



**Board of Riley County  
Commissioners  
Regular Meeting  
Minutes  
July 30, 2018**

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
Shelly Williams	Community Corrections Director	Present	8:30 AM
Dylan Lysen	Manhattan Mercury	Present	8:30 AM
Cindy Volanti	Human Resource Manager/Deputy Clerk	Present	8:30 AM
Tami Robison	Budget and Finance Officer	Present	8:30 AM
Kevin Howser	IT/GIS Director	Present	9:30 AM
Julie Hettinger	Community Health Educator	Present	10:05 AM
Cindy Kabriel	Administrative Assistant II	Present	10:10 AM

**Pledge of Allegiance**

**Public Comment**

1. Public Comments

Volanti reported the funeral for Kim Bulk is tomorrow in Riley at 10:00 a.m. Volanti stated per policy two hours of administrative leave for the funeral is allowed.

The Board agreed with the use of the two hours of administrative leave for the funeral.

**Commission Comments**

2. Commission Comments

**Wilson's Comments:**

Thursday I worked on my campaign finance report. That evening I attended the parade, fair, and rodeo. Thanks to Riley County Extension and all who helped make the fair a success!

Over the weekend I helped with my brother's wedding.

**Rodriguez's Comments:**

Attended the NBAF meeting on the 26th, then went to the fair. Worked the Riley County Fair from start to finish. I worked three booths during the fair.

**Wells' Comments:**

Wells said he attended the Fair and visited with many residents regarding taxes. Wells stated the turnout at the Fair was very good.

Rodriguez asked the Board to consider requesting Hobson do a speed zone study along Purcell Road.

Hobson said he would suggest the Board proceed with caution since it is a township road and they would be responsible for the cost of the study.

The Board agreed by consensus for Leon Hobson to contact the Manhattan Township Board to request a speed zone study on Purcell Road.

**Business Meeting**

3. Sign FY 17 Edward Bryne Memorial Justice Assistance Grant (JAG) Program - Local Solicitation for the Riley County Police Department

Withdrawn from the agenda to reschedule.

<b>RESULT:</b>	<b>WITHDRAWN</b>
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4. Juvenile Services FY18 Line-Item Adjustment

Williams presented the Juvenile Services line item adjustment.

Move to approve the line-item adjustments.

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

5.     2018 CIP Authorizations - 2nd work session

Move to approve the following CIP Authorization Forms.

Election Equipment	Clerk/Elections	\$1,020,000
Radio Towers	Emergency Mgmt	219,600
Ambulance Replacement	EMS	170,000
Replace Boiler & Storage Tank	LEC	25,000
Mower w/12' deck	Parks	75,000
Self-Propelled Sheep Foot Roller w/6' drum	Public Works	110,000
2 Ton Truck w/Dump Bed	Public Works	100,000
Courthouse Plaza Master Plan	Public Works	206,000
Office Relocation	Register of Deeds	53,000
		\$1,978,600

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

6.     Sign Riley County Personnel Action Form(s)

The Board of County Commissioners signed a Riley County Personnel Action Form for Stefanie Adam, a Records Assistant II, in the County Clerk's Office, for Separation from County Service, effective August 10, 2018.

7.     Sign Riley County Position Action Form(s)

The Board of County Commissioners signed a Riley County Position Action Form for a Records Assistant II, in the County Clerk's Office, at a grade H.

**Review Minutes**

8.     Board of Riley County Commissioners - Regular Meeting - Jul 26,

2018 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>	Ronald Wells, County Commissioner
<b>AYES:</b>	Wells, Wilson, Rodriguez

### Review Tentative Agenda

9. Tentative Agenda

### Press Conference Topics

10. Discuss Press Conference
  - Jennifer Wilson - Fair Report

**9:00 AM**

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

11. Administrative Work Session

Holeman discussed the USDA documents for the Fairmont Heights Sewer Benefit District and the Leonardville and Ogden Fire Stations. Holeman said Riley County staff is reviewing the documents.

Holeman said he is working on the date for the Hodgins' fence viewing.

12. Pending County Projects County Counselor

**9:20 AM**

### Gary Rosewicz, Assistant County Engineer

13. Bid opening for polymer bridge deck overlay

The Board of County Commissioner opened the following bids for multi-layer polymer concrete overlays 2018.

Company	Total Bid
PCiRoads 14123 42 <sup>nd</sup> Street NE St. Michael, MN 55376-9564	\$92,059.55
Mill Valley Construction, Inc. P.O. Box 14186 Shawnee Mission, KS 66285-4186	\$143,755.00
Bettis Asphalt & Construction, Inc. P.O. Box 1694 Topeka, KS 66601	\$95,881.00
PbX Corporation PO Box 644 Sapulpa, OK 74067	\$116,114.17
Wildcat Construction Co., Inc. & Subsid. 2244 NW Brickyard Road Topeka, KS 66618	\$137,012.00

Move to refer the bids to staff for evaluation and recommendation.

<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

### 9:30 AM

#### Press Conference

14. August 7th Primary Election - Rich Vargo (2-3 minutes)

Vargo reported advance voting is open M-F 8:00 a.m. - 5:00 p.m. and open Saturday August 4th 8:00 - noon and Monday, August 6th 8:00 - noon for the August 7th Primary Election. Vargo said 933 advance votes have been cast to date.

15. ATT circuit upgrade and associated external phone calling downtime - Kevin Howser (2 minutes)

Howser said Riley County will have a scheduled downtime for the ATT circuit upgrade. Howser stated the downtime for external call only is Monday, August 20, 2018 at 9:00 a.m. and last approximately 1.5-2 hours. Howser said internal calls will not be affected.

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

Hobson said beginning Monday, July 30, 2018, Anderson Avenue on

the east side of Keats will be reduced to one lane for geological testing at the bridge site. The lane reduction will occur only in the vicinity of the bridge. Traffic will be allowed through the work zone. Delays can be expected. Testing will take approximately two working days to complete, unless adverse weather conditions cause unexpected delays.

**10:00 AM Kevin Howser, IT/GIS Director**

- 17. IT/GIS Staff Update - July 2018

Howser presented an IT/GIS staff report.

**10:15 AM Julie Hettinger, Health Educator**

- 18. Food and Farm Council Appointments

Hettinger presented the Food and Farm Council appointments.

Move to approve the following appointments to the Food and Farm Council with staggered terms of 3-3 year, 3-2 year, and 3-1 year.

<b>Name</b>	<b>Organization/ Affiliation</b>	<b>Sector of Food System</b>	<b>Appointment</b>	<b>Term</b>
Jacquie Mack	Angel Home Care	Seniors/At Risk	1-year term Appointment	September 1, 2018 - August 31, 2019
Carol Barta	Peoples/Community Garden/Flint Hills Renewable Energy	Community at Large	1-year term Appointment	September 1, 2018 - August 31, 2019
Clara Wicoff	Student/Global Foods System/Youth Rep on Allen County	Kansas State/Student	1-year term Appointment	September 1, 2018 - August 31, 2019
Maureen Olewnik	Kansas State Global Food Systems/Family Small Scale Farmers	Kansas State, small ag, food industry, at risk	2-year term Appointment	September 1, 2018 - August 31, 2020
Gregg Eyestone	Extension Agent Food Safety and Agriculture	Extension, trad & small ag	2-year term Appointment	September 1, 2018 - August 31, 2020

Andrea DeJesus	Farmers Market/Local Specialty Farmer	Small Scale Ag; Farm to plate	2-year term Appointment	September 1, 2018 - August 31, 2020
Sharolyn Jackson	Extension Family and Consumer Sciences	Extension/ Health	3-year term Appointment	September 1, 2018 - August 31, 2021
Jennifer Morris	Registered Dietitian/ Lives in Ogden	Health, rural	3-year term Appointment	September 1, 2018 - August 31, 2021
John Green	K-State Asst. Director of Retail Operations	Institutional food, waste mgmt	3-year term Appointment	September 1, 2018 - August 31, 2021

<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

10:30 AM

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

19. KDOT Grant Applications

Hobson presented the KDOT grant applications. Hobson reported it is a 90/10 split which only covers construction. Hobson said staff recommends exploring the possibility of obtaining HSIP grant funding for the two intersections. If only one project is submitted, the K-113/ US-24 would be our priority.

Move for staff to explore the possibility of obtaining HSIP grant funding for the two intersections. If only one project is submitted, the K-113/ US-24 would be our priority.

<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

Hobson said the City of Manhattan has agreed to a 60/40 split on the \$8,000 to open the Marlatt Avenue Lane open early. Hobson said our cost would be \$4,000, City \$3,200 and \$800 from KSU.

The Board agreed by consensus to approve the \$4,000 to open Marlatt Avenue early.

**11:03 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