



**Board of Riley County
Commissioners
Regular Meeting
Minutes
April 2, 2026**

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

Cindy Kabriel
785-565-6200

Family & Child Resource Center, Room #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
Derick Schroller	IT Specialist	Present	8:30 AM
Mike Dodson		Present	8:30 AM
Brittany Phillips	Budget and Finance Officer	Present	8:30 AM
Michele Reid	Human Resources Manager	Present	8:30 AM
Amanda Webb	Planning/Special Projects Director	Present	8:30 AM
Stacy Kohlmeier		Present	8:30 AM
John Ellermann	Public Works Director/County Engineer	Present	8:30 AM
Anna Burson	Appraiser	Present	8:30 AM
Rob Voelker		Present	8:30 AM
Russel Stukey	Emergency Management Director/Fire Chief	Present	8:30 AM
Michael Boller	Noxious Weed/HHW Director	Present	8:30 AM
Evan McMillan	Assistant County Engineer	Present	9:41 AM
Kaylyn Speth	WIC Supervisor	Present	10:35 AM
Diane Creek	Health Department Director	Present	10:35 AM
David Adams	Emergency Services Director	Present	10:42 AM

Pledge of Allegiance**Public Comment**

Dodson requested an opportunity to present a short presentation to the Board on creating the County Administrator position.

Dodson discussed points presented by David Cooper, attorney, hired by the Board. He discussed prior discussions the Board has had in developing the County Administrator position.

Dodson asked for 10 or 15 minutes for a presentation.

Kohlmeier discussed her experience in administrative positions in the private industry. She thanked the Board for working on the County Administrator position.

Ellermann asked the Board to extend today's meeting and meet at the renovated Commission Chambers to see how they want it arranged.

Ellermann said the goal is to have next Thursday's commission meeting back downtown.

The Board agreed by consensus to extend today's meeting at the Courthouse Plaza East in the renovated Commission Chambers.

Commission Comments

Ford's Comments:

First off this morning, Happy National County Government Month. April of course is National County month, and it gives all of us the opportunity to highlight the amazing work and efforts from all the County/Parish and Burrough employees from around the country. Your work and efforts are greatly appreciated and we are grateful for everything you provide. I know the Kansas Association of Counties and the National Association of Counties will be highlighting many of the services as well as the personnel who provides them throughout the month.

Not a lot going on early in the week, worked a couple of full days on Tuesday and Wednesday. Very happy to finally see some sizable rain not only will it help bring back things to life but I'm sure area firefighting services are breathing a sigh of relief at least momentarily anyway.

Monday afternoon I actually watched the Kansas City Royals home opener vs. the Minnesota Twins. Royals won 3-1 and I think that is the first game I've watched in several years. Also, K-State beat BYU as well 16-3 to move their record to 19-10 on the season.

McKinley's Comments:

Monday after our meeting I met with Brittany Phillips to go over reorganization and other matters.

The rest of the week was spent working around the house.

Focke's Comments:

Monday after our meeting, Elizabeth Ward and I met at the downtown Commission Chambers to check out the remodel. It really looks great and is close to being complete. Afterwards we went to the third floor to check out some spaces for upcoming staff locations.

Tuesday I took my dog to the vet for some issues and then worked in my home office to complete my 2025 taxes. All the documents needed to be organized in a coherent state. I finally got them finished and took to the accountant on Wednesday.

Wednesday I attended the Military Relations Committee monthly luncheon/meeting. The keynote speaker was David Gobart, of Kansas Works. He is the LVER (Local Veterans Employment Representative) and also in charge of the DVOP (Disabled Veterans Outreach Program). They do a lot of work to get veterans in local jobs and had some personal testimonies from the group. Nationally, these programs are administered by the U.S. Department of Labor "Vet Program".

Later, I was on my way to another meeting but had low tire pressure and went by Burnett Tires. They aired my tire up and set an appointment to get the tire fixed on Friday. I'll need to check it regularly to keep it aired up until then.

Afterwards, I came home, walked the dog with a neighbor and then reviewed today's agenda and documents.

That evening, I had bell choir practice at the church.

Business Meeting

1. Keats Sanitary Sewer Improvements Project - Notice of Award

Move to approve the Notice of Award for Bayer Construction Company, Inc. for the Keats Sanitary Sewer Benefit District Improvements Project.

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

2. CIP Project Activations

Move to approve the following CIP project activations.

TR	FACILITY	Replace chairs/Benches	\$ 12,680
NW	EQUIP	Boom Mower w/ Mulching and Mower Attachments	\$ 113,239
PW	EQUIP	SUV - Health Department	\$ 50,000
PW	EQUIP	3/4 Ton 4x4 P/U w/ Plow and Spreader	\$ 78,000

PK	EQUIP	72" Zero Turn Mower	\$ 30,000
PK	EQUIP	Shelter - Cico Dog Park	\$ 45,000
PK	FACILITY	Playground Equipment to CICO Park (Amendment)	\$ 75,000
LEC	EQUIP	Generator	\$ 350,000
LEC	EQUIP	Jail Camera Upgrade - Amendment	\$ 20,000
LEC	EQUIP	Jail Cell Food Ports	\$ 15,000
EMS	EQUIP	Ambulance Remount	\$ 334,021
EMS	EQUIP	Zoll "X" Series Advanced Cardiac Monitor	\$ 48,367
EMS	EQUIP	Stryker PowerCot	\$ 37,239
		2026 Totals	\$1,208,546

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

3. Advisory Board appointments

Move to approve and sign appointment letters and "Resolution No. 040226-09, A Resolution appointing Riley County representatives to advisory boards."

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

4. Riley County Employee Action Form

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

- Isaac Stephens, a new hire, as a Volunteer Firefighter, in the Fire District #1 Department, at a Range TASND.
- Volunteer Firefighter, in the Fire District #1 Department, for Separation from County Service:
 - Alfonso Wilken-Garcia effective October 2, 2025
 - Ethan Wagner effective October 16, 2025
 - Cody Tenant, Riley Perrine, Travis Wall, Erika Zimmer effective February 10, 2026
 - Kristen Dunivan effective March 3, 2026

Move to approve the requested Riley County Employee Action Forms.

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

5. Riley County Position Action Form

The Board of County Commissioners signed a Riley County Position Action Form for a Public Information Officer (PIO), in the County Clerk's Department, at a Range AA.

Move to approve the requested Riley County Position Action Form.

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

The Board agreed by consensus that the Chair would sit on the hiring committee for the Public Information Officer.

6. Approve payroll/accounts payables (when completed)

Move to approve the payroll vouchers in the amount of \$802,236.28 and the following warrant vouchers for April 3, 2026:

2026 Budget

County General	\$930,004.09
Disaster Fund	248,794.03
Health Department	95,952.01
Capital Improvements Fund	7,842.75
Economic Development	2,500.00
Solid Waste	11,527.52
County Building	9,266.41
RCPD Levy/Op	1,529,693.58
Riley Co Fire Dist #1	14,619.75
2023 R&B Project Sales Tx	105,917.17
University Park W&S	66.99
Hunters Island Water Dist	1,398.87
Moehlman Bottoms	487.47
Konza Water Operations	4,142.20
KDOC Adult Services	6,235.10
KDOC Juvenile Services	5,234.02
KDOC Juv Reinvestment	1,165.72
BJA Grant	4,276.73
Caroline Peine Grant	620.00

TOTAL..... \$2,979,744.41

RESULT:	Passed
MOVER:	Commissioner John Ford

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

Review Minutes

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

Move to approve the minutes of March 30, 2026 as presented.

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

The Board agreed by consensus to schedule the Private Citizen Committee 10 minutes to present on the County Administrator Position.

Review Tentative Agenda

8. Tentative Agenda

Press Conference Topics**9:00 AM****Jacob Hansen, County Counselor**

9. Administrative Work Session

Stukey discussed contacting the Riley County lobbyist on funding for the statewide radio system upgrade.

The Board agreed by consensus to provide a letter of support and to have the Riley County lobbyist work on the funding for the statewide radio system upgrade.

Hansen discussed the taxation bill before the governor to sign or veto.

Hansen stated the first conviction has been approved in Riley County under the nuisance bill.

9:10 AM**Michael Boller, Noxious Weed/HHW Director**

10. Riley County Noxious Weed Staff Update

Boller presented the Noxious Weed/HHW staff update.

11. Noxious Weed State Contract

Boller presented the Noxious Weed State Contract.

Move to approve the KDOT Bureau of Maintenance County Agreement to Treat Noxious Weeds.

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

12. Noxious Weed Annual Report

Boller presented the Noxious Weed Annual Report.

Move to approve the 2025 Annual Report for the Noxious Weed Department.

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

13. Noxious Weed 2026 Management Plan

Boller presented the Noxious Weed 2026 Management Plan.

Move to approve the 2026 Riley County Noxious Weed Management Plan.

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

9:30 AM

Anna Burson, Appraiser

14. April Appraiser's Office Staff Update

Burson presented the Appraiser's Office staff update.

9:45 AM

Evan McMillan, Assistant County Engineer

15. Bid opening for 2026 asphalt overlay program

The Board of County Commissioners opened the following bids for the 2026 asphalt overlay program.

Company	Start Date	Working Days	Base Bid
Hall Brothers Construction 1196 E Pony Express Hwy Marysville, KS 66508	10/01/26	35	\$2,333,254.00
Bayer Construction Co., Inc. 120 Deep Creek Road Manhattan, KS 66502	06/01/26	40	\$2,165,621.84
Shilling Construction Co., Inc. PO Box 1568 Manhattan, KS 66505	05/15/26	25	\$1,633,393.46

Move to refer bids to staff for evaluation and recommendation.

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

9:50 AM

Evan McMillan, Assistant County Engineer

16. Bid opening for 2026 bituminous chip sealing

The Board of County Commissioners opened the following bids for the 2026 bituminous chip sealing.

Company	Alternate #1 Aggregate 1	Alternate #2 Aggregate 2	Start Date	Working Days
Vance Brothers 5201 Brighton Avenue Kansas City, MO 64130	\$425,133.19	N/A	07/01/26	4
APAC Kansas, Inc. 302 Peyton St. Emporia, KS 66801	\$506,166.88	N/A	07/01/26	5
Intermountain Slurry Seal, Inc. 1000 N Warm Springs Road Salt Lake City, UT 84116	\$541,421.00	N/A	08/10/26	4

Move to refer bids to staff for evaluation and recommendation.

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

10:00 AM

Amanda Webb, Planning/Special Projects Director

17. Staff Update

Webb presented the Planning & Development staff update.

10:15 AM

Jacob Hansen, County Counselor

18. Executive session for attorney-client consultation

10:15 a.m. Move that the County Commissioners, including Chairwoman Focke, Vice Chairman Ford, and Commissioner McKinley, with Jacob Hansen, County Counselor, attorney for the Riley County Commission, Amanda Webb, Planning/Special Projects Director, and John Ellermann, Public Works Director/County Engineer, recess into executive session pursuant to the attorney-client consultation exception to the Kansas Open Meetings Act, to provide legal advice regarding contracts, the open meeting to resume in the County Commission Chambers at 10:35 a.m.

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

10:35 a.m. 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

10:35 AM Kaylyn Speth, WIC Supervisor

19. Stronghold Food Pantry - Fort Riley WIC MOU

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

Speth presented the MOU.

Move to approve the MOU between Stronghold Food Pantry and Fort Riley WIC.

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
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10:40 AM Russel Stukey, Emergency Management Director/Fire Chief**20. Grant Applications**

Stukey presented the grant application.

Move to approve RCFD #1 staff to apply for any grants applicable to obtain fire fighting and or safety equipment.

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

The Board continued the extended meeting at the Courthouse Plaza East, BOCC Chambers location for a tour.

Adjournment

12:20 p.m. Move to adjourn after the tour of the Commission Chambers.

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