



Christian County Commission

100 West Church St, Room 100
Ozark, MO 65721

SCHEDULED

MEETING ATTACHMENTS (ID # 5227)

Meeting: 01/04/21 09:45 AM

Department: County Clerk

Category: Meeting Items

Prepared By: Paula Brumfield

Initiator: Paula Brumfield

Sponsors:

DOC ID: 5227

Meeting Attachments

ATTACHMENTS:

- 010421 ASSESSOR - JAIL CELL REMOVAL PROPOSAL (PDF)
- 010421 RENEWAL LETTER - KEEFE COMMISSARY GROUP (PDF)
- 010421 CIRCUIT CLERK - POLICY FOR OFFICE CREDIT CARD (PDF)
- 010421 REZONING HEARING - CASE 2020-0347 - HILT (PDF)
- 010421 ORDER NO. 01-04-2021-02 CASE NO. 2020-0347 (HILT VINCE JANA) (PDF)
- 010421 REZONING HEARING - CASE 2020-0341 - JOURNAGAN CONSTRUCTION CO (PDF)
- 010421 ORDER NO. 01-04-2020-01 CASE NO. 2020-0341 (LEO JOURNAGAN CONSTRUCTION CO. INC.) (PDF)



Budgetary Proposal

Project: **Removal of Existing Jail Cells on 3rd floor**

Owner: Christian County Commission
100 W. Church St.
Ozark, Christian County, Missouri 65721

Submitted By: Hambey Construction, LLC
PO Box 8954
Springfield, Missouri 65801

We are pleased to submit this proposal for the installation of a new parking area, sidewalk repair and misc. site work to be constructed at 100 W. Church St., Ozark, MO 65721 based on plans prepared and site visit with Richard Teague and Danny Gray.

REFERENCES

- ❖ Missouri Department of Transportation. Jeremy Hopper 417-464-0967.
- ❖ Missouri Ozarks Community Healthcare. Tim Shryack 417-234-2699
- ❖ Dairy Farmers of America. Scott Slaughter 417-829-2637.

DESIGN/ENGINEERING FEES

Proposal includes:

- ❖ Owner provided plans.
- ❖ Design and Engineering fees not included.

GENERAL REQUIREMENTS

Proposal includes fees for the following construction expenses:

- ❖ Project Management and Construction Supervision.
- ❖ Travel & Communication expenses.
- ❖ Port-a-toilet if necessary.
- ❖ Daily project cleaning and final project cleaning.
- ❖ Temporary fencing, construction staking, safety protection, etc. for safety.
- ❖ Roll-off Dumpster, disposal fees, and labor to maintain a clean jobsite.

Important Note:

- ❖ Does not include permits.

SITE DEMOLITION

Proposal includes material and equipment to remove and dispose of the following:

- ❖ County Maintenance will need to have a lead paint and asbestos assessment completed prior to the start of demolition.
- ❖ Removal of existing plumbing in Assessor's Office storage area where there are (3) old jail cells. (Plumbing to be capped back to furthest location not to interfere with existing plumbing still active in the building)
- ❖ Removal of existing electrical fixtures, wire and conduit in Assessor's Office storage area where there are (3) old jail cells. (Electrical to be taken out where needed and to remain in areas where required not to interfere with existing working conditions)
- ❖ Removal and Reinstallation of 7.5' window on 3rd floor in County Clerk's Storage area to allow for removal of (3) existing jail cells in Assessor's Storage area.
- ❖ Cut up, remove, and dispose of steel on walls and above (3) existing jail cells.
- ❖ Cut out and remove (3) existing jail cell fronts for preservation by County Maintenance.
- ❖ Cut up, remove, and dispose of (3) existing steel walls to jail cells where fronts were removed.
- ❖ After demolition of existing cells, it is recommended that a structural engineer assess if walls are able to be removed to create a new office area.

Base Proposal Amount: \$34,340.00.

Materials & Equipment: \$10,000.00 included in Base Proposal Amount.

Labor: \$24,340.00 included in Base Proposal Amount.

Important Notes:

- ❖ Owner shall provide all other work not listed or excluded as indicated in this proposal.
- ❖ Does not include permit costs, lead paint abatement, or engineering fees.
- ❖ Proposal includes night and weekend work to reduce impact on traffic and for safety needs.
- ❖ Owner will remove or relocate existing assets in work area prior to the start of construction
- ❖ Base Proposal amount expires 01/22/2021.



Christian County Commission

100 W. Church Street Room 100
Ozark, Missouri 65721
(417)582-4300

Ralph Phillips
Presiding Commissioner

Lynn Morris
Eastern Commissioner

Hosea Bilyeu
Western Commissioner

04 January 2021

Keefe Commissary Group
Attn: Ken Wright
13870 Corporate Woods Trail
Bridgeton, MO 63044

Dear Ken,

The Christian County Commission voted in session today to renew the bid for inmate commissary services to Keefe Commissary Group for another year. The bid (originally awarded January 28th, 2019) was for a one-year period with the option of renewing for two additional one-year periods. We thank you for your continued excellent service, and look forward to working with you again.

Sincerely,

Hosea Bilyeu
Western Commissioner
1-5-21

Ralph Phillips
Presiding Commissioner

Lynn Morris
Eastern Commissioner



CIRCUIT COURT OF CHRISTIAN COUNTY, MISSOURI



Barb Stillings
Circuit Clerk

Reba Retell
Chief Deputy Clerk

Jennifer Taylor
Supervisor - Circuit Criminal
Christy Kindhart
Supervisor - Assoc Criminal

Danielle Allred
Supervisor -Associate Circuit
Civil/ Jury Board of
Commissioners

Jessica Bastura
Supervisor - Civil
Domestic/Juvenile

Circuit Division I
Judge Johnson

Phone: 417-582-5120
Fax: 417-581-0391

102 W. Walnut Street - Ste234
Ozark, MO 65721

Circuit Division II
Judge Growcock

Phone: 417-582-5120
Fax: 417-582-4379

102 W. Walnut Street - Ste 232
Ozark, MO 65721

Circuit Division III
Judge Kruse

Phone: 417-582-5120
Fax: 417-581-0391

110 West Elm Street - Rm 202
Ozark, MO 65721

Circuit Division IV
Judge Bacon

Phone: 417-582-5160
Fax: 417-581-1443

110 West Elm Street - Rm 105
Ozark, MO 65721

Web: Courts.ChristianCountymo.gov

CIRCUIT CLERK'S CREDIT CARD USE POLICY

Created 12/31/2020

1. The Christian County Circuit Clerk's Credit Card will be kept in the Circuit Clerk's office.
2. The Credit Card usage main purpose is for when we don't have time to get prior approval from the Christian County Auditor and Purchasing Agent. Examples include: Meals for jurors and the restaurant doesn't do invoicing; purchasing breakfast items; purchasing items at Walmart when we don't have time to get the Walmart credit card beforehand for jury purchases.
3. The Christian County Circuit Clerk employee will have previously filled out the Credit Card Policy Acknowledgment and Authorization form before they check out the credit card.
4. As soon as possible the receipt for the purchased item will be scanned and sent to the Circuit Clerk so she can put the charges into Tyler's Incode system (or one of her employees will input into Incode).
5. The Circuit Clerk or one of her employee's will email the receipt with the REQ number in the subject line to invoices@christiancountymo.gov as soon as the receipt has been entered into Tyler's Incode system.
6. If we have advanced notice of needing to purchase an item that we need to use our credit card for then we need to receive a quote on the item and input the information into Tyler's Incode system and wait for authorization from the Auditor and the Purchasing Agent to purchase the item. After receiving the invoice then we need to email the invoice with the REQ number in the subject line to invoices@christiancountymo.gov.
7. The employee must return the credit card the same day unless given approval by the Circuit Clerk depending on what time the purchase has been made (again example food after hours for jurors, or donuts first thing in the morning)

CREDIT CARD POLICY ACKNOWLEDGEMENT AND AUTHORIZATION
FOR THE CHRISTIAN COUNTY CIRCUIT CLERK'S OFFICE

I, _____, hereby acknowledge that I have read the Christian County Circuit Clerk's Credit Card policy, and that I agree to honor and abide by its terms and conditions. I also hereby authorize Christian County Circuit Clerk's office to seek the sums necessary to reimburse Christian County Circuit Clerk's office for any purchases I make that are disapproved by the Circuit Clerk, including any interest charged on such purchases by the credit card company.

Employee Signature:

_____ Date: _____

Barb Stillings, Christian County Circuit Clerk Signature:

_____ Date: _____



**PLANNING & DEVELOPMENT
DEPARTMENT
STAFF REPORT**

1106 W. Jackson St., Ozark, MO 65721
(417) 581-7242

REZONING REQUEST

HEARING DATE: January 4, 2021

CASE NUMBER: 2020-0347

APPLICANT: Vince Hilt & Jana Hilt

CURRENT ZONING: A-1 (Agriculture District)

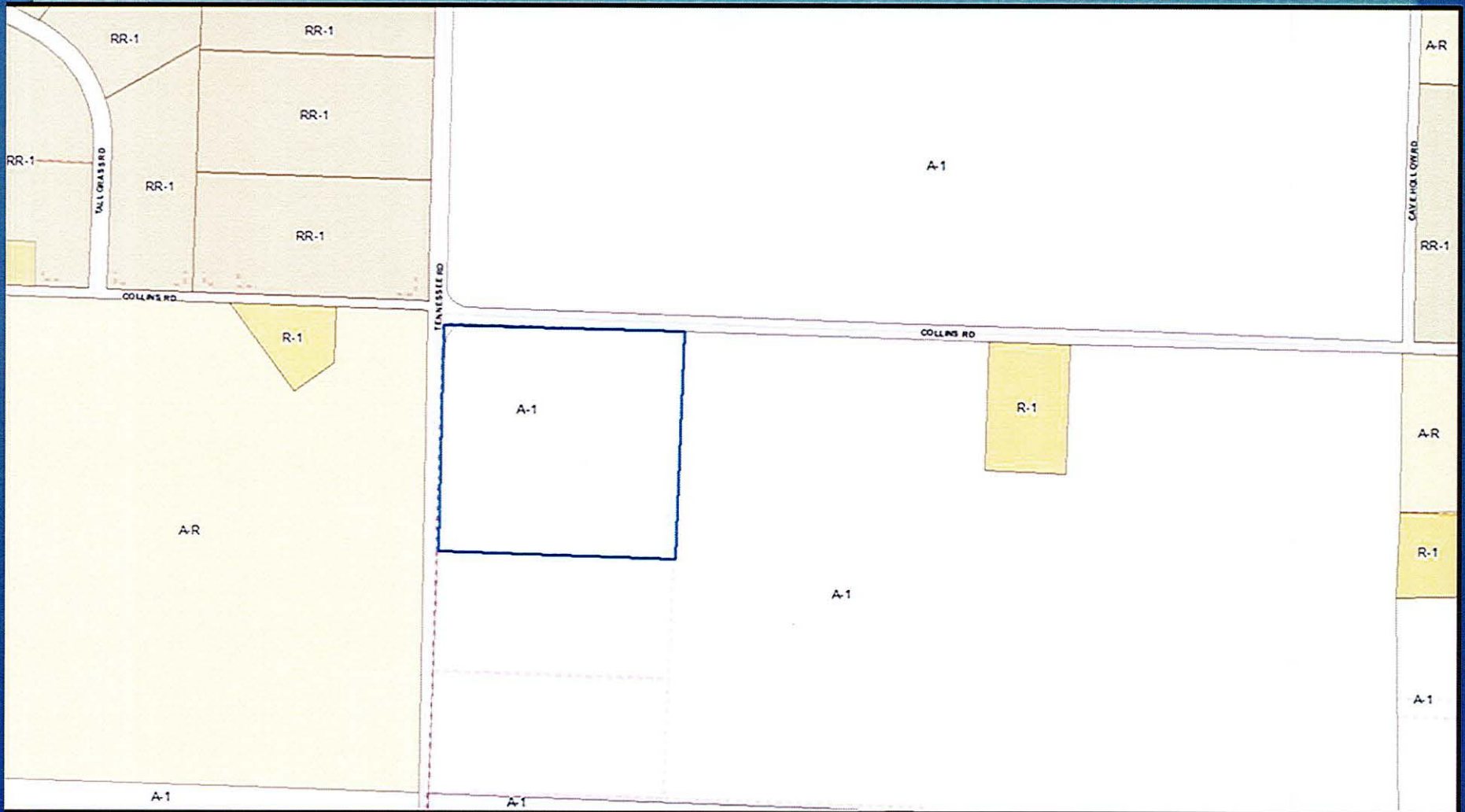


LOCATION: 10 Acres on the corner of Tennessee Road & Collins Road, Ozark, MO



SURROUNDING LAND USES: Dispersed residences and larger agricultural parcels

Current Zoning in the Area



BACKGROUND AND SITE HISTORY:

The applicants had purchased 20 acres located on the corner of Tennessee Road and Collins Road on September 11, 2020 and applied for an Administrative Minor Subdivision where they subdivided the 20 acre parcel into two 5 acre parcels and one 10 acre parcel. The current zoning of the parcel is A-1 Agriculture and requires that one parcel must remain 10 acres.

Staff has explained that the current zoning would not allow for the split and that they had also created the maximum parcels allowed (three) administratively. A common development of more than three parcel is generally considered a Major Subdivision.

In order to be compliant within the County's Development Regulations, the applicants are requesting for the 10 acre parcel to be rezoned from A-1 Agriculture to R-1 Suburban Residence. They have also submitted a variation request to allow for the fourth parcel. (See Case #2020-0359)

ZONING DISTRICT BEING CONSIDERED:

The applicant is requesting a change in zoning to R-1 Suburban Residential which is detailed in Article 36 of the County Zoning Regulations.

If this change in zoning is approved, the R-1 zoning district allows for parcels as small as 3 acres. Road frontage requirement is 150 feet. Land uses and setbacks are subject to the provisions of Article 36.



PLANNING/LAND USE ANALYSIS:

Land Use Plan:

The Christian County Comprehensive Plan looks at this area as one of continued dispersed residential development.

Compatibility:

The parcel to be re-zoned as R-1 is currently surrounded by other tracts which are being used for dispersed residential and agriculture.

Connectivity:

The site has frontage along both Tennessee Road and Collins Road which is a well maintained County road in the Selmore Special Road District. This zoning change would not have any significant effect on vehicular or pedestrian connectivity.

Public Benefits:

The rezoning of this parcel creates the possibility of additional residential development in the area.

PROJECT / SITE ANALYSIS:

The site is 10 +/- acres in size and is currently vacant.

Landscaping and Buffering:

No provisions for landscaping or buffering have been offered or will be required at this time. If and when the site is developed, the prescribed residential setbacks found in Article 36 would be applied.

Building Design:

Any future buildings would be subject to the codes administered by the Building Inspections Department.

Access:

The site has approximately 655' of frontage along Collins Road and 665' of frontage along Tennessee Road. There is adequate frontage remaining to locate additional driveways if the parcel is split.

Utility Services:

No utilities currently serve the site. Any new wells would require the approval of MoDNR and any new septic systems would have to be approved by the County Health Department.

ENVIRONMENTAL ANALYSIS:

Stormwater Impact:

If and when the site is further developed, it would be done on parcels which are at least 3 acres in size. The amount of pervious area which would remain after any residential development should be more than adequate to allow for continued normal absorption of rainwater.

Groundwater Impact:

None is anticipated.

Floodplain/Sinkhole Impacts:

There are no mapped sinkholes or areas of floodplain located on this parcel.

STAFF COMMENTS:

Staff believes that by conducting a rezoning hearing on this matter, the Planning and Zoning Commission had an opportunity to review the facts of this case and to make a recommendation with regard to the question of re-zoning. In associated Case #2020-0359 the P&Z Commission voted unanimously to approve a variation request of the Subdivision Regulations allowing for a fourth parcel to be created if this rezoning request is approved.

RECOMMENDATIONS:

On December 21, 2020 the Planning and Zoning Commission reviewed this application and provided an opportunity for public discussion. After review and discussion regarding the facts of this request, the Planning and Zoning Commission voted unanimously to recommend approval to the County Commission.



ORDER OF THE
CHRISTIAN COUNTY COMMISSION
OZARK, MISSOURI

DATE ISSUED: January 4, 2021
SUBJECT: CASE NUMBER 2020-0347
TEXT:

Vince and Jana Hilt petition the Christian County Commission to rezone a 10 acre tract of land from A-1 (Agriculture District) to R-1 (Suburban Residence District) in order to lawfully permit land use compatible with surrounding parcels and be reflected as such on the Christian County Zoning Map at the southeast corner of Tennessee Rd. and Collins Rd, near Ozark, Missouri, located within Parcel 18-0.2-04-0-0-16.000 which is legally described as follows:

PART OF THE SOUTHWEST QUARTER (SW1/4) OF THE SOUTHWEST QUARTER (SW1/4) OF SECTION FOUR (4), TOWNSHIP TWENTY-SIX (26) NORTH, RANGE TWENTY-ONE (21) WEST, CHRISTIAN COUNTY, MISSOURI, DESCRIBED AS BEGINNING AT THE SOUTHWEST CORNER OF SAID SOUTHWEST QUARTER (SW1/4) OF THE SOUTHWEST QUARTER (SW1/4); THENCE ALONG THE WEST LINE THEREOF NORTH 00°22'01" WEST 1330.02 FEET TO THE NORTH LINE OF SAID SOUTHWEST QUARTER (SW1/4) OF THE SOUTHWEST QUARTER (SW1/4); THENCE ALONG SAID NORTH LINE SOUTH 89°40'46" EAST 654.50 FEET; THENCE SOUTH 00°22'01" EAST 1332.38 FEET TO THE SOUTH LINE OF SAID SOUTHWEST QUARTER (SW1/4) OF THE SOUTHWEST QUARTER (SW1/4); THENCE ALONG SAID SOUTH LINE NORTH 89°28'24" WEST 654.53 FEET TO THE POINT OF BEGINNING. SUBJECT TO RIGHT-OF -WAY FOR COUNTY ROADS ALONG THE WEST AND NORTH SIDES OF SAID TRACT AND ALL OTHER RIGHT-OF-WAYS, EASEMENTS, AND RESTRICTIONS OF RECORD.

The Christian County Planning and Zoning Commission did, during public hearing on December 21, 2020 review this request and hear public comment. A motion to recommend approval of this change passed by a unanimous vote.

Now, therefore, after additional review of this case and having heard additional public comment the Christian County Commission did this day, upon a motion by Commissioner Bilyeu, seconded by Commissioner Morris, vote unanimously to approve this request.


Done this 4th day of January, 2021, at 10:30 a.m.

CHRISTIAN COUNTY COMMISSION




Ralph Phillips
Presiding Commissioner

Yes
Dated: 1-4-2021



Lynn Morris
Commissioner, Eastern District


Yes
Dated: 1/4/21



Hosea Bilyeu
Commissioner, Western District

Yes _____
Dated: _____

ATTEST:



Kay Brown
County Clerk



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PLANNING & DEVELOPMENT DEPARTMENT STAFF REPORT

Request for Zoning Change

HEARING DATE: January 4, 2021

CASE NUMBER: 2020-0341

APPLICANT: Leo Journagan Construction Co. Inc.

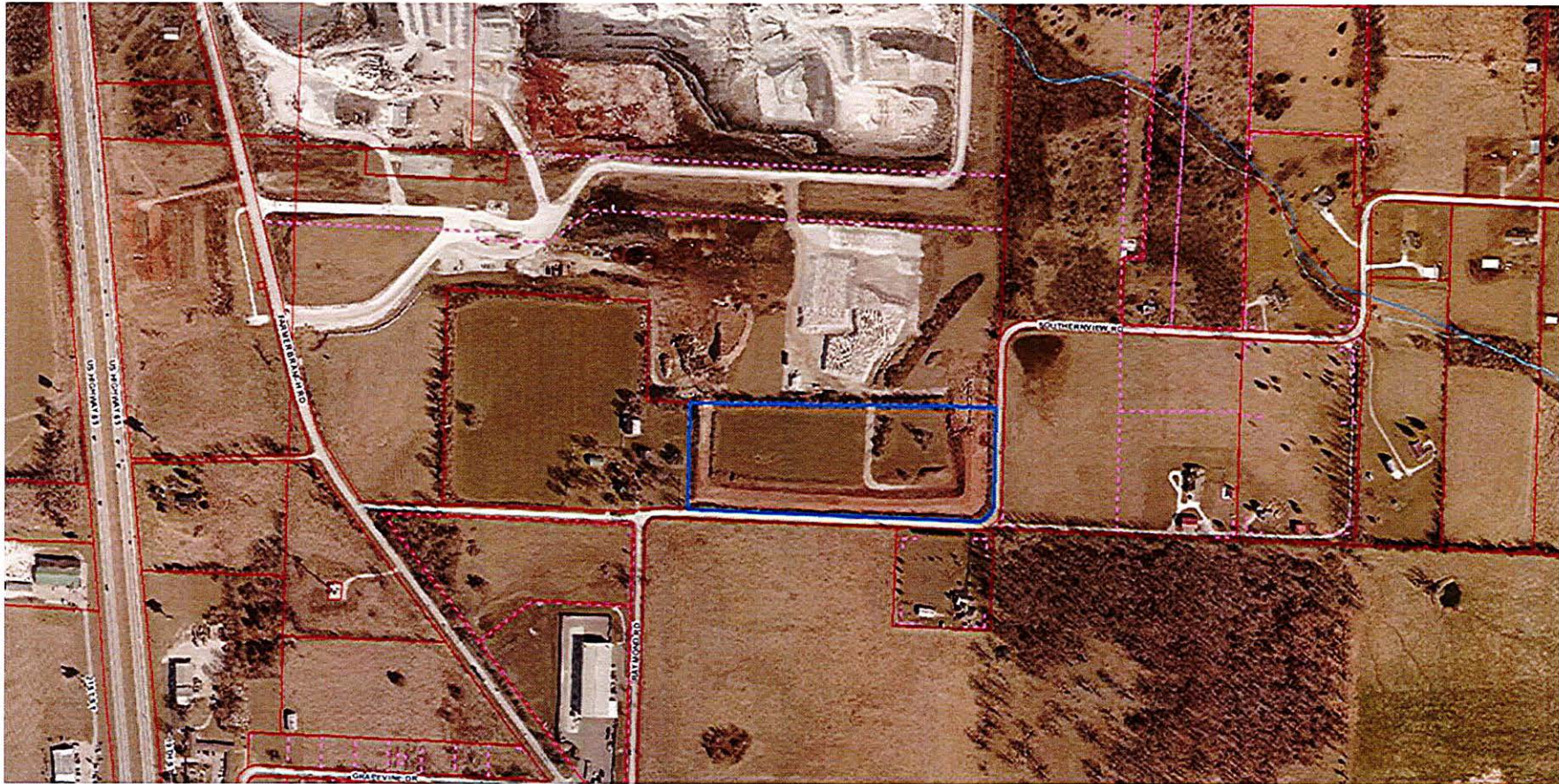
CURRENT ZONING: A-R (Agricultural Residence)



1106 W. Jackson St., Ozark, MO 65721 (417) 581-7242



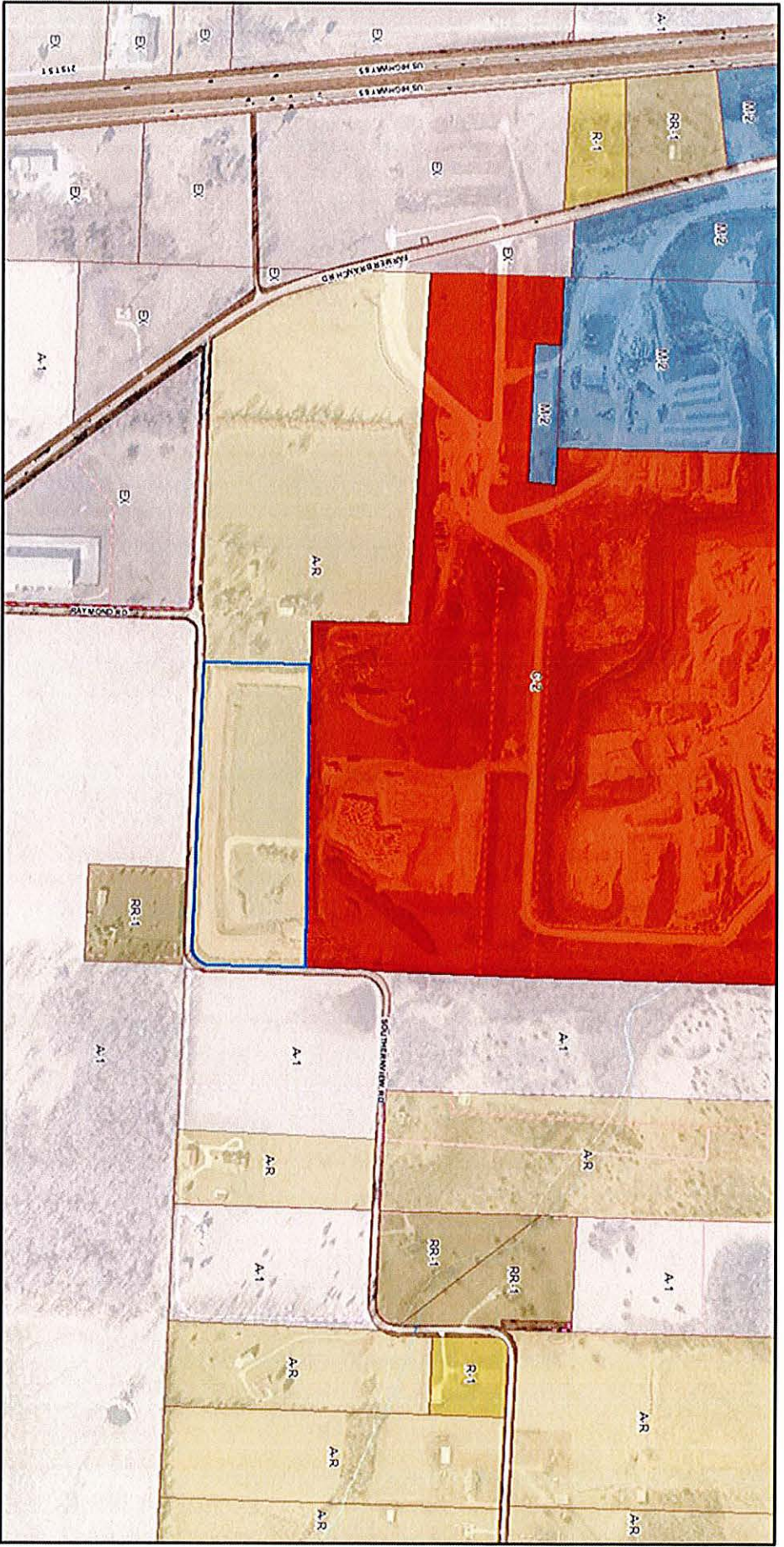
LOCATION: 1326 N. Farmers Branch Road, Ozark, MO



Low density residential, and larger undeveloped agricultural parcels surround this property.



Zoning in the area:



PROJECT DESCRIPTION:

The applicant proposes the change in zoning classification for this parcel to M-2 in order that it can be lawfully utilized as a site for the storage of equipment.



PLANNING / LAND USE ANALYSIS:

Land Use Plan:

This property is located just outside of the City of Ozark and accessed from Farmers Branch Road. The future Land Use in this area is expected to remain primarily agricultural with dispersed residential in nature for the foreseeable future. The presence of this quarry predates any future land use planning; therefore, its continued existence must be recognized as part of any future plans.

The subject parcel is located within a 295 acre defined area which has been permitted through MODNR after completing the States prescribed public notification process.



PLANNING / LAND USE ANALYSIS:

Compatibility:

Article 45 which details the M-2 General Manufacturing district includes a list of uses that require, when adjacent to a residential district, a setback of 300 feet from Residential districts and 100 feet from any other district(s), except an M-1 District. The applicant's letter explains that the current intention is to store equipment which is a less intensive use than those described in Article 45. This type of use is first described in the C-2 district where the setbacks required are 200 feet from any R district and at least 100 feet from any residence.



PLANNING / LAND USE ANALYSIS:

Connectivity:

A rezoning of this parcel would have no impact on connectivity in this area.

Public Benefits:

This change would allow for the continued operation of an established business which will continue provide jobs and economic activity to the area as well as the raw materials needed to build and maintain local infrastructure.



PROJECT/SITE ANALYSIS:

Landscaping and Buffering:

The applicant will be required to follow the setbacks and screening/buffering requirements found in Christian County Zoning Regulations Article 45, M-2 General Manufacturing or Industrial District unless the proposed use is of lower intensity and described in a lower district. In that case we would observe the applicable setbacks and other requirements.

Building Design:

No structures are associated with this proposal.

Access:

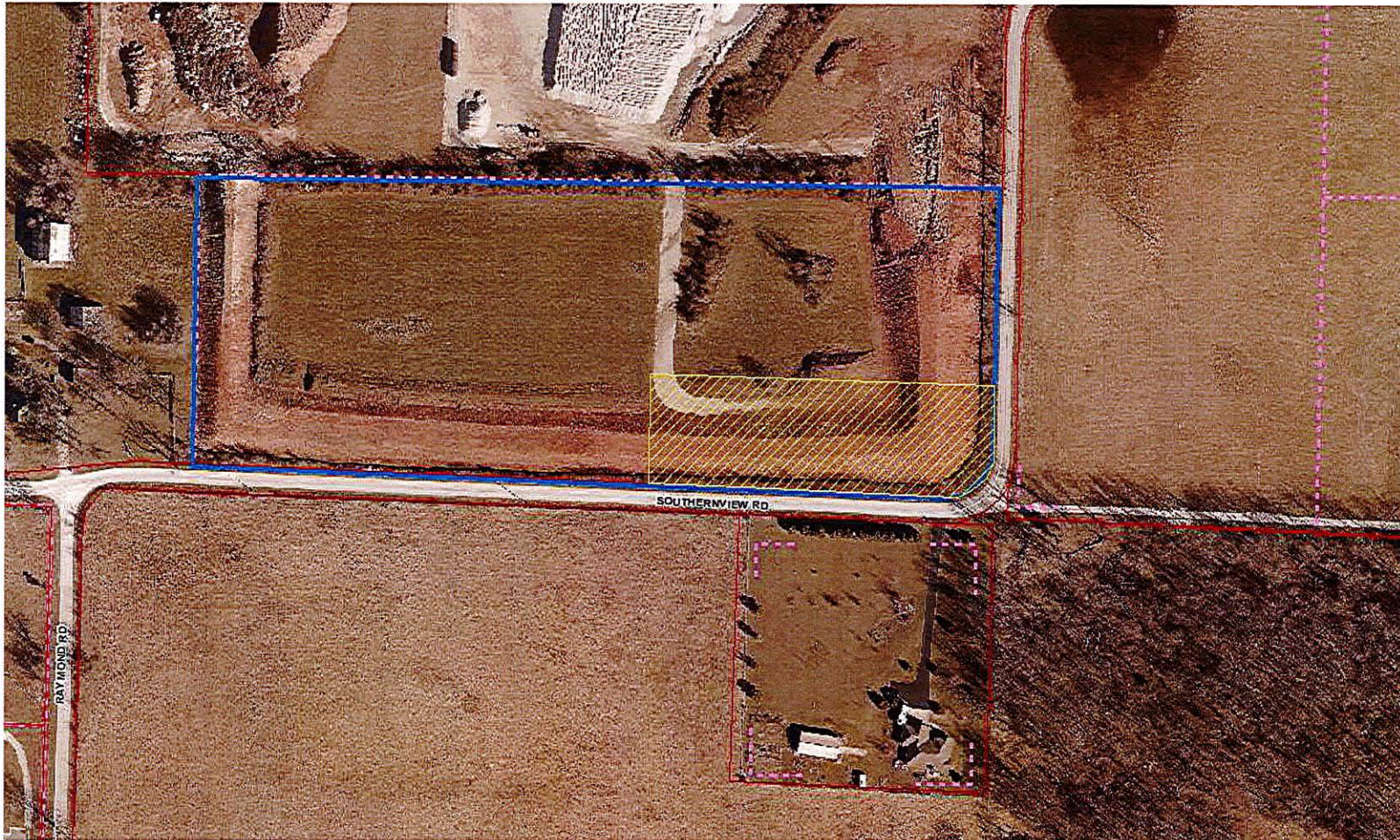
This parcel would be accessed via existing internal cart ways which connect to the existing entrance from Farmers Branch Road which is under Ozark Special Road District jurisdiction.

Utility Services:

Any required utilities would be extended from the existing operation.



The area marked with yellow hatch represents approximately 200 feet of setback from the R-1 zoned property to the south. The use described in the applicant's letter cannot occur in this area.



ENVIRONMENTAL ANALYSIS:

No Floodplain or other environmental issues noted on this property. While mining is not intended on this subject parcel, the adjacent current mining operations do hold permits from the State of Missouri and are regulated through the Missouri Department of Natural Resources and the Missouri Mining Commission and addressed in 10 CSR 40-10.010 through 40-10.100.

TRANSPORTATION ANALYSIS:

Traffic Impact:

No additional traffic is expected as a result of this request. There may be a small reduction in traffic due to equipment now being located on-site.

Access Management:

The site will be accessed through adjacent quarry property where an existing driveway will be utilized.



STAFF COMMENTS:

If approved this change will allow for the re-zoning of the 10.38 acre parcel intended for storage of equipment only. Please note that approval of this request is not approving any additional mining (that would require a conditional use permit), but would support the continued operation of a longstanding business within Christian County.

RECOMMENDATIONS:

On December 21, 2020 the Planning and Zoning Commission reviewed this application and provided an opportunity for public discussion. After review and discussion regarding the facts of this request, the Planning and Zoning Commission voted unanimously to recommend approval to the County Commission.



ORDER OF THE
CHRISTIAN COUNTY COMMISSION
OZARK, MISSOURI

DATE ISSUED: January 4, 2021
SUBJECT: CASE NUMBER 2020-0341

TEXT:

Leo Journagan Construction Co., Inc. petitions the Christian County Commission to rezone a 10.83 acre tract of land from A-R (Agriculture Residence District) to M-2 (General Manufacturing District) in order to lawfully permit land use compatible with surrounding parcels and be reflected as such on the Christian County Zoning Map at 1326 N. Farmer Branch Rd., Ozark, Missouri, located within Parcel 04-0.8-34-0-0-25.000 which is legally described as follows:

COMMENCING AT THE NORTHEAST CORNER OF THE SOUTHWEST QUARTER OF SECTION 34, TOWNSHIP 28 NORTH, RANGE 21 WEST; THENCE ALONG THE EAST LINE OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SAID SECTION 34, SOUTH 01°32'06" WEST, 200.22 FEET; THENCE SOUTH 01°22'24" WEST, 376.56 FEET TO A POINT LYING ON THE WESTERLY RIGHT-OF-WAY OF SOUTHERN VIEW ROAD; THENCE ALONG SAID WESTERLY RIGHT-OF-WAY THE FOLLOWING COURSES, 74.14 FEET ALONG A 87.78 FOOT RADIUS CURVE TO THE RIGHT WHOSE CHORD BEARS SOUTH 19°06'06" WEST FOR A DISTANCE OF 71.96 FEET; THENCE SOUTH 01°28'12" WEST, 216.36 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING ALONG SAID WESTERLY RIGHT-OF-WAY THE FOLLOWING COURSES, SOUTH 01°30'00" WEST, 365.85 FEET; THENCE 103.12 FEET ALONG A 64.94 FOOT RADIUS CURVE TO THE RIGHT WHOSE CHORD BEARS SOUTH 47°01'02" WEST FOR A DISTANCE OF 92.62 FEET TO A POINT LYING ON THE NORTHERLY RIGHT-OF-WAY OF SOUTHERN VIEW ROAD; THENCE LEAVING SAID WESTERLY RIGHT-OF-WAY AND ALONG SAID NORTHERLY RIGHT-OF-WAY, NORTH 87°32'07" WEST, 1073.23 FEET; THENCE LEAVING SAID NORTHERLY RIGHT-OF-WAY, NORTH 00°32'38" EAST, 395.67 FEET; THENCE SOUTH 89°21'11" EAST, 1145.88 FEET TO THE POINT OF BEGINNING. CONTAINING 10.83 ACRES MORE OR LESS. ALL LYING IN THE NORTH HALF OF THE SOUTHWEST QUARTER OF SECTION 34, TOWNSHIP 28 NORTH, RANGE 21 WEST, IN CHRISTIAN COUNTY, MISSOURI. BEARINGS BASED ON GRID NORTH OF THE MISSOURI COORDINATE SYSTEM OF 1983, CENTRAL ZONE. DATE OF ADJUSTMENT 2000.

The Christian County Planning and Zoning Commission did, during public hearing on December 21, 2020 review this request and hear public comment. A motion to recommend approval of this change passed by a unanimous vote.

Now, therefore, after additional review of this case and having heard additional public comment the Christian County Commission did this day, upon a motion by Commissioner Morris, seconded by Commissioner Bilyeu, vote unanimously to approve this request.

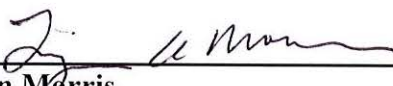
Done this 4th day of January, 2021, at 10:20 a.m.

CHRISTIAN COUNTY COMMISSION




Ralph Phillips
Presiding Commissioner

Yes X
Dated: 1-4-2021



Lynn Morris
Commissioner, Eastern District


Yes ✓
Dated: 1-4-21



Hosea Bilyeu
Commissioner, Western District

Yes ✓
Dated: 1-4-21

ATTEST:



Kay Brown
County Clerk



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