



**Board of Riley County
Commissioners
Regular Meeting
Minutes
December 16, 2021**

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

Cindy Kabriel
785-565-6200

Commission Chambers

8:30 AM

[District 1 – John Ford, Chair](#)

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

[District 3 – Kathryn Focke, Member](#)

8:30 AM

Call to Order

Attendee Name	Title	Status	Arrived
John Ford	County Commissioner	Present	8:30 AM
Kathryn Focke	County Commissioner	Present	8:30 AM
Greg McKinley	County Commissioner	Present	8:30 AM
Rich Vargo	County Clerk	Present	8:30 AM
Clancy Holeman	Counselor/Director of Administrative Services	Present	8:30 AM
John Ellermann	Public Works Director/County Engineer	Present	8:30 AM
Evan McMillan	Assistant County Engineer	Present	8:30 AM
Julie Gibbs	Health Department Director	Remote	8:30 AM
Elizabeth Ward	Human Resource Manager	Present	8:36 AM
Russel Stukey	Emergency Management Director	Present	8:40 AM
Jim Genandt	MATC	Present	8:45 AM
Harry Watts	MATC	Present	8:48 AM
Sam Hennigh	KMAN	Present	8:48 AM
Gary Fike	County Extension Director	Present	10:00 AM

Pledge of Allegiance

Public Comment

1. Public Comments

Gibbs reported they have been seeing 20-40 Covid cases per day.
Gibbs said there are 9 people with Covid in ICU with 3 on ventilators.

Gibbs discussed testing clinics.

Gibbs encouraged residents to get the flu vaccination.

Ellermann said at the shop there were two overhead doors and a roof vent that came down. Ellermann stated there was a small fire at the Transfer Station.

Ellermann asked the Board if it is okay to send Public Works staff to assist in clearing Main Road.

The Board agreed by consensus to allow Public Works to assist in clearing Main Road.

Stukey stated there were a lot of grass fires caused by power lines. Stukey said the Transfer Station fire was due to a limb on a power line.

Commission Comments

2. Commission Comments

Ford's Comments:

Monday afternoon we finished up our work on all the non-elected department head yearly evaluations. Always a process I'm glad to get them done and out of the way for the year.

Also Monday I listened to most of KAC's virtual presentation with Kansas Housing, The Kansas Department of Commerce's Office of Rural Prosperity and several other consultants comprehensive state housing needs assessment. This study has pointed out current housing needs and growth opportunities in the state's housing development efforts. Several key goals to address those needs are prioritize middle class housing, diversify housing stock, extend housing security, reinvest on older housing stock including vacant lots, and extend existing human capital resources. Really good presentation overall and I'm sure we all will be hearing and discussing this further into the new year.

Tuesday afternoon I attended the holiday party and lunch over at the Riley County Health Department. There were a lot of delicious items to choose from and I really enjoyed having some time to chat and catch up with everybody and meet some new staff from within the department as well. Really glad they took the opportunity to invite me.

Also Tuesday afternoon I came down here to the BOCC Chambers and made a blood donation with the American Red Cross. They are still at an extremely large blood shortage both due to the pandemic, the holiday season, and more than likely with the severe weather and

tornadoes in the Ohio Valley over the weekend. It is a wonderful time to find a location and time for a blood drive and make a donation to help save lives. It's really quick and painless to do so and it really does have an impact.

Speaking of severe weather hopefully everyone is safe and okay after mother nature dealt a little springtime excitement in December. Looks like damage from the wind was minimal in most place and let's hope our friends out west are safe and doing well today.

McKinley's Comments:

Monday afternoon we completed our department head evaluations. They all went well.

Tuesday evening we attended the Mannheim Steamroller concert at McCain.

Wednesday I attended the North Central Regional Juvenile Detention Facility board meeting. Reviewed the financials and discussed some things the state is doing and what effect they could have on this facility. There was also a discussion on drug courts and what other counties have seen as pluses and minuses. I am going to talk to Shelly Williams about some of the items they brought up, since we will be starting this soon.

Wednesday afternoon I sat down to review today's meeting. The internet was down and then the storm hit and we lost power about 3:30. After that first blast I checked our yard and we only had a few small limbs down. When it became obvious that the power would be out for a while, I pulled out the generator and got it running to keep the heat and a few lights on. The second blast of storms came through about 6:00 p.m. and caused more damage. Some flying debris crashed through a storm window in front, but luckily not through the main window. I ran the generator one last time after 11:00 p.m. to heat up the house. After shutting it down and closing up everything, just as I crawled into bed the power came on. This morning when I left there is broken glass scattered through the backyard so there may be another window to repair.

With all of this we are still way ahead of the people in Kentucky.

Focke's Comments:

Monday after our regular meeting we had evaluations of three final

non-elected department heads. Happy to be finished with those.

Tuesday I was on In Focus on KMAN radio. Issues discussed concerned a re-cap of the year and some discussion on new department heads. Also discussed was the Riley County Protective Home Program by Katy of the corrections department. They need homes that will temporarily place children who are in police protective custody, due to neglect or abuse. I also had several doctor appointments in the afternoon and was unable to attend the holiday potluck at the Health Department.

Wednesday I worked on my to-do list and shopped for my upcoming trip. Reviewed the agenda and meeting details for Thursday until power went down, due to the wind storm. We sheltered during the tornado warning.

I'll be zooming into meetings beginning Monday, Dec. 20th, also for the Law Board meeting that day.

Business Meeting

3. Retail Dealer's 2022 Cereal Malt Beverages License for Richard Britt - Britt's Farm

Move to sign a Retail Dealer's 2022 Cereal Malt Beverages License for Richard Britt - Britt's Farm 1000 S. Scenic Drive, Manhattan, Kansas 66503/520 Airport Manhattan, KS 66503.

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

4. Action on Portable Communication Device Allowance Form(s)

Move to approve the Portable Communication Device Allowance Form.

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

5. Sign Riley County Personnel Action Form(s)

The Board of County Commissioners signed a Riley County Personnel Action Form for Aaron Stephenson, a Contact Tracer, in the Health Department, for Separation from County Service, effective December 7, 2021.

6. Approve payroll/accounts payables (when completed)

Move to approve the payroll vouchers in the amount of \$554,903.94 and the following warrant vouchers for December 17, 2021:

2021 Budget

County General	\$424,170.23
Health Department	57,199.13
County Auction	1,320.84
Motor Vehicle Operations	5,711.20
Community Corrections	18,262.38
Capital Improvements Fund	41,907.84
Solid Waste	188,208.29
County Building	5,168.62
Road & Bridge Cap Project	3,200.59
RCPD Levy/Op	1,207,904.58
Landfill Closure	571.89
Riley Co Fire Dist #1	10,034.29
University Park W&S	5,019.92
Hunters Island Water District	974.42
Carson Sewer Benefit Dist	66.20
Deep Creek Sewer	519.66
Moehlman Bottoms	519.05
Valleywood Operations	6.96
Terra Heights Sewer	608.58
Konza Water Operations	3,400.49
Lakeside Heights Sewer	48.21

TOTAL. \$1,974,823.37

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

Review Minutes

7. Board of Riley County Commissioners - Regular Meeting - Dec 13, 2021 8:30 AM

Move to approve the minutes.

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

Review Tentative Agenda

8. Tentative Agenda

Press Conference Topics

9. Discuss Press Conference

9:00 AM Jim Genandt, MATC President

10. MATC update

Genandt presented an update on the MATC programs and facilities needs.

9:30 AM Clancy Holeman, Counselor/Director of Administrative Services

11. Administrative Work Session

12. Application of Jeffery S. Adam to Contract With Riley County For Indigent Defense Services in 2022

Holeman presented the indigent application.

The Board agreed by consensus to table the indigent application until next Thursday.

13. Authorizing Riley County to Participate in Nationwide Opioid Settlements

Holeman presented the resolution authorizing Riley County to participate in the Nationwide Opioid Settlements.

Move the Board approve the necessary documents presented for signature today, and authorize counsel to submit all necessary completed documents and forms; in order to allow Riley County to participate in these opioid settlements and approve "Resolution No. 121621-56, A Resolution of Riley County, Kansas to approve and join the statewide litigation regarding the opioid epidemic."

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

9:50 AM Break

10:00 AM Gary Fike, County Extension Director

14. 2022 Rural Revitalization Conference

Fike discussed the Rural Revitalization Conference on Wednesday, February 23, 2022.

10:15 AM Dennis Butler, RCPD Director

15. RCPD update

Butler discussed the Aggieville shooting.

Butler presented a Riley County Police Department update.

10:30 AM Ron Fehr, Manhattan City Manager

16. Manhattan City General Update

Rescheduled.

11:00 AM Julie Gibbs, Health Department Director

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

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

17. RCHD request for a new Clinic Coordinator position in the clinic.

Gibbs and Ward presented the request for a new position of Clinic Coordinator.

Move to approve hiring for the new position of Clinic Coordinator, agreeing to take over the salary plus benefits, starting in January 2023.

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

The Board of County Commissioners signed a Riley County Position Action Form for a Clinic Coordinator, in the Health Department, at a grade N.

18. RCHD Raising Riley request for approval to submit the Early Childhood Block Grant

Gibbs presented the Raising Riley ECBG Grant application.

Move to approve for staff to submit the grant application as presented to the Children's Cabinet and Trust Fund.

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

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

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

Adjournment

Move to adjourn.

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