



**Board of Riley County  
Commissioners  
Regular Meeting  
Minutes  
September 10, 2026**

115 N 4th Street  
Manhattan, KS 66502  
[www.rileycountyks.gov](http://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 |
| Jacob Hansen      | County Counselor                      | Present | 8:30 AM |
| Vanessa Gray      | PIO                                   | Present | 8:30 AM |
| Michael Hawthorne | Assistant County Counselor            | Present | 8:30 AM |
| Brittany Phillips | Budget and Finance Officer            | Present | 8:30 AM |
| Darrin Hobbs      | Planning Compliance Specialist        | Present | 8:30 AM |
| Pat Collins       |                                       | Present | 8:30 AM |
| Michele Reid      | Human Resources Manager               | Present | 8:30 AM |
| John Ellermann    | Public Works Director/County Engineer | Present | 8:30 AM |
| Gary Olds         |                                       | Present | 8:30 AM |
| Rob Voelker       |                                       | Present | 8:30 AM |
| Arturo Mauricio   | KMAN                                  | Present | 8:30 AM |
| Alison Wheatley   | 3518 Limestone Circle                 | Present | 8:30 AM |
| Gretchen Lewis    | 1229 Hudson Avenue                    | Present | 8:30 AM |
| Marilynn Mock     | 3045 Geneva Drive                     | Present | 8:30 AM |
| Lisa Worthington  | 517 Stone Pointe Drive                | Present | 8:30 AM |
| Elizabeth Dodd    | 2818 Tatarrax Drive                   | Present | 8:30 AM |

|                      |                                          |         |         |
|----------------------|------------------------------------------|---------|---------|
| Tyler Nelssen        | 2111 Prairie Glen Place                  | Present | 8:30 AM |
| Barbara Gatewood     | 2921 Tatarra Drive                       | Present | 8:30 AM |
| Elke Lorenz          | 315 Valley Drive                         | Present | 8:30 AM |
| Susan Adamchak       | 1000 Mill Valley Circle                  | Present | 8:30 AM |
| John Watt            | 2208 Brooke Bend, Junction City          | Present | 8:30 AM |
| Isabel Call          | 2139 Prairie Lea Place                   | Present | 8:30 AM |
| Andrew Frey          |                                          | Present | 8:30 AM |
| Al Terwelp           | 5911 Sharm Drive                         | Present | 8:30 AM |
| Shirley Hobrock      | 2812 Stone Valley Drive                  | Present | 8:30 AM |
| Brice Hobrock        | 2812 Stone Valley Drive                  | Present | 8:30 AM |
| Russel Stukey        | Emergency Management Director/Fire Chief | Present | 9:00 AM |
| Pam Sexton           | 4596 Camphor Circle, Pottawatomie Co.    | Present | 8:30 AM |
| Philip Nel           |                                          | Present | 8:30 AM |
| Margaret McGhee      |                                          | Present | 8:30 AM |
| Amber Starling       |                                          | Present | 8:30 AM |
| Marcia Deane Lehmann | 2107 Prairie Lea Place                   | Present | 8:30 AM |
| Michael Boller       | Noxious Weed/HHW Director                | Present | 9:00 AM |
| Daryn Soldan         | Manhattan Area Chamber of Commerce       | Present | 9:44 AM |
| Christian Bishop     | Manhattan Area Chamber of Commerce       | Present | 9:44 AM |

### **Pledge of Allegiance**

### **Public Comment**

Hansen presented the Riley County rules for public comment.

Starling said they oppose the RCPD grant and accepting of the funds. Starling discussed the specifics of the grant.

Mock thanked the commissioners for their service. She is opposed to ICE coming to our community and opposes accepting this grant.

Watt discussed the 287 agreement and CORE Civic. Watt said he opposes the grant.

Terwelp, organizer of DeFlock Riley County, said they oppose the grant. He presented five reasons why.

A citizen said he is against the grant and surveillance cameras.

Nel discussed three things: trust, cost, and control regarding the grant. Nel said he opposes the grant.

Call, Unitarian Universalist Fellowship opposes the grant. Call said ICE has earned their distrust.

Nelssen said RCPD has two accreditations for their discipline and honor following the rule of law and we are going to join an agency with unlawful detention. Nelssen said he finds it hard to uphold the accreditations.

McGhee a priest in town urged if the grant is awarded to not accept it.

### **Commission Comments**

Ford's Comments:

Hopefully everyone had a wonderful Labor Day holiday and stayed cool and well as it finally looks like fall may be finally coming around here in September.

Friday I did speak with Ben Ledo from MakeMyMove yesterday. He said the state is still reviewing the second-round applications and that the good news is there were only 1.48 million in request with the 1.5 million allocated so were basically a shoe in at this point and we will be fast tracked once the review is complete. So that should be coming at any point now.

Friday evening, I did take some time to walk around Purple Power Play downtown. Didn't stay incredibly long due to the extreme heat but it was fun and there seemed to be a lot of energy for the start of the season. Also brings back memories from the first couple being downtown in the early 1990s.

Saturday I attended a Town Hall discussion at the VFW in Randolph. Had a handful of citizens there from the north county to discuss some of the issue and challenges facing us here in Riley County including the budget, the county administrator position, personnel concerns, property taxes and taxes in general, fairgrounds, and emergency services to name a few. Have to say it was a spirited conversation but well worth the hour and half to listen to everyone, discuss and answer some questions as well.

Saturday evening, I watched the first K-State from home. Ended up being quite the game as the Wildcats won 71-3 over Nicholls on another hot evening. Glad to see the Collin Klien era getting started off on a good foot and it looked like there was plenty of energy with the team and with the crowd. Got a couple of 11 a.m. games coming up next.

Sunday and Monday I spent watching quite a bit of college football, there were some good games and a couple a bad ones in the mix.

Also, on Monday I came down to office to do some work and go through some information on several agenda items we will be working on over the next couple of meetings to get caught up.

Tuesday afternoon I listened to another National Association of Counties webinar discussing

the 21<sup>st</sup> Century ROAD to Housing Act that is a major bipartisan federal enacted in July to help address the nation's housing shortages and try and address the affordability issue. This webinar also discussed two specific counties, Orange County, Florida and Fairfax County, Virginia and they're thinking outside the box to develop avenues to address these challenges in their communities. Lastly there was Business After Hours hosted by the Manhattan Area Chamber of Commerce out at the K-State Community Garden. It was a chance to discover what more K-State has to offer with people from both McCain Auditorium and the Beach Museum of Art

Also, throughout the week I've been responding to correspondence on several county related issues on several different mediums including email. Looks like there's a need to keep the citizens updated and educated on the key issues as well. Something we definitely need to work on.

McKinley's Comments:

No comments.

Focke's Comments:

Thursday, September 3rd there was a special meeting of the Law Board in the BOCC Chambers. The meeting consisted of an executive session concerning personnel issues and the following session was an attorney/client privilege session. The director was unable to attend the first session, and another meeting is scheduled for Monday afternoon, September 14<sup>th</sup>.

Friday Commissioner McKinley and I took some paperwork to the RCPD Director for the Monday meeting.

Saturday I attended the KSU vs. Nicholls State football game. It was a very hot evening, but a great game with the Wildcats scoring 71 points.

Sunday & Monday I didn't do much except some housework, shopping, and reading. I needed some time to relax.

Tuesday, September 8<sup>th</sup> I had several doctor appointments and later went to the monthly meeting of the Riley County Democrats.

Wednesday I put up some post lighting on my fence, went over today's agenda and documents and later went to hand bell practice at my church. I also did some water exercise and swimming at a friend's house.

### **Business Meeting**

1. 2025 Audit Representation Letter

Move to approve the 2025 Management Representation Letter with James Gordon & Associates CPA, P.A.

|                  |                                         |
|------------------|-----------------------------------------|
| <b>RESULT:</b>   | <b>Passed</b>                           |
| <b>MOVER:</b>    | Commissioner Greg McKinley              |
| <b>SECONDER:</b> | Commissioner John Ford                  |
| <b>AYES:</b>     | Greg McKinley, Kathryn Focke, John Ford |
| <b>NAYS:</b>     | None                                    |

2. Planning & Development Fee Schedule Resolution

Move to approve "Resolution No. 091026-43, A Resolution establishing Planning and Development fees for Riley County, Kansas" adding fees for private well water testing for STRs and ESEs and operating an STR without a license.

|                  |                                         |
|------------------|-----------------------------------------|
| <b>RESULT:</b>   | <b>Passed</b>                           |
| <b>MOVER:</b>    | Commissioner John Ford                  |
| <b>SECONDER:</b> | Commissioner Greg McKinley              |
| <b>AYES:</b>     | Greg McKinley, Kathryn Focke, John Ford |
| <b>NAYS:</b>     | None                                    |

3. Certification of Unpaid Fees

Move to approve the Certification of Unpaid Fees and/or Charges for Utility Services located in Terra Heights Sewer Benefit District, a special assessment shall be placed in the amount of \$1,283.80 against the Doreen M. Ray, Trust.

|                  |                                         |
|------------------|-----------------------------------------|
| <b>RESULT:</b>   | <b>Passed</b>                           |
| <b>MOVER:</b>    | Commissioner John Ford                  |
| <b>SECONDER:</b> | Commissioner Greg McKinley              |
| <b>AYES:</b>     | Greg McKinley, Kathryn Focke, John Ford |
| <b>NAYS:</b>     | None                                    |

4. Riley County Employee Action Forms

Move to approve the requested Riley County Employee Action Forms.

|                  |                                         |
|------------------|-----------------------------------------|
| <b>RESULT:</b>   | <b>Passed</b>                           |
| <b>MOVER:</b>    | Commissioner John Ford                  |
| <b>SECONDER:</b> | Commissioner Greg McKinley              |
| <b>AYES:</b>     | Greg McKinley, Kathryn Focke, John Ford |
| <b>NAYS:</b>     | None                                    |

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

- Shanika Rose, for a Job Reclassification, as a Health Educator, in the Health Department, at a Range 14.
- Camber Branstetter, a Public Health Nurse, in the Health Department, for Separation from County Service, effective September 8, 2026.
- Delores Cobbins, an On-Call Juvenile Intake Officer, in the Community Corrections Department, for Separation from County Service, effective August 28, 2026.
- Evan Pringle, for a status change from As Needed to Full Time, as an EMT, in

the EMS/Ambulance Department, at a Range EMT, at \$18.33 per hour.

### Review Minutes

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

Move to approve the minutes of September 3, 2026 as presented.

|                  |                                         |
|------------------|-----------------------------------------|
| <b>RESULT:</b>   | <b>Passed</b>                           |
| <b>MOVER:</b>    | Commissioner Greg McKinley              |
| <b>SECONDER:</b> | Commissioner John Ford                  |
| <b>AYES:</b>     | Greg McKinley, Kathryn Focke, John Ford |
| <b>NAYS:</b>     | None                                    |

### Review Tentative Agenda

6. Tentative Agenda

### Press Conference Topics

9:00 AM

#### **Brittany Phillips, Budget and Finance Officer**

7. 2027 Riley County Fire District #1 Public RNR Hearing

Phillips presented the resolution for the Fire District RNR.

Focke opened the public hearing.

P. Collins said fire protection is important but he thought with the consolidation that the budget would go down.

Phillips said there is a cost savings but most of it is in the county general.

Focke closed the public hearing.

Move to approve exceeding the RNR and approve "Resolution No. 091026-44, A Resolution of the County of Riley, Kansas to levy a property tax rate exceeding the Revenue Neutral Rate of Riley County Fire District No.1" for the tax year 2027.

|                  |                              |
|------------------|------------------------------|
| <b>RESULT:</b>   | <b>Passed</b>                |
| <b>MOVER:</b>    | Commissioner Greg McKinley   |
| <b>SECONDER:</b> | Commissioner Kathryn Focke   |
| <b>AYES:</b>     | Greg McKinley, Kathryn Focke |
| <b>NAYS:</b>     | John Ford                    |

9:05 AM

#### **Brittany Phillips, Budget and Finance Officer**

8. 2027 Riley County Public RNR Hearing

Phillips presented the resolution for the Riley County RNR.

Focke opened the public hearing.

Olds said he thinks it is possible to be at a lower mill levy.

Focke closed the public hearing.

Move to approve "Resolution No. 091026-45, A Resolution of the County of Riley, Kansas to levy a property tax rate exceeding the Revenue Neutral Rate" for tax year 2027.

|                  |                              |
|------------------|------------------------------|
| <b>RESULT:</b>   | <b>Passed</b>                |
| <b>MOVER:</b>    | Commissioner Greg McKinley   |
| <b>SECONDER:</b> | Commissioner Kathryn Focke   |
| <b>AYES:</b>     | Greg McKinley, Kathryn Focke |
| <b>NAYS:</b>     | John Ford                    |

**9:10 AM      Brittany Phillips, Budget and Finance Officer**

9.      2027 Riley County Budget Hearing

Phillips presented the certificate for the budget for 2027.

Focke opened the public hearing.

Olds said the budget brochure is a great document.

Olds discussed the \$1.5 million dollars. Olds discussed the COLA and step. Olds said taxpayers can't afford it.

P. Collins said he agrees with Olds and lives on a fixed budget.

Focke closed the public hearing.

Move to approve and sign the 2027 Riley County Budget Certificate as published in the amount of \$108,293,317 and the Special District Funds Certificate totaling \$6,907,309.

|                  |                              |
|------------------|------------------------------|
| <b>RESULT:</b>   | <b>Passed</b>                |
| <b>MOVER:</b>    | Commissioner Greg McKinley   |
| <b>SECONDER:</b> | Commissioner Kathryn Focke   |
| <b>AYES:</b>     | Greg McKinley, Kathryn Focke |
| <b>NAYS:</b>     | John Ford                    |

**9:15 AM      Jacob Hansen, County Counselor**

10.      Administrative Work Session

Hansen said he is working on the MOU for the fairgrounds.

Hansen said the MOU seems agreeable for the fairgrounds. Hansen said there are no county tax funds being used.

**9:35 AM      Budget and Planning Committee - Brittany Phillips, Budget and Finance Officer**

## 11. Cash Flows

Phillips presented cash flow reports.

9:45 AM

**Jason Smith, Manhattan Area Chamber of Commerce**

## 12. Economic Development Update

Soldan presented an Economic Development update.

Bishop presented Fort Riley updates and the events that are going on.

10:00 AM

**Michael Hawthorne, Assistant County Counselor**

## 13. EZ EMR Contract Extension

Hawthorne presented the amendment to the agreement for software for electronic health records for the Riley County Health Department.

Move to approve the Amendment to the Agreement with Custom Data Processing, Inc. to extend the agreement until December 31, 2026 for software for electronic health records management for the Health Department.

|                  |                                         |
|------------------|-----------------------------------------|
| <b>RESULT:</b>   | <b>Passed</b>                           |
| <b>MOVER:</b>    | Commissioner John Ford                  |
| <b>SECONDER:</b> | Commissioner Greg McKinley              |
| <b>AYES:</b>     | Greg McKinley, Kathryn Focke, John Ford |
| <b>NAYS:</b>     | None                                    |

10:05 AM

**Jared Tremblay, Flint Hills MPO Director**

## 14. Letter of Support

Tremblay presented a request for a letter of support for a grant for the proposed project that will deploy Intelligent Transportation Systems (ITS) technologies along the US-24/Tuttle Creek Boulevard corridor. Tremblay said the city asked if local partners would be interested in submitting a letter of support. Tremblay said they are not asking for a match from the county.

Move to approve for staff to proceed with a letter of support for the proposed project that will deploy Intelligent Transportation Systems (ITS) technologies along the US-24/Tuttle Creek Boulevard corridor in Manhattan.

|                  |                                         |
|------------------|-----------------------------------------|
| <b>RESULT:</b>   | <b>Passed</b>                           |
| <b>MOVER:</b>    | Commissioner Greg McKinley              |
| <b>SECONDER:</b> | Commissioner John Ford                  |
| <b>AYES:</b>     | Greg McKinley, Kathryn Focke, John Ford |
| <b>NAYS:</b>     | None                                    |

Hansen said he could draft a letter of support.

**Adjournment**

Move to adjourn.

|                  |                                         |
|------------------|-----------------------------------------|
| <b>RESULT:</b>   | <b>Passed</b>                           |
| <b>MOVER:</b>    | Commissioner Greg McKinley              |
| <b>SECONDER:</b> | Commissioner John Ford                  |
| <b>AYES:</b>     | Greg McKinley, Kathryn Focke, John Ford |
| <b>NAYS:</b>     | None                                    |