



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 St. Room 100
Ozark, Missouri, 65721

on the 5th day of **December 2023** at **9:00 a.m.**

MEETING MINUTES

Attendee Name	Title	Status	Arrived	Adjourned
Hosea Bilyeu	Western Commissioner	Present	9:00 a.m.	1:11 p.m.
Bradley Jackson	Eastern Commissioner	Present	9:00 a.m.	1:11 p.m.
Lynn Morris	Presiding Commissioner	Present	9:00 a.m.	1:11 p.m.
Madi Hires Raines	Minutes Secretary	Present	9:00 a.m.	1:11 p.m.

Attendees: Auditor Amy Dent, Employee Services Director Amber Bryant, Purchasing Manager Kim Hopkins-Will, IT Manager Bill Rawlings, EMA Director Phil Amtower, Sheriff Brad Cole, Maintenance Supervisor Richard Teague, Resource Management Director Todd Wiesehan, Highway Administrator Miranda Beadles, County Clerk Paula Brumfield, Treasurer Karen Matthews, Recorder Kelly Hall, Ellen Neville-Verdugo, John Beadles, Krista Raleigh, Joan Doss, Scott Hayes

Robert Klug, Kyle Whittaker, Gretchen Garrity, A. Mills, Bob Rubino, Renee Brumett, Nancy Parson, Marvin Parson, Dale Phillips, Paula Phillips, Bart Collins, David Lee, Polly Dross

Via phone: Aaron King with Torgerson Design Partners

A quorum was established.

Presiding Commissioner Morris entertained a motion to approve the consent agenda, which included Christian County Commission's agenda for today, December 05, 2023, as posted, and Christian County Commission's regular session minutes dated November 22, 2023; Christian County Commission's regular session minutes dated November 29, 2023. No financials to address. Western Commissioner Bilyeu so moved. Eastern Commissioner Jackson seconded the motion.

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

The Commission met with Treasurer Karen Mattews for a bank resolution update. This resolution will add Presiding Commissioner Morris back to the one bank account that he was temporarily removed from last week (Western Commissioner Hosea Bilyeu was added in his absence) and add an authorized user to utilize Presiding Commissioner Morris' facsimile stamp. Last week only 1 bank account was updated, this week all 4 accounts need to be updated to remove the former executive assistant as the authorized user of Presiding Commissioner Morris' facsimile stamp. Presiding Commissioner Morris recommended Cheryl Mitchell as the authorized user of his facsimile stamp until the Commission Office hires a new executive assistant.

Presiding Commission Morris entertained a motion to select Cheryl Mitchell as an authorized user of the Presiding Commissioner's facsimile stamp. Eastern Commissioner Jackson so moved. Western Commissioner Bilyeu seconded the motion.

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

The Commission met with Treasurer Karen Matthews for the Treasurer's quarterly report. Treasurer Matthews noted that she is in line with her 2023 budget. She is still working on unclaimed funds; she's been able to turn in over \$11,000.00 to the state. She noted that utilizing Court Funds has been going well (the process that jurors get paid by debit card rather than check). Discussion was held. No action was taken.

The Commission met with Auditor Amy Dent and Treasurer Karen Matthews for the Treasurer's 2024 budget hearing. Auditor Dent noted that there were no large changes, the increases to note are the bond, 8% Commission approved COLA and phone line.

Presiding Commission Morris entertained a motion to approve the Treasurer's 2024 budget as presented. Western Commissioner Bilyeu so moved. Eastern Commissioner Jackson seconded the motion.

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

The Commission met with Auditor Amy Dent and Recorder Kelly Hall for the Recorder's 2024 Budget Hearing. Auditor Dent noted an increase in payroll due to the 8% Commission approved COLA, insurance, and LAGERS. As payroll salary is the only item the Recorder does not pay for out of discretionary funds it is presented in a separate budget worksheet.

Presiding Commission Morris entertained a motion to approve the Recorder's 2024 budget as presented. Eastern Commissioner Jackson so moved. Western Commissioner Bilyeu seconded the motion.

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

The Commission met with Auditor Amy Dent and Missouri Extension Engagement Specialist Whittaker for MU Extension's 2024 Budget Hearing. Specialist Whittaker gave a brief update on the Extension office and council. He added that their budget requests for 2024 are on the back page of the presented report, adding that he is requesting a \$2.00 an hour increase for their office manager as she does not receive benefits; the overall request is an 14.8% increase overall.

Auditor Dent recommendation is strictly based on numbers, statutorily the Commission must allocate \$10,000.00; in 2021 I instituted the annual contribution calculation as it had been increasing exponentially. I compare 8 surrounding Counties with ours and their extension office budgets. The average sales tax revenue of the surrounding Counties budgets is 1.2% of sales tax revenue. I recommend 1.4% increase that is in my opinion generous and fair.

Presiding Commissioner Morris entertained a motion to approve MU Extension budget as presented by Auditor Dent, noting a 1.4% increase. Eastern Commissioner Jackson so moved. Western Commissioner Bilyeu seconded the motion.

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

The Commission met with Auditor Amy Dent and EMA Director Phil Amtower for Emergency Management's 2024 Budget Hearing. Auditor Dent noted an increase due to a new shared position that is shared between the Commission Office, EMA and Purchasing; any other increase to note are software and the Commission approved 8% COLA.

Presiding Commissioner Morris entertained a motion to approve the budget as presented. Western Commissioner Bilyeu so moved. Eastern Commissioner Jackson seconded the motion.

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

The Commission met with Purchasing Manger Kim Hopkins-Will and Maintenance Supervisor Teague for award for RFP#2023-22 General Carpentry & Electrical Services. Hambey Construction LLC has been awarded.

Presiding Commissioner Morris entertained a motion to approve the award of RFP#2023-22 for General Carpentry & Electrical Services to Hambey Construction LLC. Eastern Commissioner Jackson so moved. Western Commissioner Bilyeu seconded the motion.

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

The Commission met with Purchasing Manager Kim Hopkins-Will and Employee Services Director Amber Bryant for the award of HR Software. The current software utilized has been discontinued; Criterion purchased the prior company.

Presiding Commissioner Morris entertained a motion to approve the award of HR Software to Criterion. Eastern Commissioner Jackson so moved. Western Commissioner Bilyeu seconded the motion.

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

The Commission met with Purchasing Manager Kim Hopkins-Will and Highway Administrator Miranda Beadles for renewal of the annual contract for bulk highway salt for county roads. Williams Diversified is recommended for renewal, noting there was no price increase.

Presiding Commissioner Morris entertained a motion to approve the renewal for Bulk Highway Salt for County Roads to Williams Diversified. Western Commissioner Bilyeu so moved. Eastern Commissioner Jackson seconded the motion.

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

The Commission met with Purchasing Manager Kim Hopkins-Will and Maintenance Supervisor Teague for approval of Addendum 1 to the Jail Sewer Improvement. Supervisor Teague noted that this addendum is for signage as MODot did not accept the existing signage. This quote reflects this change of \$852.00.

Presiding Commissioner Morris entertained a motion to approve Addendum 1 to the Jail Sewer Improvement. Eastern Commissioner Jackson so moved. Western Commissioner Bilyeu seconded the motion.

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

The Commission met with Purchasing Manager Kim Hopkins-Will for approval of a Fuel Card Services Agreement with Wex Fuel, utilizing State of Missouri Contract #CC211293001.

Presiding Commissioner Morris entertained a motion to approve the Fuel Card Services Agreement with Wex Fuel as presented. Western Commissioner Bilyeu so moved. Eastern Commissioner Jackson seconded the motion.

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

The Commission met with Purchasing Manager Kim Hopkins-Will and Employee Services Director Amber Bryant for approval of an IT Services agreement. As the County now has an in-house IT department, the previous contract with Pitt Technology no longer fits the County's needs. The contract was re-negotiated for the same price but helping in different capacities.

Presiding Commissioner Morris entertained a motion to approve the IT Services Agreement with Pitt Technology as presented. Western Commissioner Bilyeu so moved. Eastern Commissioner Jackson seconded the motion.

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

The Commission met with Purchasing Manager Kim Hopkins-Will for award of RFP #2023-19 Data Solutions Services.

Presiding Commissioner Morris entertained a motion to approve the award of RFP#2023-19 to CKC Data Solutions. Eastern Commissioner Jackson so moved. Western Commissioner Bilyeu seconded the motion.

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

The Commission met with Highway Administrator Miranda Beadles for Woods Fork Rd. Acquisition of Right of Way: permanent drainage easement & temporary construction easement.

Presiding Commissioner Morris entertained a motion to approve the permanent drainage easement and temporary construction easement as presented regarding the acquisition of right of way for Woods Fork Rd. Western Commissioner Bilyeu so moved. Eastern Commissioner Jackson seconded the motion.

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

The Commission met with Sheriff Brad Cole for approval of three awarded grants. DOJ COPS Community Policing Development, DOJ COPS Hiring Program and DPS State & Local Recovery Funds (SLFRF). Sheriff Cole gave a brief description of each grant. Discussion was held.

Presiding Commissioner Morris entertained a motion to approve the DPS State & Local Recovery Funds (SLFRF) grant as presented. Western Commissioner Bilyeu so moved. Eastern Commissioner Jackson seconded the motion.

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

Presiding Commissioner Morris entertained a motion to approve the DOJ COPS Community Policing Development grant as presented. Eastern Commissioner Jackson so moved. Western Commissioner Bilyeu seconded the motion.

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

Presiding Commissioner Morris entertained a motion to approve the DOJ COPS Hiring Program grant as presented. Eastern Commissioner Jackson so moved. Western Commissioner Bilyeu seconded the motion.

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

The Commission stood in recess until 10:04 a.m.

The Commission met with Planning and Zoning Administrator Joan Doss and Senior Planner Scott Hayes, in regard to a rezoning hearing (specifically case no. 2023-0260 the applicant being Dogwood Ranch Corp. & Dana Lopez).

The property is currently zoned as A-1 (Agriculture) with a request to change to R-1 (Residential). Administrator Doss noted that Aaron King with Torgerson Design Partners will be representing the client via phone if the Commission has any questions regarding the rezoning case. Administrator Doss additionally noted that today's meeting is just regarding the zoning change, not concerning the subdivision. Discussion was held.

Bart Collins, Roy Morrisett, Dale Phillips, Paula Phillips Marvin Parson, and Nancy Parson each shared their concerns regarding this rezoning change. Each noted that they support Dogwood Ranch and their facility but cited concerns about the change in rezoning and future subdivision of the land.

Presiding Commissioner Morris noted that he did not feel ready to vote regarding this hearing and would feel more comfortable rescheduling. Western Commissioner Bilyeu agreed.

Presiding Commissioner Morris entertained a motion. Eastern Commissioner Jackson moved to reschedule to a date to be determined in conjunction with planning & zoning. Western Commissioner Bilyeu seconded the motion.

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

The Commission stood in recess until 11:29 a.m.

11:30 a.m.

Presiding Commissioner Morris entertained a motion to enter into closed session per RSMo 610.021.17 (Auditor Communications) by means of roll call. Western Commissioner Bilyeu so moved. Eastern Commissioner Jackson seconded the motion.

Roll Call Vote

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

11:48. a.m.

Presiding Commissioner Morris entertained a motion to enter into closed session per RSMo 610.021.2 (Real Estate) by means of roll call. Eastern Commissioner Jackson so moved. Western Commissioner Bilyeu seconded the motion.

Roll Call Vote

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

1:11 p.m.

Presiding Commissioner Morris entertained a motion to exit closed session and resume regular session by means of roll call. Western Commissioner Bilyeu so moved. Eastern Commissioner Jackson seconded the motion.

Roll Call Vote

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

The meeting was adjourned at 1:11 p.m.



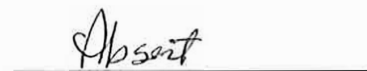
Date: 12-5-2023

Hosea Bilyeu
Western Commissioner



Date: 12-5-23

Lynn Morris
Presiding Commissioner



Date: _____

Bradley A. Jackson
Eastern Commissioner