



**Board of Riley County
Commissioners
Regular Meeting
Minutes
August 13, 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
Vanessa Gray	PIO	Present	8:30 AM
Michael Hawthorne	Assistant County Counselor	Present	8:30 AM
Anna Burson	Appraiser	Present	8:30 AM
Amanda Webb	Planning/Special Projects Director	Present	8:30 AM
Brittany Phillips	Budget and Finance Officer	Present	8:30 AM
Rob Voelker		Present	8:30 AM
Arturo Mauricio	KMAN	Present	8:36 AM
David Adams	Emergency Services Director	Present	9:00 AM
Shilo Heger	Treasurer	Present	9:10 AM
Amy Manges	Register of Deeds	Present	9:15 AM
John Ellermann	Public Works Director/County Engineer	Present	9:20 AM
Anita Cook	Elections Senior Analyst	Present	9:34 AM
Keirsten Cragg	Elections Coordinator	Present	9:34 AM
Dana Mika	Elections Specialist	Present	9:34 AM
Daryn Soldan	Manhattan Area Chamber of Commerce	Present	9:45 AM

Michael Boller	Noxious Weed/HHW Director	Present	10:00 AM
Elizabeth Ward	Human Resources Director	Present	10:09 AM
Cory Meyer	IT/GIS Director	Present	11:07 AM

Pledge of Allegiance**Public Comment**

Webb announced the Keats Wastewater System Groundbreaking is tonight at 6:00 p.m. at Keats Park.

Commission Comments

Ford's Comments:

Monday pre-meeting I met with Riley County Counselor Jacob Hansen to discuss some things related to his department dealing with projects they are working on as well as some other legal and statutory issues we are currently facing, and a dialog on the upcoming and likely transition taking place with his department as well. Enjoyed catching up and getting some much needed insight. Also, on Monday I met with Cory Meyer, Riley County IT/GIS Director to discuss some things happening in his department as well. Some of those items included the rising cost in technology and how we are planning ahead for those needs, the renovation and the integration of both the IT and GIS Department into one and what that may look like, and discussion on some other county department changes and what that could look like, and maybe the most important cybersecurity and how it pertains to the county's operation and AI as well. All necessary and needed items to discuss for sure.

Worked both Tuesday and Wednesday this week, it certainly was a hot couple of days for sure, but all is going well on all accounts.

Tuesday afternoon I met with Kent Glasscock from the Flint Hills Regional Council at Radina's here downtown to discuss some things related to his organization. Some specific possibilities on grants that may come up with USDA, SBA, and HUD potentially, and how we could either collaborate or what the counties best approach would be. Got some thoughts on the US 24 Corridor Study that is now out and possible options to help rebuild and possibly replace some other county infrastructure moving forward. It was great to have the opportunity to chat and get some new insight on these issues and certainly appreciated the time.

Wednesday afternoon I met with Dani Hallgren at the Konza Prairie Community Health Center to discuss services and the program they are working on and expanding services as well that we may be able to collaborate and work together on along with assistance at the Riley County Health Department in the future. Really had a great conversation with some excellent possible ideas for both entities moving forward. We also discussed changing trends and challenges in both the public and community health sectors as well.

Wednesday evening, I attended the August Business After Hours hosted by the Manhattan Area Chamber of Commerce out at A&H Farm. Pretty hot outside to get out on the farm but we had a great event inside with lots of great food and conversation. I even came home with

farm fresh eggs, Tamales, and home-grown peaches as well.

Wanted to give a shoutout to the State Champion Manhattan High Football team for being selected as one of the Patrick Mahomes “Gladiator Schools” for the 2026 season. It’s going to be fun watching the Indians and those new jerseys provided by Adidas and Patrick Mahomes himself.

McKinley’s Comments:

Tuesday was the monthly meeting of the Flint Hills Veterans. Sending out parade notifications to past participants. Long discussion on traffic control. The barricades that Manhattan City lets us use are falling apart. Last year RCPD and Manhattan City were supposed to be setting some parade security standards but we have heard nothing.

Focke’s Comments:

Tuesday morning, I met with Amanda Webb and Vanessa Gray at Keats Park to determine a location for the groundbreaking ceremony this evening. We looked at a couple of locations and decided on a spot directly west of the parking lot. We also made a list of items to be done for the event. Later that afternoon, we had a “Team Keats” meeting to go over the items needing to be done by BG Consultants, Public Works, and Bayer Construction. Amanda, Vanessa, and I will get there before the event to get things set up. There will be some refreshments for our guests and officials in the shelter meeting room (air conditioned). Providers will be available for Q & A’s.

Wednesday I did some work in my home office, did some watering in the yard and 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 John Ford
SECONDER:	Commissioner Greg McKinley
AYES:	Greg McKinley, Kathryn Focke, John Ford
NAYS:	None

2. 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:

- Kaylob Corral, a new hire, as a Customer Service Representative, in the Treasurer's Department, at a Range 4, at \$19.41 per hour.
- Darin Hess, a new hire, as an Operator II, in the Public Works Department, at a Range 7, at \$23.98 per hour.

3. Discuss Intergovernmental Luncheon at Rockin K's at 12:00 (noon) Monday, August 24th

Review Minutes

4. Board of Riley County Commissioners - Regular Meeting - Aug 10, 2026 8:30 AM

Move to approve the minutes of August 10, 2026 as presented.

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

Review Tentative Agenda

5. Tentative Agenda

Press Conference Topics

9:00 AM

Jacob Hansen, County Counselor

6. Administrative Work Session

Hansen said they have been working on projects and he has contacted legislators and candidates regarding the Legislative Luncheon.

7. EZ EMR Contract Extension for Health Department - Michael Hawthorne

Hawthorne presented the EZ EMR Contract Extension for the Health Department.

Move to approve the Amendment to the Agreement with Custom Data Processing, Inc. to extend the agreement for software for electronic health records management for the Health Department.

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

9:20 AM

Shilo Heger, Treasurer

8. Northeast County Officials Meeting

Heger discussed Riley County hosting the Northeast Kansas County Officials meeting.

The Board discussed the proposal.

The Board agreed by consensus with the proposal for the Northeast Kansas County Officials Meeting.

9. July 2026 Treasurer's Report

Heger presented the Treasurer's report.

9:45 AM

Jason Smith, Manhattan Area Chamber of Commerce

10. Economic Development Update

Soldan presented an economic development update.

Bishop discussed Fort Riley activities.

10:00 AM

Primary Election Canvass

11. Procedures for Canvass of Ballots

Vargo presented the procedures for the Canvass of the Ballots.

Cragg presented the 2026 Primary Election Canvass Report.

Move to approve the valid provisional ballots and partial count provisional ballots and certify the Official Election Results of the 2026 Primary Election.

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

10:15 AM

David Adams, Interim Health Department Director

12. Health Department Staff Update

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 Health Department staff update.

Ford expressed concern with lack of participation in the community needs assessment.

The Board agreed by consensus for the PIO to work on the community needs assessment.

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. July 2026 Cash Flows

Phillips presented the cash flow reports.

10:40 AM Executive Session to discuss department head evaluation

14. Anna Burson, Appraiser

10:40 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, Elizabeth Ward, Human Resources Director, and Anna Burson, Appraiser, recess into executive session pursuant to the non-elected personnel matters 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 11:10 a.m.

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

11:10 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

11:10 AM Cory Meyer, IT/GIS Director**15. Public Works Conference Room AV Replacement**

Meyer requested the Board approve the replacement of the AV System for the Public Works Conference Room.

Move to approve the purchase of the AV System for the Public Works Conference Room.

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

11:20 AM Brittany Phillips, Budget and Finance Officer**16. CIP Amendment**

Phillips presented the CIP Project Amendment for the CiCo Park Playground Equipment.

McKinley stated his intent was not to release the CiCo Park Playground Equipment reserve.

Move to deny the CIP Project Amendment for the CiCo Park Playground Equipment.

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

Adjournment

11:24 a.m. Move to adjourn after the Keats Groundbreaking tonight at 6:00 p.m.

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

Announcements

The Groundbreaking for the Keats Sanitary Sewer Project will be held today at 6:00 p.m. at Keats Park, 3221 Reservation Drive, Manhattan, Kansas.

