



**Board of Riley County  
Commissioners  
Regular Meeting  
Minutes  
November 02, 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**

| 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 |
| Clancy Holeman     | Counselor/Director of Administrative Services | Present | 8:30 AM |
| Rich Vargo         | County Clerk                                  | 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 |
| Tami Robison       | Budget and Finance Officer                    | Present | 8:33 AM |
| Kevin Howser       | IT/GIS Director                               | Present | 8:50 AM |
| Stephanie Casanova | Manhattan Mercury                             | Present | 9:01 AM |
| Dennis Peterson    | Noxious Weed Director                         | Present | 9:05 AM |
| Greg McHenry       | County Appraiser                              | Present | 9:25 AM |
| Brady Bauman       | KMAN  | Present | 9:30 AM |
| Vaughn Colbert     |   | Present | 9:34 AM |
| Monty Wedel        | Planning & Special Projects Director          | Present | 9:37 AM |
| Craig Cox          | Deputy County Counselor                       | Present | 9:39 AM |

**Pledge of Allegiance**

**Public Comment**

1. Public Comments

**Commission Comments**

2. Commission Comments

Wilson's Comments:

This week I just kept up with regular county email and study. I did have an impromptu speaking engagement Wednesday with a breakout session of students concerned about racial discrimination. I shared that the Law Board is looking into allegations of racial bias in policing, and shared my belief that for better racial integration it is important for people to go out of their way to get to know people of different backgrounds and show them they are valued and appreciated.

Rodriguez's Comments:

Came into the office and took care of some paper work on Wednesday November 1. While there, I participated in a conference call sponsored by the Heartland Work Force Center of Topeka.

Wells' Comments:

Wells said he answered questions regarding the funding of CIP projects.

### Business Meeting

#### 3. Sign Riley County Personnel Action Form(s)

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

- Kenneth Compton, New Hire, as a Paramedic, at a step 1 at \$15.68 an hour in the EMS/ Ambulance Department.
- Chuck Tannehill, Myron Ammeter, Sally Ammeter, Patricia Wadick, Pat Wadick, Mike Kearns, Sandra Kearns, Elke Weese and David Ekart, and back up workers: Nancy Parker and Jane Palenske-Feldhausen, Advanced Election Voting Workers, \$8.82 per hour (correction to the hourly par rate, which was previously submitted).

#### 4. Riley County Shared Leave Request Form

Move to approve the Riley County Shared Leave Request Forms.

|                  |                                       |
|------------------|---------------------------------------|
| <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              |

## 5. 2017 CIP Activation

Move to approve the CIP Project Funding Authorization Forms that were approved on October 30, 2017.

|                  |                                       |
|------------------|---------------------------------------|
| <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              |

## 6. Continuing Disclosure Service Agreement

Move to approve the Continuing Disclosure Service Agreement with MuniCom, LLC.

|                  |                                       |
|------------------|---------------------------------------|
| <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              |

## 7. Permanent Construction Easement for W. 54th Ave. Culvert Replacement Project

Move to approve the Permanent Construction Easement from David R. Shipman and Susan M. Shipman for the W. 54th Ave. Culvert Replacement Project.

|                  |                                       |
|------------------|---------------------------------------|
| <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. Temporary Construction Easement for W. 54th Ave. Culvert Replacement Project

Move to approve the David R. Shipman and Susan M. Shipman for the W. 54th Ave. Culvert Replacement Project.

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|------------------|---------------------------------------|
| <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              |

## 9. Highway Use Permit, City of Manhattan

Move to approve the highway use permit for the city of Manhattan to do work in the right of way on Elliot Road and Messenger Road. They

will be installing a 4" waterline.

|                  |                                       |
|------------------|---------------------------------------|
| <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              |

**Review Minutes**

- 10. Board of Riley County Commissioners - Regular Meeting - Oct 30, 2017 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> | Marvin Rodriguez, County Commissioner |
| <b>AYES:</b>     | Wells, Wilson, Rodriguez              |

**Review Tentative Agenda**

- 11. Tentative Agenda

**Press Conference Topics**

- 12. Discuss Press Conference  
Rich Vargo-Cities and Schools General Election

**9:00 AM Kevin Howser, IT/GIS Director**

- 13. IT/GIS Personnel Request

Howser presented the restructuring of the IT/GIS positions to be effective November 4, 2017.

Move to approve the restructuring of the IT/GIS positions with the effective date of November 4, 2017.

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

**9:15 AM Dennis Peterson, Noxious Weed Director**

14. Staff Report

Peterson presented the Noxious Weed/HHW staff report and purchase authorization.

Move to approve purchase authorization for 2018 Dodge Ram 2500 4X4 pickup in the amount of \$28,428.58 from Davis Moore Automotive, Wichita, Kansas.

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|------------------|---------------------------------------|
| <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              |

**9:30 AM Greg McHenry, Appraiser**

15. Appraiser's Office Report

McHenry presented the Appraisers Office report.

**9:45 AM Monty Wedel, Planning/Special Projects Director**

16. Planning & Development - Staff Update

Wedel discussed the regulations rewrite.

Wedel stated there has been progress on the benefit districts projects with USDA.

17. Consider Granting a Sanitary Code Variance for Property Owned by Vaughn Colbert

Wedel presented the sanitary code variance for Vaughn Colbert.

Move to approve Resolution No. 110217-63 A Resolution Allowing a Variance from Chapter II, Table I of the Riley County Sanitary Code Prohibiting Private Waste Water Disposal Systems Within 100 Feet of

a Private Water Well.

|                  |                                       |
|------------------|---------------------------------------|
| <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              |

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

18. Administrative Work Session

Holeman stated statutory authority does allow for the County to accept donations for parks such as CiCo Park.

**9:58 AM Adjournment**

Move to adjourn.

|                  |                                       |
|------------------|---------------------------------------|
| <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              |