



Christian County Commission

100 West Church St, Room 100
Ozark, MO 65721

January Term

<http://ChristianCountyMO.iqm2.com>

~ Minutes ~

Thursday, March 19, 2015

8:50 AM

The Christian County Courthouse

I. Convene

The meeting was called to order at 8:50 AM by Presiding Commissioner Ray Weter

Attendee Name	Title	Status	Arrived
Ray Weter	Presiding Commissioner	Present	
Bill Barnett	Western Commissioner	Present	
Vacant Position	Eastern Commissioner	Excused	
Cheryl Mitchell	Assistant	Present	
Julia Maples	Administrative Assistant	Present	
Norma Ryan	Chief Deputy County Clerk	Present	

II. Agenda

Motion/Vote - 8:52 AM Christian County Commission

Discussion - Approve Agenda

The meeting was attended by Commission Secretary Julia Maples, C1 Supervisor Richard Teague, Jason Stutesmun, C2 Supervisor Brent Young, Scott Grider and Highway Administrator Miranda Beadles.

The Commission met to approve the agenda for Thursday, March 19, 2015.

Commissioner Weter entertained a motion to approve the agenda.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Bill Barnett, Western Commissioner
SECONDER:	Ray Weter, Presiding Commissioner
AYES:	Ray Weter, Bill Barnett

Motion/Vote - 8:55 AM Kay Brown-County Clerk

Minutes & Financials Approval - Approve Minutes & Financials

The meeting was attended by Commission Secretary Julia Maples, C1 Supervisor Richard Teague, Jason Stutesmun, C2 Supervisor Brent Young, Scott Grider, Highway Administrator Miranda Beadles, Glen Pace, Judy Trupp and Ted Nichols.

The Commission met to approve any minutes or financials. There are no financials.

Commissioner Weter entertained a motion to approve the minutes for Thursday, March 12th and Monday, March 16th, 2015.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Bill Barnett, Western Commissioner
SECONDER:	Ray Weter, Presiding Commissioner
AYES:	Ray Weter, Bill Barnett

Motion/Vote - 9:00 AM Glenn Pace-Human Resources

Discussion - Employee Manual & Matrix Discussion

The meeting was attended by Commission Secretary Julia Maples, C1 Supervisor Richard Teague, Jason Stutesmun, C2 Supervisor Brent Young, Scott Grider, Highway Administrator Miranda Beadles, Paula Brumfield, Judy Trupp, Ted Nichols, Lacey Hart, Amy Fite and Amelia Wigton.

The Commission met with Human Resource Consultant Glen Pace regarding the Employee Manual and discussion of the Matrix. Commissioner Weter led off by saying we are operating under a new policy that was mandated by the change in status to a first class county. On page 8 of the employee manual there needs to be a change regarding the way that reads. The Commission discussed and approved a salary change procedure that appeared on page 9. The rules changed, the elected officials have the authority to set the salaries of their employees. They don't have to submit to the commission but they do submit to the auditor for budgetary purposes. The commission wants to have a note about the change. Julia said the change needs to be made in the manual regarding the page 8. It conflicts in that it says the raises will only be given on January 1. Amy Fite said the statutes are not the same for all the elected officials. Julia said that is correct. Ray said that is correct and John Housely has given his opinion but has given situations where it has been challenged by elected officials that haven't been covered and they have always won. Glen said there is no consistency and it appears going forward that everyone can make those decisions. Glen said as a word of caution you need to look forward in the long term. It is not just this year, it locks you in forever. Ray said he has tried to make that prominent in the minds. Amy said we are committed in 2015 and we can only make our decisions based on that. Going into 2016 we don't know what that will bring. We could be in a position to modify salaries and we can make them based on the allotted amount. Lacey asked if there were statutes for non elected officials to maintain pay increases and John Housely said there could be an instance where they may be taken back. Amy understands that no one anticipates that additional money in 2016 and budgets will be the available. Ted feels that it will be similar to this year next year. We all have to be conservative with what we have this year and next year. That is how you manage your budget. Glen said we need to change the language on page 8 and 9 and it is critical we have a formal procedure in increasing wages. There is paperwork that transfers from the elected official to the auditor to the commission to view not sign and then to payroll. The form we have is acceptable. There will need to be a job title on the form. Lacey wants the form to say who they are replacing if they are replacing someone. Glen said he will work with her, they are pretty standardized forms. Ray said Glen will modify page 8 and 9 and visit with the auditor and work on the change of salary form. Bill said he is having trouble with the fact some office holders that can and others can't give the raises. Julia said the Treasurer and Public

Administrator and the Auditor do not apply to the statutes. The road crew falls under the commission. Bill wanted to know if they can give raises in the middle of the year. Glen said they have the ability but whether they want to is another option. Lacey said it is contingent to being within their budget. Ray said what he thinks is if the Public Administrator has some extra funds he can challenge that statute and history would indicate he would prevail. Julia said the commission has had a sense of fair play.

The Commission now will move on to the discussion of the Matrix. Ray said what he hears is they have people in the wrong category or their job title doesn't match. Julia said she will take the blame for part of that. Ray said he came in with the thought there was an air of dissatisfaction. Lacey said the Matrixes that she has looked at appear to be overly broad. When you have a \$10,000 or \$20,000 gap it makes it difficult. You need skill levels and take into account seniority and reward it. Miranda said the road department was not detailed enough. They just wanted to put something together that was a little more detailed. Glen asked to explain what the matrix represents. The headers are the recognized categories by the United States, Department of Human Resources, these are the categories used. They went away from individual and put together a category. For example all law enforcement are service workers. That is how we put this together. The ranges are deliberately broad. It is set up so people will not get to the top. The state of Missouri is in a disaster mode because some people are at the top of their range. Glen said you don't recognize seniority. You move by length of service. There will always be criticism but these people are in here by job descriptions. Something this county needs is job descriptions. Julia said the matrix has worked very well and the Commission has worked hard on getting everyone to the beginning. Ray said Miranda has worked on job descriptions and he is very impressed. Jason said one of the biggest issues they have dealt with is that on a matrix scale the men are always at the bottom and have never went anywhere. They can hire a guy in and he makes .50 less that a person that has been here 15 years. In order to make a matrix work we need to make sure they don't stay at the bottom. Ray said those things are a matter of economics for the county. Economically if the Commissioners feel like there is not enough room in the budget for that it will restrict what happens as far as salary for every employee. If the sales tax revenues are positive raises are more likely to be considered. If the county is facing losing revenue then it makes it more problematic, if the county is trying to figure out how to build a courtroom that makes it more problematic. Glen said to reiterate it everyone in the county was underpaid. That is not a reflection on the matrix it is a revenue problem. An infusion of cash is what is needed. Miranda asked Mr. Pace if there is any objection to having a little more direction and organization within the department and the pay scales fall within the matrix. Glen said it is not acceptable, as soon as you take a department out and create special circumstances the matrix falls apart. What Miranda put together is very detailed and he would like to speak with her later. Lacey asked where the categories came from. Glen explained how that went. It becomes much more difficult to manage and explain to auditors. Amy asked if she needed to discuss with Julia or now questions and changes she has. Julia said we need to have the form letting them know when the employee is replaced. Amy asked if the list is sufficient or does she need to bring this up in this

meeting to get approval. Glen said he hasn't seen the list but he would discuss it with her outside the meeting. Amy said within their office they have senior professionals. It would seem appropriate to subdivide a senior professional based on responsibilities. Amy would ask that happen. They want to have office and clerical three. Glen said that is definitely an option. Ray said Amy and Glen need to collaborate. Amy said her other question is the investigator/it needs to have a category based on the nature of that job. She has used the 2012 range for salary. That is different than the salaries on the matrix. Amy said she knows the commission values the employees that work in this county. There are people that figure out how to compensate and show the employees how they are valued. The elected officials can't do the job without the employees. What is the process for discussing what the ranges should look like for adjusting. Glen said approximately every four years organizations look at and adjust. The ones we have now are out of date. They do need to be looked at. They are out of date but not unrealistic. Amy said everyone should be at the middle of this range by three years. We have the finance range that restrains this. Ray said the idea should have one critical addition. "Economics permitting". Glen said unless you are flush with cash you don't have those people in the middle. Brent said if you can't get there don't set it there. Ray said the ranges are goals not promises. Ray said Glen is going to change the pay increase language and visit with Amy and Miranda. Glen said he will meet with anyone that wants to discuss anything with him.

Bill said they gave raises in the past but they gave them to everyone. Ray said in a recent conference the county talked about the problem and there was a raise of percentages based on years of service. Bill said the people that have been here the longest should be rewarded for length of service.

Commissioner Weter entertained a motion to adjourn the 9:00 a.m. agenda item.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Bill Barnett, Western Commissioner
SECONDER:	Ray Weter, Presiding Commissioner
AYES:	Ray Weter, Bill Barnett

Motion/Vote - 10:06 AM Steve Brown-Great River Associates

Bid Opening - Stonehollow N.I.D. Bid Opening

The meeting was attended by Commission Secretary Julia Maples, Carson Elliff, Scott Crabtree, C1 Supervisor Richard Teague, C2 Supervisor Brent Young, Scott Grider, Highway Administrator Miranda Beadles, Jerany Jackson, Great River Associates, Tracey Wagner Darcy Pohlmann, John and Ethel Beyer, and Curtis Deonnig.

The Commission met with Steve Brown, Great River Associates to open bids for the Stonehollow NID. They received one bid.

The bid is for \$103,426.00 and is from Blevins Asphalt. They will provide the maintenance bond at final inspection and become part of the contract documents. It was issued by addenda. Carson said the estimate from Steve was \$110,000.00. Carson just wanted the homeowners to understand. Steve wants to review and run it by

Selmore Special Road district and make a decision in two weeks. Carson said there are several homeowners present and asked if they had any comments. Carson said the homeowners are satisfied with the bid.

Darcy

said they are thankful the bid came in the way it did. They asked for a heads up on what is going on because they have a facebook page that they can let homeowners know what is going on. Bill said the concern is the crown and asked that they put that back. Selmore and the County be out there to watch what is going on. If they are not doing something right shut the job down. Is there a time frame. Blevins said May is when you do the chip and seal. Once they do the grading work they will go right behind it and do the chip and seal.

Commissioner Weter said they will come back Thursday April 2 @ 9:00 am with a recommendation to approve the bid.

Commissioner Weter entertained a motion to revisit this April 2 @ 9:00 am.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ray Weter, Bill Barnett
AYES:	Ray Weter, Bill Barnett

Motion/Vote - 11:00 AM Greg Williams-Connell Insurance

Discussion - Work Comp, Property & Liability Discussion

The meeting was attended by Commission Secretary Cheryl Mitchell, and Lacey Hart.

The Commission met with Greg Williams with Connell Insurance for an update in Work Comp and Property and Liability insurance discussion. Greg said we have some good news. As far as bidding it out we bid it out and Midwest Public was 20% lower than the other bids. He wanted to brag on MPR. They reviewed the injuries and noticed they had some injuries regarding back injuries from not stretching so there are no discretionary claims in the sheriff office. They want to analyze and help reduce the claims. They look at claims against dollars. Our claims management was 1.39. We are now at .98. That is what Kevin from MPR has done. Bill asked about the road crew. Greg said they are getting better. We have turned the corner. They take 3% of our premium to be used for safety equipment, we have \$2500 to use. If we renew with MPR it is not a use it or loose it. That 3% resets if we renew this year. Greg said we are in a very good position now. Ray asked if we have had any work comp with general staff. Greg said a couple but most of them come from law enforcement side. Ray asked about the Deputy that wrecked his car. Greg said that would have been a work comp claim. Ray asked for the data, Greg said he would get it. Ray said they need to discuss property and liability. Greg said they don't have any issues. About half of all are claims are law enforcement and the other are employment practices. Greg said they like to get the details and make sure it doesn't happen again. Ray asked about the rumor of MPR's financial stability. Greg said they are stronger than ever and they don't co-mingle funds. They are very transparent and Greg wouldn't work with them if there was any questions. Greg said as far as the renewal goes maybe the first part of June. He wants to present a lot of things. Greg said they

always want to know about improvements. Aaron Ambrose would be able to come in and talk to the sheriff and commission about the different issues with adding a courtroom to the Old Courthouse and using a modular opposed to stick building. Greg said it is low risk to move the sheriff admin in another building. If you get to that point they can give them an estimate to help budget.

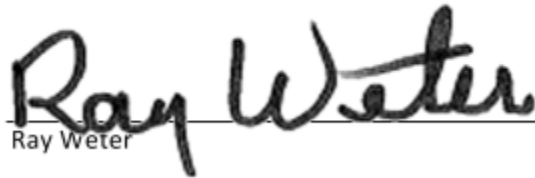
III. Adjournment

The meeting was closed at 11:20 AM
The Commission is adjourned until Monday, March 23, 2015.

Motion/Vote - 11:20 AM

- Motion to adjourn
Commissioner Weter entertained a motion to adjourn until Monday, March 23, 2015

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Bill Barnett, Western Commissioner
SECONDER:	Ray Weter, Presiding Commissioner
AYES:	Ray Weter, Bill Barnett


Ray Weter

Presiding Commissioner, Ray Weter


Bill Barnett

Western Commissioner, Bill Barnett


Sue Ann Childers

Eastern Commissioner, Sue Ann Childers