



**Board of Riley County
Commissioners
Regular Meeting
Minutes
July 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	Present	8:30 AM
Greg McKinley	County Commissioner	Present	8:30 AM
Cindy Kabriel	Senior Administrative Assistant	Present	8:30 AM
Michael Hawthorne	Assistant County Counselor	Present	8:30 AM
Vanessa Gray	PIO	Present	8:30 AM
Derick Schroller	IT Specialist	Present	8:30 AM
Daniel Skucius	Extension Director	Present	8:30 AM
Kelly Wendland		Present	8:30 AM
Jameson McDonald	Riley County 4-H Fair King	Present	8:30 AM
Teagan Reasoner	Riley County 4-H Fair Queen	Present	8:30 AM
Anna Burson	Appraiser	Present	8:30 AM
Rob Voelker		Present	8:30 AM
Evan McMillan	Assistant County Engineer	Present	8:30 AM
Arturo Mauricio	KMAN	Present	8:39 AM
Elizabeth Ward	Human Resources Director	Present	8:40 AM
Barry Wilkerson	County Attorney	Present	8:55 AM
Cory Meyer	IT/GIS Director	Present	9:17 AM
Michele Reid	Human Resources Manager	Present	9:54 AM
Bob Isaac	Planner	Present	10:05 AM

John Ellermann	Public Works Director/County Engineer	Present	10:00 AM
David Adams	Emergency Services Director	Present	10:05 AM

Pledge of Allegiance**Public Comment**

1. Presentation of the 4-H Cookie Jar by the Riley County 4-H Fair Royalty

The Riley County Fair Royalty, Jameson McDonald and Teagan Reasoner presented the 4-H Cookie Jar to the Riley County Commissioners.

McMillan said they will burn next week if the weather is good.

Commission Comments

Ford's Comments:

Monday post BOCC Meeting I met with Michael Boller, Riley County Noxious Weed and Household Hazardous Director to discuss elements within the department, budgeting, the future, and several other items. Really enjoyed the conversation and dialog and look forward to the continuing collaboration into the future.

Also, on Monday I took the time to head over and advance vote for the upcoming Primary Election on August 4th. Even though it was mid-morning the traffic was light, and everybody was friendly, accommodating, and professional as ever. I truly believe this is the easiest and most productive way to vote particularly for those who are on the go but yet want the opportunity to engage in an election.

Tuesday and Wednesday I did spend working out at Florence, really trying to work back to a common routine and continue to moving forward from that.

Late Monday afternoon I met with Ron Wilson out at the Lazy T Ranch to discuss some rural economic development ideas and to discuss some other election related items. It had been a while since I have been out that way and I need to get out there more often moving forward.

Also spent time throughout the week keeping caught up with events and other things taking place during the 2027 National Association of Counties Annual Conference and Exposition in New Orleans, Louisiana. A lot of really wonderful things taking place during this event including an updated leadership team, new and old committee assignments, and updated policy and resolution changes for the 2026-2027 term.

Wednesday afternoon I met with Riley County Public Works Director and County Engineer John Ellermann at the Public Work Shops. Had a very engaging dialog on numerous topics relating to his department and beyond. Appreciate the time and willingness to listen and chat.

McKinley's Comments:

Monday we had a 2½ hour Law Board meeting. The item that used most of that time was the grant application we discussed here last week. The public comment section lasted about 35 minutes. It passed 4-1 to apply for the grant. If we are awarded the grant, we will review the grant for all details.

Wednesday I had a tour of the new Global Center for Grain and Food Innovation. This is the new building tying Call Hall to the remaining Weber hall. It is a large building with some classrooms and a lot of labs.

Focke's Comments:

No comments.

Business Meeting

2. Change Order 1-University Park Wastewater Lagoon

Move to approve Change Order No. 1 with Bayer Construction for the University Park Wastewater Lagoon Facility in the amount of a decrease of \$71,991.00.

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

3. Resolution Establishing Certain Fees to be Assessed to Users of the Riley County Solid Waste Facility

Move to approve "Resolution No. 072326-31, A Resolution establishing certain fees to be assessed to users of the Riley County Solid Waste Facility" effective October 1, 2026.

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

4. Review and Approval of Indemnification & Hold Harmless Agreements

Move to approve each of the Indemnification and Hold Harmless Agreements with Andrea DeJesus, DBA A&H Farms and Jake Voegeli, DBA Manhattan Brewing Company.

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

5. CIP Amendment

Move to table the CIP Project Amendment Form for playground equipment at CiCo Park for the Public Works/Parks Department.

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

6. 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:

- Sophie Lenkiewicz, an Intern, in the Museum Department, for Separation from County Service, effective May 31, 2026.
- Billie Clouse, an Intern, in the Museum Department, for Separation from County Service, effective May 31, 2026.
- Addison Hays, an Intern, in the Health Department, for Separation from County Service, effective July 23, 2026.
- Lisbeth Posligua, an Interpreter, in the Health Department, for Separation from County Service, effective July 31, 2026.
- Robin Imbeau, a new hire, as an As Needed Assistant, in the Museum Department, at a Range TASND, at \$15.00 per hour.
- Sidney Passanisi, a new hire, as an Election Assistant, in the Clerk/Elections Department, at a Range TASND, at \$15.00 per hour.
- Kendall Hansen, a new hire, as an Election Assistant, in the Clerk/Elections Department, at a Range TASND, at \$15.00 per hour.
- Noah Adams, Eileen Hackley, and Rebecca Burns, as new hires, as Election Workers, in the Clerk/Elections Department, at a Range ASND.

7. Approve payroll/accounts payables (when completed)

Move to approve the payroll vouchers in the amount of \$764,095.06 and the following warrant vouchers for July 24, 2026:

2026 Budget

County General	\$ 610,430.26
Disaster Fund	381,338.80

Health Department	106,922.87
Motor Vehicle Operations	432.95
Capital Improvements Fund	105,924.78
Economic Development	2,500.00
Emergency 911	2,735.18
Solid Waste	444,059.88
County Building	17,117.57
RCPD Levy/Op	14,789.99
Landfill Closure	890.00
Riley Co Fire Dist #1	14,378.90
2023 R&B Project Sales Tx	13,527.23
University Park W&S	5,301.86
Hunters Island Water Dist	178.29
Carson Sewer Benefit Dist	243.04
Deep Creek Sewer	185.94
Moehlman Bottoms	149.03
Valleywood Operations	169.78
Terra Heights Sewer	1,741.16
Terra Heights Sinking	2,654.27
Konza Water Operations	3,292.78
Univ Park W&S Cap Reserve	10,211.93
University Park Lagoon	109,757.07
KDOC Adult Services	29,311.35
KDOC Juvenile Services	11,843.29
KDOC Juv Reinvestment	976.46
City Alcohol Funds	150.00
RL Salary Appropriations	1,133.09
Adult Services Carry-Over	2,917.31

TOTAL. \$ 1,895,265.06

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

Review Minutes

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

Move to approve the minutes of July 20, 2026 as presented.

RESULT:	Passed
MOVER:	Commissioner John Ford
SECONDER:	Commissioner Greg McKinley
AYES:	Greg McKinley, Kathryn Focke, John Ford

NAYS:	None
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Review Tentative Agenda

9. Tentative Agenda

Press Conference Topics**9:00 AM****Barry Wilkerson, County Attorney**

10. Staff update

Wilkerson presented an Attorney's Office staff update.

9:15 AM**Michael Hawthorne, Assistant County Counselor**

11. Administrative Work Session

Hawthorne presented an update on projects the Counselor's Office is working on.

9:35 AM**Cory Meyer, IT/GIS Director**

12. Staff Update

Meyer presented an IT/GIS update.

9:50 AM**Vanessa Gray, PIO**

13. Providing update and future goals for Public Information Officer position

Gray presented a PIO update.

10:05 AM**Bob Isaac, Planner**

14. Administratively rezone an unplatted tract of land from AG (Agricultural District) to I-1 (Light Industrial)

Isaac presented the request to administratively rezone an unplatted tract of land.

Move to approve "Resolution No. 072326-32, Resolution amending the zoning map of Riley County concerning the use of certain real estate located in Manhattan Township" from AG (Agricultural District) to I-1 (Light Industrial) and approve the associated development site plan.

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

10:20 AM**Elizabeth Ward, Human Resources Director**

15. Health Department Reorganization Proposal

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

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

Adams and Ward presented the Health Department reorganization proposal.

Ward reviewed each division.

Ward presented and reviewed the following overview.

Total HD Transfer Request

- \$1,835,448 (reflects no Cola)

Recommendations:

WIC

- Reduce 1 dietitian in 2026
- 2027 Reduce 1 WIC clerk with attrition and reduce interpreter

Raising Riley

- 2027 Change supervisor to Coordinator, Hold Pay Rate
- 2028 consider shared services

Clinic

- Reduce interpreter and projecting increase in revenue based on having biller

MCH/OPEI/UHV

- Reduce 1 social worker in 2026
- Convert nurse to Community Health Worker
- Health Worker services can be billed
- Share nursing services with clinic

CCL

- Reduce 1 licensing specialist
- Change supervisor to coordinator, hold current pay

Ford said he is not in favor of an assistant director.

Discussion followed on an assistant director and the health department.

Move to approve the proposed budget and restructure as proposed.

RESULT:	Passed
MOVER:	Commissioner Greg McKinley
SECONDER:	Commissioner John Ford
AYES:	Greg McKinley, Kathryn Focke, John Ford

NAYS:	None
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Ward asked the commissioners if they approve keeping the extra child care license specialist until June 30, 2027 as it was not included in the proposal.

Move to revise the motion and approve the proposed budget and restructure as proposed with the exception of keeping the extra child care license specialist until June 30, 2027.

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

11:20 AM John Ellermann, Public Works Director/County Engineer

16. Sales Tax Renewal

Ellermann presented the sales tax renewal.

Ford said we don't have enough time to place it on the November ballot.

The counselor's office will research placing this on the ballot in November.

Move to table pursuant of the renewal of the 0.2 cent sales tax on the November 2026 ballot.

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

Adjournment

11:42 a.m. Move to adjourn.

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

