



**Board of Riley County  
Commissioners  
Regular Meeting  
Minutes  
August 07, 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
Cindy Kabriel	Administrative Assistant II	Present	8:30 AM
Clancy Holeman	Counselor/Director of Administrative Services	Present	8:30 AM
Gary Rosewicz	Assistant County Engineer	Present	8:30 AM
Leon Hobson	Public Works Director/County Engineer	Present	8:30 AM
Cindy Volanti	Human Resource Manager/Deputy Clerk	Present	8:31 AM
Sam Hennigh	KMAN	Present	8:59 AM
Stephanie Cascinova	Mercury	Present	8:55 AM
Craig Cox	Deputy County Counselor	Present	9:26 AM
Tami Robison	Budget and Finance Officer	Present	9:45 AM
Brad Schoen	RCPD Director	Present	9:54 AM
Monty Wedel	Planning & Special Projects Director	Present	10:03 AM

**Pledge of Allegiance**

**Public Comment**

1. Public Comments

**Commission Comments**

2. Commission Comments

Wilson's Comments:

On Thursday July 27 I attended the Riley County fair.

After that, I spent a week in Kentucky and Tennessee on vacation, including a family reunion to celebrate Rachel's grandparents' 50<sup>th</sup> wedding anniversary.

Rodriguez's Comments:

Friday the 4th I met with several constituents in Leonardville early in the morning. Had the opportunity to also meet the mayors of Leonardville and Randolph. The discussion was about everything. Later I met with Bart Thomas concerning a sign permit he is trying to get. I also met with the City of Manhattan in order to have a street sign replaced. The sign has been missing for several months. The sign was replaced before the end of the day. The neighborhood folks are now happy.

Early Saturday morning I cooked breakfast at the Masonic Lodge. After that Vicki and I had lunch in Junction City with the high school reunion committee.

Sunday, Vicki and I attended a family reunion on her mother's side in Salina.

Wells' Comments:

Wells said Paul Foltz contacted him about the radio system and discussed how Riley County can save money.

Wells said he received a call from a Riley County resident about water drainage on Anderson from the rain over the weekend.

### **Business Meeting**

3. Health Dept. roof replacement (tabled item)

Rosewicz said Danker Roofing has quoted a retrofit replacement cost of \$412.50 per roof drain. There are actually 5 roof drains on the flat section of the Health Dept. building. If we opted to replace all 5, this would increase the amount of Danker's bid by \$2,062.50 for a total cost of \$25,553.55. This is still \$7,206.45 lower than the Diamond Roofing bid.

Move to accept the low bid submitted by Danker Roofing in the amount of \$25,553.55.

<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

- 4. Lakeside Heights Sewer Expansion Contract

Move to approve the Agreement with SMH Consultants for the Lakeside Heights sewer expansion in the amount of \$26,926.00.

<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

- 5. Sign Riley County Personnel Action Form(s)

The Board of County Commissioners signed a Riley County Personnel Action Form for Angie Hobbs, a new hire, as a WIC Clerk - Fort Riley, in the Health Department, at a grade G step 4, at \$16.32 per hour.

**Review Minutes**

- 6. Board of Riley County Commissioners - Regular Meeting - Aug 3, 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**

- 7. Tentative Agenda

**Press Conference Topics**

- 8. Discuss Press Conference

**9:00 AM            Clancy Holeman, Counselor/Director of Administrative Services**

- 9.     Administrative Work Session
  
- 10.   Pending County Projects County Counselor

**9:20 AM            Break**

**9:30 AM            Press Conference**

- 11.   Tax Sale Auction - Craig Cox (3-5 minutes)

Cox said the Tax Sale Auction will be held Wednesday, August 16th at 10:00 a.m. in the Riley County Commission Chambers. Cox said there are currently 109 properties, with 6 having structures.

- 12.   Public Notice - Leon Hobson (1-2 minutes)

Hobson said the structure replacement project on Falcon Road is scheduled to begin today. The project is located approximately 600 feet south of the intersection of Walsburg Road. Falcon Road will be closed to through traffic during construction from Walsburg Road to LK&W Road. The project is expected to be completed August 10<sup>th</sup>, 2017 weather permitting.

Hobson discussed a drainage problem that a property owner is having on Tabor Valley Road.

**10:00 AM           Brad Schoen, RCPD Director/Leon Hobson, Public Works Director/County Engineer**

- 13.   Proposed RCPD Garage Expansion

Hobson discussed the RCPD garage expansion.

Schoen said the Riley County Police Department (RCPD) has outgrown its vehicle storage facility. With the purchase of new CSI, Bomb and TAC trucks, additional inside vehicle storage space is needed. Storing these vehicles and equipment inside prolongs their useful life. Some of the equipment stored inside the vehicles requires a climate controlled environment.

This proposed project has been presented to the Law Board and consequently to the Board of County Commissioners. The initial project was substantially more expensive thus the Board of County Commissioners challenged the Police Department with developing a less expensive project. The Police Department along with staff and the architect met several times to discuss ways to reduce the cost. The result of these meetings is the less expensive project presented to you today. The changes to the parking lot have already been accomplished.

Riley County entered into a contract with Bruce McMillan Architects to provide preliminary designs and estimate of probable costs. The proposed project evolved through several changes.

Current estimate of probable cost is \$574,200.00. Rich and Tami reviewed the RCPD cash balance and believe there is \$400,000 which could be utilized for this project if the Commission approve. The remaining \$174,200 would be made up from any additional cash available at the end of the year, the RCPD and/or the CIP fund.

This facility provides the needed space to store evidence and equipment in a climate controlled environment and to house the larger RCPD vehicles. When funds are available to construct the facility, staff recommends the design process be implemented and the selection process be waived for sole source.

Move to waive the design consultant selection process as provided for in the Riley County Procurement Policy and approve the Public Works Department to negotiate a design contract with Bruce McMillan Architects for the expansion of the RCPD garage.

<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

14. Riley County Police Department Proposed Training Facility

Hobson discussed the proposed training facility for RCPD.

Schoen said RCPD has grown and the training requirements changed and expanded, the space available is inadequate.

Schoen said RCPD has been forced to look for training space in other facilities around town. This means constantly booking available spaces and transporting all of the gear needed for the training activity to and from the facility.

A new shooting range, storage and training facility were incorporated into the non-funded CIP several years ago. The proposed training facility encompasses a computer lab, class room style training room, office space, storage, break room, men’s and women’s restrooms with a limited number of day lockers, vehicle storage and a large open area for the PT course and reality based training scenarios. While this facility will be used extensively by the RCPD, the facility will be available to other Riley County Departments. Meeting spaces and computer labs are in high demand.

The preliminary estimate of probable cost for the proposed facility is \$2,697,500.00. This includes design costs and a 20% contingency.

Hobson said RCPD needs training space. The current method is not very efficient or effective. Other Riley County Departments need additional meeting space and computer labs for training. The ability to provide space for both makes sense when funds are available.

The commission discussed acquiring land for the EMS building, adding the training facility, and EM on the same piece of land.

**10:35 AM Robbin Cole, Pawnee Mental Health Services Director**

- 15. Interior walls of Pawnee Mental Health Services Building on Claflin

Cole discussed the bids for the interior walls at the Pawnee Mental Health Services Building on Claflin.

Cole asked if the county could contribute above the \$10,000 grant received from the Caroline Peine Foundation.

Move to accept the lowest bid submitted by Ben Kitchens Painting Co., Inc. in the amount of \$12,776.08, \$10,000 to be funded by the Caroline Peine Foundation grant and \$2,776.08 to be funded by the County General-General Fund.

<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

16. Project update

Hobson presented a Public Works project update.

**10:53 AM**      **Adjournment**

Move to adjourn.

<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