



**Board of Riley County
Commissioners
Regular Meeting
Minutes
March 9, 2026**

2101 Claflin Road
Manhattan, KS 66502
www.rileycountyks.gov

Cindy Kabriel
785-565-6200

Family Child and Resource Center RM #124

8:30 AM

[District 1 – John Ford, Vice-Chair](#)

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

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

8:30 AM

Call to Order

Attendee Name	Title	Status	Arrived
John Ford	County Commissioner	Present	8:30 AM
Kathryn Focke	County Commissioner	Present	8:30 AM
Greg McKinley	County Commissioner	Present	8:30 AM
Rich Vargo	County Clerk	Present	8:30 AM
Jacob Hansen	County Counselor	Present	8:30 AM
Vivienne Leyva	PIO	Present	8:30 AM
Brittany Phillips	Budget and Finance Officer	Present	8:30 AM
Elizabeth Ward	Human Resources Director	Present	8:30 AM
Rob Voelker		Present	8:31 AM
Michael Boller	Noxious Weed/HHW Director	Present	9:00 AM
Susan Boller	Elections Supervisor	Present	9:10 AM
Keirsten Cragg	Elections Coordinator	Present	9:10 AM
Amanda Webb	Planning/Special Projects Director	Present	9:10 AM
David Adams	Emergency Services Director	Present	9:15 AM
John Ellermann	Public Works Director/County Engineer	Present	9:17 AM
Kaylyn Speth	WIC Supervisor	Present	9:24 AM
David Ball	Technician Assistant/Training Coordinator	Present	9:26 AM
Barry Wilkerson	County Attorney	Present	9:26 AM
Michele Reid	Human Resources Manager	Present	9:26 AM
Joshua Gering	Emergency Services Assistant Director	Present	9:28 AM

Alex Protzman	Staff Development Specialist	Present	9:28 AM
Brandy Maetas	EMT	Present	9:28 AM
Cathy Jones	Dietitian	Present	9:28 AM
Diane Creek	Health Department Director	Present	9:39 AM
Breva Spencer	Maternal and Child Health Supervisor	Present	9:47 AM
Heather Ritchey	Child Care Licensing Supervisor	Present	9:47 AM
Tom Bruno	Lobbyist	Present	10:48 AM
Dick Carter	The Carter Group	Present	10:48 AM
Shilo Heger	Treasurer	Present	11:01 AM
Russel Stukey	Emergency Management Director/Fire Chief	Present	10:45 AM

Pledge of Allegiance

Public Comment

Commission Comments

Ford's Comments:

Thursday afternoon I had a meeting with members from the Manhattan Area Chamber of Commerce to discuss a possible project over in the K-18/airport corridor, and possible county involvement in that process should it take place. More to come on this down the road for sure. Thursday afternoon I also had the monthly meeting of the Riley County Mental Health Task Force. After some introductions there was a discussion and updates from all the various community partners, as well as the Stepping Up Riley County initiative. Also had a discussion on a coordinated response for area homeless services, MBCOP discussion and an update from Madeline Hoy Perez, and last we continued dialog on area challenges and concerns.

Friday morning I met with some members from the Manhattan Trust Company to discuss and answer questions on some county related challenges and concerns.

The weekend was rather quiet. I did watch some K-State basketball and was happy to see K-State baseball get a home sweep over the weekend as well.

McKinley's Comments:

Attended the pre-law board meeting Friday and set the agenda for the next meeting.

The weekend was spent working around the house. I watched K-State basketball games with predictable results for both. The women just ran out of gas in the fourth quarter after four games in four days.

Focke's Comments:

No comments.

Business Meeting

1. Riley County Employee Action Form

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

- Carmen Schwenk and Grace Bannister, Election Workers, in the Clerk/Elections Department, for Separation from County Service, effective March 4, 2026.
- Breva Spencer, for a promotion, as an Interim Public Clinic & Family Services Manager, in the Health Department, at a Range 20.

Move to approve the requested Riley County Employee Action Forms.

RESULT:	Passed
MOVER:	Commissioner Greg McKinley
SECONDER:	Commissioner John Ford
AYES:	Greg McKinley, Kathryn Focke, John Ford
NAYS:	None

Review Minutes

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

Move to approve the minutes of March 5, 2026 as presented.

RESULT:	Passed
MOVER:	Commissioner John Ford
SECONDER:	Commissioner Greg McKinley
AYES:	Greg McKinley, John Ford
NAYS:	None

Review Tentative Agenda

3. Tentative Agenda

Press Conference Topics

9:00 AM

Rich Vargo, County Clerk

4. Year to Date Budget Expenditures

Vargo presented the year to date budget and expenditures report.

9:15 AM

Amanda Webb, Planning/Special Projects Director

5. Planning & Development Department Update

Webb presented the Planning and Development staff update.

9:30 AM

Press Conference

6. Presentation of KAC Awards - Kathryn Focke (5 minutes)

Focke presented KAC Awards to the following:

8 years

Josh Hettenbach
Alexander Protzman
Michael Boller
Brandi Maestas

16 years

Cathrine Jones
Keirsten Cragg

32 years

David Ball
Barry Wilkerson

9:35 AM

Brittany Phillips, Budget and Finance Officer

7. 2027 Budget Calendar

Phillips presented the proposed 2027 Budget Calendar.

Move to approve the 2027 budget calendar and baseline as discussed.

RESULT:	Passed
MOVER:	Commissioner Greg McKinley
SECONDER:	Commissioner John Ford
AYES:	Greg McKinley, Kathryn Focke, John Ford
NAYS:	None

9:50 AM

Diane Creek, Health Department Director

8. Request to Apply SFY27 Aid to Local Grant Application

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

RESULT:	Passed
MOVER:	Commissioner John Ford
SECONDER:	Commissioner Greg McKinley
AYES:	Greg McKinley, Kathryn Focke, John Ford
NAYS:	None

Creek presented the request to Apply SFY27 Aid to Local Grant Application.

Move to approve the Aid to Local grant applications for the Riley County Health Department.

RESULT:	Passed
MOVER:	Commissioner John Ford
SECONDER:	Commissioner Greg McKinley
AYES:	Greg McKinley, Kathryn Focke, John Ford
NAYS:	None

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

RESULT:	Passed
MOVER:	Commissioner John Ford
SECONDER:	Commissioner Greg McKinley
AYES:	Greg McKinley, Kathryn Focke, John Ford
NAYS:	None

10:10 AM John Ellermann, Public Works Director/County Engineer

9. Monthly Update

Ellermann presented the Public Works update.

10:25 AM Jacob Hansen, County Counselor

10. Administrative Work Session

11. Executive session to discuss personnel matters of non-elected personnel

10:22 a.m. Move that the County Commissioners, including Chairwoman Focke, Vice Chairman Ford, and Commissioner McKinley, with Jacob Hansen, County Counselor, attorney for the commission, recess into executive session pursuant to the non-elected personnel matters exception to the Kansas Open Meetings Act, to protect the privacy of the employees, the open meeting to resume in the County Commission Chambers at 10:45 a.m.

RESULT:	Passed
MOVER:	Commissioner John Ford
SECONDER:	Commissioner Greg McKinley
AYES:	Greg McKinley, Kathryn Focke, John Ford
NAYS:	None

Move the Board of County Commissioners come out of executive session.

RESULT:	Passed
MOVER:	Commissioner John Ford
SECONDER:	Commissioner Greg McKinley
AYES:	Greg McKinley, Kathryn Focke, John Ford
NAYS:	None

Move the record reflect no binding action was taken during the executive session.

RESULT:	Passed
MOVER:	Commissioner John Ford
SECONDER:	Commissioner Greg McKinley
AYES:	Greg McKinley, Kathryn Focke, John Ford
NAYS:	None

Move to direct the County Counselor's Office to draft a resolution moving Human Resources under the County Counselor's Office/Department of Administrative Services, and to coordinate with Human Resources and the Budget Office to accomplish the same.

RESULT:	Passed
MOVER:	Commissioner Greg McKinley
SECONDER:	Commissioner John Ford
AYES:	Greg McKinley, Kathryn Focke, John Ford
NAYS:	None

10:45 AM Jacob Hansen, County Counselor and Tom Bruno, Lobbyist

12. Mid-Session Legislative Update

Bruno and Carter presented a mid-session legislative update.

The Board discussed proposed legislation.

Adjournment

11:13 a.m. Move to adjourn after the County Officials Luncheon.

RESULT:	Passed
MOVER:	Commissioner John Ford
SECONDER:	Commissioner Greg McKinley
AYES:	Greg McKinley, Kathryn Focke, John Ford
NAYS:	None

11:13 a.m. Recessed until County Officials Luncheon at 12:00 (noon).

12:00 PM County Officials Luncheon

13. County Officials Luncheon

The Board attended the County Officials Luncheon.

Announcements

Riley County Planning Board/Board of Zoning Appeals meeting will be held tonight at 7:00 p.m. in Room #124 at the Family & Child Resource Center, 2101 Claflin.