



**Board of Riley County
Commissioners
Regular Meeting
Minutes
April 23, 2026**

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

Cindy Kabriel
785-565-6200

Commission Chambers

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
Kathryn Focke	County Commissioner	Present	8:30 AM
John Ford	County Commissioner	Absent	
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
Brittany Phillips	Budget and Finance Officer	Present	8:30 AM
John Ellermann	Public Works Director/County Engineer	Present	8:30 AM
Anna Burson	Appraiser	Present	8:30 AM
Barry Wilkerson	County Attorney	Present	9:00 AM
Daniel Skucius	Extension Director	Present	9:20 AM
Gregg Eyestone	Extension Agent	Present	9:20 AM
Major Mark French	RCPD	Present	9:30 AM
Elizabeth Ward	Human Resources Director	Present	10:00 AM

Pledge of Allegiance

Public Comment

Hansen asked the Board if they would like to table the last executive session with Commissioner Ford's absence today.

McKinley stated they need to wait.

Focke agreed.

Commission Comments

Ford's Comments: Absent — attending KCCA Conference

McKinley's Comments:

Monday was the Law Board meeting. We had our first look at the proposed budget for 2027. They presented three options for going forward.

Tuesday was the construction meeting for the EM/Fire building. Everything is moving forward.

Focke's Comments:

Monday afternoon I attended the Law Board meeting that included a long agenda. It included a promotion, two Life Saving Awards, and three proclamations. Financial discussions and the 2027 budget were a major part of the meeting along with the jail inmate report, the monthly crime report, Fake Patty's Day Analysis (2026), and several executive sessions. This was probably the longest agenda we have had this year. It was suggested that we have some special sessions for budget development in the next couple of months. No action was taken on this suggestion.

Tuesday and Wednesday I caught up on reading, phone calls, and several appointments with bell choir practice on Wednesday evening.

On Wednesday, I reviewed the agenda and documents for today's meeting.

Business Meeting

1. Tax Roll Corrections

Move to approve the Tax Roll Corrections.

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

2. LOU between Staples and Riley County

Move to approve the LOU with Staples and authorizing Cory Meyer, IT/GIS Director to sign electronically.

RESULT:	Passed
MOVER:	Commissioner Greg McKinley

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

3. Riley County Employee Action Form

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

- Election Workers - Deanna Adkins, Cheryl Jones, Julie Ann McClure, Andrew Bell, Betty Henning, Antrena Trimble, Susan Tripodi, Daniel Hall, Ashley Martinek, Mary Oborny, Jessica Campbell, Linda Ruzicka, Devin Muir; in the County Clerk/Elections Department, for Separation from County Service, effective April 21, 2026.
- Sean Conley, a new hire, as a Volunteer Firefighter, in the Fire District #1 Department, at a Range TASND.

Move to approve the requested Riley County Employee Action Forms.

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

Review Minutes

4. Board of Riley County Commissioners - Regular Meeting - Apr 20, 2026 8:30 AM

Move to approve the minutes of April 20th as presented.

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

Review Tentative Agenda

5. Tentative Agenda

Press Conference Topics

9:00 AM **Barry Wilkerson, County Attorney**

6. Staff update

Wilkerson presented the County Attorney's Office update.

9:15 AM Jacob Hansen, County Counselor

7. Administrative Work Session

Hansen said HB 2043 once passed had 10 days to get all signatures and then it gets presented to the Governor. He said it was presented to the Governor on the 20th and she has until the 30th to sign or veto it.

8. Citizen Agenda Item Policy

Hansen presented the proposed Citizen Agenda Item Policy.

Focke said she wants department heads to come to the Board before they present on the agenda.

McKinley said they do not come to the Board now.

Move to adopt the policy as presented and post on the Riley County website.

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

9. Resolution Prohibiting Certain Activity Upon County Owned Property in CiCo Park in Manhattan, Kansas

Hansen presented and discussed the resolution prohibiting certain activity upon county owned property in CiCo Park.

Move to approve "Resolution No. 042326-12, A Home Rule Resolution prohibiting certain activity upon county owned property in CiCo Park in Manhattan, Kansas."

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

Hansen said he did a two hour presentation to the Planning and Zoning Officials and several counties are very interested in our authority for nuisance abatement.

9:35 AM Daniel Skucius, County Extension Director

10. Staff Update

Skucius presented the Extension update.

9:50 AM Major Mark French, RCPD

11. 2025 JAG Grant Award Application

French presented the 2025 JAG Grant Award Application.

Move to approve the Application of the 2025 Edward Byrne Memorial Justice Assistance Grant and Certifications and Assurances by the Chief Executive of the Applicant Government.

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

10:05 AM Executive Session to discuss department head evaluation

12. John Ellermann, Public Works Director/County Engineer

10:00 a.m. Move that the County Commissioners, including Chairwoman Focke and Commissioner McKinley, with Jacob Hansen, County Counselor, attorney for the commission, Elizabeth Ward, Human Resources Director, and John Ellermann, Public Works Director/County Engineer, recess into executive session pursuant to the non-elected personnel matters an exception to the Kansas Open Meetings Act, in order to evaluate the performance of a department head, the open meeting to resume in the County Commission Chambers at 10:30 a.m.

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

10:30 a.m. Move the Board of County Commissioners come out of executive session.

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

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

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

10:35 AM Jacob Hansen, County Counselor

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

Canceled

Adjournment

10:32 a.m. Move to adjourn.

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