



**Board of Riley County  
Commissioners  
Regular Meeting  
Minutes  
July 27, 2017**

115 North 4th Street  
Manhattan, KS 66502  
[www.rileycountyks.gov](http://www.rileycountyks.gov)

Cindy Kabriel  
785-565-6200

**Commission Chambers**

**8:30 AM**

[District 1 – Ben Wilson, Member](#)

[District 2 – Marvin Rodriguez, Vice Chair](#)

[District 3 – Ronald Wells, Chair](#)

**8:30 AM**

**Call to Order**

Attendee Name	Title	Status	Arrived
Ronald Wells	County Commissioner	Present	8:30 AM
Ben Wilson	County Commissioner	Present	8:30 AM
Marvin Rodriguez	County Commissioner	Present	8:30 AM
Rich Vargo	County Clerk	Present	8:30 AM
Clancy Holeman	Counselor/Director of Administrative Services	Present	8:30 AM
Leon Hobson	Public Works Director/County Engineer	Present	8:30 AM
Sherie Taylor	GIS	Present	8:32 AM
Stephanie Casanova	Manhattan Mercury	Present	8:47 AM
Sam Hennigh	KMAN	Present	9:00 AM
Kevin Howser	IT/GIS Director	Present	9:23 AM
Mel Van Der Stelt		Present	9:26 AM
Alvin Perez	Public Works Operations/Fleet Manager	Present	9:42 AM
Katherine Poole		Present	10:01 AM
Jon Brake	Manhattan Free Press	Present	10:06 AM
Jennifer Green	Health Department Director	Present	10:14 AM
Jan Scheideman	Child Care Facilitator/Manager	Present	10:17 AM
Monty Wedel	Planning & Special Projects Director	Present	10:22 AM
Katie Pralle	Riley County 4-H	Present	8:30 AM
Dylan Anderson	Riley County 4-H	Present	8:30 AM
Janet Kiser	Riley County 4-H	Present	8:30 AM
Michelle Pralle	Riley County 4-H	Present	8:30 AM

**Pledge of Allegiance**

**Public Comment**

1. Public Comments
  
2. Presentation of County Commissioners 4-H cookie jar by Riley County

#### 4-H King and Queen

Dylan Anderson and Katie Pralle thanked the Board for their support and presented the Board with the annual 4-H Cookie Jar.

The Board thanked Anderson and Pralle for all they do.

### Commission Comments

#### 3. Commission Comments

##### Wilson's Comments:

Monday I attended the Chamber of Commerce board meeting, this time hosted by the Manhattan Area Technical College. It was neat to get to tour the MATC facilities including the mock-biosecurity-level-3 lab for training lab technicians.

Wednesday I went with the mayors of Manhattan and Junction City and a couple other people to tour the old VA clinic in Junction City for potential use as a mental health crisis stabilization center. It looks promising, although the small group and the three counties will have to discuss it further.

##### Rodriguez's Comments:

Attended the annual meeting of NACo in Columbus, Ohio. Was kept busy attending the many meetings. Met a whole bunch of new people. Did a whole lot of walking. The convention center is very big.

##### Wells' Comments:

Wells said on Monday he chaired the Intergovernmental Luncheon.

Wells stated he is nearly finished with the Woodworkers' Float.

Wells said he attended the Annual Flush Picnic yesterday.

### Business Meeting

#### 4. Change Order No. 1- Green-Randolph Rd. Milling and Asphalt Overlay

Move to approve Change Order Number 1 with Shilling Construction for Green-Randolph Road Milling and Asphalt Overlay Project in the amount of (\$36,577.57) for a total adjusted contract price of \$895,752.43.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Ben Wilson, County Commissioner
<b>SECONDER:</b>	Marvin Rodriguez, County Commissioner
<b>AYES:</b>	Wells, Wilson, Rodriguez

5. Sign a Tax Roll Correction

Move to approve the Tax Roll Correction.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Ben Wilson, County Commissioner
<b>SECONDER:</b>	Marvin Rodriguez, County Commissioner
<b>AYES:</b>	Wells, Wilson, Rodriguez

6. Registration Form designating Riley County's Official 2020 Decennial Census LUCA program liaison as Sherie Taylor

Taylor presented the registration form for the 2020 Census Local Update of Census Addresses Operation.

Move to approve the Registration Form designating Riley County's Official 2020 Decennial Census LUCA program liaison as Sherie Taylor.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Marvin Rodriguez, County Commissioner
<b>SECONDER:</b>	Ben Wilson, County Commissioner
<b>AYES:</b>	Wells, Wilson, Rodriguez

### Review Minutes

7. Board of Riley County Commissioners - Regular Meeting - Jul 24, 2017 8:30 AM

Move to approve the minutes.

<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Ben Wilson, County Commissioner
<b>SECONDER:</b>	Marvin Rodriguez, County Commissioner
<b>AYES:</b>	Wells, Wilson, Rodriguez

**Review Tentative Agenda**

- 8. Tentative Agenda

**Press Conference Topics**

- 9. Discuss Press Conference
  - Jennifer Wilson - Riley County Fair update

**9:15 AM Clancy Holeman, Counselor/Director of Administrative Services**

- 10. Administrative Work Session

Move to add an executive session at the end of the agenda for potential litigation.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Ben Wilson, County Commissioner
<b>SECONDER:</b>	Marvin Rodriguez, County Commissioner
<b>AYES:</b>	Wells, Wilson, Rodriguez

- 9:15 AM 11. Executive Session for preliminary discussions related to the acquisition of real property

Move that the Board of Riley County Commissioners, including Chairman Wells, Commissioner Rodriguez, and Commissioner Wilson, along with Clancy Holeman, Riley County Counselor, and Rich Vargo, Riley County Clerk, recess into executive session pursuant to the preliminary discussions relating to the acquisition of real property exception to the Kansas Open Meetings Act, in order to discuss an initial offer of purchase by the County, the open meeting to resume in the County Commission Chambers at 9:25 a.m.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Ben Wilson, County Commissioner
<b>SECONDER:</b>	Marvin Rodriguez, County Commissioner
<b>AYES:</b>	Wells, Wilson, Rodriguez

- 9:25 AM Move to go out of executive session.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Ben Wilson, County Commissioner
<b>SECONDER:</b>	Marvin Rodriguez, County Commissioner
<b>AYES:</b>	Wells, Wilson, Rodriguez

No binding action was taken during the executive session.

12. Hospital-Proposed Transition Agreement for Transfer of Ambulance Service to Riley County; Such Transfer Effective November 1, 2017--  
Work Session

Holeman presented the Transition Agreement for the Transfer of Ambulance Service to Riley County.

The Board agreed with the presented Transition Agreement.

Holeman asked for consensus from the Board for authority to finalize the agreement if necessary.

The Board agreed by consensus to give the County Counselor authority to finalize the Transition Agreement with Via Christi.

**9:35 AM Kevin Howser, IT/GIS Director**

13. IT/GIS Staff Update - July 2017

Howser presented the IT/GIS staff report.

**9:50 AM Bob Isaac, Planner**

14. Request for a Special Use Authorization to permit a 40' x 60' metal storage building – Riley County Public Works.

Isaac presented the Special Use Authorization resolution.

Move to approve "Resolution No. 072717-45, Resolution amending the zoning map of Riley County concerning the use of certain real estate located in Center Township - Special Use Authorization" and approving the request for a Special Use Authorization to permit a 40' x 60' metal storage building – Riley County Public Works."

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Ben Wilson, County Commissioner
<b>SECONDER:</b>	Marvin Rodriguez, County Commissioner
<b>AYES:</b>	Wells, Wilson, Rodriguez

**10:00 AM Bob Isaac, Planner**

- 15. Request to rezone a tract of land from “AG” (Agricultural District) to “SF-5” (Single Family Residential).

Isaac presented the Poole rezoning request.

Move to approve "Resolution No. 072717-46, Resolution amending the zoning map of Riley County concerning the use of certain real estate located in Grant Township", Lot 3 Moyer Subdivision No. 2 from “AG” (Agricultural District) to “SF-5” (Single Family Residential).

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Ben Wilson, County Commissioner
<b>SECONDER:</b>	Marvin Rodriguez, County Commissioner
<b>AYES:</b>	Wells, Wilson, Rodriguez

**10:10 AM Break**

**10:20 AM Jan Scheideman, Child Care Facilitator/Manager**

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

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Ben Wilson, County Commissioner
<b>SECONDER:</b>	Marvin Rodriguez, County Commissioner
<b>AYES:</b>	Wells, Wilson, Rodriguez

- 16. Out of State Travel for Raising Riley CLASS Training

Scheideman presented the Out of State Travel Request.

Move to approve the Out of State Travel Request for Riley County Health Department Raising Riley Early Childhood Facilitators Renee Berish and Nanette Stark in order to attend grant funded training that includes CLASS Provider Feedback Strategies and Instructional

Support Strategies.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Ben Wilson, County Commissioner
<b>SECONDER:</b>	Marvin Rodriguez, County Commissioner
<b>AYES:</b>	Wells, Wilson, Rodriguez

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

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Ben Wilson, County Commissioner
<b>SECONDER:</b>	Marvin Rodriguez, County Commissioner
<b>AYES:</b>	Wells, Wilson, Rodriguez

**10:30 AM Clancy Holeman, Counselor/Director of Administrative Services**

- 10:30 AM 17. Executive session to discuss a performance matter involving non-elected personnel

Move that the County Commissioners, including Chairman Wells, Commissioner Rodriguez, and Commissioner Wilson, recess into executive session with Clancy Holeman, County Counselor, attorney for the commission, and Cindy Volanti, Human Resource Manager, pursuant to the non-elected personnel matters exception to the Kansas Open Meetings Act, on a performance matter, in order to protect the privacy of the employee, the open meeting to resume in the County Commission Chambers at 11:30 a.m.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Ben Wilson, County Commissioner
<b>SECONDER:</b>	Marvin Rodriguez, County Commissioner
<b>AYES:</b>	Wells, Wilson, Rodriguez

- 11:30 AM Move to go out of executive session.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Ben Wilson, County Commissioner
<b>SECONDER:</b>	Marvin Rodriguez, County Commissioner
<b>AYES:</b>	Wells, Wilson, Rodriguez

No binding action was taken during the executive session.

11:30 AM Executive Session for Confidential Legal Advice

Move that the County Commission, including Chairman Wells, Commissioner Rodriguez, and Commissioner Wilson, recess into executive session on pending litigation for the purpose of consultation with an attorney for the Commission, Clancy Holeman, Riley County Counselor, and Craig Cox, Deputy County Counselor, which would be deemed privileged in the attorney-client relationship, an exception to the Kansas Open Meetings Act, the open meeting to resume in the County Commission Chambers at 11:40 a.m.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Ben Wilson, County Commissioner
<b>SECONDER:</b>	Marvin Rodriguez, County Commissioner
<b>AYES:</b>	Wells, Wilson, Rodriguez

11:40 AM Move to go out of executive session.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Ben Wilson, County Commissioner
<b>SECONDER:</b>	Marvin Rodriguez, County Commissioner
<b>AYES:</b>	Wells, Wilson, Rodriguez

No binding action was taken during the executive session.

11:41 AM **Adjournment**

Move to adjourn.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Marvin Rodriguez, County Commissioner
<b>SECONDER:</b>	Ben Wilson, County Commissioner
<b>AYES:</b>	Wells, Wilson, Rodriguez