



**Board of Riley County  
Commissioners  
Regular Meeting  
Minutes  
September 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
Rich Vargo	County Clerk	Present	8:30 AM
Clancy Holeman	Counselor/Director of Administrative Services	Present	8:30 AM
Pat Collins	Emergency Management Director	Present	8:30 AM
David Adams	EMS Director	Present	8:30 AM
Kevin Howser	IT/GIS Director	Present	8:30 AM
Leon Hobson	Public Works Director/County Engineer	Present	8:30 AM
Tami Robison	Budget and Finance Officer	Present	8:32 AM
Cindy Volanti	Human Resource Manager/Deputy Clerk	Present	8:33 AM
Stephanie Casanova	Manhattan Mercury	Present	8:33 AM
Dennis Peterson	Noxious Weed Director	Present	9:12 AM
Brady Bauman	KMAN	Present	9:18 AM
Greg McHenry	County Appraiser	Present	9:30 AM
Craig Cox	Deputy County Counselor	Present	9:36 AM
Monty Wedel	Planning & Special Projects Director	Present	9:41 AM

**Pledge of Allegiance**

**Public Comment**

1. Public Comments

Howser said the new GIS website is now live effective last night.

**Commission Comments**

2. Commission Comments

Wilson's Comments:

Friday I met with health department staff to discuss an issue.

Over the past week, I also spent some time catching up on county-related email and reading.

Rodriguez's Comments:

Friday September 1st attended the 25th Anniversary Celebration of the Flint Hills Regional Leadership Program. Riley County received recognition for its support of the Leadership program. It was held at the Discovery Center.

Saturday morning I helped other Lodge members put up the KSU flags as well as the Nation's flag on the downtown Poyntz Avenue.

Monday was spent driving Miss Vicki to all her favorite shopping places.

Tuesday the 5th attended the Leonardville City meeting. Also got an opportunity to inspect the newly purchased fire truck just before the city meeting.

Attended the Heartland Works meeting in Topeka on Wednesday. At 7:00 p.m. I attended the Fire District #1 meeting in Riley. Various topics were covered respecting the EMS vehicles as well as qualifications for the first responders. The meeting was vigorous and lively at times. We have some work to do.

Wells' Comments:

Wells said he met with Robbin Cole regarding Pawnee Mental Health facility's needs.

Wells stated he visited with Mel Van Der Stelt.

**Business Meeting**

3. Standard Service Agreement - 2018

Move to approve the Agreement for Services for 2018 with Big Lakes Developmental Center.

<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. Notice of Award for University Park Sanitary Sewer Lift Station and WWTF Improvements

Move to approve the Notice of Award for the Sanitary Sewer Lift Station and WWTF Improvements submitted by the low bidder Utility Solutions, LLC in the amount of \$561,139.00.

<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. Contract between Riley County and Omni Billing to be presented as directed by the BOCC per approval of Riley County Counselor

Move to approve the Agreement for Billing Services with Omni Services Group, LLC for EMS.

<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. Sign Riley County Personnel Action Form(s)

The Board of County Commissioners signed a Riley County Personnel Action Form for Brandon Milner, a new hire, as an Appraiser II-Commercial, in the Appraiser's Office, at a grade H step 4, at \$17.14 per hour.

- 7. Sign Riley County Position Action Form(s)

The Board of County Commissioners signed a Riley County Position Action Form for an Assistant EMS/Ambulance Director, in the EMS/Ambulance Department, at a grade DD.

- 8. Shared Leave Donation Form(s)

Move to approve the Shared Leave Donation Forms.

<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

**Review Minutes**

- 9. Board of Riley County Commissioners - Regular Meeting - Aug 31, 2017 8:30 AM

Move to approve the minutes.

<b>RESULT:</b>	<b>ACCEPTED AS AMENDED [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**

- 10. Tentative Agenda

**Press Conference Topics**

- 11. Discuss Press Conference

9:00 AM

**Clancy Holeman, Counselor/Director of Administrative Services**

- 12. Administrative Work Session

Move to add an executive session to Holeman's time.

<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

9:00 AM

Executive session for preliminary discussions relating 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 9:10 a.m.

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Ben Wilson, County Commissioner  
**SECONDER:** Marvin Rodriguez, County Commissioner  
**AYES:** Wells, Wilson, Rodriguez

9:10 AM Move to go out of executive session.

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Ben Wilson, County Commissioner  
**SECONDER:** Marvin Rodriguez, County Commissioner  
**AYES:** Wells, Wilson, Rodriguez

No binding action was taken during the executive session.

9:15 AM **Dennis Peterson, Noxious Weed Director**

13. Staff Report

Peterson presented the Noxious Weed/HHW staff report.

9:30 AM **Greg McHenry, Appraiser**

14. Appraiser's Office Report

McHenry presented the Appraiser's office report.

9:45 AM **Monty Wedel, Planning/Special Projects Director**

15. Planning & Development - Staff Update

Wedel presented the Planning and Development staff report.

Rodriguez discussed the transition over to the EMS and having vehicles up north and qualified personnel.

Rodriguez said he has asked staff to put together some options to consider in serving the north areas of Riley County.

The Board agreed by consensus for staff to put together Commission Agenda Reports on the EMS personnel staffing, vehicles and MOU's for services in the north part of Riley County.

**10:03 AM      Adjourment**

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