



**Board of Riley County  
Commissioners  
Regular Meeting  
Minutes  
September 25, 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**

<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
Tami Robison	Budget and Finance Officer	Present	8:30 AM
Leon Hobson	Public Works Director/County Engineer	Present	8:30 AM
Joan Strickler	League of Women Voters	Present	8:30 AM
Jennifer Green	Health Department Director	Present	8:55 AM
Stephanie Casanova	Manhattan Mercury	Present	9:01 AM
Brady Bauman	KMAN	Present	9:20 AM
David Adams	EMS Director	Present	10:16 AM
Brad Schoen	RCPD Director	Present	10:17 AM
Alvin Perez	Public Works Operations/Fleet Manager	Present	10:18 AM
John Doehling	RCPD	Present	10:19 AM
Dennis Peterson	Noxious Weed Director	Present	10:25 AM
Pat Collins	Emergency Management Director	Present	10:26 AM
Kevin Howser	IT/GIS Director	Present	10:27 AM
Bret Volkel	Public Works	Present	10:27 AM
Shilo Heger	Treasurer	Present	10:28 AM
Brian Johnson	City Engineer	Present	10:54

			AM
Kay Bascom	3761 Kitten Creek Road Manhattan Kansas	Present	11:15 AM
Darrell and Lea Westervelt	5151 Silver Creek Road Manhattan Kansas	Present	11:15 AM
Kyle Koehler	3687 Deep Creek Manhattan Kansas	Present	11:15 AM

### **Pledge of Allegiance**

### **Public Comment**

#### 1. Public Comments

Volanti reminded the Board Monday, October 9th is the Riley County Employee Training Day.

Volanti asked about appropriate attire for training day.

The Board agreed jeans without holes are appropriate with collared shirts.

### **Commission Comments**

#### 2. Commission Comments

Wilson's Comments:

Friday I attended the special law board meeting to tie off a disciplinary appeal.

This past week I also read about Dillons/Kroger grocery store chain's plan to reduce their waste and reduce hunger in the communities they are present in. I was pleased and impressed to see a private business develop an action plan for pursuing the same goals as the Food and Farm Task Force.

Rodriguez's Comments:

Finished handing out the U.S. Constitutions to every department except for the RCPD. Will do that within a couple of weeks.

Attended the Joint City/County/County meeting on workers comp for

RCPD at city offices.

Attended an executive meeting of the Law Board on Friday.

Wells' Comments:

Wells said he attended the Joint City/County/County meeting. Wells stated the RCPD workers compensation was discussed.

**Business Meeting**

3. Riley County, Kansas Resolution Authorizing Bond Sale

Move to approve “Resolution No. 092517-51, A Resolution of Riley County, Kansas, authorizing the public sale of the county’s General Obligation Refunding Bonds, Series 2017, in the principal amount of approximately \$1,920,000.00; setting forth the details of the public sale and providing notice thereof.”

<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. Sign Riley County Personnel Action Form(s)

The Board of County Commissioners signed a Riley County Personnel Action Form for Perry Piper, a new hire, as an Environmental Health Specialist, in the Planning and Development Department, at a grade Q step 3, at \$25.77 per hour.

**Review Minutes**

5. Board of Riley County Commissioners - Regular Meeting - Sep 21, 2017 9:00 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**

- 6. Tentative Agenda

**Press Conference Topics**

- 7. Discuss Press Conference

**9:00 AM**

**Jennifer Green, Health Department Director**

Move to recess as the Board of County Commissioners and convene as the Board of Health.

<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

- 8. Grant Approval - (Fiscal Agent) Peine Foundation

Green presented the grant approval, (fiscal agent), Peine Foundation. Green stated they are increasing the amount they are requesting from \$18,700 to \$27,300.

Move to approve the Riley County Health Department as the fiscal agent for the Caroline Peine Charitable Foundation.

<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

Move to recess as the Board of Health and reconvene as the Board of County Commissioners.

<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
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**9:30 AM Press Conference**

## 9. Public Notice - Leon Hobson (2-3 minutes)

Hobson said effective Monday, September 25, 2017, on West 56<sup>th</sup> Avenue at U.P.R.R. overpass the application of a polymer bridge deck overlay will begin. Two-way traffic will be allowed through this work zone, but delays can be expected. This project is located on West 56<sup>th</sup> Avenue just south of K-18. Repairs will take approximately 10 working days to complete, unless adverse weather conditions cause unexpected delays.

Hobson said beginning Monday, October 9, 2017, Skyway Drive at Seven Mile Creek will be closed to all traffic for the application of a polymer bridge deck overlay. This project is located just east of the Skyway Drive/K-114 intersection. Repairs will take approximately 10 working days to complete, unless adverse weather conditions cause unexpected delays.

Hobson said beginning Monday, September 25, 2017, Skyway Drive at Eureka Valley Tributary will be reduced to one lane for the application of a polymer bridge deck overlay. Traffic will be allowed through this work zone, but delays can be expected. This project is located on Skyway Drive approximately ½ mile South of Scenic Drive. Repairs will take approximately 10 working days to complete, unless adverse weather conditions cause unexpected delays.

Rodriguez presented Brady Bauman, KMAN, a pair of Kansas City Chiefs socks, hat, and coffee mug in appreciation for his service to Riley County.

**10:00 AM Break****10:10 AM Clancy Holeman, Counselor/Director of Administrative Services**

## 10. Administrative Work Session

Holeman discussed the communication from RCPD regarding the workers compensation self-insurance. Holeman discussed the meeting with the State Worker's Compensation Director.

Holeman discussed his meeting with Representative Highland on

proposed legislation.

11. Pending County Projects County Counselor

**10:30 AM Tami Robison, Budget and Finance Officer**

12. CIP Work Session -September 2017

Robison presented the September 2017 CIP non-funded project list.

Wilson said he would prefer to wait until December to approve any request unless there is an immediate need.

Department heads discussed their requests.

Move to approve the CIP Activation for the Noxious Weed department ¾ T 4x4 truck with a snowplow at \$35,000, the Courthouse Plaza Master Plan for \$50,000, and the Public Works department Tandem axle truck w/plow & spreader for \$190,000.

<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

Robison requested approval from the Commission to deposit the LWCF grant monies totaling \$38,387 for the Randolph project into the CIP fund and pay the project expenditures from same fund.

The Board agreed by consensus the LWCF grant funds and expenditures for the Randolph project would be deposited into and paid out of the CIP fund.

The Board asked to schedule another CIP work session at the end of October.

**11:00 AM Tami Robison, Budget and Finance Officer**

13. Riley County Required Changes-Federal & State Grants Coordination & Compliance

Robison presented the required changes to the guidelines for the

Coordination and Compliance of the Riley County Grant Programs.

Move to accept required changes to update the guidelines for the Coordination and Compliance of Riley County Grant Programs.

<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

**11:15 AM Leon Hobson, Public Works Director/County Engineer**

14. Wildcat Creek Detention Dams Feasibility Study

Hobson discussed the Wildcat Creek Detention Feasibility Study.

Johnson said the City of Manhattan chose Amec Foster Wheeler due to their previous experience with Wildcat Creek.

Hobson asked if the Board has any additions or deletions for the scope of work.

The Board did not have any additions or deletions for the scope of work.

Move to approve the scope of work for the Wildcat Creek Detention Dams A & B feasibility study submitted by Amec Foster Wheeler and reimburse the City of Manhattan \$43,017.50 at the completion of the study. The project will be funded from the Public Works budget.

<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

15. Keats Park Cultivation Project

Hobson presented the Keats Park cultivation project.

Koehler discussed the 1983 Keats Master Plan. Koehler discussed presenting a Carol Peine grant request for the installation and maintenance of trees to the Park.

<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
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**11:35 AM      Adjourment**

Move to adjourn after the Intergovernmental Luncheon.

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

**12:00 PM      Intergovernmental Luncheon**

- 16.    Intergovernmental Luncheon Agenda