



**Board of Riley County
Commissioners
Regular Meeting
Minutes
November 20, 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	Absent	8:30 AM
Marvin Rodriguez	County Commissioner	Present	8:30 AM
Rich Vargo	County Clerk	Present	8:30 AM
Craig Cox	Deputy County Counselor	Present	8:30 AM
Rob Ott	City Director of Public Works	Present	8:30 AM
Gary Rosewicz	Assistant County Engineer	Present	8:30 AM
Trent Armbrust	Chamber of Commerce	Present	8:30 AM
Keirsten Cragg	Register of Deeds' Office	Present	8:30 AM
Monty Wedel	Planning & Special Projects Director	Present	8:45 AM
David Adams	EMS Director	Present	9:06 AM
Stephanie Casanova	Manhattan Mercury	Present	9:06 AM
Zach Langford	TeKnix Solutions/Chamber	Present	9:20 AM
Lyle Butler	Chamber of Commerce	Present	9:20 AM
Brady Bauman	KMAN	Present	9:26 AM
Paul Foltz		Present	10:04 AM
Kevin Howser	IT/GIS Director	Present	10:41 AM
Susan Boller	Elections Supervisor	Present	10:54 AM
Mason Herrman	Chamber of Commerce	Present	9:30 AM
Sharla Meisenheimer	Chamber of Commerce	Present	9:30 AM
Dena Huff	Chamber of Commerce	Present	9:30 AM
Russell Rohlman	Ogden, Kansas	Present	11:00 AM
Sharm Rohlman	Ogden, Kansas	Present	11:00 AM
John King	Riley, Kansas	Present	11:00 AM
Chris Nelson	Meadowlark Hills	Present	10:10 AM
Connie Baker	Meadowlark Hills	Present	10:10 AM
Bill Burns	Gilmore and Bell	Present	10:10 AM

Pledge of Allegiance

Public Comment

- 1. Public Comments

Commission Comments

- 2. Commission Comments

Wilson's Comments: Absent

Rodriguez's Comments:

Attended the annual meeting of the KAC in Kansas City Tuesday the 14th through Thursday the 16th. Friday spent the day catching up with e-mail and phone calls.

Wells' Comments:

Wells reported he attended the KAC Annual meeting on Tuesday, Wednesday, and Thursday. Wells stated there were several good breakout sessions.

Wells discussed our record low unemployment rate, which hurts our ability to attract businesses.

Business Meeting

- 3. Sign Small Business Saturday Proclamation

Move to approve a Proclamation for Small Business Saturday November 25, 2017.

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

- 4. Appoint Tony Akin as Zeandale Township Trustee and Steve Eckhoff as Zeandale Township Clerk

Move to appoint Tony Akin as Zeandale Township Trustee and Steve Eckhoff as Zeandale Township Clerk.

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

- 5. Bid Recommendation for Denison Ave./Marlatt Ave. Roadway Reconstruction Project

Move to award the contract to Bayer Construction Co. in the amount \$2,783,786.54 contingent on 40% participation in the cost by the City of Manhattan.

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

- 6. Advisory Board appointments and Resolution appointing Riley County representatives to Council/Advisory Boards

Move to approve the following appointments and “Resolution No. 112017-67, A Resolution appointing representatives to Riley County Council/Boards.”

Linda Morse Comm Dist 1	January 1, 2018 - December 31, 2019	North Central Flint Hills Area Agency on Aging
John Wienck Comm Dist 2	January 1, 2018 - December 31, 2020	Riley County Planning Board\Board of Zoning Appeals
Nathan Larson Comm Dist 2	January 1, 2018 - December 31, 2020	Riley County Planning Board\Board of Zoning Appeals

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

- 7. Retail Dealer's 2018 Cereal Malt Beverages Licenses for Dara's Fast Lane, 5321 Tuttle Creek Blvd. & Dara's Fast Lane, 1132 Pillsbury Drive

Move to sign Retail Dealer's 2018 Cereal Malt Beverages Licenses for Dara's Fast Lane, 5321 Tuttle Creek Blvd. & Dara's Fast Lane, 1132 Pillsbury Drive.

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

8. Sign a Tax Roll Correction

Move to approve the Tax Roll Correction.

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

9. Sign Riley County Position Action Form

The Board of County Commissioners signed a Riley County Position Action Form for a UA Technician, in the Community Corrections Department, at a grade B.

10. Sign Riley County Personnel Action Forms

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

- Carson Lang, a UA Tech, in Community Corrections Department, for Separation from County Service, effective December 1, 2017 (will also remain on the On-Call Roster for Juvenile Intake).
- Jurdene Ingram, an On Call Juvenile Intake Officer, in the Community Corrections Department, for Separation from County Service, effective December 31, 2017.

11. Sign an On-Line Access Agreement for Civic Source

Move to approve an On-Line Access Agreement with Civic Source for the Register of Deeds' Office.

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

ABSENT:	Wilson
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- 12. Discuss Intergovernmental Luncheon for Monday, November 27th

- 13. Approve payroll/accounts payables (when completed)

Move to approve the payroll vouchers in the amount of \$513,308.59 and the following warrant vouchers for November 22, 2017:

2017 Budget

County General	\$565,681.25
Health Department	101,191.93
P.A.T.F.	1,183.33
Motor Vehicle Operations	6,865.47
Community Corrections	15,565.74
Capital Improvements Fund	17,073.33
Economic Development	975.00
Emergency 911	4,089.03
Solid Waste	189,786.75
County Building	27,117.97
Road & Bridge Cap Project	7,707.63
RCPD Levy/Op	17,304.18
Landfill Closure	641.98
County Bond & Interest	30,727.48
Riley Co Fire Dist #1	47,382.20
Fire Dist #1 Tuttle Cove	19,991.40
University Park W&S	6,398.43
Hunters Island Water Dist	3,205.40
Carson Sewer Benefit Dist	1,044.53
Deep Creek Sewer	377.02
Moehlman Bottoms	1,469.95
Valleywood Operations	278.12
Terra Heights Sewer	699.05
Konza Water Operations	10,034.73
Konza Water Cap Reserve	1,353.00
Lakeside Heights Sewer	15.98

TOTAL. \$1,078,160.88

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

ABSENT:	Wilson
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Review Minutes

14. Board of Riley County Commissioners - Regular Meeting - Nov 13, 2017 8:30 AM

Move to approve the minutes.

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

Review Tentative Agenda

15. Tentative Agenda

Press Conference Topics

16. Discuss Press Conference
- Report on Manhattan Lighting Ceremony

9:00 AM

Monty Wedel, Planning/Special Projects Director

17. Replat Lot A, Eagle Ridge Estates Unit Three and Lot 6, Eagle Ridge Estates Unit One into three (3) lots.

Wedel presented the Final Plat for Eagle Ridge Estates Unit Four.

Move to approve "Resolution No. 112017-68, A Resolution approving the Eagle Ridge Estates Unit Four plat and accepting the street rights of way, easements, and licenses as shown to be dedicated on the said plat."

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

ABSENT: Wilson

9:15 AM David Adams, EMS/Ambulance Director

18. EMS/Ambulance Staff Report

Adams presented the EMS/Ambulance Department report.

Adams reported the transition is complete and went well. Adams thanked the IT Department and the Clerk's Office for their assistance with the transition.

9:30 AM Press Conference

19. Present Small Business Saturday Proclamation - Ron Wells and Zach Langford (5 minutes)

Wells presented the Small Business Saturday Proclamation to Zach Langford.

Langford said shopping locally is vitally important to our community in keeping dollars in our community and providing jobs locally.

10:00 AM Break**10:10 AM Craig Cox, Deputy Counselor/Director of Administrative Services**

20. Administrative Work Session

Cox discussed the current tax case which is collecting taxes for 2013.

Cox stated he is currently working six code enforcement cases.

Cox discussed the sewer benefit district projects.

21. Pending County Projects County Counselor

22. BOCC Review and Approval or Disapproval of City of Manhattan Proposed Health Facilities Revenue Bond Issuance

Burns, Gilmore & Bell, presented the bond documents for the \$2,500,000.00 City of Manhattan Health Care Facility Revenue Bond (Meadowlark Hills Retirement Community) Series 2017A.

Move to approve "Resolution No. 112017-69, A Resolution approving the issuance by the City of Manhattan, Kansas of its health care facility revenue bond to pay the costs of the acquisition of an existing health care facility to be leased to Manhattan Retirement Foundation, Inc., which facility is located outside the corporate limits of the City of Manhattan, Kansas but in Riley County, Kansas."

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

10:45 AM Kevin Howser, IT/GIS Director

23. Countywide 6" Orthogonal Imagery

Howser presented the Countywide 6 inch Ortho Imagery request. Howser stated if funding is not available in CIP he would be able to pay for it from the IT/GIS budget.

Move to allow IT/GIS to proceed with 6" Imagery as presented.

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

11:00 AM Rich Vargo, Riley County Clerk

24. General Election - Ogden City Council tie break and Riley City Council tie break

Vargo reported in the General Election on Tuesday, November 7, 2017, we currently have two, two-way ties. The Ogden City Council tie is between Roger D. Graham and Russell T. Rohlman each receiving 72 votes. The Riley City Council position has two write-in candidates, Jay Caley and John King each receiving 2 votes each. Per K.S.A. 25-3108 the tie will be decided by the County Board of Canvassers. In the past in determining tie elections, the Board of County Canvassers has

flipped a coin or drawn straws to determine the elected positions. I would recommend the Board use the coin flip method to determine the two-way ties.

Vargo said all of the candidates have been notified of the tie election and the time and place set to determine the outcome.

Vargo asked Russell T. Rohlman to call heads or tails for the coin flip.

Rohlman called "heads".

The coin landed heads up.

Vargo said Rohlman has won the Ogden City Council position.

Vargo asked John M. King to call heads or tails for the coin flip.

King called "heads".

The coin landed heads up.

Vargo said King has won the Riley City Council position.

11:16 AM Adjourment

Move to adjourn.

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

12:00 PM Law Enforcement Agency Meeting

- 25. Law Board Meeting Agenda