

## Greene County Commission

### Daily Briefing Minutes

**TUESDAY, July 19, 2016**

9:00 AM

County Commission Conference Room  
933 N. Robberson

Attendees: Commissioners Cirtin, Bengsch and Bentley; Chris Coulter, Tina Phillips, Jeff Scott, Jennifer McClure, Kate Morris and Marilyn Elsass.

#### Items for Consideration and Action by the Commission

(None)

#### Informational Items

##### 1. Budget Office—Jeff Scott

- *Jeff reported the Budget Office has completed the sewer letters. Jeff gave an explanation of collection procedures in the past by the Budget Office. The Budget Office works with the Collector's office regarding the history of delinquency. There was a discussion of collection procedure for sewers.*
- *There was a discussion of an energy program that could save money for citizens. Commissioner Cirtin asked that a meeting be set up to discuss this program. Marilyn will work on finalizing a meeting to include the Commissioners and representatives that are familiar with this project.*
- *Jeff stated there will be a construction project meeting. Jeff explained some of the cost involved in furnishings for the courtroom construction. Jeff will meet with the Courts Administrator to go over expenditures and reconcile cost figures.*
- *Jeff gave an update on the payroll import project.*
- *Jeff reported about the Budget Office work on proposed tax numbers, correcting jobs with grades, and reviewing at COLA adjustments.*
- *The Financial Advisory Task Force meeting will be Thursday, July 28 at 2:00 p.m.*
- *Jeff discussed the upcoming meeting for projections and 9-1-1.*
- *Tina reported on the Employee Compliance Conference she attended which included the Department of Labor overtime rules. The rules will be reviewed/revised every three years. There no is projected change at this time. Tina reported an emphasis on insurance for cyber-attacks.*
- *Jeff explained insurance coverage regarding accidents related to the recent upgrade in coverage. Commissioner Bengsch noted that MSU is second in the nation for a cyber-attack readiness program.*

##### 2. Human Resources—Camille Knowles, absent—in training.

##### 3. Jennifer McClure

- *Jennifer noted the pre-bid meeting today for the jail. Jennifer states a reporter from the News-Leader will be present. One vendor has responded for the pre-bid; however, others may attend without a prior response. The pre-bid is a process requirement to determine cost.*

- Jennifer reports there will be a meeting today regarding the Prosecuting Attorney's office move costs.
- Jennifer presented the Commissioners with a list of education fact questions for their review as well as a thank you draft letter to the City regarding their participation in the Community Needs meeting.
- Jennifer gave a hand-out to the Commissioners and Jeff Scott regarding info-graphic for review and input.

#### 4. Other Items

Chris Coulter:

- *Intergovernmental Agreement/OEM presented by the City of Springfield which is a maintenance agreement for storm sirens. This IGA is updated every three years and is initiated by the Public Works Department.*
- *Dave Dunn, Building Operations, is being inducted into the Marshall Arts Hall of Fame in Dallas, Texas. The event takes place July 21-23. Dave is received fourth degree "Black Belt" status in Marshall Arts.*
- *Chris reports that Tim Davis with Environmental is in the MR340/American Waters Race from Kansas City to St. Louis on the Missouri River. This is the longest river race. As the name indicates, the race is a 340 mile race and is day and night. Tim is entered in the Tandem Paddle Drive category.*

Commissioner Cirtin:

- *Reminder that the Team Greene Volunteer group is meeting today in the Commission office at 2:00 p.m. The group will discuss scheduling.*
- *Discussion of a municipal courtroom.*
- *Discussion of a vacancy with the Watershed Board.*
- *Commissioner Bentley reported on the Watershed Gala this past weekend that went very well.*
- *Brief discussion of the Board of Equalization.*

Marilyn Elsass:

- *Marilyn asked the Commission if they are ready to make a decision on the two applicants for the Historic Sites Board, Battlefield Mayor Debra Hickey and Twyla Amschler to fill two vacancies on the board. Commissioner Cirtin moved to appoint Mayor Debra Hickey and Twyla Amschler to the Historic Sites Board. Commissioner Bengsch seconded the motion. The motion was passed unanimously. Marilyn will prepare the court orders to be circulated for signatures.*
- *Marilyn stated Jackie Warfel, Chair of the Historic Sites Board, wanted to inquire if the Commission wanted any input on the board naming Neal Lopinot and Ryan Zweerink as Ex-officio members of the Historic Sites Board. The by-laws of the board indicate the board can make these appointments at the board's discretion. The board would name these two gentlemen in order to help complete projects regarding the Trail of Tears and the Danforth historic property since they were an important part of these projects. The Commission states they will not intercede on these appointments. Marilyn will notify the chair the Commission's decision.*