



## 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 **April 16<sup>th</sup>, 2020 at 8:55 a.m.**

### MEETING MINUTES

Attendee Name	Title	Status	Arrived	Adjourned
Hosea Bilyeu	Western Commissioner	Present	8:55 a.m.	9:30 a.m.
Ralph Phillips	Presiding Commissioner	Present	8:55 a.m.	9:30 a.m.
Mike Robertson	Eastern Commissioner	Present	8:55 a.m.	9:30 a.m.
Madi Hires	Executive Administrative Assistant	Present	8:55 a.m.	9:30 a.m.

Attendees: County Clerk Kay Brown, Norma Ryan, Auditor Amy Dent, Purchasing Agent Krista Raleigh, Human Resources Director Amber Bryant

Western Commissioner Bilyeu attended by phone

A quorum was established. Presiding Commissioner Phillips entertained a motion to approve the consent agenda, which included Christian County Commission's agenda for today, April 16<sup>th</sup>, 2020 as published, The Highway Administrator's quarterly report, and approval of purchases for the Maintenance department for cleaning supplies using the County credit card. Eastern Commissioner Robertson so moved. Western Commissioner Bilyeu seconded the motion.

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

Purchasing Agent Krista Raleigh asked for additional discussion on approval of emergency purchases by the Maintenance department. She noted that as Maintenance Supervisor Teague is buying supplies, he is doing so for all the buildings and being limited on what he is able to spend creates difficulties during this time. Auditor Dent recommended giving Maintenance a 1% cap, the same as EMA which would be roughly \$2,000.00. Presiding Commissioner Phillips noted that there had been prior miscommunication in regards to these emergency purchases on the County credit card and felt this should clarify to situation moving forward.

The Commission met with Purchasing Agent Krista Raleigh on behalf of Highway Administrator Miranda Beadles for award of bid on generators for the road department. Presiding Commissioner Phillips entertained a motion to approve award to Lynn's Electrical Service. Western Commissioner Bilyeu so moved. Eastern Commissioner Robertson seconded the motion.

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

The Commission met with Purchasing Agent Krista Raleigh for receipt of invoices. Ms. Raleigh petitioned the Commission to approve the authorization of invoices, including utilities to be received by email rather than mail to the newly set up email account. The invoices would be received, then passed along to accounts payable and the originating office. This would allow invoices to have more than one set of eyes on them for review and allow the originating office to be aware of all charges. Presiding Commissioner Phillips noted this is just a discussion on policy, no specifics regarding bills or offices. He said this change would be a win-win for everyone, it makes us better in how we do our jobs. Auditor Dent added that this process will give a date and time stamp to all received invoices; it will be fantastic as far as tracking these documents. Presiding Commissioner Phillips entertained a motion issuing a new order on procedures in receiving utility bill invoices. Eastern Commissioner Robertson so moved. Western Commissioner Bilyeu seconded the motion.

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


9:20 a.m.


Presiding Commissioner Phillips entertained a motion to enter into closed session per RSMo 610.021.3 (Personnel) by means of roll call vote. Western Commissioner Bilyeu so moved. Eastern Commissioner Robertson seconded the motion.

Roll Call Vote

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

The meeting was adjourned at 9:30 a.m.

  
Date: 4-20-20  
Hosea Bilyeu  
Western Commissioner

  
Date: 4-20-2020  
Ralph Phillips  
Presiding Commissioner

  
Date: 04-21-2020  
Mike Robertson  
Eastern Commissioner