



**Board of Riley County
Commissioners
Regular Meeting
Minutes
March 28, 2022**

115 North 4th Street
Manhattan, KS 66502
www.rileycountyks.gov

Cindy Kabriel
785-565-6200

Commission Chambers

8:30 AM

[District 2 – Greg McKinley, Chair](#)

[District 3 – Kathryn Focke, Vice Chair](#)

[District 1 – John Ford, Member](#)

8:30 AM

Call to Order

Attendee Name	Title	Status	Arrived
John Ford	County Commissioner	Present	8:30 AM
Kathryn Focke	County Commissioner	Present	8:30 AM
Greg McKinley	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
Michele Reid	Payroll & Benefits Spec & HR Associate	Present	8:31 AM

Pledge of Allegiance

Public Comment

1. Public Comments

Commission Comments

2. Commission Comments

McKinley's Comments:

Thursday after our meeting I attended the introductory press conference for Coach Tang. It was well attended and an impressive start for the new coach. More is coming out about his background and how he got to where he is. He certainly has won over the fan base.

As I mentioned Monday, my son in law's retirement ceremony from the army was later Thursday. Attendance was limited, but it was broadcast live on Facebook. It was interesting to see him in his professional surroundings and how he addressed the group.

Friday afternoon we were driving back from Abilene and noticed all the smoke coming off of the burning fields. It was the first day without wind in a while and they were trying to take advantage of the day.

Focke's Comments:

Thursday afternoon, I caught up on some paperwork in the office and had a meeting with my Pastor at the church.

Friday morning, I had a meeting with a contractor at the house to get another grab bar installed in my bathroom and to go over the fireplace project that I'm working on. Went over job description and some applications for the County Appraiser's position.

Saturday, my lunch group went to Olpe to the Chicken House Restaurant. It was a long drive, but the food was worth it. I hadn't been to that part of the state for a long time. I'm looking forward to going back again later in the year.

Sunday, I played in the Bell Choir for the church service and spent the afternoon exercising and organizing for the upcoming week, which included some house cleaning.

Ford's Comments:

Thursday afternoon I met with Robbin Cole, Executive Director of Pawnee Mental Health Services and Julie Gibbs, Riley County Health Department Director to discuss a handful of items including some future plans for service and infrastructure. It had been well before the start of the COVID-19 pandemic since we had a conversation.

Want to put in a plug for NACo's Student Art Competition for the "I Love My County" calendar for next year (2023). This is also a part of National Counties Mont, which will be in April. The link and information to submit artwork is on NACo's website and we may do some information and or social media internally for this event and competition as well.

Weekend was very quiet for me, I spent some time watching a little basketball, catching up on a few TV shows, and doing a few much needed things around the house.

Business Meeting

3. Sign Riley County Personnel Action Form(s)

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

- Tyler Duggar, a new hire, as a Customer Service Representative I, in the Treasurer's Department, at a grade F step 2, at \$15.66 per hour.
- Allana Saenger-Parker, a Museum Director, at the Museum Department, for Separation from County Service, effective until filled.

Review Minutes

4. Board of Riley County Commissioners - Regular Meeting - Mar 24, 2022 8:30 AM

Move to approve the minutes.

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	John Ford, County Commissioner
SECONDER:	Kathryn Focke, County Commissioner
AYES:	Ford, Focke, McKinley

Review Tentative Agenda

5. Tentative Agenda

Press Conference Topics

6. Discuss Press Conference

Holeman asked to add an executive session to his time today.

Move to add an executive session to Holeman's time today.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	John Ford, County Commissioner
SECONDER:	Kathryn Focke, County Commissioner
AYES:	Ford, Focke, McKinley

9:00 AM Elizabeth Ward, Human Resource Manager

7. Request to Fill - Museum Director

Reid presented the request to fill the Museum Director position.

Move to approve the requisition to open the Museum Director/Curator position for recruitment.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	John Ford, County Commissioner
SECONDER:	Kathryn Focke, County Commissioner
AYES:	Ford, Focke, McKinley

The Board of County Commissioners signed a Riley County Position Action Form for a Museum Director/Curator, in the Historical Museum Department, at a grade BB.

9:15 AM Clancy Holeman, Counselor/Director of Administrative Services

9:15 AM 8. Administrative Work Session

Move the County Commission, including Chairman McKinley, Commissioner Focke, and Commissioner Ford, recess into executive session on a performance matter for non-elected personnel, to protect the privacy of the employee, an exception to the Kansas Open Meetings Act, with Clancy Holeman, County Counselor, attorney for the Commission, Elizabeth Ward, Human Resource Manager, and Rich Vargo, Riley County Clerk, the open meeting to resume in the County Commission Chambers at 9:40 a.m.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	John Ford, County Commissioner
SECONDER:	Kathryn Focke, County Commissioner
AYES:	Ford, Focke, McKinley

9:40 AM Move the Board of County Commissioners come out of executive session.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	John Ford, County Commissioner
SECONDER:	Kathryn Focke, County Commissioner
AYES:	Ford, Focke, McKinley

Move the record reflect action shall be taken consistent with the consensus reached in the executive session.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	John Ford, County Commissioner
SECONDER:	Kathryn Focke, County Commissioner
AYES:	Ford, Focke, McKinley

9. Pending County Projects County Counselor

9:30 AM Press Conference

9:40 AM Clancy Holeman, Counselor/Director of Administrative Services

10. Resolution Appointing Interim County Appraiser

Holeman presented the interim county appraiser resolution.

Move to approve "Resolution No. 032822-13, Board of County Commissioners Riley County, Kansas" appointing Danny Williams as interim county appraiser.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	John Ford, County Commissioner
SECONDER:	Kathryn Focke, County Commissioner
AYES:	Ford, Focke, McKinley

Ward stated there are currently four qualified applicants for the county appraiser position.

The Board agreed by consensus to set up the interviews with the four qualified applicants.

Adjournment

Move to adjourn after the Intergovernmental Luncheon.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	John Ford, County Commissioner
SECONDER:	Kathryn Focke, County Commissioner
AYES:	Ford, Focke, McKinley

12:00 PM Intergovernmental Luncheon

11. Intergovernmental Luncheon Agenda