	10,713
Disaster Fund - 3			7,209,348	7,384,348

Official Title: County Clerk

Page No. 12

Attachment: 2022 Riley County Amended Budget (13053 : Public Hearing for the 2022 Budget Amendment)



EXTENSION
Staff Update

Gary Fike
County Extension
Director
110 Courthouse Plaza
Manhattan, KS 66502
Phone: 785-537-6350

STAFF REPORT

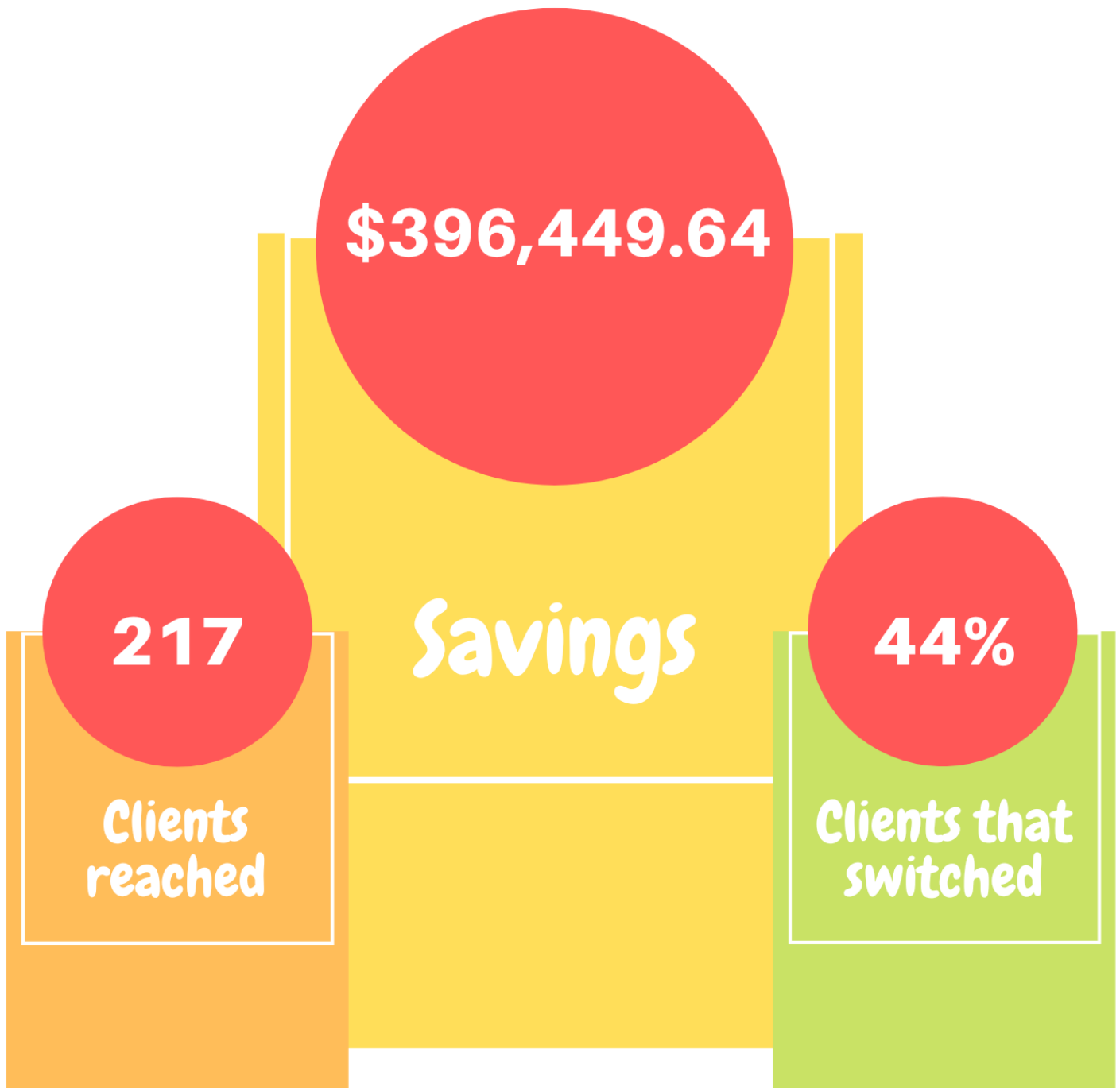
FROM: Gary Fike
MEETING: December 15, 2022
SUBJECT: Medicare Enrollment
PRESENTER: Megan Dougherty

Megan Dougherty, Family and Consumer Sciences agent, will present a summary of her Medicare enrollment savings for clients, number of clients served, etc.

Enclosures:

- Results of Open enrollment 2022 (PNG)

RESULTS OF OPEN ENROLLMENT 2022



K-STATE
Research and Extension
Riley County



COUNTY CLERK & ELECTIONS
Boards

Rich Vargo
County Clerk
110 Courthouse Plaza
Manhattan, KS 66502
Phone: 785-565-6200

COMMISSION AGENDA REPORT

FROM: Cindy Kabriel, Administrative Assistant II

MEETING: December 15, 2022

SUBJECT: Law Board Appointments

PRESENTER: Board of County Commissioners

DISCUSSION

The Board of Riley County Commissioners have three positions that have terms expire December 31, 2022.

Kathryn Focke
John Ford
Robert Ward, Jr.

Kathryn Focke's position is a City-County Alternate position and will be appointed by the City of Manhattan for the next two year term.

John Ford's position is a County Commission position and he is interested in being reappointed.

Robert Ward's position is a County Resident and he is not interested in being reappointed. There are two applicants Patricia Hudgins and Rhonda Zellweger for consideration for appointment.

POSSIBLE MOTION(S)

Move to approve _____ fill the County Commission position and _____ fill the County Resident position on the Law Board as Riley County representatives.

Move to deny

Move to modify

Move to table

Enclosures:

- 2022 Law Board information (PDF)

Advisory Board

Tuesday, December 13, 2022

Board Name	Address	Term Expiration Years of Term	Home Phone Work Phone	Appointees	E-Mail Co Comm Dist
Law Enforcement Agency					
Focke Kathryn Ci-Co Alt must be a Commissioner appoint	429 Stone Glenn Drive Manhattan, KS 66503	12/31/2022 2 City 2022 Co 2024		County/City Commissioners	District 3
Ford John Co. Commissioner	2102 Sloan St., Apt #3 Manhattan, KS 66502	12/31/2022 2		County Commissioners	District 1
Hudgins Patricia City Resident At Large	3416 Westbaker Street Manhattan, KS 66503	12/31/2022 2		City Commissioners	
Morse Linda City Commissioner	2118 Spain Drive Manhattan, KS 66502	12/31/2022 2		City Commissioners	
Stoney BeEtta City Resident At Large	805 Gillespie Drive Manhattan, KS 66502	12/31/2022 2		City Commissioners	
Ward Bob County Resident	311 Rosewalk Place Manhattan, KS 66503	12/31/2022 2		County Commissioners	
Wilkerson Barry Co. Attorney	105 Courthouse Plaza Manhattan, KS 66502	as long as in office		By Statute	bwilkerson@rileycountyks.gov District 1

Attachment: 2022 Law Board information (13047 : Law Board appointments)

Name of Council/Board Member: John Ford

Board: Law Enforcement Agency Board

Date of Term Expiration: December 31, 2022

Council/Board Member: Please check the following applicable boxes regarding your interest in serving another term on the Council/Board. Please sign the form and return it as soon as possible in the stamped envelope enclosed.



I am interested in serving another term.



I am not interested in serving another term.



I am not eligible to serve another term.



I am interested in serving on a different council, board or committee. Please send me an interest form/application.

Signed:



Council/Board Member

Oct. 31st 2022

Date

Attachment: 2022 Law Board information (13047 : Law Board appointments)

Name of Council/Board Member: Robert Ward, Jr.

Board: Law Enforcement Agency Board

Date of Term Expiration: December 31, 2022

Council/Board Member: Please check the following applicable boxes regarding your interest in serving another term on the Council/Board. Please sign the form and return it as soon as possible in the stamped envelope enclosed.

- ☐ I am interested in serving another term.
- ☒ I am not interested in serving another term.
- ☐ I am not eligible to serve another term.
- ☐ I am interested in serving on a different council, board or committee. Please send me an interest form/application.

Signed:

Robert C. Ward, Jr.
Council/Board Member

11/1/22
Date

Attachment: 2022 Law Board information (13047 : Law Board appointments)

Cindy Kabriel

From: noreply@civicplus.com
Sent: Sunday, November 27, 2022 4:34 AM
To: Cindy Kabriel
Subject: Online Form Submittal: Advisory Council/Board Application Form

Advisory Council/Board Application Form

Personal Information

RILEY COUNTY APPLICATION FOR SERVING ON A COUNTY ADVISORY COUNCIL/BOARD

Following is a list of current County Advisory Council/Boards. If you have any questions or need additional information about the specific group(s) you are interested in, please contact the County Clerk's Office (565-6202).

Select the Board, Commission, or Committee applying for
 Law Enforcement Agency Board

PERSONAL INFORMATION

First Name	Patricia
Last Name	Hudgins
Address1	3416 Westbaker Street
Address2	<i>Field not completed.</i>
City	Manhattan
State	KS
Zip	66503
Phone Number	785-313-3930
Business Address	705 N. Martin L. King Jr. Drive
Business Phone Number	785-313-3930
Occupation	Career Advisor and Business Mgr
Email Address	phudgins1@gmail.com

Attachment: 2022 Law Board information (13047 : Law Board appointments)

Statement of Interest

I currently serve on the Law Enforcement Agency Board and would desire to continue to serve to offer continuity on a changing board of leaders. Sometimes it takes a few months to better understand the intricacies of the daily operations and help address and support potential concerns from a community perspective.

I was an elected official and served as vice president of USD 383 Board of Education where we managed and adopted annual budgets that were several million dollars. The last two years serving on Law Enforcement Board was great training. I have completed strategic planning training for other boards I serve on. I understand the importance of holding confidential information close and tight, especially information shared in executive sessions pertaining to personnel integrity and more.

LAW BOARD
SUPPLEMENTAL
QUESTIONS

1. What is your prior experience/background with Law Enforcement?

I completed a Citizens Academy course offered by our local Law Enforcement. I previously served on hiring and promotion boards. I have been involved in the hiring of two executive directors of RCPD. I have done Ride-a-Longs with RCPD taken tours of all the facilities.

2. What do you see as your biggest strengths in helping RCPD and the Law Board if you have the opportunity to serve?

Serving a recent term, I could offer continuity, a diverse perspective, great insight and an historic perspective to bridge a new board.

3. What other boards/committees and community engagement experience do you have?

Riley County Law Board, State Board of Indigent Defense Services, KSU Credit Union Board, Crisis Pregnancy Board, USD 383 Board of Education, Flint Hills Volunteer Center Board of Directors, board of a local church.

4. In your opinion, what are the core responsibilities of board members and the Law Board itself?

Law Board has one employee, the director. The board adopts annual budgets, authorizes monthly expenditures. Attend regular and special meetings to move forth the business of RCPD.

5. What do you hope to bring to our board, in terms of your personal skills and abilities?

My budget insight and knowledge, as well as my Human Resource expertise, and a level minded fair, and insightful long-time resident and citizens point of view.

6. What are your expectations of yourself and other board members in serving on this board?

To enable the director to carry out the daily operations and the mission of RCPD.

7. How can you help our organization make connections and build relationships in the community?

I am willing to report back to the county monthly meeting information shared.

References

REFERENCES

Please submit at least one reference.

Reference Name	Dr. Be Stoney
Reference Phone Number	785-341-3140
Reference Email Address	bstoney@ksu.edu
Relationship	Colleague

Reference Name	Kathryn Focke
Reference Phone Number	785-313-0663
Reference Email Address	kfocke@rileycountyks.gov
Relationship	Friend

Reference Name	Linda Morse
Reference Phone Number	785-313-5612
Reference Email Address	littleapplevoter@yahoo.com
Relationship	Friend

Sign and Submit

Type Your Name	Patricia Hudgins
----------------	------------------

Thank you for your interest in serving Riley County

When an opening on a council/board occurs, the Riley County Commissioners will review the applications on file. If your application is selected, you will be contacted to confirm that you are still interested in serving on this council/board before an appointment is made.

All applications will remain on file for three years.

Questions?

Please contact the County Clerk's Office during regular business hours.

Phone: (785) 565-6200

Address: 110 Courthouse Plaza, Manhattan, Kansas 66502

Email not displaying correctly? [View it in your browser.](#)

Cindy Kabriel

From: noreply@civicplus.com
Sent: Monday, November 28, 2022 1:22 PM
To: Cindy Kabriel
Subject: Online Form Submittal: Advisory Council/Board Application Form

Advisory Council/Board Application Form

Personal Information

RILEY COUNTY APPLICATION FOR SERVING ON A COUNTY ADVISORY COUNCIL/BOARD

Following is a list of current County Advisory Council/Boards. If you have any questions or need additional information about the specific group(s) you are interested in, please contact the County Clerk's Office (565-6202).

Select the Board,
 Commission, or Committee
 applying for

Law Enforcement Agency Board

PERSONAL INFORMATION

First Name	Rhonda
Last Name	Zellweger
Address1	2109 Halls Landing
Address2	<i>Field not completed.</i>
City	Manhattan
State	KS
Zip	66502
Phone Number	(315)382-4828
Business Address	<i>Field not completed.</i>
Business Phone Number	<i>Field not completed.</i>
Occupation	Retired
Email Address	rhondas941@gmail.com

Attachment: 2022 Law Board information (13047 : Law Board appointments)

Statement of Interest

I have been in the area for more than three years and I adore my new community. I am a retired Deputy Sheriff Sergeant. I worked in multiple units and spent most of my career in Booking at the County Jail. While we did not have a sentenced facility or corrections officers during my tenure, we operated a pre-sentenced jail with well over 600 incarcerated persons. In addition to my regular duties, I was a Field Training Officer, and the FTO supervisor; I wrote lesson plans and instructed in the academies and in-services for deputies and supervisors; I managed the scratch schedules, leave schedules, and training schedules for my shift; I was responsible for figuring out the new computer systems we obtained, then creating lesson plans on them, and instructing our agency and other agencies in its use. I supervised sworn and civilian staff, evaluated staff, and was on the labor union board for a few years, and was also a union steward - even after being promoted. I was an instructor trainer, and a volunteer firefighter, and volunteer EMT. In 2020, I dispatched for RCPD for nine months before my mom needed a higher level of care, so I have knowledge of the units within the agency, and even got to completely tour the jail, and performed pat searches when they didn't have a female on duty. I was keenly aware of the value our taxpayers get for their dollar. I encouraged my staff to remember they are taxpayers so make sure you're getting your money's worth from your work performance. I can see both sides - that of needing to operate an agency effectively and safely, and that of the taxpayer expecting that my money is used sparingly, responsibly, and effectively.

LAW BOARD
SUPPLEMENTAL
QUESTIONS

1. What is your prior experience/background with Law Enforcement?

26 years as a Deputy Sheriff/13 of those as a Sergeant. I worked in multiple units, was a trainer, instructor, instructor trainer, and field training officer. I worked at 911 for nearly six months for my youngest, because we didn't have maternity leave. I worked street clothes for two years. I worked many years in the jail, although we did not have a correctional facility operated by the Sheriff while I was there. I dispatched for RCPD for less than a year before my mom had strokes on both sides. I've been a lifelong volunteer EMT, and I was a volunteer firefighter for 12 years, only quitting because I became a mom.

2. What do you see as your biggest strengths in helping RCPD and the Law Board if you have the opportunity to serve?

My biggest strengths in helping RCPD and the Law Board if I have the opportunity to serve are simple. I can see both sides because I am both sides. This is a time when many county taxpayers are struggling financially. The members of RCPD are county taxpayers. The members deserve to have the training and equipment that will best protect their mental and physical wellbeing. They deserve a fair wage, and they deserve respect. The taxpayers deserve physically and mentally well

- employees, responsible spending of taxes, and transparency in spending, and know that research and feedback were sought.
3. What other boards/committees and community engagement experience do you have?
- Onondaga Deputy Sheriff Benevolent Association - Board member
 Onondaga Deputy Sheriff Benevolent Association - Union steward
 Solvay Fire and South Bay Fire Departments - Volunteer firefighter
 Multiple agencies, both fire departments, community events - Volunteer EMT
 I was a member or chair of multiple committees in both my career and volunteer work. Some were fundraisers, some were community CPR lessons or other community education or outreach.
4. In your opinion, what are the core responsibilities of board members and the Law Board itself?
- Determining the appropriate and responsible use of funds to pay salaries and benefits, training, equipment, protective equipment; appoint skilled and experienced leadership (director); research and approve or deny budget proposals; be transparent with agency and with public; and the members of the board must conduct themselves properly as they represent the county, the agency, and the taxpayers.
5. What do you hope to bring to our board, in terms of your personal skills and abilities?
- I hope to bring a dual point of view, be open to ideas, help with research and data gathering, be an asset to the agency and the community, and build working relationships with them and the other board members.
6. What are your expectations of yourself and other board members in serving on this board?
- I expect all of us to keep our personal lives in order so we don't make the agency or the community lose trust in us. I expect us to be open to ideas and recommendations but use due diligence before making decisions.
7. How can you help our organization make connections and build relationships in the community?
- I have always worked, volunteered, and lived in the public view and understand that I am held to a higher standard because of the positions I've held throughout my life. The way I conduct myself will continue so I will not bring a negative reputé to myself, my previous agencies, or any agency I may be connected to in the future. My connection to my new community was slow due to the pandemic. However, I have fast-tracked my connection by working part-time as a news reporter. I had positive experiences at RCPD when I was briefly employed there. Director Butler told me during my exit interview that he would hire me back. I have also built connections with other members of the community. I was recently contacted to consider volunteering in a couple of other areas of community need. I am already working to secure licenses and certifications that expired during the pandemic to

be able to help. I will continue my lifelong service to community, especially in the one I specifically chose to live in.

*****The dropdown menu for references allows only one type to be chosen: Edward Salvagni has been a friend for nearly 40 years. He is also a family member, as he and I were married nearly 20 years and he's my children's father. He was also a colleague as he and I were hired together over 30 years ago, attended the academy together, worked together as deputies, and sergeants, and he was my shift commander after being promoted to lieutenant. He and I remain friends. Victoria Sacco was my colleague and became my friend, later my employee and is still a friend. David John and I have never worked together; we've known each other since 1980 when we started high school.

References

REFERENCES

Please submit at least one reference.

Reference Name	Edward Salvagni
Reference Phone Number	315-382-2661
Reference Email Address	esalvag3@gmail.com
Relationship	Supervisor

(Section Break)

Reference Name	Victoria Sacco
Reference Phone Number	315-447-8608
Reference Email Address	victoriasacco@ongov.net
Relationship	Colleague

(Section Break)

Reference Name	David John
Reference Phone Number	919-272-0722
Reference Email Address	davidjohncpa@exectaxtalent.com
Relationship	Friend

Sign and Submit

Type Your Name

Rhonda Zellweger

Thank you for your interest in serving Riley County

When an opening on a council/board occurs, the Riley County Commissioners will review the applications on file. If your application is selected, you will be contacted to confirm that you are still interested in serving on this council/board before an appointment is made.

All applications will remain on file for three years.

Questions?

Please contact the County Clerk's Office during regular business hours.

Phone: (785) 565-6200

Address: 110 Courthouse Plaza, Manhattan, Kansas 66502

Email not displaying correctly? [View it in your browser.](#)



COUNTY CLERK & ELECTIONS
Personnel

Rich Vargo
County Clerk
110 Courthouse Plaza
Manhattan, KS 66502
Phone: 785-565-6200

COMMISSION AGENDA REPORT

FROM: Elizabeth Ward, Human Resources Manager

MEETING: December 15, 2022

SUBJECT: 2022 Yearend Letter to Employees

PRESENTER: Elizabeth Ward

BACKGROUND

In previous years, Riley County Human Resources provided employees with a total compensation letter which outlined their total benefits and the contributions of the County to the compensation and benefits package. Once ADP was implemented, the hard copy of this letter was abandoned, and employees were encouraged to look online for this information.

In early 2022, the County Clerk and Human Resources discussed the value of a letter giving employees information on their total compensation and benefits package. As many of us are unaware of our total benefits package, and the dollar value associated with it, we may be unaware of the value of our positions with Riley County.

In many organizations this yearend letter is an opportunity to express to each person the accomplishments of the year and an opportunity to look to the next year.

DISCUSSION

As we have discussed, the employee engagement survey showed our employees are interested in the total value of their positions. Through the year, Human Resources has encouraged employees and Department Heads to truly analyze the value of our positions and opportunities at Riley County. Internally, we know we have a competitive salary, comprehensive benefits, and an impressive cost-share for the medical and voluntary benefits we offer.

The intention of this letter is to express this value to our employees, celebrate the accomplishments of 2022 and collectively look forward to the opportunities to provide continued best in class service to our customers in 2023.

If the Commissioners choose to distribute the letter to employees, Human Resources is prepared to create and print individualized letters for each employee. The attached is an example of what the median wage earner at Riley County would see in their letter.

We would welcome any changes or direction the Board has to improve the effectiveness of the letter. We would also like the Board to determine whether the letter should come from Human Resources, or if the letter should be signed by the commissioners or another party.

FISCAL IMPACT

There is no direct fiscal impact to the County for creating this letter as it will be printed internally.

RECOMMENDATION(S)

Recommendation is to distribute the attached letter to each regular employee of Riley County.

POSSIBLE MOTION(S)

Move to approve

Move to deny

Move to modify

Move to table

No action required.

The Board agreed by consensus to

Enclosures:

- 2022 Yearend EE Letter-median comp for BoCC (PDF)



Dear {Employee Name}:

At Riley County, we have the privilege each day to support a community of more than 72,000 residents and taxpayers in a county spanning 622 sq miles. Together, we provide quality services that preserve the past, protect the present, and enhance the health, safety, and general well-being of the people in Riley County.

We recognize our purpose begins with each citizen of Riley County.

In 2022 that purpose was achieved through an amazing number of accomplishments! We are proud to celebrate your combined achievements this year. Some of those include:

- Public Works replaced Wildcat Creek Park bridge and made improvements to Keats and Fairmont parks.
- EMS, EM, and Public Works made significant progress towards a Public Safety building and EMS station.
- RCFD#1 volunteer firefighters battled wildfires and responded to 259 fire/352 rescue medical calls. 2 volunteers were recognized on national television, Live with Kelly and Ryan, for their outstanding service.
- Treasurer's office implemented an online appointment system and achieved a 5-star rating on Google!
- All departments collaborated in updating the Riley County website for modernization and navigability.
- Appraiser's Office utilized new technology and laser measuring tools to maximize efficiency. They also assisted in the community storm damage assessment following June's severe weather.
- The Health Department ramped up several programs and events that had been affected by COVID-19. They also joined the Suicide Prevention Task Force.
- Noxious Weed pivoted after significant storm damage to continue services, including processing more household hazardous waste than ever before – 626, 900 pounds!
- Register of Deeds implemented Property Fraud Alert, to protect the community from mortgage and property fraud. 415 people signed up in just the first year!
- Community Corrections implemented Drug Court to rehabilitate offenders struggling with substance abuse. The 21st Judicial District Drug Court has had 15 participants in 2022.
- The Counselor's Office represented Riley County at state legislature regarding dark store, home rule, nuisance abatement, and new legislation. Both a tax sale and an expungement clinic we completed.
- Planning & Development implemented Land Development Regulations and Short-Term Rental regulations for unincorporated areas. They also launched GovBuilt, an online permit system.
- The County Clerk's office implemented Paylocity HR Information System, navigated Revenue Neutral Rate notifications and held a successful midterm election.
- The County Attorney's office
- IT/GIS reduced the budget, replaced/upgraded core systems, and established replacement rotations across the county, while managing significant staffing shortages.
- County Attorney successfully tried the case backlog from the 2-year hold due to COVID.
- Riley County invested in leadership training, employee wellness, and workforce strengths.

As the year comes to a close, we reflect on the privilege of working with each one of you. Your choice to serve through your career, and your passion to do work that is challenging and meaningful, are what makes this organization so successful.

Our thanks to you – each one of you – for serving each and every day.

With gratitude,

{Signature}



Yearend review and total rewards summary



On the following page, we are pleased to provide you with a personalized statement of your earnings and benefits for 2022. Riley County leadership strives to offer each employee compensation and benefits that provide you and your families with a secure future.

You may also view your benefits online in Paylocity as well. If you have questions, please contact the Human Resources Division.

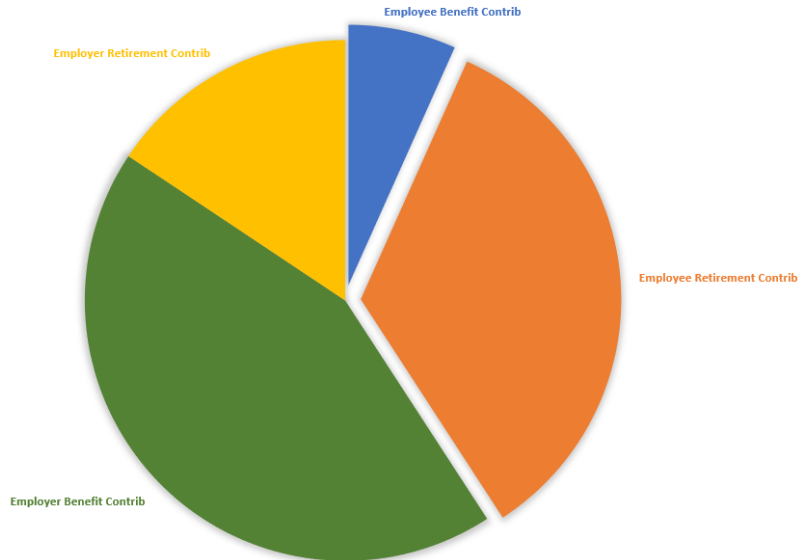


Yearend review and total rewards summary



Your Total Compensation Dollar Value for 2023

\$95,341.41



Direct Compensation		
	Your Estimated Contribution	Riley County Estimated Contribution
Your Base Pay		\$65,869.44
Unemployment, Medicare, Social Security		\$5104.8816

Voluntary Benefits		
	Your Estimated Contribution	Riley County Estimated Contribution
AFLAC Vol Insurance	\$	
Nationwide 457	\$	
Cell Phone Stipend		\$480.00

Riley County Benefits		
	Your Estimated Contribution	Riley County Estimated Contribution
Medical	\$1,160.16	\$14,606.64
Dental	\$192.00	\$1,068.96
Vision	\$104.16	
KPERS Pension	\$3,952.17	\$5,552.79
Group Term Life		\$658.69
HSA	\$5,250.00	\$2,000.00
FSA	\$3,000.00	

Attachment: 2022 Yearend EE Letter-median comp for BoCC (13049 : 2022 Yearend Employee Letter)



PUBLIC WORKS
Contract

John Ellermann
Public Works
Director/County Engineer
6215 Tuttle Creek Blvd
Manhattan, KS 66503
Phone: 785-537-6330

COMMISSION AGENDA REPORT

FROM: John Ellermann, PE, Public Works Director

MEETING: December 15, 2022

SUBJECT: Old Shop Site Remediation

PRESENTER: John Ellermannn

BACKGROUND

In 1994 Public Works entered into a consent agreement with KDHE over an leak discovered in an underground storage tank at the old shop site. With the consent agreement the county set out to identify the extent of the contamination from the leak, identify any fines and to develop a remediation plan. The County qualified for the Underground Fund. The Underground Fund allows the County to be reimbursed for corrective costs and corrective action activity. Over the years annual sampling has been conducted. This year was the year to reevaluate the work done and rebid the sampling activities.

In October the KDHE developed a plan for the site, advertised and took bids to carry out the plan. The scope of work includes installing 4 more monitoring wells, 10 soil borings and sampling of soil and ground water. KDHE has reviewed all bids and approved costs associated with the bids received. Associated Environmental was the approved bidder.

DISCUSSION

The lowest approvable amount for the scope of work outlined in the Limited Kansas Risk-Based Corrective Action bid is \$30,701.50. KDHE's has reserved this amount for us to be reimbursed. Attached is the Scope and associated low bid. Also attached is the contract and limited power of attorney with Associated Environmental, Inc. to perform the work.

FISCAL IMPACT

Basically none. Expenses should be directly reimbursed to the contract with the approved paperwork

RECOMMENDATION(S)

Staff recommends the Board give the Public Works Director the authority to sign the contract and power of attorney with Associated Environmental.

POSSIBLE MOTION(S)

Move to approve the Public Works Director to sign the contract and power of attorney with Associated Environmental, Inc. to perform the work outlined in the Limited Kansas Risk-Based Corrective Action.

Move to deny the Public Works Director to sign the contract and power of attorney with Associated Environmental, Inc. to perform the work outlined in the Limited Kansas Risk-Based Corrective Action.

Move to modify

Move to table

Enclosures:

- KDHE LKRBCA Bid (PDF)

Division of Environment
Curtis State Office Building
1000 SW Jackson St., Suite 410
Topeka, KS 66612-1367



Phone: 785-296-1660
Fax: 785-559-4261
www.kdheks.gov

Janet Stanek, Secretary

Laura Kelly, Governor

November 15, 2022

John Ellermann
Riley County Public Works
6215 Tuttlecreek Blvd.
Manhattan, KS 66503

RE: Riley County Shop
2711 Anderson Ave., Manhattan
KDHE Project Code: U5-081-00806

Dear John Ellermann:

Enclosed is information pertaining to the approved bid for this site. Based upon our review, the lowest approvable amount for the scope of work outlined in the Limited Kansas Risk-Based Corrective Action (LKRBCA) bid package is \$30,701.50. KDHE will reserve this amount for you and reimbursement will be authorized only for actual costs incurred in accordance with the bid package not to exceed the lowest approved amount.

To maintain eligibility for financial assistance, you must comply with the provisions outlined in the Consent Agreement (CA) you entered into with KDHE and follow the schedule below. If you fail to comply with the CA or meet deadlines you will be responsible for 100% of corrective action costs.

- 1) Within two weeks, hire a consultant to conduct the work. Notify KDHE, in writing, when they have been hired and submit a copy of their contract with the notification. Provide the name of the facility, the site identification number (both are listed above), and the name of the consultant. If you hire someone other than the consultant who submitted the lowest approved bid, contact us prior to signing a contract so that we can verify their qualifications. If you hire an unqualified consultant, you will not be eligible for reimbursement.
- 2) The scope of work outlined in the bid package must be completed within the time frame stated in the bid package.

Your cooperation is greatly appreciated. If you have any questions please don't hesitate to contact me at Julie.Turner@ks.gov or (785) 296-2181.

Respectfully,

Julie Turner
Public Service Administrator II
Bureau of Environmental Remediation

pc Jennifer Nichols, NCDO
Cost File
Site File (LKRBCA APPR)

Attachment: KDHE LKRBCA Bid (13045 : Old Shop Site Remediation)

LIMITED KRBCA SCOPE OF WORK
SITE SPECIFIC INFORMATION

KDHE PROJECT NAME: Riley County Shop
KDHE PROJECT CODE: U5-081-00806
FACILITY I.D.: 03981
FACILITY ADDRESS: 2711 Anderson Ave, Manhattan
APPLICANT CONTACT: John Ellermann
CONTACT TELEPHONE: 785-537-6330
KDHE PROJECT MANAGER: Matthew Kuffel
KDHE TELEPHONE: 785-296-0699

SITE INFORMATION: The site is owned by DL Rogers Corp. The storage tanks were owned/operated by Riley County, who is the Trust Fund applicant. Included within EXHIBIT 1 is the Buried Tank Leak Assessment form completed by the KDHE district staff pursuant to their initial assessment. Reports from nearby LUST sites are available from the KDHE Project Manager upon request. The KDHE Environmental Interest Finder can be used to search LUST sites in the area. <https://maps.kdhe.state.ks.us/keif/>

All bids will be based on the Site Situation: Limited Monitoring Well Installation. The 4 wells will be used to define MW-4R. The following monitoring wells should be sampled during field activities: MW-3R, MW-4R, MW-6R, and EMW-R. Depth to the saturated zone is estimated to be 25 feet. Borings will cease at the saturated zone unless directed by the KDHE Project Manager. The two geotechnical borings will continue to the saturated zone.

SITE WORK: The actual work conducted will be based on the site conditions encountered during drilling activities.

- Laboratory soil samples will be collected from all wells and soil borings (excluding the soil borings used to collect hydrologic data).
- The Vendor will determine the extent of soil and groundwater contamination, and other goals of this investigation.
- KDHE must be contacted if any wells are dry or inaccessible prior to groundwater sampling.
- Contact the Project Manager, prior to completion of drilling activities, to determine if additional borings and/or wells are needed to define the extent of soil and/or groundwater contamination.
- Flushmount Well Completion Pads: The Vendor will complete all well pads with 2' x 2' x 6" concrete or 2' diameter concrete at this site. This includes, but is not limited to, surface areas of grass, gravel, and dirt. For wells constructed within existing concrete or asphalt surface areas at this site, the concrete pad may be less than 2' x 2' x 6" or 2' diameter but must be greater than 2 inches from the edge of the metal well vault.

All work will be conducted in accordance with the requirements in the LSA RFP Revision 15, 03/2021, and the KRBCA Manual, Version 6, 07/2011. A Kansas Risk Based Corrective Action report will be submitted in accordance with the Limited KRBCA Report Format, Version 3, 04/2019. These documents are available from the KDHE Project Manager upon request or at <https://www.kdhe.ks.gov/1743/Request-for-Proposals> and <https://www.kdhe.ks.gov/1018/Risk-Based-Corrective-Action>. KDHE reserves the right to reject bid proposals in which line item rates are not equitably distributed across all required tasks regardless of previously approved rates. For preparing and submitting bid proposals, refer to the current Policy and Procedure Manual at <https://www.kdhe.ks.gov/1021/Storage-Tank-Trust-Funds>.

SITE SPECIFIC WORK SHEET

SITE SITUATION	Monitor Wells (Number)	Soil** Borings (Number)	Lab Soil Samples (Number)	Water*** Samples (Number)	Product Samples (Number)	Borings Plugged (Number)	Screen* Length Per Well (Feet)	Total Well Footage (Feet)	Total Boring Plugging (Feet)
Limited Monitoring Well Installation	4	10	72	8	NA	10	15	120	260

NA = not applicable

*Screen length is based on estimated groundwater depth. If actual groundwater depth is different, screen length should be adjusted based on the following groundwater depths: <25 feet-10 foot screens; 25-49 feet-15 foot screens; 50-74 feet-20 foot screens; 75-100 feet-25 foot screens; >100 feet-30 foot screens.
 **Includes two borings to collect saturated and unsaturated zone hydrologic data. Soil samples for constituent lab analysis should not be collected from these two borings
 ***Includes samples from 4 existing monitoring wells.

Attachment: KDHE LKRBCA Bid (13045 : Old Shop Site Remediation)

BID PROPOSAL COVER SHEET

PROJECT INFORMATION

KDHE PROJECT NAME: Riley County Shop

KDHE PROJECT CODE: U5-081-00806

ADDRESS: 2711 Anderson Ave, Manhattan

APPLICANT CONTACT: John Ellermann

TELEPHONE NUMBER: 785-537-6330

VENDOR INFORMATION

VENDOR NAME: Associated Environmental, Inc

CONTACT: Jamie Lang

ADDRESS: 404 Pottawatomie Ave

TELEPHONE NUMBER: 785-776-7755 x3

EMAIL: jamie.lang@sbcglobal.net

KDHE INFORMATION

PROJECT MANAGER: Matthew Kuffel

ADDRESS: 1000 SW Jackson, Suite 410, Topeka, KS 66612-1367

TELEPHONE NUMBER: 785-296-0699

EMAIL: matt.kuffel@ks.gov

**BID
NUMBER**

22033

**BID DUE
DATE**

11/04/22

Attachment: KDHE LKRBCA Bid (13045 : Old Shop Site Remediation)

**LIMITED KANSAS RISK-BASED CORRECTIVE ACTION
PROJECT BID PROPOSAL SHEET**

EXHIB **18.a**
Page 1 of 3

KDHE PROJECT NAME: Riley County Shop

VENDOR NAME: AEI

KDHE PROJECT CODE: U5-081-00806

KDHE PROJECT MGR: Matthew Kuffel

BID NO: 22033

DUE: 11/4/2022

Proposals not submitted on this original form will be disqualified.

	RATE	UNIT	X	QUANTITY	=	COST
FIELD WORK PLAN						
Work Plan Preparation	\$750.00	Lump Sum	X	1	=	\$750.00
FIELD WORK PLAN SUBTOTAL						\$750.00

	RATE	UNIT	X	QUANTITY	=	COST
DRILLING ACTIVITIES						
Rig Mobilization (HSA)*	\$3.50	Mile/Lump Sum**	X	300	=	\$1,050.00
Drill Rig With Crew (HSA)	\$12.00	Foot	X	380	=	\$4,560.00
Monitoring Well Installation	\$9.00	Foot	X	120	=	\$1,080.00
Monitoring Well Completion	\$215.00	Well	X	4	=	\$860.00
Monitoring Well Development	\$90.00	Well	X	4	=	\$360.00
Soil Boring Plugging (10 Borings)	\$9.00	Foot	X	260	=	\$2,340.00
Potholing ***	\$0.00	Cost + %	X	1	=	
Private Utility Locate ***	\$0.00	Cost + %	X	1	=	
Staff						
Professional 1 (Field Geologist) - Travel	\$65.00	Hour	X	1	=	\$65.00
Professional 1 (Field Geologist) - Onsite	\$65.00	Hour	X	12	=	\$780.00
Access (List Staff)						
Professional 1 (onsite)	\$65.00	Hour	X	1	=	\$65.00
Professional 1 (offsite)	\$65.00	Hour	X	1	=	\$65.00
Per Diem (List)						
Geologist	\$125.00	Day	X	2	=	\$250.00
Drill Crew	\$250.00	Day	X	2	=	\$500.00
Support Vehicle	\$0.70	Day	X	300	=	\$210.00
Support Vehicle	\$70.00	Mile	X	1	=	\$70.00
City Permit (Boring Permit, Dirt Cut Fee, etc.)	\$0.00	Permit	X	2	=	
DRILLING ACTIVITIES SUBTOTAL						\$12,255.00

* Includes one support vehicle per LSA RFP.

** Local mobilization (<= 50 miles) shall be a lump sum amount.

*** Cost not required - refer to RFP definitions. The specific cost + percentage must be included in the unit column (i.e. 6%/8%/10%).

	RATE	UNIT	X	QUANTITY	=	COST
OFFSITE SOIL WASTE HANDLING AND DISPOSAL*						
Landfill Disposal of HSA Waste**	\$50.00	Ton	X	7	=	\$350.00
Rolloff - Rental/drop off/pick up***	\$0.00	Cost + %	X	1	=	
Drums	\$0.00	Drum	X	0	=	
Transportation of HSA Waste - Subcontractor***	\$0.00	Cost + %	X	1	=	
Transportation of HSA Waste - Vendor	\$1.50	Mile	X	100	=	\$150.00
Staff						
Technical 3 (transportation)	\$55.00	Hour	X	1	=	\$55.00
	\$0.00	Hour	X	0	=	
Waste Characterization <u>Lab Method</u>						
	\$0.00	Sample	X	0	=	
	\$0.00	Sample	X	0	=	
WASTE SUBTOTAL						\$555.00

* To be used if offsite soil waste disposal is necessary.

** Disposal tickets indicating amount disposed (in tons/gallons) must be submitted with invoices.

*** Cost not required - refer to RFP definitions. The specific cost + percentage must be included in the unit column (i.e. 6%/8%/10%).

Attachment: KDHE LKRBCA Bid (13045 : Old Shop Site Remediation)

**LIMITED KANSAS RISK-BASED CORRECTIVE ACTION
PROJECT BID PROPOSAL SHEET**

EXHIBIT **18.a**
Page 2 of 3

KDHE PROJECT NAME: Riley County Shop

VENDOR NAME: AEI

	RATE	UNIT	X	QUANTITY	=	COST
<u>SURVEYING (4 Wells)*</u>	<u>\$1,000.00</u>	Cost + 10%	X	<u>1</u>	=	<u>\$1,000.00</u>
SURVEYING SUBTOTAL						<u>\$1,000.00</u>

* The specific cost + percentage must be included in the unit column (i.e. 6%/8%/10%).

	RATE	UNIT	X	QUANTITY	=	COST
<u>SAMPLING AND ANALYTICAL</u>						
Technical 3 (Sampling Tech.) - Travel*	<u>\$55.00</u>	Hour	X	<u>1</u>	=	<u>\$55.00</u>
Technical 3 (Sampling Tech.) - Onsite	<u>\$55.00</u>	Hour	X	<u>8</u>	=	<u>\$440.00</u>
Support Vehicle*	<u>\$0.70</u>	Mile	X	<u>10</u>	=	<u>\$7.00</u>
<u>SOIL SAMPLES</u>						
		<u>Lab Method</u>				
BTEX, 1,2 DCA, MtBE, Naphthalene, and EDB	<u>\$30.00</u>	8260	Sample	X	<u>72</u>	= <u>\$2,160.00</u>
LRH	<u>\$35.00</u>	KS LRH	Sample	X	<u>72</u>	= <u>\$2,520.00</u>
MRH / HRH	<u>\$45.00</u>	KS MRH/HRH	Sample	X	<u>72</u>	= <u>\$3,240.00</u>

<u>GROUNDWATER SAMPLES**</u>						
Full PAH Scan	<u>\$35.00</u>	8270 SIM***	Sample	X	<u>8</u>	= <u>\$280.00</u>
EDB	<u>\$65.00</u>	8011	Sample	X	<u>8</u>	= <u>\$520.00</u>
LRH	<u>\$35.00</u>	KS LRH	Sample	X	<u>8</u>	= <u>\$280.00</u>
MRH / HRH	<u>\$45.00</u>	KS MRH/HRH	Sample	X	<u>8</u>	= <u>\$360.00</u>
Full VOC Scan	<u>\$50.00</u>	8260	Sample	X	<u>8</u>	= <u>\$400.00</u>
Trip Blanks (Full VOC Scan)	<u>\$65.00</u>	8260	Sample	X	<u>4</u>	= <u>\$260.00</u>
LNAPL Sample	<u>\$0.00</u>	LRH, MRH, HRH	Sample	X	<u>1</u>	= <u></u>
SAMPLING AND ANALYTICAL SUBTOTAL						<u>\$10,522.00</u>

* Provide a Rate, Quantity, and Cost for returning to the site one time to sample dry wells or if the wells were not sampled after installation or enter "NC" for the unit rate and line item total cost if it is proposed at no cost.

**Includes cost for sample collection including low purge samplers, pumps, bailers, etc.

***Alternative methods will not be reimbursed (including Low PAH)

	RATE	UNIT	X	QUANTITY	=	COST
<u>HYDROLOGIC TESTS</u>						
<u>UNSATURATED ZONE</u>						
Water Content	<u>\$25.00</u>	Test	X	<u>2</u>	=	<u>\$50.00</u>
Dry Bulk Density	<u>\$70.00</u>	Test	X	<u>2</u>	=	<u>\$140.00</u>
Total Organic Carbon	<u>\$50.00</u>	Test	X	<u>2</u>	=	<u>\$100.00</u>
Specific Gravity	<u>\$45.00</u>	Test	X	<u>2</u>	=	<u>\$90.00</u>
<u>SATURATED ZONE</u>						
Permeameter	<u>\$200.00</u>	Test	X	<u>2</u>	=	<u>\$400.00</u>
HYDROLOGIC TESTS SUBTOTAL						<u>\$780.00</u>

	RATE	UNIT	X	QUANTITY	=	COST
<u>REPORT PREPARATION</u>						
Limited KRBCA Report	<u>\$1,200.00</u>	Lump Sum	X	<u>1</u>	=	<u>\$1,200.00</u>
REPORT PREPARATION SUBTOTAL						<u>\$1,200.00</u>

TOTAL LKRBCA COST: \$27,062.00

Attachment: KDHE LKRBCA Bid (13045 : Old Shop Site Remediation)

**LIMITED KANSAS RISK-BASED CORRECTIVE ACTION
PROJECT BID PROPOSAL SHEET**

EXHIBIT **18.a**
Page 3 of 5

KDHE PROJECT NAME: Riley County Shop

VENDOR NAME: AEI

WELL PLUGGING

FIELD ACTIVITIES

	RATE	UNIT	X	QUANTITY	=	COST
Support Vehicle	\$0.70	Mile	X	10	=	\$7.00
Technical 3 (Technician) -Travel	\$55.00	Hour	X	1	=	\$55.00
Professional 2 (Project Manager)	\$65.00	Hour	X	1	=	\$65.00
Per Diem	\$125.00	Day	X	1	=	\$125.00
FIELD ACTIVITIES SUBTOTAL						\$252.00

PLUGGING ACTIVITIES

	RATE	UNIT	X	QUANTITY	=	COST
Wellhead Removal (paved)	\$175.00	Well	X	8	=	\$1,400.00
Wellhead Removal (unpaved)	\$175.00	Well	X	4	=	\$700.00
Well Plugging - 2" casing < 50'	\$3.75	Foot	X	250	=	\$937.50
PLUGGING ACTIVITIES SUBTOTAL						\$3,037.50

* Wells greater than 50' total depth must be plugged with a tremie pipe or similar method per the LSA RFP.

REPORT PREPARATION

	RATE	UNIT	X	QUANTITY	=	COST
Well Plugging Report	\$350.00	Lump Sum	X	1	=	\$350.00
Other (List)	\$0.00		X	0	=	
REPORT PREPARATION SUBTOTAL						\$350.00

TOTAL WELL PLUGGING COST: \$3,639.50

TOTAL LKRBCA COST: \$27,062.00

(From page 2 of 3)

TOTAL WELL PLUGGING COST: \$3,639.50

(From page 3 of 3)

TOTAL PROJECT COST: \$30,701.50

Please provide the following required information:

Driller & Kansas License #: GSI 531 or Rezak 759

Surveyor & Kansas License #: SMH 783

Sampling and Analytical Laboratory Name: Meridian

Hydrologic Tests Laboratory Name: Alpha Omega

Project Geologist & Kansas License #: Brad Johnson 258

Attachment: KDHE LKRBCA Bid (13045 : Old Shop Site Remediation)

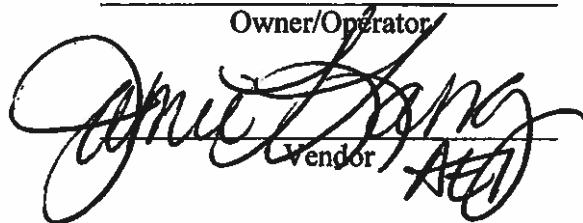
CONTRACT

This **CONTRACT** is entered into between Riley County Shop hereinafter referred to as the Owner/Operator; and Associated Environmental, Inc. hereinafter referred to as the Vendor.

WHEREAS, the Owner/Operator is in need of Storage Tank consulting and testing services at KDHE project name Riley County Shop, KDHE project code U5 - 081 - 00806, site address 2711 Anderson Ave, Manhattan KS 66502, the Owner/Operator has requested bids from qualified firms to provide said services, and the Vendor is qualified to provide the required services, the Owner/Operator and Vendor agree as follows:

1. The Vendor shall perform all services called for under the Request for Proposal (RFP) in accordance with the specifications called for in said RFP.
2. The Owner/Operator shall compensate the Vendor for its services under the terms and conditions of said RFP in the amount of \$ 30,701.50, with payment to be made upon successful completion of the services required by the RFP which is incorporated herein.
3. It is expressly agreed that the terms of each and every provision in this Contract shall prevail and control over the terms of any other conflicting provision in any other document relating to the subject matter of this Contract or to which this Contract is attached.
4. This Contract shall be subject to, governed by, and construed according to the laws of the State of Kansas.
5. The Vendor shall comply with the Kansas Act Against Discrimination (K.S.A. 44-1001 et seq.) and the Kansas Age Discrimination in Employment Act (K.S.A. 44-1111 et seq.) and shall not discriminate against any person who performs work pursuant to this Contract, because of race, religion, color, sex, physical handicap unrelated to such person's ability to engage in this work, national origin or ancestry, or age.
6. This Contract shall not be considered accepted, approved or otherwise effective until the Owner/Operator receives the required insurance certificates.
7. By signing this Contract, the respective representatives of the Owner/Operator and Vendor hereby represent that they are duly authorized to execute this Contract on behalf of the party they represent and that their principal agrees to be bound by the provisions herein.
8. The Owner/Operator will not be responsible for, nor indemnify a Vendor for, any federal, state or local taxes that may be imposed or levied upon the subject matter of this Contract.

Owner/Operator


Vendor

Date

12/9/22
Date

Attachment: KDHE LKRBCA Bid (13045 : Old Shop Site Remediation)

LIMITED POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS:

I/We, the undersigned "Owner(s)/Operator(s)" do hereby appoint
Associated Environmental, Inc., herein after referred to as "Vendor", of
Riley County, Kansas State, to be my/our true and lawful attorney in fact
as defined in the KDHE's Bid Project Proposal in my place and stead, and for my use and benefit to
represent me/us concerning reimbursement matters relating to KDHE project name
Riley County Shop, KDHE project code U5 - 081 - 00806,
site address 2711 Anderson Ave, Manhattan KS 66502.

I/We authorize the Vendor to prepare, sign, and submit reimbursement requests to KDHE on my/our behalf.

I/We authorize the Vendor to receive, endorse, and redeem co-pay reimbursement checks from KDHE on my/our behalf.

I/We further give and grant unto said attorney in fact full power and authority to do everything necessary and proper to be done in the exercise of any of the foregoing powers as fully as I/we might or could do if personally present, with full power of substitution and revocation, hereby ratifying and confirm all that the attorney shall lawfully do or cause to be done hereunder. Granting these powers do not relieve me/us of our obligations as defined the Consent Agreement signed between me/us and KDHE.

IN TESTIMONY WHEREOF, I have hereunder set my hand this ____ day of
_____, 20____.

Signature of Owner/Operator

Printed Name of Owner/Operator

Attachment: KDHE LKRBICA Bid (13045 : Old Shop Site Remediation)



PUBLIC WORKS
Change Order

John Ellermann
Public Works
Director/County Engineer
6215 Tuttle Creek Blvd
Manhattan, KS 66503
Phone: 785-537-6330

COMMISSION AGENDA REPORT

FROM: Shannon Sterling, Administrative Assistant II

MEETING: December 15, 2022

SUBJECT: Change Order #3 for the W. 32nd Avenue Bridge Replacement Project

PRESENTER: Evan McMillan, Assistant County Engineer

A change order is required for the W. 32nd Ave. Bridge Replacement project. This change order includes reducing 4 bid items that were not utilized during construction. These items were included in the construction bid as supplemental items to help with ease of construction, namely to control erosion.

The Change Order and reduced total project cost for this work is provided with this document.

POSSIBLE MOTION(S)

Move to approve the Change Order in the amount of \$3,989.00

Move to decline the Change Order in the amount of \$3,989.00

Move to table for further discussion.

Enclosures:

- Change Order #3 (PDF)

NO. Final

ADDRESS: 301 N. Lancaster Ave

DESCRIPT Seeding, Rails,

Bridge Construction

TOTAL CONTRACT AMOUNT \$ 1,300,250.40

100.00%

[illegible]



ITEM NO.	ITEM DESCRIPTION	UNIT	CONTRACT QUANTITY	ADJUSTED QUANTITY	TOTAL QUANTITY TO DATE	UNIT PRICE	AMOUNT EARNED TO DATE
23	Silt Fence	LF	971			\$4.00	\$ -
24	Mulch Tacking Slurry	LBS	306		306	\$1.00	\$306.00
25	Mulching	TON	1		1	\$385.00	\$385.00
26	Water (Erosion Control)(Set price)	MGAL	1			\$ -	\$ -
27	Signing Object Markers (Type 3)	EA	10		10	\$160.00	\$1,600.00
28	Sign (Remove and Reset)	LS	1		1	\$300.00	\$300.00
29	Traffic Control	LS	1		1	\$3,500.00	\$3,500.00
30	Class I Excavation	CY	204		204	\$50.00	\$10,200.00
31	Class II Excavation	CY	132		132	\$50.00	\$6,600.00
32	Concrete (Grade 4.0)(AE)	CY	187.2		187.2	\$665.00	\$124,488.00
33	Concrete (Grade 5.0)(AE)(SW)	CY	499.2		499.2	\$665.00	\$331,968.00
34	Reinforcing Steel (Grade 60)	LBS	6430		6430	\$1.50	\$9,645.00
35	Reinforcing Steel (Grade 60)(Epoxy Coated)	LBS	85690		85690	\$1.25	\$107,112.50
36	Piles (Steel)(HP 12x53)	LF	665		665	\$52.00	\$34,580.00
37	Piles (Steel)(HP 12x74)	LF	1032		1105.5	\$72.00	\$79,596.00
38	Test Piles (Special)(HP 12x74)	LF	149		149	\$82.00	\$12,218.00
39	Cast Steel Piles Points	EA	28		28	\$180.00	\$5,040.00
40	Abutment Strip Drain	CY	20		20	\$415.00	\$8,300.00
41	Bridge Backwall Protection System	SY	37		37	\$30.00	\$1,110.00
42	Slope Protection (RipRap Stone)	CY	629		629	\$45.00	\$28,305.00
43	Substructure Waterproofing Membrane	SY	135		135	\$45.00	\$6,075.00
44	Multi-Layer Polymer Overlay	SY	652		652	\$48.61	\$31,693.72
45	Post-Tensioning for Slab Bridge	LBS	35613		35613	\$4.50	\$160,258.50
46	Special Pile Testing (Contractor-Furnished)	EA	2		2	\$2,500.00	\$5,000.00
47	Pile Splice	EA		16	16	\$288.00	\$4,608.00
Subtotal Page 2							\$972,888.72

Stored Materials (PAID):

ITEM NO.	ITEM DESCRIPTION	UNIT	STORED QUANTITY	UNIT PRICE	MATERIAL USED	MATERIAL REMAINING	TOTAL PRICE	AMOUNT REMAINING
48	Stored Materials #1 - 12x74 Pile	LF	1101	\$54.64	1101	0	\$60,154.24	\$ -
48.1	Stored Materials #1 - Pile Points	EA	18	\$90.00	18	0	\$1,620.00	\$ -
49	Stored Materials #2 - 12x53 Pile	LF	665	\$39.17	665	0	\$26,046.06	\$ -
49.1	Stored Materials #2 - Pile Points	EA	10	\$90.00	10	0	\$900.00	\$ -
49.2	Stored Materials #2 - 12x74 Pile	LF	80	\$54.69	80	0	\$4,374.88	\$ -
Subtotal Stored							\$93,095.17	\$ -

TOTAL AMOUNT EARNED	\$	1,300,250.40
LESS RETAINED	\$	-
NET AMOUNT	\$	1,300,250.40
LESS PREVIOUS PAYMENTS	\$	1,163,213.46
LESS STORED MATERIALS		
AMOUNT DUE THIS ESTIMATE	\$	137,036.94

BY:  12/08/2022
 PROJECT ENGINEER DATE

APPROVED: RILEY COUNTY, KANSAS
 I HEREBY CONCUR IN THE FOREGOING RECOMMENDATION.

BY: _____ DATE: _____
 CONTRACTOR

BY: _____ DATE: _____
 DIRECTOR OF PUBLIC WORKS



CHANGE ORDER

Riley County, Kansas

CHANGE ORDER NUMBER: 3 Final

CONTRACTOR: King Construction

ADDRESS: 301 N. Lancaster Ave.
Hesston, KS 67062

PROJECT NO. : T.O-30.8
PROJECT : W 32nd Avenue Bridge Replacement

DESCRIPTION: Bridge Construction, Grading,
Asphalt Surfacing, Seeding

BID ITEMS

ITEM NO.	ITEM DESCRIPTION	UNITS	CONTRACT QUANTITY	ADJUSTED QUANTITY	INCREASE/DECREASE	UNIT BID PRICE	INCREASE/DECREASE CONTRACT AMOUNT
19	Water (Aggregate Base)(Set Price)	MGAL	1.0	0.0	-1.0	\$35.00	\$ (35.00)
21	Sediment Removal (Set Price)	CY	1.0	0.0	-1.0	\$35.00	\$ (35.00)
23	Silt Fence	LF	971.0	0.0	-971.0	\$4.00	\$ (3,884.00)
26	Water (Erosion Control)(Set Price)	MGAL	1.0	0.0	-1.0	\$35.00	\$ (35.00)
Subtotal							\$ (3,989.00)

NEW ITEMS

ITEM NO.	ITEM DESCRIPTION	UNITS	CONTRACT QUANTITY	ADJUSTED QUANTITY	NET INCREASE	UNIT PRICE	INCREASE CONTRACT AMOUNT
Subtotal							\$ -
TOTAL							\$ (3,989.00)

Amount of Original Bid:	\$1,284,589.40
Total of Previous Change Orders:	\$ 19,650.00
Amount of Change Order No. 3:	\$ (3,989.00)
Total Adjusted Contract Price:	\$1,300,250.40

BY: E. M. Allen 12/08/2012
PROJECT ENGINEER DATE

BY: _____
DIRECTOR OF PUBLIC WORKS DATE

BY: _____
CONTRACTOR DATE

BY: _____
CHAIRMAN, BOARD OF COUNTY COMMISSIONERS DATE

Attachment: Change Order #3 (13052 : Change Order #3 - W. 32nd Ave Bridge Replacement)