



**Board of Riley County
Commissioners
Regular Meeting
Minutes
July 9, 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	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
Michele Reid	Human Resources Manager	Present	8:30 AM
Michael Hawthorne	Assistant County Counselor	Present	8:30 AM
Vanessa Gray	PIO	Present	8:30 AM
Anna Burson	Appraiser	Present	8:30 AM
Robert Buel		Present	8:30 AM
Brittany Phillips	Budget and Finance Officer	Present	8:30 AM
Ruth Parker		Present	8:32 AM
Rob Voelker		Present	8:32 AM
Arturo Mauricio		Present	8:40 AM
Michael Boller	Noxious Weed/HHW Director	Present	9:20 AM
Shilo Heger	Treasurer	Present	9:21 AM
Daryn Soldan	Manhattan Area Chamber of Commerce	Present	9:40 AM
Christian Bishop	Manhattan Area Chamber of Commerce	Present	9:40 AM
David Adams	Emergency Services Director	Present	9:30 AM
Cory Meyer	IT/GIS Director	Present	10:11 AM
Russel Stukey	Emergency Management Director/Fire Chief	Present	10:19 AM
Daniel Skucius	Extension Director	Present	10:43 AM

Gary Fike		Present	10:43 AM
Lance Sharp		Present	10:43 AM
Dave Lewis		Present	10:44 AM
Amy Manges	Register of Deeds	Present	11:23 AM
Megan Lewis	Community Corrections Director	Present	11:32 AM
Kathy Oliver	Court Administrator	Present	11:15 AM

Pledge of Allegiance**Public Comment**

Parker discussed her offer to buy the Tatarrax lot and give it to the Tatarrax Association. Parker said the Association voted 19-5 in favor of Harvey and her purchasing the lot and immediately giving it to the Association.

The Board asked Hansen to review the matter and schedule time to discuss.

Buel encouraged Riley County to think of the taxpayers. He said the lot is much more valuable than the listed appraised value.

Focke stated she is not in favor of the sale of the lot.

Commission Comments**Ford's Comments:**

Tuesday I met with the doctor once again for an update and to do another round of labs to see where we are at currently. Waiting to get the results and see which direction we need to head in.

Tuesday evening, I did watch part of the Manhattan City Commission meeting. Was curious to see which way they are going to choose moving forward on their city budget and it certainly was quite the conversation to say the least.

Wednesday I came down to the office in the afternoon to get caught up on some weekly correspondence and to go through some budgetary, and other personnel discussion, catch up on paperwork, and went through the agenda packet for this morning's meeting.

McKinley's Comments:

Wednesday night I attended the Randolph City Council meeting. Nothing major going on there. It is amazing that a town of less than 200 people can put on a fireworks display but Manhattan can't.

Focke's Comments:

Monday afternoon I had a physical therapy session in which my therapist worked with some muscular problems related to some bone spurs. She also worked through with me what to do after getting the injection the next day at the hospital. I'm to take it easy for the following 5-7 days.

Tuesday I went for the injection at the hospital, and true to past experiences, it was a very unorganized and frustrating experience – mainly with scheduling and location issues. After many hours, I finally got the injection.

Tuesday evening and Wednesday I spent most of my time going over the budget to be presented today, doing a lot of phone work and study of the numbers. I went over the agenda and many documents for today's meeting.

I will be leaving on Tuesday for Virginia so hopefully, I'll get time to organize and pack over the weekend.

Business Meeting

1. Riley County Employee Action Form

Move to approve the Riley County Employee Action Forms.

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

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

- Mary Dowling, a Customer Service Representative, in the Treasurer's Department, for Separation from County Service, effective July 10, 2026.
- Mitch Ruark, a new hire, as an Appraiser I - Residential, in the Appraiser's Department, at Range 6, at \$24.02 per hour.
- Chris Kwilinski, a Volunteer Firefighter, in the Fire District #1 Department, for Separation from County Service, effective July 7, 2026.
- Steve Nicholson, a Volunteer Firefighter, in the Fire District #1 Department, for Separation from County Service, effective July 7, 2026.

2. Approve payroll/accounts payables (when completed)

Move to approve the payroll vouchers in the amount of \$780,597.43 and the following warrant vouchers for July 10, 2026:

2026 Budget

County General	\$ 3,448,535.83
Disaster Fund	338,168.94
Health Department	83,213.84
Capital Improvements Fund	155,100.31
Economic Development	40,500.00
Emergency 911	1,268.25
Solid Waste	6,860.79
County Building	12,110.57
Road & Bridge Cap Project	61,726.50
RCPD Levy/Op	1,546,025.22
Riley Co Fire Dist #1	7,322.57
University Park W&S	578.68
Hunters Island Water Dist	2,190.13
Moehlman Bottoms	984.15
Valleywood Operations	43.15
Konza Water Operations	4,388.52
KDOC Adult Services	6,508.07
KDOC Juvenile Services	4,020.30
RL Salary Appropriations	1,138.52

TOTAL. \$ 5,720,684.34

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

Review Minutes

3. Board of Riley County Commissioners - Regular Meeting - Jul 6, 2026 8:30 AM

Move to approve the minutes of July 6, 2026 as presented.

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

Review Tentative Agenda

4. Tentative Agenda

Press Conference Topics

9:00 AM

Jacob Hansen, County Counselor

5. Administrative Work Session

6. Update to Resolution Prohibiting Certain Activity Upon County Owned Property in CiCo Park in Manhattan, Kansas

Hansen presented the updated resolution to allow alcohol sales in CiCo Park during the Riley County Fair.

Move to approve "Resolution No. 070926-28, A Home Rule Resolution prohibiting certain activity upon county owned property in CiCo Park in Manhattan, Kansas."

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

9:20 AM

John Ellermann, Public Works Director/County Engineer

7. 2026 Equipment, Vehicle and Surplus Auction

Ellermann presented the 2026 Equipment, Vehicle and Surplus Auction.

Move to authorize staff to contract with Purple Wave, Inc, of Manhattan, Kansas to conduct an internet-only auction to sell surplus vehicles and equipment and to begin the process to dispose of surplus property and sign the Notice of Intent to Sell.

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

9:30 AM

Shilo Heger, Treasurer

8. Staff Update

Heger presented the Treasurer's Report.

9:45 AM

Jason Smith, Manhattan Area Chamber of Commerce

9. Economic Development Update

Soldan presented an Economic Development update.

Bishop discussed Fort Riley activities.

10:00 AM

David Adams, Interim Health Department Director

10. Immunization Grant

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

Adams presented the immunization grant.

Move to approve the acceptance of the Immunization Action Plan (IAP) Grant award.

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

11. MCH Grant

Adams presented the MCH Grant.

Focke asked if it covers the cost of the program.

Adams said it does not.

Move to approve the acceptance of the MCH Grant award.

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

12. Health Department Staff update

Adams presented the Health Department staff update.

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

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

13. June 2026 Cash Flows

Phillips presented the June cash flows.

10:40 AM Russel Stuke, Emergency Management Director

14. Staff Update

Stukey presented the Emergency Management/Fire District #1 staff report.

10:55 AM Dave Lewis and Lance Sharp

15. Proposed Flint Hills Events Complex

Lewis and Sharp presented the Proposed Flint Hills Events Complex.

The Board discussed the proposal.

Hansen recommended waiting on granting authority to commit the land to the proposal.

The Board agreed by consensus to allow the Proposed Flint Hills Events Complex Working group to gauge community interest in it at the Riley County Fair.

11:25 AM Brittany Phillips, Budget and Finance Officer

16. 2027 Budget Work Session

Phillips presented the 2027 Budget Development Worksheets. Phillips said some departments were able to reduce their budgets by 2% and some were not.

Focke stated we need to get the Health Department organized correctly. She suggested a commission work session to just discuss the matter.

The Board discussed looking at what can be cut that is not statutorily required or essential over the next couple of years.

Adjournment

11:57 a.m. Move to adjourn.

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