



**Board of Riley County
Commissioners
Regular Meeting
Minutes
April 10, 2017**

115 North 4th Street
Manhattan, KS 66502
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
Cindy Volanti	Human Resource Manager/Deputy Clerk	Present	8:30 AM
Craig Cox	Deputy County Counselor	Present	8:30 AM
Pat Collins	Emergency Management Director	Present	8:30 AM
Tami Robison	Budget and Finance Officer	Present	8:30 AM
Stephanie Casanova	Manhattan Mercury	Present	8:49 AM
Hal Dace		Present	9:06 AM
Brady Bauman	KMAN	Present	9:18 AM
Steve Higgins	Zoning Enforcement Officer	Present	9:30 AM
Jacob Gaylon	GIS	Present	9:30 AM
Kevin Howser	IT/GIS Director	Present	9:30 AM
Greg Lund	Park Manager	Present	10:00 AM
Mel Van Der Stelt		Present	10:00 AM
Ginny Barnard	County Extension Agent	Present	10:24 AM
Scott French	Manhattan Fire Department	Present	10:39 AM
Cheryl Collins	Museum Director	Present	10:49 AM

Pledge of Allegiance

Public Comment

1. Public Comments

Hobson reported Commissioner Rodriguez received a request for a directional sign at the Roundabout on Scenic Drive for the cemetery. Hobson stated he would place a directional sign with Commission

approval.

The Board agreed by consensus to place a directional sign for the Odd Fellows Cemetery at the Scenic Drive roundabout.

Cox reported the rebar at the Kilner property is not visible. Cox said he will go out to inspect the property later today.

Cox reported the District Court case for the Kilner property was filed last Friday.

Commission Comments

2. Commission Comments

Wilson's Comments:

I spent Friday at a speech and debate tournament in Omaha that my younger siblings were competing at, and judged a couple rounds while I was there.

The rest of the weekend, we stayed with Rachel's grandparents in Iowa.

Rodriguez's Comments:

Friday visited with several individuals in and around Leonardville.

Wells' Comments:

Wells said a resident reported activity at the Kilner property.

Business Meeting

3. 5-Ton truck Contract with Weis Fire

Move to approve the Agreement with Weis Fire Equipment for the 5-ton fire truck renovation in the amount of \$53,450.

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

AYES:	Wells, Wilson, Rodriguez
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4. Sign Renewal of Online Access Agreements for: Heartland Title Services, Inc., Bill Von Elling and Blanton Realty

Move to approve the Renewal of Online Access Agreements with Heartland Title Services, Inc., Bill Von Elling and Blanton Realty for the Register of Deeds' Office.

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

5. Sign Riley County Personnel Action Form(s)

The Board of County Commissioners signed a Riley County Personnel Action Form for Danielle Kitt, a new hire, as a WIC Clerk, 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 - Apr 6, 2017 8:30 AM

Move to approve the minutes.

RESULT:	ACCEPTED AS AMENDED [UNANIMOUS]
MOVER:	Ben Wilson, County Commissioner
SECONDER:	Marvin Rodriguez, County Commissioner
AYES:	Wells, Wilson, Rodriguez

Review Tentative Agenda

7. Tentative Agenda

Press Conference Topics

8. Discuss Press Conference

9:00 AM Rich Vargo, County Clerk

- 9. Year to date budget and expenditure reports

Vargo presented year to date budget and expenditure reports.

9:15 AM Hal Dace

- 10. Feature Film Shooting in Courtroom

Dace reported he has been a professional filmmaker for years. Dace said the Caroline Peine Foundation gave them a grant for \$9,000 to do filming for festivals. Dace stated there are two productions planned. Dace reported one of the productions is on the history of Manhattan. Dace reported the other is a drama on a manslaughter case. Dace stated they will need the courtroom for the manslaughter case and access during times when it is not being used. Dace said he worked with Lanna at Courts to get approval as stated in the letter. Dace stated they will need someone to let them in the facility on the weekend. Dace stated some days will be six hours and some will be 12 hours for eight days over four weekends.

Wells suggested a staff member could open let them in and come back to close it.

Holeman stated he is interested in the project and volunteered to open and close the facility and the Board would not have to pay a staff member as he is exempt.

Hobson agreed Holeman could do it or they could appoint staff to provide the service.

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

9:30 AM Press Conference

- 11. Letter of Map Amendment in the Eureka Tributary - Steve Higgins and Jacob Galyon (2-3 minutes)

Higgins and Galyon presented the letter of map amendment in the

Eureka Tributary.

Higgins stated they have met with members of the community about the impact to the areas base floodplain impacts.

Gaylon reviewed the changes on the floodplain maps.

- 12. Shipping containers - Steve Higgins (2 minutes)

Higgins discussed the zoning of portable shipping containers being used for storage. Higgins reported he has received complaints about the shipping containers showing up in residential areas.

10:00 AM Break

10:10 AM Greg Lund, Park Manager

- 13. Write-Off City Of Manhattan Park Receivables Account and Community Park Fund Allocation Request

Lund presented the City of Manhattan Write-off of the Community Park Fund Allocation.

Move to write-off the Park Fund accounts receivable charges assessed to the City of Manhattan for CiCo Park maintenance as presented in the amount of \$3,155.79 for 2016.

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

2017 Community Park purchases

Lund presented the 2017 Community Park purchases recommended by the Riley County Park Advisory Board.

Move to approve the 2017 Community Park purchases as presented and recommended by the Riley County Park Advisory Board.

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

10:30 AM **Ginny Barnard, County Extension Agent and Monty Wedel,
Planning/Special Projects Director**

- 14. Consider Designating a County Commissioner to Participate in the Food and Farm Task Force

Barnard asked the Board to consider designating a county commissioner to participate in the Food and Farm Task Force.

Wedel said he believes it would be beneficial for one of the Board members to participate in the process.

Wilson said he has been involved in the process and would be willing to participate.

Move to designate Ben Wilson to attend food and farm task force meetings.

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

10:40 AM **Clancy Holeman, Counselor/Director of Administrative Services**

- 15. Administrative Work Session

The Board watched the KAC Legislative Video update.

- 16. Pending County Projects County Counselor

- 17. Work Session--Review of Proposed Sublease with City of Manhattan--Relocation of Ambulance Service Headquarters

Holeman presented the proposed sublease from the City of Manhattan for the relocation of Ambulance Service Headquarters.

Holeman said the 12 month termination clause language has been amended, by Kansas State University, to not go into effect until 20 years into the lease. Holeman said the prior financing was talked about to be 15 years, so the termination clause would not go into effect until five years after the debt has been paid.

Holeman stated the Univerity would like the lease to be completed by April 21, 2017 due to the Regents deadlines.

Holeman said he will come back to the Board about the suggested changes from the City of Manhattan designated in the red on the document.

11:00 AM Cheryl Collins, Museum Curator

- 18. Riley County Historical Museum Staff Report
- C. Collins presented the Museum staff report.

11:24 AM Adjournment

Move to adjourn.

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