

**BOARD OF COUNTY COMMISSIONERS
MONTGOMERY COUNTY, KANSAS
OFFICIAL MINUTES**

June 12, 2023

The Board of County Commissioners, three members and the County Clerk present, met in regular session at 9:00 AM.

CALL TO ORDER: Commissioner Bever.

INVOCATION: Reverend Doug Mund, Grace Fellowship Church, Coffeyville.

PLEDGE OF ALLEGIANCE: Commissioner McManus.

AGENDA APPROVAL:

ACTION: *A motion was made by Commissioner Cordray to approve the agenda as presented,. The motion was seconded by Commissioner McManus.*

ROLL CALL VOTE - Commissioner Bever - Yes

Commissioner McManus - Yes

Commissioner Cordray- Yes

APPROVAL OF PAYMENT OF INVOICES:

ACTION: *A motion was made by Commissioner McManus to approve invoices in the amount of \$316,924.55(Prepays) and \$567,780.09 (Mid-month) as presented by the County Clerk's Office. Motion was seconded by Commissioner Cordray.*

ROLL CALL VOTE - Commissioner Bever - Yes

Commissioner McManus - Yes

Commissioner Cordray- Yes

APPROVAL OF MINUTES:

ACTION: *A motion was made by Commissioner McManus to approve the minutes of June 5, 2023 as presented by the County Clerk. The motion was seconded by Commissioner McManus.*

ROLL CALL VOTE - Commissioner Bever - Yes

Commissioner McManus – Yes

Commissioner Cordray- Yes

HUMAN RESOURCES – EXECUTIVE SESSION – NON-ELECTED PERSONNEL:

Human Resources Director Ben Brubaker met with the Board for an Executive Session to discuss non-elected personnel (KSA 75-4319 (b1)).

ACTION: *A motion was made by Commissioner McManus to recess to Executive Session at 9:07 AM to return at 9:22 AM with the Board, HR Director and Jim Wright present to discuss non-elected personnel (KSA 75-4319 (b1)). Motion was seconded by Commissioner Cordray.*

ROLL CALL VOTE - Commissioner Bever - Yes

Commissioner McManus – Yes

Commissioner Cordray- Yes

At 9:22 AM the motion was made by Commissioner McManus and seconded by Commissioner Cordray with Commissioner Bever voting yes to extend the Executive Session 10 minutes to 9:32 AM.

EXECUTIVE SESSION (Continued):

Returned to session at 9:32 for discussion on placing the Environmental Health/zoning office and staff under the supervision of Jim Wright. The move will take effect immediately. The following action was taken:

ACTION: *A motion was made by Commissioner Cordray to temporarily place the Environmental Health/Zoning office and staff under the supervision of Mr. Jim Wright, Public Works Coordinator. This change will take effect immediately and followed with a two (2) month report provided by Mr. Wright. Motion was seconded by Commissioner McManus.*

*ROLL CALL VOTE - Commissioner Bever - Yes
Commissioner McManus – Yes
Commissioner Cordray- Yes*

RES. NO.23-091

FENCE COMPLAINT – MR. CLAUDE SIEBERT:

Mr. Claude Siebert met with the Board with a fence complaint. The Board asked where the fence was located and found it to be within the Independence City limits and suggested he contact the City of Independence.

PUBLIC WORKS:

Public Works Coordinator Jim Wright met with the Board and presented the weekly written report. The following items were discussed:

1. Notification of award recipients for the Cost Share funding.
2. Request for approval to purchase quick connect attachment parts for the tree saw. The quotes were:

Murphy Tractor, Park City, KS	\$3,970.00
Berry Tractor, Wichita, KS	\$3,293.75
EquipmentShare, Joplin, MO	\$3,660.00

ACTION: *A motion was made by Commissioner Bever to approve the request for Road & Bridge to purchase quick connect attachments parts for tree saw for the low bid of \$3,293.75 from Berry Tractor, Wichita, KS. Debit Road & Bridge Fund. Motion was seconded by Commissioner Cordray.*

*ROLL CALL VOTE - Commissioner Bever - Yes
Commissioner McManus – Yes
Commissioner Cordray- Yes*

RES. NO. 23-092

3. Signature of the Board on supplemental agreement between Montgomery County and KDOT for the CR 4700 (Buckeye Project) south of Coffeyville. (Supplemental Agreement No. 1 on Project No 3C-5128.01 between the Secretary of Transportation, KDOT and Montgomery County on changing the project description and adjusting the funding amount.)

ACTION: *A motion was made by Commissioner Bever to approve the Supplemental Agreement No.1 on Project No. 3C-5128.01 (Buckeye Project, CR4700) for the signatures of the Board which will increase the cost to the County by 10% of the project cost. Motion was seconded by Commissioner McManus.*

*ROLL CALL VOTE - Commissioner Bever - Yes
Commissioner McManus – Yes
Commissioner Cordray- Yes*

RES. NO. 23-093

4. Discussion of LATCF (Local Assistance and Tribal Consistency Fund) on grant funds acquired by Montgomery County in the amount of \$131,262.96 for safety improvements.
5. Correspondence from John Deere Coffeyville Works to Jim Wright requesting information on funding for maintenance and repairs by the County for a gravel road behind their “Research and Development facility. No decisions were made.

Mr. Wright reported on the Independence Bible School requesting rock for their parking lot and the installing of signs for buggy traffic for Amish families moving to Montgomery County west of the airport. The Board asked him to check with where and if needed before they make a decision.

COUNTY APPRAISER, COUNTY TREASURER and IT DEPARTMENT – MAIL MACHINE:

County Appraiser Melody Kikkert, County Treasurer Nancy Clubine and IT Director Jason Clubine met with the Board to present information on a folding machine with mail sorter to sort by zip codes when doing bulk mailing. The Board approved soliciting bids for the equipment.

COUNTY APPRAISER and IT DEPARTMENT – TABLETS AND SOFTWARE FOR COUNTY APPRAISER'S OFFICE:

County Appraiser Melody Kikkert and IT Director Jason Clubine met with the Board to present a request for approval to purchase tablets and software equipment for field mobile and each includes a Thunderbolt 4 Dock. Ms Kikkert said she is eliminating one employee position and this will justify the cost of the equipment. The following action was taken:

ACTION: *A motion was made by Commissioner Bever to approve Tyler Technologies Software at a cost of \$33,260.00 and five (5) tablets field mobile equipment includes Thunderbolt 4 Docks from Insight at a cost of \$ 9,080.35 with a total cost not to exceed \$45,000.00 for any special accessories needed. The motion was seconded by Commissioner Cordray.*

*ROLL CALL VOTE - Commissioner Bever - Yes
Commissioner McManus – Yes
Commissioner Cordray- Yes*

RES. NO. 23-094

REGISTER OF DEEDS – STAFFING:

Register of Deeds Marilyn Calhoun presented a request to the Board to approve one more staff member for her office. A report was presented by Ms Calhoun from April 3rd to June 5th on the number of services provided by the Register of Deeds staff. No decisions were made at this time.

OTHER COUNTY BUSINESS:

1. Occupational License for Sassy's Bar and Grill, Sycamore –

ACTION: *A motion was made by Commissioner Cordray to approve the renewal of the Occupational License for Sassy's Bar and Grill, Sycamore, KS. Motion was seconded by Commissioner McManus.*

*ROLL CALL VOTE - Commissioner Bever - Yes
Commissioner McManus – Yes
Commissioner Cordray- Yes*

RES. NO. 23-095

2. A report from HR Director on the KOMTEK Committee and the planned meetings with the departments using KOMTEK.

Recessed to Work Session and Chairman closed the regular meeting at 10:55 AM:

WORK SESSION :

Human Resources Director Ben Brubaker presented information for discussion several items. He presented information on "What is Montgomery County's culture" and several suggestions and information on a very useful database tool called BambooHR. This software would also include payroll and a time clock system. No decisions were made at this time.

Finance Officer Fred Gress was present to discuss budgets. The County Appraiser's budget was discussed with the County Appraiser at this time. Several other budgets were discussed and planning for future expenses in 2024. Budget meetings will be set to review each budget with each department head.

Close of Work Session.

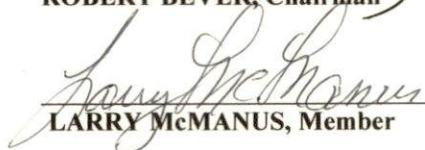
ADJOURNMENT: 12:30 PM

ACTION: *Motion by Commissioner McManus, seconded by Commissioner Cordray.*

*ROLL CALL VOTE - Commissioner Bever - Yes
Commissioner McManus – Yes
Commissioner Cordray- Yes*

**BOARD OF COUNTY COMMISSIONERS
MONTGOMERY COUNTY, KANSAS**


ROBERT BEVER, Chairman


LARRY McMANUS, Member

MIKE CORDRAY, Member



ATTEST:


County Clerk

RESOLUTION NO. 23-091

DATED at Independence, Montgomery County, Kansas this 12th day of June , 2023

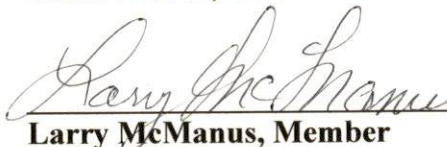
WHEREAS: *A motion was made by Commissioner Cordray to temporarily place the Environmental Health/Zoning office and staff under the supervision of Mr. Jim Wright, Public Works Coordinator This change will take effect immediately and followed with a two (2) month report provided by Mr. Wright.*

Motion was seconded by Commissioner McManus.

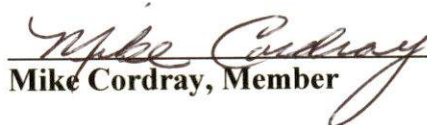
ROLL CALL VOTE - Commissioner Bever - Yes
Commissioner McManus - Yes
Commissioner Cordray- Yes



Robert Bever, Chairman



Larry McManus, Member



Mike Cordray, Member



ATTEST:


Charlotte Schmidt, County Clerk

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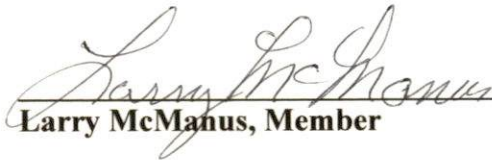
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Motion was seconded by Commissioner Cordray.

ROLL CALL VOTE - *Commissioner Bever - Yes*
Commissioner McManus - Yes
Commissioner Cordray- Yes



Robert Bever, Chairman



Larry McManus, Member





Mike Cordray, Member

ATTEST:


Charlotte Schmidt, County Clerk

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*ROLL CALL VOTE - Commissioner Bever - Yes
Commissioner McManus -Yes
Commissioner Cordray- Yes*

Robert E. Bever

Robert Bever, Chairman

Larry McManus

Larry McManus, Member



Mike Cordray

Mike Cordray, Member

ATTEST:

Charlotte Schmidt

Charlotte Schmidt, County Clerk

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*ROLL CALL VOTE - Commissioner Bever - Yes
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Robert E. Bever

Robert Bever, Chairman

Larry McManus

Larry McManus, Member



Mike Cordray

Mike Cordray, Member

ATTEST:

Charlotte Schmidt

Charlotte Schmidt, County Clerk

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WHEREAS: *A motion was made by Commissioner Cordray to approve the renewal of the Occupational License for Sassy's Bar and Grill, Sycamore, KS.*

Motion was seconded by Commissioner McManus.

*ROLL CALL VOTE - Commissioner Bever - Yes
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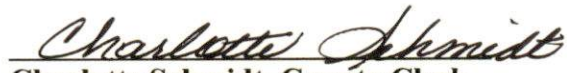
Robert Bever, Chairman



Larry McManus, Member

Mike Cordray, Member

ATTEST:



Charlotte Schmidt, County Clerk