



**Board of Riley County  
Commissioners  
Regular Meeting  
Minutes  
January 07, 2019**

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, Vice Chair](#)

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

[District 3 – Ronald Wells, Member](#)

**8:30 AM          Call to Order**

<b>Attendee Name</b>	<b>Title</b>	<b>Status</b>	<b>Arrived</b>
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
Cindy Volanti	Human Resource Manager/Deputy Clerk	Present	8:30 AM
Leon Hobson	Public Works Director/County Engineer	Present	8:30 AM
Kevin Bryant		Present	8:52 AM
Sam Hennigh	KMAN	Present	8:53 AM
Craig Cox	Deputy County Counselor	Present	8:55 AM
Bryan Richardson	Manhattan Mercury	Present	9:01 AM
Rachel Wilson		Present	9:30 AM
Jennifer Green	Health Department Director	Present	9:30 AM
Rich Fink	RCPD	Present	9:30 AM
Greg McClure	Extension Agent	Present	9:30 AM
Gary Rosewicz	Assistant County Engineer	Present	9:30 AM
Monty Wedel	Planning & Special Projects Director	Present	9:59 AM
Kristal Brewer	Clerk Analyst II-MV	Present	9:30 AM
Richard McIntyre	Public Works Operator II	Present	9:30 AM
Dawn Grubbs	Legal Secretary	Present	9:30 AM
Brett Clark	ISO I - Adult	Present	9:30 AM
Cynthia Dinkins	Custodian I	Present	9:30 AM
Amy Manges	Deeds Supervisor/Deputy	Present	9:30 AM
Lacey Jones	Office Assistant II	Present	9:30 AM
James Taylor	Gravel Road Supervisor	Present	9:30 AM
Juliann Wurtz	Appraiser II - Personal Property/Ag Use	Present	9:30 AM
Danny Mathies	Public Works Operator II	Present	9:30 AM
Lawrence Gassmann	Public Works Operator II	Present	9:30 AM
Julie Winter	PW Administrative Services Manager	Present	9:30 AM
Greg Lund	Park Manager	Present	9:30 AM
Donna Borgerding	Vehicle Supervisor	Present	9:30 AM

Vaughn Colbert	Appraiser III - Land Specialist	Present	9:30 AM
Barry Wilkerson	County Attorney	Present	9:30 AM
David Ball	Tech Assistant/Training Coordinator	Present	9:30 AM
Craig Swartz	Mechanic Tech II	Present	9:30 AM
Jerry Howard	Facility Supervisor	Present	9:30 AM
Shelly Williams	Community Corrections Director	Present	9:30 AM
Lisa McAdams	Administrative Assistant II	Present	9:30 AM
Joanna Lee	ISO I - Adult	Present	9:30 AM
Keirsten Cragg	Records Assistant II	Present	9:30 AM
Cathrine Jones	Dietitian	Present	9:30 AM
Kendra Lewison	Assistant County Attorney	Present	9:30 AM
Jonathan House	Custodian I	Present	9:30 AM
Heather Weir	Custodian I	Present	9:30 AM
Jeremiah Noll	Custodial Manager	Present	9:30 AM

### **Pledge of Allegiance**

### **Public Comment**

#### 1. Public Comments

Hobson reported the CPE Building will go all electronic for entrance doors.

### **Commission Comments**

#### 2. Commission Comments

Wilson's Comments:

I stayed busy with non-county business over the weekend.

Rodriguez's Comments:

Mostly worked around the house, however I did take a phone call from a township trustee who had several questions about township roads and right-of-way.

Wells' Comments:

Wells said he visited with a couple having difficulty developing their

property which has multiple people using the same drive and has a cell phone tower on the property.

### Business Meeting

3. Sign an On-Line Access Agreement for David Buchholz, C.P.A.

Move to approve an Online Access Agreement with David Buchholz, C.P.A. for the Register of Deeds' Office.

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

4. Fancy Creek Rd Bridge Replacement Project No. F.5-5.9

Move to sign and approve the contract from Ebert Construction Co., Inc. for the Fancy Creek Road Bridge Replacement Project No. F.5-5.9 in the amount of \$949,188.39 to be funded by the sales tax fund.

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

5. Proclamation for Dr. Martin Luther King, Jr. Community Celebration and Day of Service

Move to approve the Proclamation for Dr. Martin Luther King, Jr. Community Celebration and Day of Service Proclamation.

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

6. Agreement for Architectural Services with The Ebert Mayo Design Group Accessible Parking and Route - Pottorf Hall CICO Park Project

Move to approve the Agreement for Architectural Services with The Ebert Mayo Design Group in the amount of \$17,096 for the Accessible Parking and Route Pottorf Hall - CICO Park Project. Agreement includes design of all areas with Bidding/Construction Admin for area one, site visits, and observation for area one. This is a CIP Funded

Project.

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

7. Retail Dealer's 2019 Cereal Malt Beverages Licenses for Darius Polite (Intellect Intelligence LLC)

Move to sign a Retail Dealer's 2019 Cereal Malt Beverages License for Darius Polite (Intellect Intelligence LLC), 1000 S. Scenic Drive, Manhattan, KS 66503.

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

8. Sign Tax Roll Corrections

Move to approve the Tax Roll Corrections.

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

9. Sign Riley County Personnel Action Form(s)

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

- Alex Bergstrom, a part time AEMT, in the EMS/Ambulance Department, for Separation from County Service, effective August 11, 2018.
- Gregg Van De Creek, a part time Paramedic, in the EMS/Ambulance Department, for Separation from County Service, effective December 27, 2018.
- Samantha Max, a part time EMT, in the EMS/Ambulance Department, for Separation from County Service, effective January 9, 2019.

### Review Minutes

10. Board of Riley County Commissioners - Regular Meeting - Jan 3, 2019  
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>	Ronald Wells, County Commissioner
<b>AYES:</b>	Wells, Wilson, Rodriguez

### **Review Tentative Agenda**

11. Tentative Agenda

### **Press Conference Topics**

12. Discuss Press Conference

**9:00 AM**

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

13. Administrative Work Session

Holeman reported he has received a corrected agreement for the one year extension for the RCPD firing range.

14. Pending County Projects County Counselor

15. Executive session to discuss confidential legal advice regarding potential litigation issues

Move that the County Commission, including Chairman Rodriguez, Commissioner Wilson, and Commissioner Wells, recess into executive session on potential litigation for the purpose of consultation with Clancy Holeman, Director of Administrative Services/Riley County Counselor, and Craig Cox, Deputy County Counselor, attorneys for the Commission, 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 9:10 a.m.

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

Move to go out of executive session.

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

No binding action was taken during the executive session.

**9:20 AM Break**

**9:30 AM Press Conference**

- 16. Presentation of Proclamation for Martin Luther King Jr. Day - Marvin Rodriguez and Kevin Bryant (3-5 minutes)

Rodriguez presented the Proclamation for Martin Luther King Jr. Day to Bryant.

Bryant said the Committee is proud to be recognized by Riley County. Bryan discussed the Martin Luther King Jr. Day events on Saturday, January 19th.

- 17. Presentation of KAC Years of Service Awards - Marvin Rodriguez (15-20 minutes)

Rodriguez presented the KAC Years of Service Awards.

Name	Job Title	Years of Service	Completed by January 2018
Kristal K Brewer	Clerk Analyst II-MV	8	2017
Richard J McIntyre	Public Work Oper II	8	2017
Dawn M Grubbs	Legal Secretary	16	2017
Brett Clark	ISO I - Adult	16	2017
Cynthia S Dinkins	Custodian I	16	2017
Amy M Manges	Deeds Superv/Deputy	16	2017

Lacey D Jones	Office Assistant II	16	2017
James D Taylor	Gravel Road Superv	16	2017
Julieann L Wurtz	Appraiser II - Personal Property/Ag Use	16	2017
Danny R Mathies	Public Work Oper II	24	2017
Lawrence J Gassmann	Public Work Oper II	24	2017
Julie A Winter	Administrative Services Mgr-PW	40	2017
<b>Not in attendance:</b>			
Brian D Wurtz	Public Works Oper II	8	2017
Jamie B Koeppe	As Needed Assistant	8	2017
Lisa R Daily	Administrative Assistant II - Planning	8	2017
Deborah K Shaver	Public Health Nurse	16	2017
Edwin R Burns	Asphalt Supervisor	32	2017
Robert B Hannan	Roadside Maint	32	2017

Name	Job Title	Years of Service	Completed by January 2018
Keirsten Cragg	Records Asst II-Reg of Deeds	8	2018
Cathrine Elizabeth Jones	Dietitian	8	2018
Kendra Lewison	Asst County Attorney	8	2018
Jonathan M House	Custodian I	8	2018
Heather L Weir	Custodian I	8	2018
Jeremiah A Noll	Custodial Manager	8	2018
Joanna Leigh Lee	ISO I - Adult	16	2018
Barry R Wilkerson	Co Attorney-Elected	24	2018
David Ball	Tech Asst/Trng Coord	24	2018
Craig R Swartz	Mechanic Tech II	24	2018
Jerry L Howard	Facility Supervisor	24	2018
Michelle Lynn Williams	Comm Corr Director	24	2018
Lisa C McAdams	Administrative Asst II-Appraiser	24	2018
Donna M Borgerding	Vehicle Supervisor	32	2018
E Vaughn Colbert	Appraiser III-Land S	32	2018
Greg B Lund	Park Manager	40	2018
<b>Not in attendance:</b>			
Barbara Jane Scoville	As Needed Museum Asst	16	2018
Patricia A Council	Appraiser III - Resid	16	2018

18. Presentation of Plaque for Acknowledgement for Years of Service to Ben Wilson - Marvin Rodriguez (5 minutes)

Rodriguez presented Commissioner Ben Wilson with a plaque for his years of service to Riley County.

Rodriguez presented Commissioner Ben Wilson a second plaque made by Commissioner Ron Wells and from Commissioner Marvin Rodriguez.

Wilson thanked his wife for her support during his term.

Wilson thanked the county staff, department heads, and elected

officials for their service and said he enjoyed working with them. Wilson also thanked staff and elected officials from other government agencies he worked with during his term, along with members of the various boards he served on.

Wilson said he learned a lot about management and local government during his term. He stated one take away was the large contribution staff and department heads can make to fiscal responsibility of government. He said Riley County has a great working relationship between staff and elected officials. Wilson stated he also learned more about local control and federalism, and believes the state should devolve more authority to local governments.

Wilson remarked that his biggest regret was not taking more initiative to push certain issues, such as implementing a vehicle replacement schedule for the county fleet, looking into an energy savings contract for the Law Enforcement Center, and hiring a fundraiser position to solicit private donations for the social service agencies the county funds. Wilson asked the county commission to keep these issues in mind in the future.

Wilson shared his future plans are to do international student ministry at Purdue University.

19. RCPD update - Captain Rich Fink (3-5 minutes)

Fink reported the new RCPD Director is in place. Fink stated the new director has interest in what is going on out in the rural areas of the County.

Fink discussed RCPD's work with assisting with mentally ill individuals.

20. Coffee Shop Agronomy Meetings, starting January 10th - Greg McClure (3 minutes)

McClure said the Coffee Shop Meetings begin January 10, 2019 with Soybean Tech Traits. McClure said the Coffee Shop meetings will be held at Nelson's Landing in Leonardville, starting at 10:30 a.m. and adjourning by 12:00 (noon) every other Thursday from January 10th through February 21st.

**10:00 AM**

**Leon Hobson, Public Works Director/County Engineer**



- 21. Project update

Hobson presented a Public Works project update.

**10:15 AM Monty Wedel, Planning/Special Projects Director**

- 22. Appoint Members to Resilient Riley County Steering Committee

Wedel presented the list of appointees for the Resilient Riley County Steering Committee.

Move to approve the list of appointees as presented:

4 members representing the following categories: 2 rural residents, 1 rural business owner, and 1 farmer

- Rural resident: Connie Satzler (Resides in home on Wildcat Creek about halfway to Keats)
- Rural resident: James Sutton (Resides in home at south end of Keats)
- Rural Business Owner: Charlie Pottorf (owner of Wildcat Tree Service who owns property on Wildcat Creek at edge of City)
- Farmer: Mike or Rebecca Mosier (farms along Wildcat Creek between Manhattan and Keats)

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

**10:18 AM Adjournment**

Move to adjourn.

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