

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

June 26, 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 Renita Butler, Friends Evangelical Church, Independence

**PLEDGE OF ALLEGIANCE:** Commissioner McManus.

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**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*

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**APPROVAL OF PAYMENT OF INVOICES:**

**ACTION:** *A motion was made by Commissioner Cordray to approve invoices in the amount of \$103434.57 (Prepays) and \$10,621.55 ARP for City of Elk City as presented by the County Clerk's Office. Motion was seconded by Commissioner McManus.*

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

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**APPROVAL OF MINUTES:**

**ACTION:** *A motion was made by Commissioner McManus to approve the minutes of June 26, 2023 as presented by the County Clerk. The motion was seconded by Commissioner Cordray.*

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

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**KANSAS DPA PROGRAM (DOWN PAYMENT ASSISTANCE PROGRAM):**

Mr. Steve Jones representing Kansas DPA Program met with the Board to present the request for Montgomery County to enter a Cooperation Agreement with Sedgwick County, Shawnee County jointly, to exercise on behalf of the cooperating jurisdiction the authority and powers conferred by the Kansas Local Housing Finance Law.

A resolution by Montgomery County authorizing this Cooperation Agreement must be passed by the governing body. The following action was taken:

**ACTION:** *A motion was made by Commissioner Cordray to issue a resolution and authorize the Chairman of the Board to sign, authorizing the execution of a cooperation Agreement pursuant to the Kansas Local Residential Housing Finance Law between the cooperating jurisdictions and Sedgwick County, Kansas and Shawnee County, Kansas jointly, authorizing the issuers to exercise, on behalf of the cooperating jurisdiction, the authority and powers conferred by the Kansas Local Residential Housing Finance Law. Motion was seconded by Commissioner McManus.*

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

RES. NO. 23-100

**PUBLIC WORKS:**

Public Works Coordinator Jim Wright met with the Board to present the written report. The following items were discussed:

1. Results from bid opening for corrugated metal pipe:

J&J Drainage, Hutchinson, KS	\$23,355.80
Metal Culverts, Inc., Jefferson City, MO	\$38,375.00
Welborn Sales, Salina, KS	\$34,005.00
Contech, Lawrence, KS	\$37,930.00

**ACTION:** A motion was made by Commissioner Bever to approve the low bid for corrugated metal pipe from J&J Drainage, Hutchinson, KS in the amount of \$23,355.80. Debit Road and Bridge Fund. Motion was seconded by Commissioner McManus.

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

RES. NO. 23-101

2. Announcement from Kansas Department of Transportation from the acting Secretary of Transportation regarding appointment as Secretary of Transportation.
3. Discussed an exposed gas line on County Road 3900 owned by Kansas Gas Company.
4. Signature on updated Intergovernmental Agreement between Montgomery County and the City of Oswego, Kansas for household hazardous waste pick up. The following action was taken:

**ACTION:** A motion was made by Commissioner Bever to approve the Intergovernmental Agreement between Montgomery County and the City of Oswego, Kansas for household hazardous waste pick up. The motion was seconded by Commissioner McManus.

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

RES. NO. 23-102

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**HUMAN RESOURCES – TIME CLOCK PLUS and BAMBOOHR SYSTEMS:**

Human Resources Director Ben Brubaker met with the Board to present information on Human Resource Information System. The system BambooHR includes an employee database, performance management tools, communication system, payroll, applicant tracking/Onboarding system and the Time Clock Plus integrates with BambooHR which will save time spent on payroll estimated at departmental time saved 41 hours and HR payroll 48 hours. The following action was taken:

**ACTION:** A motion was made by Commissioner Cordray to approve the purchase of the BambooHR System and Time Clock Plus systems for the Human Resources Department at an estimated cost of \$60,000.00. Motion was seconded by Commissioner McManus.

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

RES. NO. 23-103

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**BUILDING MAINTENANCE – REPAIR ON WEST STEPS OF JUDICIAL CENTER:**

Building Maintenance Supervisor Jeff Phelps met with the Board with Fred Gress, Financial Officer, to discuss the condition and need of repair on the west steps of the Judicial Building. The budgeted amount for the repair was \$105,000. The Board requested they return with three and return with a report on the bids.

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**CORRESPONDENCE:** A thank you card for a memorial sent from the County.

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**COUNTY ATTORNEY – 2024 BUDGET:**

County Attorney Melissa Johnson met with the Board to discuss the 2024 budget items and funding. It was explained there are now four (4) judges and only three (3) attorneys to handle all the cases and needs to hire another attorney. She also explained the problems is finding someone and the wages are considerably higher than three or four years ago.

A list of budget requests contained one more attorney, one paralegal, one summer intern and a records manager. There will also be a need for furniture, five (5) desks. No action was taken at this time as all budgets are being reviewed.

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**Recessed at 11:00 AM – Returned at 11:50 AM**

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**EXECUTIVE SESSION – NON-ELECTED PERSONNEL:**

**ACTION:** *A motion was made by Commissioner Cordray to recess to Executive Session at 11:20 AM to return at 11:50 AM with the Board, Financial Officer, and the Human Resources Director present to discuss non-elected personnel (KSA 4319 (b1)). Motion was seconded by Commissioner McManus.*

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

Returned to session at 11:50 AM stating no decisions made and no action to be taken.

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**OTHER COUNTY BUSINESS:**

1. Credit Card request for Marcie Roberts for Montgomery County Wellness Coalition –

**ACTION:** *A motion was made by Commissioner McManus to approve the issuance of a County credit card to Marcie Roberts to be used for the Montgomery County Wellness Coalition with a credit limit of \$1,000.00. Motion was seconded by Commissioner Cordray.,*

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

*RES. NO. 23-104*

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**ADJOURNMENT: 11:55 AM.**

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

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

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**WORK SESSION – BUDGETS;**


Financial Officer – 2024 Budgets. After the discussion on selected budgets, no action was taken at this time.

Work session will be Tuesday at 9:00 AM beginning with Emergency Management.

Closed Session at 12:40 PM.

BOARD OF COUNTY COMMISSIONERS  
MONTGOMERY COUNTY, KANSAS


  
ROBERT BEVER, Chairman

  
LARRY McMANUS, Member

  
MIKE CORDRAY, Member

ATTEST:



  
County Clerk

**RESOLUTION NO. 23-102**

**DATED** at Independence, Montgomery County, Kansas this 26<sup>th</sup> day of June , 2023

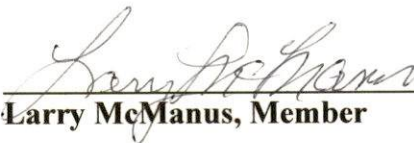
**WHEREAS:** *A motion was made by Commissioner Bever to approve the Intergovernmental Agreement between Montgomery County and the City of Oswego, Kansas for household hazardous waste pick up.*

*The 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**

**RESOLUTION NO. 23-101**

**DATED** at Independence, Montgomery County, Kansas this 26<sup>th</sup> day of June , 2023

**WHEREAS:** *A motion was made by Commissioner Bever to approve the low bid for corrugated metal pipe from J&J Drainage, Hutchinson, KS in the amount of \$23,355.80. Debit Road and Bridge Fund.*

*Motion was seconded by Commissioner McManus.*

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



**Robert Bever, Chairman**



**Larry McManus, Member**



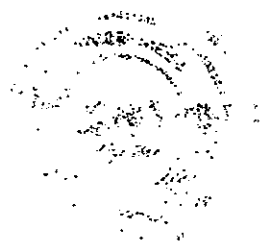
**Mike Cordray, Member**



**ATTEST:**



**Charlotte Schmidt, County Clerk**



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**RESOLUTION NO. 23-100**

**DATED** at Independence, Montgomery County, Kansas this 26<sup>th</sup> day of June , 2023

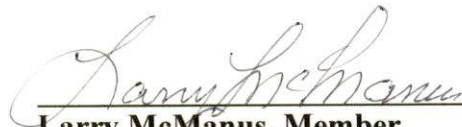
**WHEREAS:** *A motion was made by Commissioner Cordray to issue a resolution and authorize the Chairman of the Board to sign, authorizing the execution of a cooperation Agreement pursuant to the Kansas Local Residential Housing Finance Law between the cooperating jurisdictions and Sedgwick County, Kansas and Shawnee County, Kansas jointly, authorizing the issuers to exercise, on behalf of the cooperating jurisdiction, the authority and powers conferred by the Kansas Local Residential Housing Finance Law.*

*Motion was seconded by Commissioner McManus.*

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



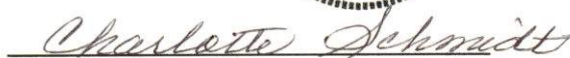
**Robert Bever, Chairman**



**Larry McManus, Member**



**ATTEST:**

  
**Charlotte Schmidt, County Clerk**



**Mike Cordray, Member**



**RESOLUTION NO. 23-103**

**DATED** at Independence, Montgomery County, Kansas this 26<sup>th</sup> day of June , 2023

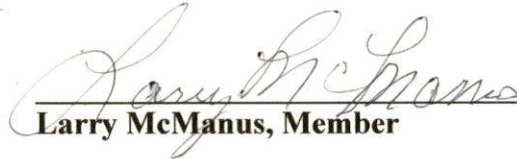
**WHEREAS:** *A motion was made by Commissioner Cordray to approve the purchase of the BambooHR System and Time Clock Plus systems for the Human Resources Department at an estimated cost of \$60,000.,00.*

*Motion was seconded by Commissioner McManus.*

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




**Robert Bever, Chairman**



**Larry McManus, Member**



**ATTEST:**

  
**Charlotte Schmidt, County Clerk**



**Mike Cordray, Member**



**RESOLUTION NO. 23-104**

**DATED** at Independence, Montgomery County, Kansas this 26<sup>th</sup> day of June , 2023

**WHEREAS:** *A motion was made by Commissioner McManus to approve the issuance of a County credit card to Marcie Roberts to be used for the Montgomery County Wellness Coalition with a credit limit of \$1,000.00.*

*Motion was seconded by Commissioner Cordray.,*

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

*Robert E. Bever*

**Robert Bever, Chairman**

*Larry McManus*

**Larry McManus, Member**



**ATTEST:**

*Charlotte Schmidt*

**Charlotte Schmidt, County Clerk**

*Mike Cordray*

**Mike Cordray, Member**