



Christian County Commission

100 West Church St, Room 100
Ozark, MO 65721

<http://ChristianCountyMO.iqm2.com>

July Term

~ Minutes ~

Thursday, September 29, 2016

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	8:50 AM
Bill Barnett	Western Commissioner	Present	8:50 AM
Sue Ann Childers	Eastern Commissioner	Present	8:50 AM
Krista Cronin	Deputy Clerk	Present	8:50 AM
Ashley Hannah	Secretary	Present	8:50 AM

II. Agenda

Motion/Vote - 8:50 AM Christian County Commission

Discussion - Approve Agenda

Presiding Commissioner Ray Weter said we have an amendment we need to address regarding the 10:30 meeting with Trotter Construction (Change Order). Trotter Construction has not been able to put together all of the prices we need, and has asked via email for an extension until such time as they have all of the information.

Eastern Commissioner Sue Ann Childers made a motion to approve the amended agenda.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Sue Ann Childers, Eastern Commissioner
SECONDER:	Bill Barnett, Western Commissioner
AYES:	Ray Weter, Bill Barnett, Sue Ann Childers

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

Minutes & Financials Approval - Approve Minutes and Financials

Presiding Commissioner Ray Weter entertained a motion to approve the minutes from September 22, 2016. Let the record show that Presiding Commissioner Ray Weter wasn't here for the aforementioned session, therefore he abstained from voting on the minutes from that session.

RESULT:	ADOPTED [2 TO 0]
MOVER:	Bill Barnett, Western Commissioner
SECONDER:	Sue Ann Childers, Eastern Commissioner
AYES:	Bill Barnett, Sue Ann Childers
ABSTAIN:	Ray Weter

Motion/Vote -

Approve Minutes

Presiding Commissioner Ray Weter entertained a motion to approve the minutes from September 26, 2016. Let the record show that Presiding Commissioner Ray Weter wasn't here for the aforementioned session, therefore he abstained from voting on the minutes from that session.

RESULT:	ADOPTED [2 TO 0]
MOVER:	Sue Ann Childers, Eastern Commissioner
SECONDER:	Bill Barnett, Western Commissioner
AYES:	Bill Barnett, Sue Ann Childers
ABSTAIN:	Ray Weter

Motion/Vote - 9:00 AM Kelly Hall-Christian County Recorder of Deeds

Bid Opening - Bid Opening-Plat Map Cabinet

Attendees: Lynette Weatherford with HR Advantage, Kelly Hall - Christian County Recorder of Deeds.

The Christian County Commission met to discuss a bid opening for a Plat Map Cabinet. Kelly Hall said that only one bid had come in. The bid was from U.S. Records in the amount of \$5578.00. Kelly Hall says the bid meets her expectations, and she has used U.S. Records in the past.

Presiding Commissioner Ray Weter asked if this is an additional or a replacement cabinet.

Ms. Hall said that it is an additional cabinet.

Presiding Commissioner Ray Weter entertained a motion to accept the bid as presented per the recommendation of Kelly Hall - Christian County Recorder of Deeds for \$5578.00 from U.S. Records located at 801 South 13th Avenue in St. Cloud, Minnesota.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Sue Ann Childers, Eastern Commissioner
SECONDER:	Bill Barnett, Western Commissioner
AYES:	Ray Weter, Bill Barnett, Sue Ann Childers

Motion/Vote - 9:15 AM Lynette Weatherford-HR Advantage

Discussion - Human Resource Advantage Services

Attendees: Lynette Weatherford with HR Advantage

The Christian County Commission met with Lynette Weatherford with HR Advantage who presented the services that HR Advantage has to offer.

Lynette Weatherford presented an informational packet to each of the Commissioners that discusses HR Advantage's benefits and services. She said that she's been in Human Resource Consulting for over twenty five years, and spoke about her credentials. She

said that given the size of your organization, it's time to move forward with a human resources presence.

Presiding Commissioner Ray Weter asked Ms. Weatherford how they deal with elected officials when there's an issue.

Ms. Weatherford answered that she educates them and reminds them of their responsibility as an elected official. It's the elected official's obligation to follow good employee relations practices. She said that's typically a breakdown in communication, and HR Advantage helps to mitigate and bridge the gap in communication. She said HR Advantage gives supervisors and employees tools to communicate. She recommends a human resources compliance audit, which would give them a picture of how the organization is doing. She said she is happy to provide referrals from Christian County's sister counties on HR Advantage's services.

Presiding Commissioner Ray Weter said that he sees Ms. Weatherford has an estimation of hours for the compliance audit, but he doesn't see anything in the proposal for a new hire process, re-write of employee manual, etc.

Ms. Weatherford answered that if Christian County hires HR Advantage on retainer, it would include revising the employee manual.

Presiding Commissioner Ray Weter said there's been several statements about how nice it would be to have a human resources employee here, but I've been warned it costs about \$80-90,000 a year to staff one. A cost of only \$1000 a month to retain HR Advantage would benefit us.

Presiding Commissioner Ray Weter said that if each of the Commissioners individually consider this, he would propose that they place it in next year's fixed budget. He then asked how HR Advantage would help with the employee manual.

Ms. Weatherford said that HR Advantage would revise it, make recommendations on it, and then submit it to the Commissioners for their approval.

Presiding Commissioner Ray Weter said that this concludes this meeting with the notion that the Commissioners will study the material that was presented to us, and in several weeks he will ask the Commissioners if they would like to revisit this on the agenda as a proposal for the 2017 budget.

Motion/Vote - 10:30 AM Jacklyn Aldrich-Chadwick Schools

Grant - TAP Grant/CDBG Grant

Attendees: Jacklyn Aldrich with Chadwick Schools, Miranda Beadles, Dana Comstock - Superintendent of Chadwick Schools, Brent Young

The Commissioners met with representatives from Chadwick Schools to discuss the TAP Grant/CDBG Grant.

Presiding Commissioner Ray Weter said to note the presence of a quorum and the 10 a.m. agenda item is now under discussion regarding the TAP Grant/CDBG Grant.

Ms. Aldrich presented a corrected funding approval from the department of economic development. The funding approval the Commission received earlier was incorrect. She said the only way that they can afford the project is if they agree to an in-kind contribution.

Eastern Commissioner Sue Ann Childers asked Ms. Aldrich how they handle the environmental survey.

Ms. Aldrich answered that she will complete wage reports, compliance forms, paperwork, post-construction documentation, and they'll need to file with OSHA in a timely manner.

Presiding Commissioner Ray Weter asked who administers the grant for the \$240,000.

Ms. Aldrich answered that those funds come from the TAP Grant. She said it's a reimbursable grant in most situations. She said that they will have 3 days to get the funds to the contractors once the monies are placed in the non-interest bearing account set up for this project.

Eastern Commissioner Sue Ann Childers said that Christian County is still waiting on FEMA money for roads.

Ms. Beadles said that engineering and survey still needs to be completed for the proposed sidewalk.

Ms. Aldrich said the preliminary engineering report shows what the costs for the project are going to be. She spoke of the time sheets she has to document and submit, and how she has to document how long she's spent on each category.

Ms. Beadles said that the construction inspection is also broken up into different categories, and how there will have to be someone on-site that we pay to make sure we're building the sidewalk to MODOT specifications. That cost will come out of the TAP Grant.

Presiding Commissioner Ray Weter asked how they calculate the cost of each hour worked.

Ms. Aldrich answered under prevailing wage job classification based on federal rates.

Eastern Commissioner Sue Ann Childers asked what happens if the project costs go over the \$300,000?

Ms. Comstock answered that they would go out and take bids, and if no one can do the project for the \$300,000 then they would have to go back to the drawing table.

Ms. Beadles said that as with any other project they would solicit bids from different construction outfits. You can award a bid for that amount and under, but once they start construction you don't know what they're going to find. Typically there's a 10-20% contingency amount factored in to be sure there's available funding for the project.

Ms. Aldrich said that they have three different construction scenarios prepared to make sure that they don't go over budget. She spoke about the different options, and how if

they go with the middle project they would have a 15% contingency built in for any extra costs they may incur.

Presiding Commissioner Ray Weter asked who would maintain the sidewalk after it's built.

Ms. Comstock answered that the school would take responsibility for mowing, salting, snow removal and maintenance of the sidewalk.

Eastern Commissioner Sue Ann Childers asked if they would have insurance on the sidewalk.

Ms. Aldrich said from what she understands the school would be covered under their umbrella policy if they sign the maintenance agreement.

Ms. Beadles said that the school would have to comply with all ADA rules pertaining to maintaining the sidewalk.

Ms. Aldrich said that she will handle the submission of all the payment requests to Christian County.

Presiding Commissioner Ray Weter said that he's not sure we have the fund account to do this immediately, and they will have to consult Auditor Lacey Hart.

Ms. Beadles said that she recommends we get something from MODOT in writing saying that they'll give us the money up front, and she asked that Ms. Aldrich submits the estimates she has to MODOT so they understand the breakdown in costs. She would also like a list of responsibilities submitted to Christian County so that they have a clear understanding of what this project will entail.

Presiding Commissioner said we will submit this proposal to John Housley, County Counselor, for his approval, and then will await information from Ms. Aldrich on Christian County's obligations and duties for this project, and then we will reschedule to reconsider the project.

Eastern Commissioner Sue Ann Childers moved to submit the proposal to John Housley.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Sue Ann Childers, Eastern Commissioner
SECONDER:	Bill Barnett, Western Commissioner
AYES:	Ray Weter, Bill Barnett, Sue Ann Childers

Motion/Vote - 11:18 AM Lacey Hart-Christian County Auditor

Discussion - Approve Submittal of 2015 Audit to the Federal Government

Attendees: Julia Maples, Amelia Wigton, Major Lyndle Spencer, Auditor Lacey Hart

Late attendee: Jim Billedo

The Commissioners met with Lacey Hart, Christian County Auditor, to approve the submittal of the 2015 Audit to the Federal Government.

Presiding Commissioner Ray Weter said that he received Ms. Hart's Audit report only that morning, and so he hasn't had adequate time to review what she's submitted for this meeting. He asked why Christian County does Cash Basis Accounting as opposed to Accrual Accounting.

Ms. Hart said Accrual Accounting would not be feasible at this point. She said that it would take twelve years to get the County at a point where Accrual Accounting would be feasible, and they would have to hire a lot of staff.

Presiding Commissioner Ray Weter asked what kind of staff we would need to do this.

Ms. Hart said we would need to hire accountants, and it wouldn't be feasible.

Presiding Commissioner Ray Weter asked, just because of a personnel issue?

Ms. Hart said no, because there's no cooperation between departments. She said based on our wage budget, we don't have the available funds. She said this is something we should look at for the future.

Presiding Commissioner asked what the practical effect is on the County on our categorization as High-Risk vs. Low-Risk.

Ms. Hart said the way it's been presented to her is that there's more audit procedures.

Presiding Commissioner Ray Weter asked if it will have any effect on our bond rate.

Ms. Hart said she doesn't know. She said it's not her specialty.

Presiding Commissioner Ray Weter said that our financial advisor is unable to proceed with advising us about bonding principle amounts until she gets the audit.

Ms. Hart said, "So, I suggest approving this audit today."

Presiding Commissioner Ray Weter said he's glad Ms. Hart finally got this Audit report to them, because they've been treading water waiting for it.

Ms. Hart said the reason why she couldn't get the Audit report to the Commissioners in a timely manner is because she was busy performing her regular job duties.

Eastern Commissioner Sue Ann Childers said the thing that's been bothering her is that she's been preached to for two weeks that they've got to have the Audit report done, but Mr. Marmouget is telling them it doesn't matter.

Ms. Hart said she didn't know what the consequences were.

Eastern Commissioner asked if there was something they have to sign to approve the Audit report.

Ms. Hart said that she thinks the Commission just takes a vote to approve the report.

Ms. Maples said that in the past Mr. Marmouget would go into closed session, discuss the report, and then you come out of closed session and accept the report with a vote.

Ms. Hart said to the Commissioners that what they are approving is Mr. Marmouget's letter, which states this report is fairly presented.

Eastern Commissioner Sue Ann Childers said that she didn't get this report until 8 a.m. this morning, and she's tried to skim over this letter. She said she trusts Mr. Marmouget, but she doesn't like doing things backwards. She said we still have to submit this by tomorrow.

Eastern Commissioner Sue Ann Childers asked Ms. Hart if the Commission is approving the letter today, or the report.

Ms. Hart said that they are approving the report on the financials. She said that the financial statements are behind the letter.

Eastern Commissioner Sue Ann Childers asked Ms. Hart again what they are approving today.

Ms. Hart answered that they are approving the letter, but the financial statements are behind the letter.

Eastern Commissioner Sue Ann Childers asked Ms. Hart a third time what they are approving today, and asked for a clear answer.

Ms. Hart answered that the Commissioners are approving the entire report.

Eastern Commissioner Sue Ann Childers said that she thinks they will have to approve it even though they haven't had ample time to read it. She said to Ms. Hart that she should understand her irritation that this report wasn't submitted to the Commission sooner.

Eastern Commissioner Sue Ann Childers made a motion to accept the Audit with the Audit report even though we will at least in-part continue to be High-Risk. She said that for a whole month she's been telling the press that we have a due date that matters, but we don't. She said she feels bad that she's told people that they have a deadline of September 30, 2016.

Eastern Commissioner Sue Ann Childers moved to accept the Auditor's report.

Presiding Commissioner Ray Weter said that Michelle Bock, our financial advisor from Piper Jaffray has been waiting over a month for this report.

The Audit report is on file with the Custodian of Records in the Christian County Clerk's office. The document is eighty-two pages long.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Sue Ann Childers, Eastern Commissioner
SECONDER:	Bill Barnett, Western Commissioner
AYES:	Ray Weter, Bill Barnett, Sue Ann Childers

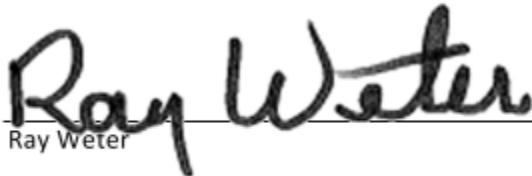
III. Adjournment

The meeting was closed at
Motion/Vote - 12:30 PM

Adjourn

Eastern Commissioner Sue Ann Childers moved to adjourn.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Sue Ann Childers, Eastern Commissioner
SECONDER:	Bill Barnett, Western Commissioner
AYES:	Ray Weter, Bill Barnett, Sue Ann Childers



Ray Weter

Presiding Commissioner, Ray Weter



Bill Barnett

Western Commissioner, Bill Barnett



Sue Ann Childers

Eastern Commissioner, Sue Ann Childers