



**Board of Riley County
Commissioners
Regular Meeting
Minutes
December 27, 2021**

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

Cindy Kabriel
785-565-6200

Commission Chambers

8:30 AM

[District 1 – John Ford, Chair](#)

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

[District 3 – Kathryn Focke, Member](#)

8:30 AM

Call to Order

Attendee Name	Title	Status	Arrived
John Ford	County Commissioner	Present	8:30 AM
Kathryn Focke	County Commissioner	Remote	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
Barry Wilkerson	County Attorney	Present	9:17 AM
Michele Reid	Payroll & Benefits Spec & HR Associate	Present	9:17 AM

Pledge of Allegiance

Public Comment

1. Public Comments

Commission Comments

2. Commission Comments

Ford's Comments:

Hopefully everyone had a wonderful and safe Christmas holiday weekend. I spent mine out in Hays, Kansas with some friends and had a very simple, small, and quiet celebration which in all honesty is exactly what I needed. Other than that I really don't have anything else to report or anything else I've been working on since last Thursday.

McKinley's Comments:

I had an enjoyable extended Christmas Thursday at Fort Leavenworth, Friday in Manhattan, and Saturday in Kansas City.

I want to wish an early Happy Birthday to many members of my family. In the next week and a half all four of our children and a son-in-law all have birthdays.

Focke's Comments:

No comments.

Business Meeting

Review Minutes

3. Board of Riley County Commissioners - Regular Meeting - Dec 23, 2021 8:30 AM

Move to approve the minutes.

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

Review Tentative Agenda

4. Tentative Agenda

Press Conference Topics

5. Discuss Press Conference

9:00 AM

Clancy Holeman, Counselor/Director of Administrative Services

6. Administrative Work Session

Holeman did not have anything in particular to report, but would be glad to take questions on the Commission List.

Holeman said he is working on year end items.

7. Pending County Projects County Counselor

9:20 AM**Barry Wilkerson, County Attorney**

8. Request to fill Legal Secretary-Charging

Wilkerson presented the request to fill the Legal Secretary-Charging Secretary.

Move to approve the position of Legal Secretary-Charging Secretary, in the Riley County Attorney's Office, be opened in order to fill this position.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Greg McKinley, 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 Legal Secretary - Charging Secretary, for the Attorney's Department, at a grade I.

9. Request to fill Legal Secretary-Diversion Officer

Wilkerson presented the request to fill the Legal Secretary-Diversion Officer.

Move to approve the position of Legal Secretary-Diversion Officer, in the Riley County Attorney's Office, be opened in order to fill this position.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Greg McKinley, 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 Legal Secretary - Diversion Officer, for the Attorney's Department, at a grade I.

9:30 AM**Press Conference****Adjournment**

Move to adjourn.

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