

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

March 30, 2015

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

CALL TO ORDER: Commissioner Brown.

INVOCATION: Reverend Daniel Knight, The Bible Baptist Church, Coffeyville

PLEDGE OF ALLEGIANCE: Commissioner McManus.

AGENDA APPROVAL:

ACTION: *A motion was made by Commissioner McManus to approve the agenda as amended.. The motion was seconded by Commissioner York.*

ROLL CALL VOTE -Commissioner Brown - Yes

Commissioner McManus – Yes

Commissioner York- Yes

APPROVAL OF PAYMENT OF INVOICES:

No invoices to be paid this week.

APPROVAL OF MINUTES:

ACTION: *A motion was made by Commissioner McManus to approve the minutes of March 23, 2015 as presented by the County Clerk. The motion was seconded by Commissioner York.*

ROLL CALL VOTE -Commissioner Brown - Yes

Commissioner McManus – Yes

Commissioner York- Yes

CITY OF COFFEYVILLE AND MONTGOMERY COUNTY ACTION COUNCIL – TRANSFER STATION:

City of Coffeyville Mayor Jim Faulkner, City of Coffeyville Administrative Assistant to City Manager, and Montgomery County Action Council Director Aaron Heckman met with the Board to present information on a potential Trans-Loading Facility proposal to be submitted to KDOT.

The request to the Board is for financial support for the company of Olsson Associates, LLC for their professional services to put together the proposal to be submitted to KDOT. Coffeyville City has paid \$5,000.00 and the total cost will be \$41,000.00. After discussion on railroad accessibility and how these services will help Montgomery County, the following action was taken:

ACTION: *A motion was made by Commissioner York to approve the financial support as requested by the City of Coffeyville up to but not to exceed \$20,000.00 for professional services to prepare the proposal to be submitted to KDOT on a potential Trans-Loading Facility to be located at Coffeyville. Motion was seconded by Commissioner McManus.*

ROLL CALL VOTE -Commissioner Brown - Yes

Commissioner McManus – Yes

Commissioner York- Yes

RES. NO. 15-54

PUBLIC WORKS:

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

- | | |
|--|-------------|
| 1. CMP Pipe bid - Woods Lumber, Independence, KS | \$22,704.92 |
| Metal Culverts, Jefferson City, MO | \$15,444.40 |
| Welborn Sales, Salina, KS | \$15,374.00 |
| J&J Drainage, Hutchison, KS | No Bid |

The following action was taken:

ACTION: A motion was made by Commissioner McManus to accept the recommendation of the Public Works Director and approve the low bid for CMP Pipe from Welborn Sales, Salina, KS in the amount of \$15,374.00. Debit Road and Bridge Fund. Motion was seconded by Commissioner York.

ROLL CALL VOTE -Commissioner Brown - Yes
Commissioner McManus – Yes
Commissioner York- Yes

RES. NO. 15-55

2. Wingard Road /Jefferson Road Speed Signs –

ACTION: A motion was made by Commissioner York to authorize the Public Works Department to proceed with the paperwork to evaluate for speed signs on Wingard Road and to make a recommendation to the Board based on the findings. Motion was seconded by Commissioner McManus.

ROLL CALL VOTE -Commissioner Brown - Yes
Commissioner McManus – Yes
Commissioner York- Yes

Mr. Bever reported the signs that were missing have been replaced on Jefferson road.

3. Poor Farm Cemetery – Work has been completed on the cemetery and Mr. Bever requests it be turned over to the Cemetery District (Liberty).

No action was taken at this time. The cemetery has always been a “county owned cemetery” and there was discussion on the maintenance of Quaker and Highland Cemeteries now being maintained by Public Works. This will be placed on the agenda for the next regular meeting.

4. GIS – no report on work load due to virus from previous week.
5. Executive Session – Acquisition of Real Property –

ACTION: A motion was made by Commissioner McManus to recess to Executive Session at 9:31 AM to return at 9:41 AM with the Board, Robert Bever and Jim Wright present for the purpose of Acquisition of Real Property. Motion was seconded by Commissioner York.

ROLL CALL VOTE -Commissioner Brown - Yes
Commissioner McManus – Yes
Commissioner York- Yes

Returned to session at 9:38 AM stating no decisions made and no action taken:

Discussion on Acquisition of Real Property - Mr. Bever presented a request for approval to acquire right-of-way on CR 3400. The total cost will be \$2,340.00 - The following action was taken:

ACTION: A motion was made by Commissioner McManus to approve the purchase of right-of-way in the amount of \$2,340.00 for work to be done on CR 3400 as follows:

Richard and Shirley Felts	.54 acres	\$1,620.00
Mitchell Acres, Mike Mitchell		
Dean Mitchell and Jack Mitchell	.34 acres	\$ 720.00

Debit Road and Bridge Fund. Motion was seconded by Commissioner York.

ROLL CALL VOTE -Commissioner Brown - Yes
Commissioner McManus – Yes
Commissioner York- Yes

RES. NO. 15-56

6. Discussed Sewer District No. 2 lawsuit filed against the City of Independence –
7. Discussed the responsibility for repairs to the third floor at Coffeyville City Hall occupied by county offices - No decisions or action at this time.

WORK SESSION – CREDIT CARDS AND BIDDING PROCEDURE:

Motion by Commissioner McManus, seconded by Commissioner York with Commissioner Brown voting yes, to recess to the work session with department supervisors at 9:45 AM to discuss Credit Card limits and number needed by each department and to discuss the current bidding system.

Credit Cards – The limits were amended as discussed with each department supervisor. The minimum limit was set at \$1,500 and the maximum at \$5,000.

Bidding Process was discussed. Commissioner York stated the bids should be returned to the County Clerk's Office to be documented as to return date and time and to be opened on the set date by the County Clerk, Department representative with all bidders wishing to attend. The bids will be recorded by the County Clerk and all vendors will be checked on taxes being current. The department supervisor will review bids and made recommendation to the Board of County Commissioners at the next regular meeting if possible. An "operating expense" limit was discussed with the Public Works Coordinator. If any changes are to be made to the existing policy, the Board will have discussion and possible action at the next meeting.

Returned to regular session at 10:55 AM with a motion by Commissioner York, Commissioner McManus seconded the motion with Commissioner Brown voting yes.

OTHER COUNTY BUSINESS:

1. Midwest Plastics Grant six (6) month extension request –
***ACTION:** A motion was made by Commissioner McManus to authorize the Chairman to sign, on behalf of the County, the request for the six (6) month Midwest Plastics Grant extension request. Motion was seconded by Commissioner York.*
ROLL CALL VOTE -Commissioner Brown - Yes
Commissioner McManus – Yes
Commissioner York- Yes
RES. NO. 15-57
2. Duane Powell of Children and Family services reported the owner of the office spaces rented by his department allowed 20% to be deducted from the rent for the time without heat.
3. Jason Clubine, Computer Department Director, reported on aquote on the website upgrades from Civic Plus. Civic Plus was \$15,000 installation and \$3,000 per year for maintenance. Hubler and Associates will also be contacted.
4. Mail Room – Scott Barnhart met with the Board on the problem with filling the position when the employee is absent. After some discuss, the following action was taken:

***ACTION:** A motion was made by Commissioner York the mailroom be substituted in the absence of the regular mail room employee by the Clerk Position in the Register of Deeds Office. If in the event both employees are absent, the County Clerk's office will be notified prior to the absence. Motion was seconded by Commissioner McManus.*
ROLL CALL VOTE -Commissioner Brown - Yes
Commissioner McManus – Yes
Commissioner York- Yes
RES. NO. 15-58
5. The County Clerk requested the enrollment date for insurance beginning 2016 be set to be completed no later than March 1 of each year. The Board approved the request.

ADJOURNMENT: 11:28 AM

ACTION: *Motion by Commissioner York, seconded by Commissioner McManus.*
ROLL CALL VOTE -Commissioner Brown - Yes
Commissioner McManus – Yes
Commissioner York- Yes

BOARD OF COUNTY COMMISSIONERS
MONTGOMERY COUNTY, KANSAS

FRED BROWN, Chairman

LARRY McMANUS, Member

RYAN YORK, Member

ATTEST:

County Clerk