



Christian County Commission

Notice is hereby given that the Christian County Commission met in regular session at:
 The Christian County Historic Building
 100 W. Church St. Room 100
 Ozark, Missouri, 65721

On the **1st day of July 2021 at 8:55 a.m.**

MEETING MINUTES

Attendee Name	Title	Status	Arrived	Adjourned
Hosea Bilyeu	Western Commissioner	Present	8:55 a.m.	10:26 a.m.
Ralph Phillips	Presiding Commissioner	Present	8:55 a.m.	10:26 a.m.
Lynn Morris	Eastern Commissioner	Present	8:55 a.m.	10:26 a.m.
Madi Hires	Executive Administrative Assistant	Present	8:55 a.m.	10:26 a.m.

Attendees: Maintenance Supervisor Richard Teague, Treasurer Karen Matthews, Auditor Amy Dent, EMA Director Phil Amtower, Paula Brumfield, Resource Management Director Todd Wiesehan, Human Resources Director Amber Bryant, Krista Raleigh, Terry Kitterman, Devin Bobbett with the Bank of Missouri, David Cook, Trevor Croley with Croley Insurance, and Rachel & Travis Smith with At Urban Development Inc.

A quorum was established. Presiding Commissioner Phillips noted the removal of one item: HRD: Gazebo Update. Presiding Commissioner Phillips entertained a motion to approve the consent agenda which includes the Christian County Commission agenda for today, July 01, 2021, as posted; Christian County Commission's regular session minutes dated June 21, 2021; a financial by Maintenance Supervisor Teague for an emergency purchase, a 3-ton rooftop unit for the Resource Management Building, the current unit is over 20yrs old and has failed (the quote provided includes the crane rental and holding the unit); and the appointment of Kristal Hicks to the CC Library Board of Trustees. Eastern Commissioner Morris so moved. Western Commissioner Bilyeu seconded the motion.

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

The Commission met for the bid award for depository bank services. Presiding Commissioner Phillips noted there would be no presenter as the purchasing position is vacant but based on the information he has received from vested parties (letters of recommendation from the Collector and EAA) it was unanimous to continue doing service with Ozark Bank.

Presiding Commissioner Phillips entertained a motion to approve the award for depository bank services to Ozark Bank; to receive the funds of the County from the 1st day of July 2021 through the 30th day of June 2023; with the option to extend for a 2-year period of the 30th day of June 2023 through the 30th day of June 2025. Western Commissioner Bilyeu so moved. Eastern Commissioner Morris seconded the motion.

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

The Commission met for a bid opening for the Historic Square Renovation Project. 1 bid was received from Davis Electric for the electrical scope of the bid to include bollard light installation. Discussion was held. No action was taken. Award of bid will be scheduled for a later date.

The Commission met with Resource Management Director Todd Wiesehan for a proposal to utilize ARPA funds for a stormwater management project. Director Wiesehan noted that throughout the county, the stormwater infrastructure has a lot of need. He sees this project as being clearly eligible under the ARPA guidelines and there are several benefits for a project like this. As an exact figure for a project this size is impossible, he is requesting permission to make steps to move forward. He would like to have the County broken up into sections, have an analysis done then evaluate the results, prioritize the need, and then return to the Commission for determination of what should be done next.

Eastern Commissioner Morris noted that this would be a great resource of the ARPA funds and inquired if this would be a possible multiple year project. Director Wiesehan replied that the project would most likely carry through the duration of funding. Western Commissioner Bilyeu agreed, a project like this would be beneficial to the entire county, noting he was in favor of this.

Presiding Commissioner Phillips entertained a motion to approve the proposal for the stormwater management project, giving approval for Director Wiesehan to move forward with inquiring with vendors for pricing of the analysis. Eastern Commissioner Morris so moved. Western Commissioner Bilyeu seconded the motion.

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

The Commission met with Treasurer Karen Matthews for her quarterly report. Treasurer Matthews supplied the Commission with a copy of her current budget, and an update on commercial client payment processing. The commercial client payment processing process began around a year ago due to problems with the postal service and payments from the County not being delivered in a timely manner. Another project Treasurer Matthews is working on is to address outstanding checks from victim restitution and jurors as they are the largest unclaimed funds. She has met with Prosecutor Fite and Circuit Clerk Stillings concerning this project and discussed the option of possible reloadable cards instead of checks to get these individuals their money quicker. She also noted that her Chief Deputy Melissa Bilyeu is almost completed with her notary requirements to offer that service to citizens visiting the Historic Building; she will be completing her very soon as well. Discussion was held. No action was taken.

The Commission met with EMA Director Phil Amtower for his quarterly report. Director Amtower presented a written update for the last quarter touching on vaccinations, the National CERT conference, migration to a new mass notification system, and the donation of the former command trailer to Ozark Police Department. Discussion was held. No action was taken.

The Commission met with Maintenance Supervisor Richard Teague for his quarterly report. Supervisor Teague updated the Commission on large projects completed in the second quarter; HVAC replacement in the Auditor's Office, of HVAC filters for all buildings, repair on the 120-ton AAON on the Circuit Court Building, landscaping and irrigation replaced around Historic Building, new security door on the Historic Building and completing the yearly jail lock preventive maintenance (to name a few). Supervisor Teague listed additional current projects; new flooring in County Clerk's restroom and storage area, gathering information for 2021 Christmas light display, review bids for sidewalk project, etc. Supervisor Teague also serves on the Time Capsule Committee and has been instrumental in the extraction of the time capsule from the cornerstone of the building and updating the Commission along with the Committee. He is also communicating with the Historic River District to stay updated on the gazebo project, that has started on the square. Discussion was held. No action was taken.

The Commission met with Human Resources Director Amber Bryant for her quarterly report. The County is currently at 225 employees and saw 16 new hires and 19 separations in the last quarter. The Civic HR software is 100% launched and working, which has been a large time saver when it comes to tracking applicants. There has been a bit of an uptick in COVID-19 cases the last quarter, 9 cases in the last quarter, mainly in the last two weeks. She also added that all offices/departments are 100% compliant with employee evaluations which she is extremely proud of.

Director Bryant brought up recruitment difficulties, as everyone has been facing during the pandemic the County is no different. Human Resources only had 305 applicants in the last quarter compared to the normal 700-900. The jail is currently down 16 people, making it almost not operational; deputies have been pulled from campus security and patrol to meet these needs. Upon meeting with the Sheriff, Director Bryant noted that out of 28 separations, 22 were resignations, and of those 10 left for staffing shortages and pay. Director Bryant stated that a COLA (cost of living adjustment) is needed; minimum wage will increase to \$11.15/hr. next year and \$12.00/hr. in 2023. As the County still has over 100 employees making \$15.00/hr. or below and 6 who will not even be at minimum wage in 2023, it is a big deal; the only way to get ahead is to do a COLA. A more in-depth discussion will take place at a later time for this topic.

Western Commissioner Bilyeu inquired if a new purchasing agent had been hired. Director Bryant noted that one has been hired and will start on August 2nd.

No action was taken.

9:57 a.m. The Commission sat in recess until 10:02 a.m.

The Commission met with Human Resources Director Amber Bryant and Trevor Croley from Croley Insurance to discuss possible supplemental insurance changes.

Mr. Croley gave a brief description of the last 3 months, reviewing non-medical benefits with multiple carriers (voluntary life, long term disability, dental and vision). Due to COVID-19 and lack of activity a lot of carriers are looking to get new clients. This lack of activity provided a benefit for those looking for new vendors and locking in the best place and rate. The search was narrowed down to 4 vendors, compared to the current coverage offered, and then interviews were conducted (via video conference). It was narrowed down to one vendor, Guardian. The plans presented will have no loss of coverage for current employees enrolled, give consolidated billing, and offers an employee assistance program (unlimited telephonic visits, 3 face-to-face visits at no charge). The dental plan is a 7% decrease and would include a transfer of rollover benefits as well. Voluntary life would have a rate hold guarantee for 2 years and long-term disability offered a 12% decrease from the current plan, with a 2-year rate guarantee. Discussion was held.

Presiding Commissioner Phillips entertained a motion to switch to Guardian for the County's supplemental insurance carrier to start January 01, 2022. Western Commissioner Bilyeu so moved. Eastern Commissioner Morris seconded the motion.

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

The Commission met with County Clerk Kay Brown for her quarterly report. Clerk Brown reviewed her presented report, noting that the office had recently been working on petitions, once which is asking for a recall of the Mayor of Nixa; this will cause a November election this fall. Presiding Commissioner Phillips inquired the estimated cost of the upcoming election. Clerk Brown noted it would be anywhere from \$10,000.00 to \$15,000.00. Discussion was held. No action was taken.

The meeting was adjourned at 10:26 a.m.



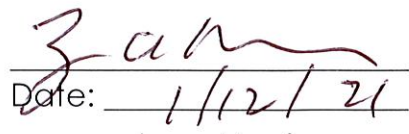
Date: 7/12/21

Hosea Bilyeu
Western Commissioner



Date: 7/12/21

Ralph Phillips
Presiding Commissioner



Date: 1/12/21

Lynn Morris
Eastern Commissioner