



Christian County Commission

100 West Church St, Room 100
Ozark, MO 65721

<http://ChristianCountyMO.iqm2.com>

January Term

~ Minutes ~

Monday, January 28, 2019

8:50 AM

The Christian County Historic Courthouse

I. Convene

The meeting was called to order at 8:50 AM by Presiding Commissioner Ralph Phillips

II. Call to Order

Attendee Name	Title	Status	Arrived
Ralph Phillips	Presiding Commissioner	Present	8:50 AM
Hosea Bilyeu	Western Commissioner	Present	8:50 AM
Mike Robertson	Eastern Commissioner	Present	8:50 AM
Madi Hires	Deputy Clerk	Present	8:50 AM
Krista Cronin	Executive Assistant to the Commission	Present	8:50 AM

III. Amended Agenda

Motion/Vote - 8:50 AM Christian County Commission

Discussion - Establishment of Quorum

Attendees: Linda Barger

Presiding Commissioner Phillips noted the presence of a quorum.

Motion/Vote - 8:52 AM Christian County Commission

Discussion - 01-28-19-1 Approval of Agenda

Attendees: Linda Barger

Presiding Commissioner Phillips entertained a motion to approve Christian County Commission's regular session agenda as amended for today, January 28th, 2019.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mike Robertson, Eastern Commissioner
SECONDER:	Hosea Bilyeu, Western Commissioner
AYES:	Ralph Phillips, Hosea Bilyeu, Mike Robertson

Motion/Vote - 8:55 AM Christian County Commission

Discussion - 01-28-19-2 Approval of Minutes and Financials

Attendees: Linda Barger, Emergency Management Director Phil Amtower, Cheryl Mitchell, Mark Amtower, Diane Stalder

Presiding Commissioner Phillips entertained a motion to approve Christian County Commission's regular session minutes dated January 24th, 2019. There are no financials to address.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Hosea Bilyeu, Western Commissioner
SECONDER:	Mike Robertson, Eastern Commissioner
AYES:	Ralph Phillips, Hosea Bilyeu, Mike Robertson

Motion/Vote - 9:00 AM Emergency Management Director Phil Amtower

Discussion - 01-28-19-3 Quarterly Report

Attendees: Linda Barger, Emergency Management Director Phil Amtower, Cheryl Mitchell, Mark Amtower, Diane Stalder

Late Arrivals: Assessor Danny Gray

The Commission met with presenter Phil Amtower, Emergency Management Director, for his quarterly report. Mr. Amtower discussed all training, incidents, and events Emergency Management participated in the fourth quarter of 2018 as well as a yearly review of the department's outreach. Discussion was held. Presiding Commissioner Phillips entertained a motion to accept Mr. Amtower's quarterly report as presented.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Hosea Bilyeu, Western Commissioner
SECONDER:	Mike Robertson, Eastern Commissioner
AYES:	Ralph Phillips, Hosea Bilyeu, Mike Robertson

Motion/Vote - 9:19 AM Christian County Commission

Discussion - 01-28-19-4 Transfer of Vehicle from Assessor to Commission

Attendees: Diane Stalder, Assessor Danny Gray

The Commission met to discuss the transfer of a vehicle from the County Assessor to the Commission. As discussed in previous budget meetings, the Assessor plans to purchase a new vehicle, leaving an unused truck. Presiding Commissioner Phillips entertained a motion to transfer the unused Assessor vehicle to the Commission after a new vehicle is purchased.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mike Robertson, Eastern Commissioner
SECONDER:	Hosea Bilyeu, Western Commissioner
AYES:	Ralph Phillips, Hosea Bilyeu, Mike Robertson

Motion/Vote - 9:32 AM Recorder Kelly Hall

Discussion - 01-28-19-5 Quarterly Report

Attendees: Diane Stalder, County Recorder Kelly Hall

The Commission met with presenter Kelly Hall, County Recorder, for her quarterly report. Discussion was held. Presiding Commissioner Phillips entertained a motion to accept Recorder Hall's quarterly report as presented.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Hosea Bilyeu, Western Commissioner
SECONDER:	Mike Robertson, Eastern Commissioner
AYES:	Ralph Phillips, Hosea Bilyeu, Mike Robertson

Motion/Vote - 10:00 AM Sheriff Brad Cole

Discussion - 01-28-19-6 Quarterly Report

Attendees: Diane Stalder, Alicia Monsanto, Captain Koch, Sheriff Brad Cole

Late Arrivals: Captain Ramage

The Commission met with presenter Brad Cole, Christian County Sheriff, for his quarterly report. Sheriff Cole presented his report, and discussion was held. Presiding Commissioner Phillips entertained a motion to accept Sheriff Cole's quarterly report as presented.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Hosea Bilyeu, Western Commissioner
SECONDER:	Mike Robertson, Eastern Commissioner
AYES:	Ralph Phillips, Hosea Bilyeu, Mike Robertson

Motion/Vote - 10:25 AM Sheriff Brad Cole

Discussion - 01-28-19-7 Renewal of Satellite Agreements

Attendees: Diane Stalder, Alicia Monsanto, Sheriff Brad Cole, Captain Ramage

The Commission met with presenter Brad Cole, Christian County Sheriff for renewal of satellite agreements. The Christian County Sheriff's Department has five satellite offices located in Billings, Chadwick, Sparta, and two with the Spokane School District. These office are used for DARE officers, School Resource Officers, and County Deputies when working in the area. Presiding Commissioner Phillips entertained a motion to renew the five satellite agreements with the above listed entities.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mike Robertson, Eastern Commissioner
SECONDER:	Hosea Bilyeu, Western Commissioner
AYES:	Ralph Phillips, Hosea Bilyeu, Mike Robertson

Motion/Vote - 10:28 AM Sheriff Brad Cole

Discussion - 01-28-19-8 Renewal of Inmate Health Services

Attendees: Diane Stalder, Alicia Monsanto, Sheriff Brad Cole, Captain Ramage, Human Resources Director Amber Bryant

The Commission met with presenter Brad Cole, Christian County Sheriff, for renewal of inmate health services. Presiding Commissioner Phillips entertained a motion to renew the contract with Advanced Correctional Healthcare, Inc. (ACH) for 2019.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mike Robertson, Eastern Commissioner
SECONDER:	Hosea Bilyeu, Western Commissioner
AYES:	Ralph Phillips, Hosea Bilyeu, Mike Robertson

Motion/Vote - 10:31 AM Sheriff Brad Cole

Discussion - 01-28-19-9 Bid Award Recommendation of Inmate Commissary Services

Attendees: Diane Stalder, Alicia Monsanto, Sheriff Brad Cole, Captain Ramage, Human Resources Director Amber Bryant, County Clerk Kay Brown

The Commission met with Brad Cole, Christian County Sheriff, for bid award recommendations for inmate commissary services. Three bids were received and reviewed, Keefe, Summit and Tiger Correctional Services. Presiding Commissioner Phillips entertained a motion to accept Sheriff Cole's recommendation to award the bid to Keefe for inmate commissary services.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Hosea Bilyeu, Western Commissioner
SECONDER:	Mike Robertson, Eastern Commissioner
AYES:	Ralph Phillips, Hosea Bilyeu, Mike Robertson

Motion/Vote - 10:39 AM Human Resources Director Amber Bryant

Discussion - 01-28-19-10 Quarterly Report

Attendees: Human Resources Director Amber Bryant, Diane Stalder, Sheriff Brad Cole

The Commission met with presenter Amber Bryant, Human Resources Director, for her quarterly report. Ms. Bryant updated the Commission on what the newly established Human Resources Department has completed and currently has in progress. Completed items include the Human Resources job description approval, Christian County Employment Application approval/implementation, creating an internal system to track/retain applicants, setting up the new drug testing company (TOX Review), developing/implementing exit plans/interviews, researching/securing a web designer for County Website, and beginning in-house background checks to reduce costs for the County. Ms. Bryant is in the process of several other projects such as updating the policy manual/employee handbook. She continues to build relationships, spread awareness, and provide education of Human Resources across the County. Presiding Commissioner Phillips entertained a motion to accept Ms. Bryant's quarterly report as presented.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mike Robertson, Eastern Commissioner
SECONDER:	Hosea Bilyeu, Western Commissioner
AYES:	Ralph Phillips, Hosea Bilyeu, Mike Robertson

Motion/Vote - 10:40 AM Human Resources Director Amber Bryant

Discussion - Closed Session Per RSMo 610.021.3 (Personnel)

Presiding Commissioner Phillips entertained a motion to enter into closed session per RSMo 610.021.3 (Personnel), by means of roll call vote.

Motion/Vote - 11:33 AM Collector Ted Nichols

Discussion - 01-28-19-11 Quarterly Report

Closed Session was terminated by means of roll call vote, and the Christian County Commission is now back in regular session.

Attendees: Treasurer Karen Matthews, Collector Ted Nichols, Human Resources Director Amber Bryant

The Commission met with presenter Ted Nichols, Christian County Collector, for his verbal quarterly report. Discussion was held. Presiding Commissioner Phillips entertained a motion to accept Collector Nichols' quarterly report as presented.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Hosea Bilyeu, Western Commissioner
SECONDER:	Mike Robertson, Eastern Commissioner
AYES:	Ralph Phillips, Hosea Bilyeu, Mike Robertson

Motion/Vote - 11:50 AM Christian County Commission

Discussion - 01-28-19-12 Commission Minutes

Attendees: Human Resources Director Amber Bryant, Deputy Auditor Rhonda Purvis, County Clerk Kay Brown, Chief Deputy Clerk Norma Ryan, Treasurer Karen Matthews

The Commission met in regards to the Commission's minutes, specifically, how they would be taken and the storage of closed session minutes. Currently all Commission minutes are taken by a representative of the County Clerk's office. Kay Brown, Christian County Clerk presented the Commission with a document titled, "Release of Duty as Minute Taker", stating the release of all responsibility, liability and software/license costs of preparing the minutes or agenda for all County Commission meetings. The Commission noted that they would send the document to County Counselor Housley for review. Presiding Commissioner Phillips entertained a motion for the County Commission to take their own minutes, freeing up the Clerk's staff.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mike Robertson, Eastern Commissioner
SECONDER:	Hosea Bilyeu, Western Commissioner
AYES:	Ralph Phillips, Hosea Bilyeu, Mike Robertson

Motion/Vote - 12:15 PM Christian County Commission

Discussion - 01-28-19-13 Entering of Vendors into Accounting Software

Attendees: Human Resources Director Amber Bryant, Deputy Auditor Rhonda Purvis, County Clerk Kay Brown, Chief Deputy Clerk Norma Ryan, Treasurer Karen Matthews

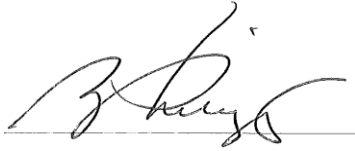
The Commission met with to discuss the segregation of accounts payable and vendor approval functions. Discussion was held, and no action was taken.

IV. Adjournment

The meeting was closed at 12:24 PM

Attendees: Human Resources Director Amber Bryant, Deputy Auditor Rhonda Purvis, County Clerk Kay Brown, Chief Deputy Clerk Norma Ryan, Treasurer Karen Matthews

Presiding Commissioner Phillips adjourned the meeting.



Ralph Phillips
Presiding Commissioner, Ralph Phillips



Hosea Bilyeu
Western Commissioner, Hosea Bilyeu



Mike Robertson
Eastern Commissioner, Michael Robertson