



Christian County Commission

100 West Church St, Room 100
Ozark, MO 65721

January Term

<http://ChristianCountyMO.iqm2.com>

~ Minutes ~

Thursday, January 26, 2017

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
Ralph Phillips	Eastern Commissioner	Present	8:50 AM
Hosea Bilyeu	Western 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

Attendees: Miranda Beadles - Highway Engineer

Presiding Commissioner Ray Weter noted the presence of a quorum, and then noted that Ms. Beadles informed the Commission that the 11:00 a.m. agenda item (Riverside Bridge Discussion) is no longer necessary. Presiding Commissioner Ray Weter entertained a motion to approve the amended agenda.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ralph Phillips, Eastern Commissioner
SECONDER:	Hosea Bilyeu, Western Commissioner
AYES:	Ray Weter, Ralph Phillips, Hosea Bilyeu

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

Minutes & Financials Approval - Approve Minutes and Financials

Attendees: Jeremy Wallen, Alan Berry, Andy Arndt

There are no financials or minutes to approve.

Motion/Vote - 9:00 AM Christian County Soil and Water Conservation District

Discussion - Appropriation Decision

Attendees: Jeremy Wallen, Alan Berry, Andy Arndt

The Commissioners met to discuss an appropriation decision in regards to the Christian County Soil and Water Conservation District. Presiding Commissioner Ray Weter said that the funds appropriated would come out of the General Revenue fund, which has a lot of stress on it currently. Mr. Arndt said that he rents the Soil and Water Conservation District's No-Till Drills, and they're helpful because it's a piece of specialty

equipment that is expensive to purchase. Mr. Berry agreed with Mr. Arndt's comments, and added that the No-Till Drills add a layer of vital protection by protecting the resources they have and keeping the ground intact. Western Commissioner Hosea Bilyeu said that he would like to see the level of appropriation reach towards the \$10,000.00 level that it used to be at, and this year he'd like to present something above the \$7,500.00 that was appropriated last year. There was discussion, and Presiding Commissioner Ray Weter entertained a motion to appropriate \$8,000.00 of the budget to be distributed to the Christian County Soil and Water Conservation District.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Hosea Bilyeu, Western Commissioner
SECONDER:	Ralph Phillips, Eastern Commissioner
AYES:	Ray Weter, Ralph Phillips, Hosea Bilyeu

Motion/Vote - 9:36 AM Christian County Commission

Bid Decision - Bid Renewal-PC Net Veeam Support

Attendees: Shawn Oliver (via phone call)

Late Arrival: Clerk Kay Brown, Andy Arndt, Treasurer Karen Matthews, Executive Assistant Julia Maples, Captain Koch

The Commissioners met to discuss an operating agreement renewal through PC Net for Veeam Support. Mr. Oliver said this is the software license that backs up the County's data to the Springfield Underground. Mr. Oliver said there isn't currently a contract, they're asking the County to renew this year, and noted that this software is an industry standard that provides backup verification and reporting. Presiding Commissioner Ray Weter entertained a motion to approve the software renewal between Christian County and PC Net, exercising a three-year option at the total cost of \$1,539.00, which saves us \$57.00 a year over an annual renewal.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ralph Phillips, Eastern Commissioner
SECONDER:	Hosea Bilyeu, Western Commissioner
AYES:	Ray Weter, Ralph Phillips, Hosea Bilyeu

Motion/Vote - 9:45 AM Kay Brown-Christian County Clerk

Discussion - Discussion-Vendor Input for Tyler Technology

Attendees: Clerk Kay Brown, Andy Arndt, Treasurer Karen Matthews, Executive Assistant Julia Maples, Captain Koch, Auditor Lacey Hart, Amelia Wigton, Nicole Roberts

Late Arrival: Doug Martens

The Commissioners met with presenter Kay Brown to discuss vendor input for Tyler Technology. Ms. Brown presented the Commission with an email communication between herself and Auditor Andy Marmouget. Ms. Brown said to the Commission that since we don't currently have a Purchasing Agent at this time she'd like to know their position on entering the vendors. The Accounts Payable are done in her office, and

she'd like to get the vendors populated before we go live with running the Tyler Technologies system on April 17, 2017. Ms. Brown noted that populating the vendor list is time sensitive, and it has to be done manually. Western Commissioner Hosea Bilyeu asked Ms. Brown how long it would take to enter in the vendor information. Ms. Brown answered that it will take a considerable amount of time, with more than one person entering the information. She said it could take at least 40 hours. Western Commissioner Bilyeu asked Ms. Brown that if the Commission decided to fill the position of a Purchasing Agent in the next thirty days, would it be a problem if that employee enter the vendors. Ms. Brown answered that it would be wonderful, but she doesn't want the task to be left until the week before it's due. She said that if the Commission wants to go forward with a Purchasing Agent she'll be happy with that. Eastern Commissioner Phillips asked Ms. Brown when they'll need to get started on entering the vendors. Ms. Brown answered by the first of February. Western Commissioner Bilyeu asked Ms. Brown if she would agree that March 1st would be a good date for a Purchasing Agent to enter the vendors if they were primed and ready to go. Ms. Brown answered that if it was the Purchasing Agent's main goal, and Ms. Ryan would be happy to work with anyone if the Commissioners decided to go that route. Western Commissioner Bilyeu said that they are committed to working with all of their offices to make sure that they process things in a timely manner. Presiding Commissioner Ray Weter asked Ms. Brown who would be working on entering the vendors from her office if that route was explored. Ms. Brown answered that Ms. Cronin, Ms. Ryan, and Ms. Brumfield would all have passwords, since Ms. Cronin and Ms. Brumfield work with Payroll. Ms. Maples noted that there are different levels of financial activity involved in this new system, and she thinks it's important that all of the people who have a stake in this have the ability to go in and do what they need to do. She said there are all levels of access, and passwords can be created for different levels, otherwise the software is useless to those who can't use it. Ms. Maples said that if she's going to enter a requisition she doesn't want the system administrator or anyone else to be able to change that. Eastern Commissioner Ralph Phillips agreed with Ms. Maples' statements. Ms. Matthews said that we have had two elected officials that have stolen money and we have to limit access to certain things to ensure that these things don't happen. She said that if the Commission hires a Purchasing Agent it will set us back further because they'll be bringing someone new into the system. Ms. Matthews said that it's very difficult when you come down to the Commission and there can't be decisions made, and if the Commission considers bringing in a Purchasing Agent we'll have to go back to the drawing board. She said segregation of duties is important, and you shouldn't allow one person to do everything. Ms. Matthews said that the Auditor has a lot of power if you read their statutes, and they can demand to see your books in any office. Presiding Commissioner Weter asked Ms. Matthews what it would take to employ a Purchasing Agent. Ms. Matthews answered a computer and training. Eastern Commissioner Phillips said that would be true for any new employee. Ms. Matthews said that the Purchasing Agent would just be listening to what the Accounts Payable clerk says, and that you have to have checks and balances on these things. Western Commissioner Bilyeu asked what it would cost for Tyler Technologies to migrate the vendors. Ms. Hart answered that at the time it was tens of thousands of dollars to do so, and that it's

much cheaper to have someone from Penmac entering the data entry with a project manager supervising them. Western Commissioner Bilyeu asked Ms. Hart what the difference would be in training a new hire (Purchasing Agent) vs. an employee from Penmac. Ms. Hart said what comes to mind is the former Sheriff. She said one of the classic things you segregate duties on is Accounts Payable, and that there's been a lot of internal control issues with our Accounts Payable process. Western Commissioner Hosea Bilyeu said that he'd like to make a decision on this matter next week because by then the Commission may have some answers regarding any new hire, which will allow them to make a more informed decision. Western Commissioner Bilyeu said that when it comes to segregation of duties as it relates to the commission, they have a document in front of them stating that it's their decision who enters the vendors. Western Commissioner Hosea Bilyeu moved that the Commission defer the final decision on this issue until an appropriate time next week when it can be placed on the agenda.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Hosea Bilyeu, Western Commissioner
SECONDER:	Ralph Phillips, Eastern Commissioner
AYES:	Ray Weter, Ralph Phillips, Hosea Bilyeu

Motion/Vote - 10:45 AM Josh Warren-Paragon Architecture

Change Order - Change Order Request #9

Attendees: Amelia Wigton, Nicole Roberts, Josh Warren

The Commissioners met with presenter Josh Warren of Paragon Architecture to discuss Change Order #9. Mr. Warren said this change order is a mix of owner and construction-driven changes, and there was discussion and price breakdown on each item. Western Commissioner Hosea Bilyeu said that as we move forward on other projects he's assuming Mr. Warren will work towards minimizing change orders. Mr. Warren said that they're having bi-weekly meetings and require sign-offs at the end of each phase of design with the end-users in order to minimize change orders in the future. Presiding Commissioner Ray Weter noted that he'd asked Mr. Warren for a compilation of all of the unanticipated dollars they've spent on the courtroom. Mr. Warren confirmed that he will submit a breakdown for each individual department. Presiding Commissioner Weter said that this remodeling project has doubled, and it's affecting his thinking about the next phase. Presiding Commissioner Ray Weter entertained a motion to approve Change Order request #9 pending review and approval by the Christian County Auditor.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ralph Phillips, Eastern Commissioner
SECONDER:	Hosea Bilyeu, Western Commissioner
AYES:	Ray Weter, Ralph Phillips, Hosea Bilyeu

Motion/Vote - Miranda Beadles-Highway Engineer

Discussion - Riverside Bridge Discussion

This item has been struck from the agenda.

III. Adjournment

The meeting was closed at 11:17 AM

11:17 AM

Adjourn

Presiding Commissioner Ray Weter said seeing no further business we are adjourned.



Ray Weter

Presiding Commissioner, Ray Weter



Hosea Bilyeu

Hosea Bilyeu

Western Commissioner, Hosea Bilyeu



Ralph Phillips

Ralph Phillips

Eastern Commissioner, Ralph Phillips