



**Board of Riley County
Commissioners
Special Meeting
Minutes
March 15, 2024**

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

Cindy Kabriel
785-565-6200

**RC Counselor's Office, CPE Building, 3rd
floor**

12:30 PM

[District 1 – John Ford, Chair](#)

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

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

12:30 PM Call to Order

Attendee Name	Title	Status	Arrived
John Ford	County Commissioner	Present	12:30 PM
Kathryn Focke	County Commissioner	Present	12:30 PM
Greg McKinley	County Commissioner	Present	12:30 PM
Rich Vargo	County Clerk	Present	12:30 PM
Clancy Holeman	Counselor/Director of Administrative Services	Present	12:30 PM

12:30 PM Elizabeth Ward, Human Resources Manager

Holeman asked for a third executive session at 2:00 p.m.

Move to add a third executive session to the special meeting agenda at 2:00 p.m.

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

12:30 PM 1. Executive session to discuss a personnel matter involving non-elected personnel

Move the County Commission, including Chairman Ford, Vice Chairman McKinley, and Commissioner Focke, recess into executive session to conduct an interview of a job applicant for a non-elected personnel position, and to protect the privacy of the applicant, an exception to the Kansas Open Meetings Act, along with Rich Vargo, Riley County Clerk; Elizabeth Ward, Human Resources Director; and Clancy Holeman, Riley County Counselor, attorney for the Commission, the open meeting to resume in the County Counselor's

Chambers at 1:15 p.m.

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

1:15 PM

Move the Board of County Commissioners come out of executive session.

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

Move the record reflect no binding action was taken during the executive session.

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

1:15 PM

Elizabeth Ward, Human Resources Manager

1:15 PM

2. Executive session to discuss a personnel matter involving non-elected personnel

Move the County Commission, including Chairman Ford, Vice Chairman McKinley, and Commissioner Focke, recess into executive session to conduct an interview of a job applicant for a non-elected personnel position, and to protect the privacy of the applicant, an exception to the Kansas Open Meetings Act, along with Rich Vargo, Riley County Clerk; Elizabeth Ward, Human Resources Director; and Clancy Holeman, Riley County Counselor, attorney for the Commission, the open meeting to resume in the County Counselor's Chambers at 2:00 p.m.

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

2:00 PM

Move the Board of County Commissioners come out of executive

session.

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

Move the record reflect no binding action was taken during the executive session.

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

2:00 PM

Executive Session

Move the County Commission, including Chairman Ford, Vice Chairman McKinley, and Commissioner Focke, recess into executive session to discuss interviews of job applicants for a non-elected personnel position, and to protect the privacy of the applicants, an exception to the Kansas Open Meetings Act, along with Rich Vargo, Riley County Clerk; Elizabeth Ward, Human Resources Director; and Clancy Holeman, Riley County Counselor, attorney for the Commission, the open meeting to resume in the County Counselor's Chambers at 2:30 p.m.

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

2:30 PM

Move the Board of County Commissioners come out of executive session.

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

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

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

2:30 PM**Adjournment**

Move to adjourn.

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