



## 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 1<sup>st</sup>, 2021** at **8:55 a.m.**

### MEETING MINUTES

Attendee Name	Title	Status	Arrived	Adjourned
Hosea Bilyeu	Western Commissioner	Present	8:55 a.m.	9:47 a.m.
Ralph Phillips	Presiding Commissioner	Present	8:55 a.m.	9:27 a.m.
Lynn Morris	Eastern Commissioner	Present	8:55 a.m.	9:47 a.m.
Madi Hires	Executive Administrative Assistant	Present	8:55 a.m.	9:47 a.m.

Attendees: County Clerk Kay Brown, Maintenance Director Richard Teague, Treasurer Karen Matthews, Krista Raleigh, Human Resources Director Amber Bryant, EMA Director Phil Amtower

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, April 1<sup>st</sup>, 2021 as posted, Christian County Commission's regular session minutes dated March 25<sup>th</sup>, 2021, Christian County Commission's closed session minutes per RSMo 610.021.3 (Personnel) dated March 25<sup>th</sup>, 2021, and a Financial by County Clerk Kay Brown; final paperwork received from the attorney for the Finley Farms TDD (originally approved by the Commission November 5<sup>th</sup>, 2020). 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 Treasurer Karen Matthews for her quarterly report. Treasurer Matthews presented her report verbally with a document showing a detailed budget report showing she has a remaining 78.08% of her budget remaining. Treasurer Matthews noted that bill of cost is no longer caught up, the State owes the County \$331,172.66 currently and she is continuing to work on unclaimed funds. She added that some Counties are utilizing debit card payments for jurors as opposed to mailing checks; this is something she would like to look into to. Discussion was held. No action was taken.

The Commission met with EMA Director Phil Amtower for his quarterly report. Director Amtower presented a written report. He noted much of the 1<sup>st</sup> quarter has been spent on COVID-19 related issues, from setting up a portal, assisting with vaccination clinics and arranging volunteers. Discussion was held. No action was taken.

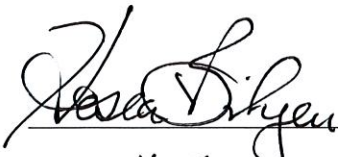
The Commission met Maintenance Director Richard Teague for his quarterly report. Director Teague presented a written report summarizing projects his department has completed, is in progress and plan to start. All fire extinguishers and emergency lights in all buildings have been serviced or replaced as needed, the remaining UV lights have been installed on the rooftop units of the Justice Center and Circuit Court buildings, and construction of the storage room for the Sheriff's office is nearly completion. He noted that structural engineers visited the Historic Courthouse to assess the buildings integrity, letting us make a plan to remove the time capsule at a later date. Discussion was held. No action was taken.

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The Commission met with Human Resources Director Amber Bryant for her quarterly report. Director Bryant presented a written report noting a 4% turnover rate for the first quarter with 230 active employees. CivicHR the new applicant tracking system has been in place since November 2020 and the onboarding portion will go live in April. Director Bryant also noted that the new job description for the Purchasing Agent will be presented soon as a few changes such as experience with government procurement will be added for requirements. Discussion was held. No action was taken.

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The meeting was adjourned at 9:47 a.m.



Date: 4-5-2021

Hosea Bilyeu  
Western Commissioner



Date: 4/2/21

Ralph Phillips  
Presiding Commissioner

 4/5/21

Date: \_\_\_\_\_

Lynn Morris  
Eastern Commissioner