



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 **March 8th, 2021** at **9:25 a.m.**

MEETING MINUTES

Attendee Name	Title	Status	Arrived	Adjourned
Hosea Bilyeu	Western Commissioner	Present	9:25 a.m.	10:05 a.m.
Ralph Phillips	Presiding Commissioner	Present	9:25 a.m.	10:05 a.m.
Lynn Morris	Eastern Commissioner	Present	9:25 a.m.	10:05 a.m.
Madi Hires	Executive Administrative Assistant	Present	9:25 a.m.	10:05 a.m.

Attendees: Highway Administrator Miranda Beadles, Purchasing Agent Sarah Schafer, Alicia Chaves, County Clerk Kay Brown, Maintenance Director Richard Teague, Captain Ron Floyd

A quorum was established. Presiding Commissioner Phillips entertained a motion to approve the consent agenda, which included the Christian County Commission's agenda for today, March 8th, 2021 as posted, Christian County Commission's regular session minutes dated March 1st, 2021, Christian County Commission's closed session minutes per RSMo 610.021.3 (Personnel) dated March 1st, 2021, and Certified Court Order No. 03-08-2021-01. Eastern Commissioner Morris so moved. Western Commissioner Bilyeu seconded the motion.

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

The Commission met to discuss Commission minutes, more specifically a plan for who could take them if the Executive Administrative Assistant (EAA) is unavailable. Presiding Commissioner Phillips noted that the minutes prior to January 2019 were taken by the County Clerk's Office. Seeing that efforts were being duplicated and to free that office up, the Commission took responsibility of their own minutes. Today's meeting is to establish a back-up person in the events described above. Presiding Commissioner Phillips sees, the Clerk's office as a logical back-up due to previously taking minutes.

Eastern Commissioner Morris inquired if anyone in Kay's office is currently trained to take minutes and noted that she currently has less employees since the last time her office was responsible for this job. He noted that utilizing the Purchasing Agent to fill in would be a benefit until that department develops, as that position is already located in the Commission Office and has been trained.

Western Commissioner Bilyeu noted that possibly having another discussion with Human Resources would be beneficial to solve this dilemma. He believes the optimal plan would be having a full-time employee to serve as a Commission Receptionist freeing both the EAA and Purchasing Agent up to complete their additional tasks. As we are in the middle of a budget year, it is understandable to see that this change can not take place, but a good thought for the 2022 budget plans, as this could help the Commission Office function better.

Presiding Commissioner Phillips noted he is open for any discussion; at the end of the day the goal is to have a solid team.

County Clerk Brown noted that in the past there had always been two people present for minute taking, a member from the Clerk's Office and from the Commission Office. This allowed a back-up to be in place if needed, as well as help if something was missed during a meeting, you had two individuals recording motions and details. Clerk Brown's concern toward becoming a back-up for this job would be conflicts such as the EAA being ill during Election season or when Clerk Brown has a scheduling conflict. She reiterated that no one in her office is currently trained to take minutes as that duty left her office in January of 2019. She additionally added that the software program her office used for minutes is no longer utilized.

Western Commissioner Bilyeu noted that the next step should be a meeting with Human Resources and a more detailed look at what exactly the back-up would need to be responsible in the EAA's absence.

Highway Administrator Beadles recommended creating a phone tree noting individuals currently in the County that have been trained to take Commission minutes to serve as emergency back-ups.

No action was taken.

The Commission met with Highway Administrator Miranda Beadles for recommendation of award for the common II salt spreader. Of the two bids opened last week Bus Andrews was the lower bid. Administrator Beadles recommended award to Bus Andrews.

Presiding Commissioner Phillips entertained a motion to award Bus Andrews Equipment, Inc. as recommended by Administrator Beadles. Western Commissioner Bilyeu so moved. Eastern Commissioner Morris seconded the motion.

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

The Commission met with Highway Administrator Beadles for recommendation of award for the side arm boom mowers. Both bids received were from S&H Farm Supply, one for an 18ft mower and 22ft mower. Administrator Beadles recommended award for the 18ft mowers.

Presiding Commissioner Phillips entertained a motion to award S&H Farm Supply for two side arm mowers as recommended by Administrator Beadles. Eastern Commissioner Morris so moved. Western Commissioner Bilyeu seconded the motion.

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

The Commission met with Highway Administrator Beadles for the 2021 proposed sales tax distribution. Administrator Beadles presented a spreadsheet showing the requested amounts from special road districts and the formatted letter previously sent for applications.

Presiding Commissioner Phillips entertained a motion approving the proposed distributions as presented by Administrator Beadles. Western Commissioner Bilyeu so moved. Eastern Commissioner Morris seconded the motion.

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

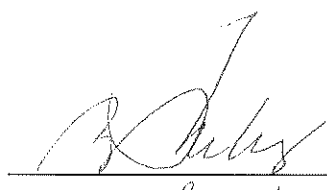
The Commission met with Captain Ron Floyd for an RFP (Request for Proposal) opening for Inmate food service. Three (3) bids were received: Tiger Foods, Trinity Service Group and Summit. The bids will be reviewed, and recommendation of award will be scheduled for a later date. No action was taken.

The meeting was adjourned at 10:05 a.m.



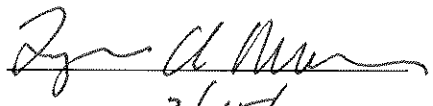
Date: 3-15-2021

Hosea Bilyeu
Western Commissioner



Date: 3/15/2021

Ralph Phillips
Presiding Commissioner



Date: 3/15/21

Lynn Morris
Eastern Commissioner