



## Christian County Commission

Notice is hereby given that the Christian County Commission met in regular session at:  
The Historic Christian County Courthouse  
100 W. Church Street, Room 100  
Ozark, Missouri, 65721  
on **August 29, 2019 at 8:55 a.m.**

### MEETING MINUTES

Attendee Name	Title	Status	Arrived	Adjourned
Ralph Phillips	Presiding Commissioner	Present	8:55 a.m.	10:49 a.m.
Mike Robertson	Eastern Commissioner	Present	8:55 a.m.	10:49 a.m.
Hosea Bilyeu	Western Commissioner	Present	8:55 a.m.	10:49 a.m.
Krista Raleigh	Executive Assistant	Present	8:55 a.m.	10:49 a.m.

Attendees: Kevin Parr with MPR, Greg Williams with Connell Insurance, Auditor Amy Dent, Rhonda Purvis, Building and Maintenance Supervisor Richard Teague, Circuit Clerk Barb Stillings, Dr. Pam Duitsman, HR Director Amber Bryant, Treasurer Karen Matthews, Reba Retell, County Counselor John Housley

A quorum was established. Presiding Commissioner Phillips entertained a motion to approve all items listed on the consent agenda, which included approval of Christian County Commission's regular session agenda for today, August 29, 2019 as published, approval of Christian County Commission's regular session minutes from August 22, 2019, and approval of Christian County Commission's closed session minutes from August 26, 2019 per RSMo 610.021.3 (regarding personnel). There are no financials to address. Eastern Commissioner Robertson so moved. Western Commissioner Bilyeu seconded the motion.

Aye: Phillips, Robertson, Bilyeu. Nay: None. Absent: None. Abstain: None.

The Commission met with presenters from Midwest Public Risk (MPR) and Connell Insurance in regards to electronic information safeguards. Mr. Parr talked about the layers of coverage that the County currently has, and encouraged the Commission to consider pre-loss programs, such as I.T. audits and no-cost online cyber training. Further discussion was held, and no action was taken.

The Commission met with presenter Richard Teague, Building and Maintenance Supervisor, in regards to a bid award for stainless steel shower liners in the jail. Mr. Teague noted that the lowest bidder, Austin Metal Crafters, had submitted an incomplete bid (they had failed to turn in their declaration page) therefore, he recommended award to the next lowest bidder, which was Gilbert Industries. Presiding Commissioner Phillips entertained a motion to accept the bid from Gilbert Industries in the amount of \$87,400.00 for stainless steel shower liners in the Christian County Jail. Eastern Commissioner Robertson so moved. Western Commissioner Bilyeu seconded the motion.

Aye: Phillips, Robertson, Bilyeu. Nay: None. Absent: None. Abstain: None.

---

The Commission met with Barb Stillings, Christian County Circuit Clerk, in regards to the opening of bank accounts. Ms. Stillings noted that the Circuit Court currently has two bank accounts (Law Library and Courts) that they will need to move to Ozark Bank under the County's tax I.D. number, and to do so they will need the approval of the Commission. Treasurer Matthews noted that any office that uses the County's tax I.D. number is to go through the County Treasurer and the County Commission for permission. Western Commissioner Bilyeu asked if the Circuit Courts have the option of obtaining their own tax I.D. number. Ms. Retell answered that their request to use the County's tax I.D. is standard practice, however, if the County would like the Courts to obtain their own number, she would pursue that. Treasurer Matthews noted that if the Courts want to utilize the County's tax I.D. number, they will have to have their accounts at Ozark Bank, and any new accounts that are opened will need to come before the County Commission first. Further discussion was held, and Western Commissioner Bilyeu moved that the Commission accept the recommendation and allow Circuit Clerk Barb Stillings to open said bank accounts at Ozark Bank under the County's tax I.D. number. Eastern Commissioner Robertson seconded the motion.

Aye: Phillips, Robertson, Bilyeu. Nay: None. Absent: None. Abstain: None.

---

The Commission met with Barb Stillings, Christian County Circuit Clerk, in regards to a probate project proposal and storage of documents. Ms. Stillings noted that the Secretary of State's Office is willing to work with the Circuit Court to transfer files to microfilm, and because the records to be microfilmed are already stored in an office on the second floor of the Historic Courthouse, she thought it would be a good place for the work to be conducted. Presiding Commissioner Phillips expressed concern that office space is being used as storage. Ms. Stillings agreed to have all records that belong to her office out of the second-floor office by the end of the project. Western Commissioner Bilyeu encouraged Ms. Stillings to begin the work of making plans to remove records from the second-floor office and store them offsite (Ms. Stillings said that she could utilize a cave storage facility). Western Commissioner Bilyeu moved that the Commission agrees to the request from Circuit Clerk Stillings to utilize the office space on the second floor of the Historic Courthouse for the probate records project proposal, with this agreement extending through February 29, 2020. Eastern Commissioner Robertson seconded the motion.

Aye: Phillips, Robertson, Bilyeu. Nay: None. Absent: None. Abstain: None.

---

The Commissioners met in regards to the renovation of the MU Extension Office. Dr. Duitsman would like to begin renovations to combine offices into one, making a large conference room to be used for classes. She noted the total cost of renovations would be \$5,000.00 for the year 2019 and \$20,000.00 for the year 2020. There was then discussion about how the renovations would be paid for. County Counselor Housley said that the lease agreement discusses alterations, and provides that if MU Extension wants to make an alteration, they must receive written approval to do so from the County Commission. Once written permission is obtained, they may at their own expense make alterations to the premises. The lease agreement does also provide that repairs and maintenance are the responsibility of the County, including alterations. This means that any alterations made to the interior/exterior would be maintained by the County, but the alterations themselves would be at MU Extension's expense. Western Commissioner Bilyeu asked Dr. Duitsman if this renovation would be adequate. Dr. Duitsman assured Commissioner Bilyeu that it would, however, she will at times need to find space in the County to accommodate larger groups. Eastern Commissioner Robertson moved to fund

this remodeling for the MU Extension, \$5,000.00 for this year, and \$22,000.00 for next year. Western Commissioner Bilyeu seconded the motion.

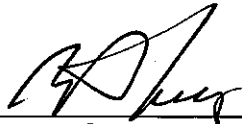
Aye: Phillips, Robertson, Bilyeu. Nay: None. Absent: None. Abstain: None.

---

The meeting was adjourned at 10:49 a.m.



Date: 09.09.2019  
Eastern Commissioner  
Mike Robertson



Date: 9-6-19  
Presiding Commissioner  
Ralph Phillips



Date: 9-9-19  
Western Commissioner  
Hosea Bilyeu