

# Christian County Commission

March 03, 2008

## Convene

Presiding Commissioner John Grubaugh called the meeting of the County Commission to order at 8:30 a.m. on March 3, 2008 at the County Commission Office. Attendance: John Grubaugh, Present: Bill Barnett, Present: Tom Huff, Present.

## 8:30 a.m. Office Holders Meeting -- Office Hours Closed Policy

Those present for the office holders meeting were Andy Marmouget from Davis, Lynn, and Moots, Human Resources Consultant, Glen Pace, County Counselor John Housley, County Commission's Secretary Lori Biery, Prosecuting Attorney, Ron Cleek and Deputy Suzanne Frake, Building Inspections Director, Sam Proffer, Christian County Headliner, Chris Cluck, Captain, Jeremy Whitehill, Collector, Ted Nichols, Captain Susan Cole, Assessor, Sandra Bryant-Littles, Deputy Collector, Cindi Carey, Auditor, Sam Yarnell, Public Administrator, Pat Wright, Recorder of Deeds, Roy Meadows, Treasurer, Karen Matthews, Christie Hirsch, from Preferred Enterprises, Chief Deputy Clerk, Norma Ryan and Chief Deputy Payroll Clerk, Tom Lawson, E-911 Supervisor, Danny Clinton and Sheriff Mike Robertson.

The Commission discussed with the office holders different options on ways to handle payroll when the court house is closed due to inclement weather.

## 9:00 a.m. Bid Opening -- Software for Building Inspections Department

The Commission met with Building Inspector, Sam Proffer and Consultant Jim Bresee to review the software bids for the Building Department.

Municipal Software data conversion	\$ 1,000.00
Custom Configurations	\$ 1,000.00
Monthly charge for 3 users and 2 planners	\$ 445.00
Custom Training	Free

Terrace Scan Inc.

Hosting	\$ 360.00 monthly (12 month contract)
Hosting for additional services	\$ 120.00 monthly (12 month contract)
First and second year implementation	a 10 % per year increase.

Citizenserv

5 users	\$ 9,000.00
Access pages	\$ 5,000.00
Building Permit Tracking Setup	\$ 1,500.00

The Building Inspection Administrator, Sam Proffer, will review the bids with the Planning and Zoning Department and will make a recommendation to the County Commission.

## 9:30a.m. Kay Brown, County Clerk -- Destruction of Records

The Commission met with Kay Brown, County Clerk regarding destruction of records. The Christian County Clerk's office in accordance with the Secretary of State retention schedule of the Missouri State Statutes, will permanently destroy one year plus one month old records on March 3, 2008 including the following:

Address Change Forms

Duplicate Registration Forms  
Applications of Deceased Voters

### **Closed Session**

Eastern Commissioner Tom Huff made a motion to go into Closed Session at 10:10 to discuss R.S.Mo.610.021 Hiring, firing, disciplining or promoting a particular employee. Bill Barnett seconded the motion. The motion passed by vote: John Grubaugh (Yes), Bill Barnett (Yes), Tom Huff (Yes).

### **Reconvene From Closed Session**

Western Commissioner Bill Barnett made a motion to end Closed Session and reconvene in Open Session at 10:25 a.m.. Tom Huff seconded the motion. The motion passed by vote: John Grubaugh (Yes), Bill Barnett (Yes), Tom Huff (Yes). County Commission voted unanimously to accept an experience works employee to assist office holders throughout the county.

### **10:50 a.m. Amtower, EMA Director --RE: Debris Removal**

Those present for the meeting were Jeff Schneider and Michael Walker of Hansen's Tree Service & Environmental Wood Resources, Jim Bresee and Chris Cluck from the Christian County Headliner.

The Commission met with Emergency Management Director Phil Amtower and Assistant, Bandi Kolbe to discuss the bid proposal for the ice storm debris removal. Mr. Amtower recommended to put the debris removal out for bid and to open the bids on March 13th and make the selection on March 17th. The Commissioners signed the bid proposal to put it out for bid.

### **11:00 a.m. David Wilcock -- Centurytel -- Billing**

The Commission met with David Wilcock regarding a billing contract with Centurytel. There were some changes that John Housley wanted to have in the contract. The Commission took a motion/vote to affirm their decision.

### **Motion/Vote - Approve the Centurytel Agreement**

Western Commissioner Bill Barnett made a motion to accept the contract with Centurytel for a term discount agreement that will save the county approximately \$ 980.00 per month. The Commission and County Auditor, Sam Yarnell signed the contract and it was attested to by County Clerk, Kay Brown. Tom Huff seconded the motion. The motion passed by vote: John Grubaugh (Yes), Bill Barnett (Yes), Tom Huff (Yes).

### **3:00 p.m. Bid Opening for Office Supplies**

The Commission received several bids for office supplies. The county Commission will review the bids and make a decision at a later date.

Springfield Office Supply  
Office Depot  
CB Laser  
Corporate Express

**3:30 p.m. Public Hearing -- RE: Adopting Final Draft for Building Codes**

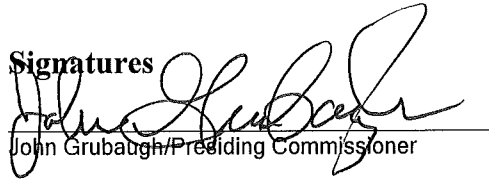
Those present for the meeting were Kent Mills, Sam Clifton, Andy Arndt, Roy Matthews, Jim Bresee, Mr. Proffer, and Bob Barnhart.

This is the first public hearing of three. The Building Code Commission have met ten times to review the codes. Building Code Administrator, Sam Proffer gave a presentation of the Proposed Draft Order Adopting Building and Electrical Codes as recommended by the Christian County Commission .

Andy Arndt asked "Will fees be kept separate? Will a Division 1 land use permit be purchased through planning and zoning?" Sam Proffer, Building Code Administrator said the fees will paid separately in each office and once the permit is issued there needs to be contact for six months.

Andy Arndt asked "Can the permit time limit lapse?" Mr. Proffer, said that a permit can be assumed but it will have to be in writing to validate who pulls the permit, if issued in good faith.

**Signatures**



John Grubbaugh/Presiding Commissioner