



**Board of Riley County  
Commissioners  
Regular Meeting  
Minutes  
January 8, 2026**

2101 Claflin Road  
Manhattan, KS 66502  
[www.rileycountyks.gov](http://www.rileycountyks.gov)

Cindy Kabriel  
785-565-6200

**Family Child and Resource Center RM #124**

**8:30 AM**

District 1 – John Ford, Member

District 2 – Greg McKinley, Chair

District 3 – Kathryn Focke, Vice-Chair

**8:30 AM**

**Call to Order**

| Attendee Name     | Title                                      | Status  | Arrived |
|-------------------|--------------------------------------------|---------|---------|
| John Ford         | County Commissioner                        | Absent  |         |
| Kathryn Focke     | County Commissioner                        | Present | 8:30 AM |
| Greg McKinley     | County Commissioner                        | Present | 8:30 AM |
| Rich Vargo        | County Clerk                               | Present | 8:30 AM |
| Michael Hawthorne | Assistant County Counselor                 | Present | 8:30 AM |
| Shilo Heger       | Treasurer                                  | Present | 8:30 AM |
| Elizabeth Ward    | Human Resources Director                   | Present | 8:35 AM |
| Brittany Phillips | Budget and Finance Officer                 | Present | 8:35 AM |
| Brandon Peoples   | KMAN/Manhattan Mercury                     | Present | 9:28 AM |
| Russel Stukey     | Emergency Management Director/Fire Chief   | Present | 9:20 AM |
| Diane Creek       | Health Department Director                 | Present | 9:30 AM |
| Shanika Rose      | Chronic Disease Risk Reduction Coordinator | Present | 9:37 AM |
| Christian Bishop  | Manhattan Area Chamber of Commerce         | Present | 9:41 AM |
| Allison Muth      | Manhattan Area Chamber of Commerce         | Present | 9:41 AM |

**Pledge of Allegiance**

**Public Comment**

Hawthorne said the executive session today has been moved to 9:00 a.m. to discuss pending litigation.

**Commission Comments**

Ford's Comments:

No comments.

Focke's Comments:

Tuesday I attended a rather lengthy committee meeting at my church.

Wednesday morning I had an appointment with my doctor. I still have the remainder of the illness I had in Virginia at Christmas. I had a test for an infection and will get the results today. Hopefully, it is minor and will just take some time to regain my energy level.

That afternoon, I reviewed the agenda and documents for today's meeting and followed up on e-mails and phone calls. I also reviewed paperwork from Monday's executive session. Later, I practiced with the bell choir.

McKinley's Comments:

Quiet week at home. Last night was K-State basketball. The men's game went as expected. After battles with ESPN+, I did get to watch the fourth quarter of the women's game where they fought for a victory.

### Business Meeting

1. Approve 2026 Official Depositories

Move to approve the following official depositories eligible to receive Riley County funds:

Capitol Federal Savings and Loan, Manhattan  
Central National Bank, Manhattan  
Commerce Bank, Manhattan  
Community 1st Bank, Manhattan  
Intrust Bank, Manhattan  
KS State Bank, Manhattan  
Landmark National Bank, Manhattan  
Outdoor Bank, Leonardville  
Riley State Bank, Riley  
Sunflower Bank, Manhattan  
UMB Bank, Manhattan  
United Bank & Trust, Manhattan

Kansas Municipal Investment Pool

|                  |                                   |
|------------------|-----------------------------------|
| <b>RESULT:</b>   | <b>Passed</b>                     |
| <b>MOVER:</b>    | Commissioner Kathryn Focke        |
| <b>SECONDER:</b> | County Commissioner Greg McKinley |

|              |                              |
|--------------|------------------------------|
| <b>AYES:</b> | Greg McKinley, Kathryn Focke |
| <b>NAYS:</b> | None                         |

## 2. Tax Roll Correction

Move to approve the Tax Roll Correction.

|                  |                                   |
|------------------|-----------------------------------|
| <b>RESULT:</b>   | Passed                            |
| <b>MOVER:</b>    | Commissioner Kathryn Focke        |
| <b>SECONDER:</b> | County Commissioner Greg McKinley |
| <b>AYES:</b>     | None                              |
| <b>NAYS:</b>     | None                              |

## 3. Discuss Joint City/County/County Meeting

- Discuss RCPD patrol impact when the City of Manhattan expands east

## 4. Approve payroll/accounts payables (when completed)

Move to approve the payroll vouchers in the amount of \$820,946.93 and the following warrant vouchers for January 9, 2026:

**2024 Budget**

|                        |                  |
|------------------------|------------------|
| County General         | \$ 630.00        |
| <b>TOTAL . . . . .</b> | <b>\$ 630.00</b> |

**2025 Budget**

|                           |              |
|---------------------------|--------------|
| County General            | \$ 98,705.26 |
| Disaster Fund             | 81,247.44    |
| Health Department         | 8,746.98     |
| Emergency 911             | 893.65       |
| Solid Waste               | 13,390.01    |
| County Building           | 1,789.96     |
| RCPD Levy/Op              | 1,118.62     |
| Riley Co Fire Dist #1     | 3,640.66     |
| Riley Co Fire Dist CapOut | 37,181.44    |
| 2023 R&B Project Sales Tx | 13,266.00    |
| University Park W&S       | 763.91       |
| Hunters Island Water Dist | 4.68         |
| Carson Sewer Benefit Dist | 2,499.99     |
| Moehlman Bottoms          | 2.18         |
| Konza Water Operations    | 13.41        |
| Peterson Ranch-Ben Dist   | 131.25       |

|                        |        |
|------------------------|--------|
| KDOC Adult Services    | 445.54 |
| KDOC Juvenile Services | 270.56 |
| Caroline Peine Grant   | 150.00 |

TOTAL..... \$264,261.54

### **2026 Budget**

|                        |              |
|------------------------|--------------|
| County General         | \$359,506.63 |
| Health Department      | 74,030.87    |
| Emergency 911          | 153,104.00   |
| Solid Waste            | 5,592.20     |
| County Building        | 8,050.00     |
| RCPD Levy/Op           | 2,056.25     |
| Riley Co Fire Dist #1  | 6,172.96     |
| KDOC Adult Services    | 14,567.45    |
| KDOC Juvenile Services | 4,874.84     |
| KDOC Juv Reinvestment  | 1,165.72     |
| BJA Grant              | 1,097.85     |

TOTAL..... \$630,218.77

|                  |                                   |
|------------------|-----------------------------------|
| <b>RESULT:</b>   | <b>Passed</b>                     |
| <b>MOVER:</b>    | Commissioner Kathryn Focke        |
| <b>SECONDER:</b> | County Commissioner Greg McKinley |
| <b>AYES:</b>     | Greg McKinley, Kathryn Focke      |
| <b>NAYS:</b>     | None                              |

### **Review Minutes**

5. Board of Riley County Commissioners - Regular Meeting - Jan 5, 2026 8:30 AM

Move to approve the minutes of the January 5th as presented.

|                  |                                   |
|------------------|-----------------------------------|
| <b>RESULT:</b>   | <b>Passed</b>                     |
| <b>MOVER:</b>    | Commissioner Kathryn Focke        |
| <b>SECONDER:</b> | County Commissioner Greg McKinley |
| <b>AYES:</b>     | Greg McKinley, Kathryn Focke      |
| <b>NAYS:</b>     | None                              |

### **Review Tentative Agenda**

6. Tentative Agenda

### **Press Conference Topics**

**9:00 AM Michael Hawthorne, Assistant County Counselor**

7. Executive session to discuss confidential legal advice regarding pending litigation issues

9:00 a.m. Move that the County Commissioners, including Chairman McKinley and Vice Chairwoman Focke, recess into executive session for the purpose of consultation with Michael Hawthorne, Assistant County Counselor, attorney for the commission, on pending litigation, a matter which is deemed privileged in the attorney-client relationship, an exception to the Kansas Open Meetings Act, the open meeting to resume in the County Commission Chambers at 9:20 a.m.

|                  |                                   |
|------------------|-----------------------------------|
| <b>RESULT:</b>   | <b>Passed</b>                     |
| <b>MOVER:</b>    | Commissioner Kathryn Focke        |
| <b>SECONDER:</b> | County Commissioner Greg McKinley |
| <b>AYES:</b>     | Greg McKinley, Kathryn Focke      |
| <b>NAYS:</b>     | None                              |

9:20 a.m. Move the Board of County Commissioners come out of executive session.

|                  |                                   |
|------------------|-----------------------------------|
| <b>RESULT:</b>   | <b>Passed</b>                     |
| <b>MOVER:</b>    | Commissioner Kathryn Focke        |
| <b>SECONDER:</b> | County Commissioner Greg McKinley |
| <b>AYES:</b>     | None                              |
| <b>NAYS:</b>     | None                              |

Move the record reflect action shall be taken consistent with the consensus reached in executive session.

|                  |                                   |
|------------------|-----------------------------------|
| <b>RESULT:</b>   | <b>Passed</b>                     |
| <b>MOVER:</b>    | Commissioner Kathryn Focke        |
| <b>SECONDER:</b> | County Commissioner Greg McKinley |
| <b>AYES:</b>     | Greg McKinley, Kathryn Focke      |
| <b>NAYS:</b>     | None                              |

**9:20 AM Russel Stukey, Emergency Management Director**

8. Staff Update

Stukey presented the EM/Fire District #1 staff update.

Stukey asked the Board if they are okay with staff working on an alternate route for emergency vehicles only for the Tuttle Cove area during the closure of K13.

The Board agreed by consensus for staff to work on the alternate access for emergency vehicles.

**9:30 AM Shilo Heger, Treasurer**

## 9. December 2025 Monthly Revenue Report

Heger presented the December 2025 monthly revenue report.

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

## 10. Economic Development Update

Bishop discussed upcoming Chamber events.

Bishop presented an update on Fort Riley activities.

Muth discussed the MakeMyMove Program. She said 38 have applied and 31 have been approved and 5 have been approved through the Program.

Muth discussed local talent initiatives.

**10:00 AM****Diane Creek, Health Department Director**

## 11. Request to fill Fiscal Analyst position.

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

|                  |                                   |
|------------------|-----------------------------------|
| <b>RESULT:</b>   | <b>Passed</b>                     |
| <b>MOVER:</b>    | Commissioner Kathryn Focke        |
| <b>SECONDER:</b> | County Commissioner Greg McKinley |
| <b>AYES:</b>     | Greg McKinley, Kathryn Focke      |
| <b>NAYS:</b>     | None                              |

Creek requested to fill the Fiscal Analyst Position.

Move to approve the request to fill the Fiscal Analyst position for the Riley County Health Department.

|                  |                                   |
|------------------|-----------------------------------|
| <b>RESULT:</b>   | <b>Passed</b>                     |
| <b>MOVER:</b>    | Commissioner Kathryn Focke        |
| <b>SECONDER:</b> | County Commissioner Greg McKinley |
| <b>AYES:</b>     | Greg McKinley, Kathryn Focke      |
| <b>NAYS:</b>     | None                              |

The Board of County Commissioners signed a Riley County Position Action Form for a Fiscal Analyst, in the Health Department, at a Range 8.

## 12. Out of State Travel Request

Rose presented the out of state travel requests.

Move to approve the Out of State Travel Requests for Jenni Ebert and Shanika Rose to attend the National Drug Endangered Children Conference in Las Vegas, Nevada.

|                  |                                   |
|------------------|-----------------------------------|
| <b>RESULT:</b>   | <b>Passed</b>                     |
| <b>MOVER:</b>    | Commissioner Kathryn Focke        |
| <b>SECONDER:</b> | County Commissioner Greg McKinley |
| <b>AYES:</b>     | Greg McKinley, Kathryn Focke      |
| <b>NAYS:</b>     | None                              |

13. Staff Update- Shanika Rose, Health Education

Rose discussed the Harm Reduction Program.

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

|                  |                                   |
|------------------|-----------------------------------|
| <b>RESULT:</b>   | <b>Passed</b>                     |
| <b>MOVER:</b>    | Commissioner Kathryn Focke        |
| <b>SECONDER:</b> | County Commissioner Greg McKinley |
| <b>AYES:</b>     | Greg McKinley, Kathryn Focke      |
| <b>NAYS:</b>     | None                              |

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

14. December Cash Flows

Phillips presented the December cash flow reports.

**10:40 AM Amanda Webb, Planning/Special Projects Director**

15. Planning & Development Staff Update

Webb presented the Planning and Development staff update.

Webb discussed the MakeMyMove Program.

**10:55 AM Michael Hawthorne, Assistant County Counselor**

16. Administrative Work Session

Hawthorne discussed work on Keats and other projects.

17. Contract for Coroner Services

Hawthorne presented the Agreement for Coroner Services with David Dupy Medical Consulting.

Move to approve the Agreement for Coroner Services with David Dupy Medical Consulting.

|                |               |
|----------------|---------------|
| <b>RESULT:</b> | <b>Passed</b> |
|----------------|---------------|

|                  |                                   |
|------------------|-----------------------------------|
| <b>MOVER:</b>    | Commissioner Kathryn Focke        |
| <b>SECONDER:</b> | County Commissioner Greg McKinley |
| <b>AYES:</b>     | Greg McKinley, Kathryn Focke      |
| <b>NAYS:</b>     | None                              |

**11:15 AM Anna Burson, Appraiser**

18. Staff Update

Burson presented the Appraiser's Office staff update.

### **Adjournment**

11:07 a.m. Move to adjourn.

|                  |                                   |
|------------------|-----------------------------------|
| <b>RESULT:</b>   | <b>Passed</b>                     |
| <b>MOVER:</b>    | Commissioner Kathryn Focke        |
| <b>SECONDER:</b> | County Commissioner Greg McKinley |
| <b>AYES:</b>     | Greg McKinley, Kathryn Focke      |
| <b>NAYS:</b>     | None                              |